

Sean E. Powers
President
At Large

Shannon L. Hume
At Large

CHARLES C. Kokoros
District 1

John C. Mullaney
District 2

Thomas M. Bowes
District 3



Charles B. Ryan
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 -

May 31, 2016 • Horace T. Cahill Auditorium, Town Hall • Starting Time: **7:00**PM

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

ANNOUNCEMENTS

- 066 15 Council President: Ride to End Alzheimer's (Paul McSoley) June 14
- 067 16 Council President: A Lifeline for those concerned about a loved one's Addiction (MassBar)
- 074 16 Councilor Hume: Library Event – Garage Book Sale, June 18th 9am-1pm
- 077 16 Councilor O'Brien: Dedications Pond Meadow Park, June 12th
- 079 16 Council President: Town Clerk's Office Recognition

APPROVAL OF MINUTES

- April 5, 2016
- April 26, 2016

CORRESPONDENCE

- 075 16 Town Clerk and Assistant Town Clerk: Travel Policy-Approval to Attend Town Clerk Conference
- 076 16 Clerk of the Council: Travel Policy-Approval to Attend Town Clerk Conference

CITIZEN CONCERNS/COUNCIL RESPONSE

- 082 16 Councilor O'Brien: Compressor Station update

COMMUNICATIONS AND REPORTS FROM THE MAYOR AND TOWN BOARDS

OLD BUSINESS

- 16 024 (2) Supplemental Appropriations #4 or take up any action relative thereto (PUBLIC HEARING tabled from April 26)
- 16 026 National Grid Petition: River Street or take up any action relative thereto (River Street portion TABLED)
- 16 027 Mayor: FY2017 Operating Budget or take up any action relative thereto (PUBLIC HEARING)
- 16 028 Mayor: FY2017 Budget – Community Preservation Committee or take up any action relative thereto (PUBLIC HEARING)

- 16 029 Mayor: FY2017 Revolving Accounts or take up any action relative thereto (PUBLIC HEARING)
- 16 030 Mayor: Fiscal Year 2016 Supplemental Appropriations DPW-Front End Loader replacement/purchase or take up any action relative thereto (PUBLIC HEARING)
- 16 032 Blue Hills MA School Building Authority Feasibility Study or take up any action relative thereto
- 027 16 Councilor Clifford: An Obligation to Lead – Opioid Epidemic (Update)

NEW BUSINESS

- None

Refer to the Committee on Ways & Means

- 16 033 Mayor: FY16 Supplemental Appropriations #6 or take up any action relative thereto (PUBLIC HEARING June 28)

Topics the Chair does not reasonably anticipate will be discussed

UPCOMING MEETINGS:

Next Council Meeting is - **TUESDAY, June 7, 2016@ 7:30pm**

ADJOURNMENT

Sean E. Powers
President
At Large



Charles B. Ryan
Vice President
At Large

Shannon L. Hume
At Large

Stephen C. O'Brien
District 4

CHARLES C. Kokoros
District 1

Michael J. Owens
District 5

John C. Mullaney
District 2

PAUL "DAN" CLIFFORD
District 6

Thomas M. Bowes
District 3

OFFICE OF THE TOWN COUNCIL

APRIL 5, 2016

MINUTES

A meeting of the Town Council was held in the Horace T. Cahill Auditorium, Braintree Town Hall, on April 5, 2016 beginning at 7:30p.m.

Council President Powers was in the chair.

Present: Sean Powers, President
Charles Ryan, Vice President
Thomas Bowes
Paul Dan Clifford
Shannon Hume
Charles Kokoros arrived at 9:18pm
John Mullaney
Michael Owens

Not Present: Stephen C. O'Brien

Also Present: Joseph C. Sullivan, Mayor
Michael Coughlin, Chief of Staff
James O'Brien, Fire Chief
Kevin MacAleese, Fire Lieutenant
Chris, Brewster Ambulance
Frank Hackett, Superintendent
Kate Naughton, School Committee
Michael Nelligan, Powers & Sullivan
DOVE representatives

ANNOUNCEMENTS

APPROVAL OF MINUTES

- March 15, 2016
 - Motion: by Councilor Ryan
 - Second: by Councilor Bowes
 - Vote: For (7), Against (0), Absent (2-O'Brien, Kokoros)

CITIZEN CONCERNS/COUNCIL RESPONSE

- 061 16 Council President: Joao Alves, Letter of Support to Covanta
A letter of support was drafted and those Councilors who wished to sign it did. Councilor Clifford stated businesses need to be good community partners.

COMMUNICATIONS AND REPORTS FROM THE MAYOR AND TOWN BOARDS

- 050 16 Council President: Chief O'Brien Update on the NARCAN Program
James O'Brien, Fire Chief stated NARCAN is an effective weapon against overdoses. Thank you to all the men and women in the fire department who work hard to help against this fight. Thank you to Robyn LaFrance in the Mayor's office with her tireless efforts against opioid abuse. Chief O'Brien stated in 2015 there were 79 overdoses. Lieutenant Kevin MacAleese stated the days most often overdoses occur are Tuesday, Friday and Saturday. It was stated there is a new position at South Shore Hospital an Addiction Counselor.
- 048 16 Council President: Comprehensive Zoning Project Progress – This item will have a speaker at the April 26, 2016 meeting.
- 051 16 Powers & Sullivan – FY2015 Year End Reports
Michael Nelligan, Powers & Sullivan Auditor stated they issued 4 reports: FY15 CAFR, FY15 Management Letter, FY15 SEFA and Braintree Retirement document GASB. We had full cooperation with all the departments. Mike Nelligan stated the continuing comment from the Management Letter is there needs to be more focus on identifying federal grants. The Town needs a stronger system to capture federal grants.
- 055 16 Councilor Owens: DOVE - Teen Dating Violence Program available for Braintree Teens
Dove presenters would like to train peers and teachers, to give support and feedback and give out packets on prevention at the High Schools.

OLD BUSINESS

- 033 15 Council President: Town Auditor Position – Job Description to include qualifications, requirements, compensation, posting or take up any action relative thereto **(Update)**
There was no update at this time on the Town Auditor Position.
- 027 16 Councilor Clifford: An Obligation to Lead – Opioid Epidemic **(Update)**
Councilor Clifford stated meeting on the Special Committee on the Opioid Epidemic will begin on Monday, April 11, 2016 at 5:30pm. We will have 9 meetings, concluding with a full report, using the MMA Call to Action report as a road map.

NEW BUSINESS

- 16 013 Council President: South Middle School Statement of Interest (SAME NIGHT ACTION)
Council President Powers stated if no one objects we will take up SAME NIGHT ACTION on item 16 013. Council President Powers stated Hearing None we will precede.
Dr. Frank Hackett, Superintendent of Braintree Public Schools stated we have a space issue. We would like a Motion to File an Application to the MSBA for a Statement of Interest.

Motion by Councilor Ryan to Approve Order 16 013

Motion: by Councilor Ryan

Second: by Councilor Bowes

Vote: For (8), Against (0), Absent (1-Clifford)

April 5, 2016

Town Council

2 of 3

Refer to the Committee on Ordinance & Rules

- 16 012 Town of Braintree – Demolition Delay Ordinance or take up any action relative thereto

Refer to the Committee on Ways & Means

- 16 022 CPA Committee Appropriation Request – Elm Street Cemetery Design Consultant or take up any action relative thereto
- 16 023 CPA Committee Appropriation Request – Elm Street Cemetery Preservation and Restoration or take up any action relative thereto
- 16 024 Mayor: Fiscal Year 2016 Supplemental Appropriations or take up any action relative thereto

Refer to the Committee on the Department of Public Works

- 16 014 National Grid Petition: Hilliard Court or take up any action relative thereto
- 16 015 National Grid Petition: Hoover Avenue or take up any action relative thereto
- 16 016 National Grid Petition: Sherman Road or take up any action relative thereto
- 16 017 National Grid Petition: Spruce Street or take up any action relative thereto
- 16 018 National Grid Petition: Talbot Road or take up any action relative thereto
- 16 019 National Grid Petition: Williams Court or take up any action relative thereto
- 16 020 National Grid Petition: Wilson Avenue or take up any action relative thereto
- 16 021 National Grid Petition: West Street or take up any action relative thereto

Topics the Chair does not reasonably anticipate will be discussed

UPCOMING MEETINGS: Next Council Meeting - **TUESDAY, APRIL 26, 2016@ 7:30pm**

ADJOURNMENT

It was unanimously voted to adjourn the meeting at 10:05p.m.

Respectfully submitted,
Susan M. Cimino
Clerk of the Council

Documents provided for Meeting

- 061 16 Council President: Joao Alves, Letter of Support to Covanta
- 051 16 Powers & Sullivan – FY2015 Year End Reports
- 16 013 Council President: South Middle School Statement of Interest (SAME NIGHT ACTION)
- 16 012 Town of Braintree – Demolition Delay Ordinance or take up any action relative thereto
- 16 022 CPA Committee Appropriation Request – Elm Street Cemetery Design Consultant or take up any action relative thereto
- 16 023 CPA Committee Appropriation Request – Elm Street Cemetery Preservation and Restoration or take up any action relative thereto
- 16 024 Mayor: Fiscal Year 2016 Supplemental Appropriations or take up any action relative thereto
- 16 014 National Grid Petition: Hilliard Court or take up any action relative thereto
- 16 015 National Grid Petition: Hoover Avenue or take up any action relative thereto
- 16 016 National Grid Petition: Sherman Road or take up any action relative thereto
- 16 017 National Grid Petition: Spruce Street or take up any action relative thereto
- 16 018 National Grid Petition: Talbot Road or take up any action relative thereto
- 16 019 National Grid Petition: Williams Court or take up any action relative thereto
- 16 020 National Grid Petition: Wilson Avenue or take up any action relative thereto
- 16 021 National Grid Petition: West Street or take up any action relative thereto

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OFFICE OF THE TOWN COUNCIL

APRIL 26, 2016

MINUTES

A meeting of the Town Council was held in the Horace T. Cahill Auditorium, Braintree Town Hall, on April 26, 2016 beginning at 7:30p.m.

Council President Powers was in the chair.

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

Also Present: Joseph C. Sullivan, Mayor
Michael Coughlin, Chief of Staff
Ed Spellman, Director of Finance
Christine Stickney, Planning & Community Development Director
Frank Hackett, Superintendent of Braintree Public Schools
Russell Jenkins, Chief of Police
Paul McSoley, Finance Coordinator Police
Bob Mitchell, RKG Associates

ANNOUNCEMENTS

APPROVAL OF MINUTES

- None

CITIZEN CONCERNS/COUNCIL RESPONSE

- 071 16 Councilor Ryan: Resolution - Local 2222 Verizon Workers or take up any action relative thereto
Councilor Ryan stated at the next Town Council meeting I will be offering a Resolution to support Verizon Workers.

Councilor Kokoros agreed this is more about wages. It is about shipping jobs outside of the USA.

COMMUNICATIONS AND REPORTS FROM THE MAYOR AND TOWN BOARDS

- 048 16 Council President: Comprehensive Zoning Project Progress
Bob Mitchell, RKG Associates was in attendance and stated he was to take a comprehensive look at the zoning by-laws and bring them up to state statutes and determine best practices.

OLD BUSINESS

- 16 022 CPA Committee Appropriation Request – Elm Street Cemetery Design Consultant or take up any action relative thereto (PUBLIC HEARING)

Motion: by Councilor Ryan to Open Public Hearing on Order 16 022

Second: by Councilor Bowes

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

Council President Powers asked if any member of the Council or anyone from the public would like to speak on Order 16 022.

Motion: by Councilor Powers to Close Public Hearing on Order 16 022

Second: by Councilor Bowes

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

MOTION: In accordance with the provisions of Chapter 44B of the General Laws and with the recommendation of the Community Preservation Committee, appropriate \$75,000.00 from the CPA Historic Resources Fund for funding to hire a Consultant to assist the Town with an assessment, design and oversight of work associated with the preservation and restoration of the perimeter stone wall, fencing, gates, columns another related perimeter work of the Elm Street Cemetery. Said funds, not to exceed \$75,000.00, are to be expended under the direction of the Community Preservation Committee and by the Director of Planning and Community Development.

Motion by Councilor Ryan to Approve Order 16 022

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

- 16 023 CPA Committee Appropriation Request – Elm Street Cemetery Preservation and Restoration or take up any action relative thereto (PUBLIC HEARING)

Motion: by Councilor Ryan to Open Public Hearing on Order 16 023

Second: by Councilor Bowes

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

Council President Powers asked if any member of the Council or anyone from the public would like to speak on Order 16 023.

Motion: by Councilor Powers to Close Public Hearing on Order 16 023

Second: by Councilor Bowes

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

MOTION: In accordance with the provisions of Chapter 44B of the General Laws and with the recommendation of the Community Preservation Committee, appropriate \$750,000.00 from the CPA Unreserved Fund for the preservation and restoration of the perimeter stone wall, fence, gates, columns and other related work of the perimeter of the Elm Street Cemetery. Said funds, not to exceed \$750,000.00, are to be expended under the direction of the Community Preservation Committee and by the Director of Planning and Community Development.

Motion by Councilor Ryan to Approve Order 16 023

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

- 16 024 Mayor: Fiscal Year 2016 Supplemental Appropriations or take up any action relative thereto

Motion: by Councilor Ryan to Open Public Hearing on Order 16 024

Second: by Councilor Bowes

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

Council President Powers asked if any member of the Council or anyone from the public would like to speak on Order 16 024.

Motion: by Councilor Powers to Close Public Hearing on Order 16 024

Second: by Councilor Bowes

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

1. Planning and Development

MOTION: That the sum of \$5,000 be transferred from the Town's Stabilization Fund account to the Planning and Development department/ Program 04 -Planning / Regional Vulnerability Assessment account.

Motion by Councilor Ryan to Approve Order 16 024 (1)

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

2. Planning and Development

MOTION: That the sum of \$25,000 be transferred from the Town's Stabilization Fund account to the Planning and Development department/ program 07-Economic Development / Greater Boston Regional Development Compact account.

Motion by Councilor Ryan to TABLE Order 16 024 (2)

Motion: by Councilor Ryan

Second: by Councilor Kokoros

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

3. Department of Public Works - Snow and Ice

MOTION:

That the sum of \$151,979 be transferred from the Finance Department/ Program 01-Administration / 9C Reserve Account and \$109,698 be transferred from the Town's Stabilization Fund account for a total of \$261,677 to the Department of Public Works / Program 11 - Snow and Ice, and further, that the Director of Municipal Finance be authorized to allocate said sums to and among the various line items affected thereby.

Motion by Councilor Ryan to Approve Order 16 024 (3)

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

4. Police Department

MOTION: That the sum of \$88,444 be transferred from the Town's Stabilization Fund and \$95,556 be transferred from the Finance Department / Program 01-Administration / 9C Reserve Account for a total of \$184,000 to the Police Department overtime accounts, and further, that the Director of Municipal Finance be authorized to allocate said sums to and among the various line items affected thereby.

Motion by Councilor Ryan to Approve Order 16 024 (4)

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

5. Fire Department

MOTION: That the sum of \$175,000 be transferred from the Town's Stabilization Fund to the Fire Department overtime accounts, and further, that the Director of Municipal Finance be authorized to allocate said sums to and among the various line items affected thereby.

Motion by Councilor Ryan to Approve Order 16 024 (5)

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

6. Mayor's Office

MOTION: That the sum of \$25,000 be transferred from the Town's Stabilization Fund to the Mayors Department/ Program-01 Administration / Opioid education and prevention account.

Motion by Councilor Ryan to Approve Order 16 024 (6)

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

7. School Department

MOTION: That the sum of \$50,000 be transferred from the Town's Stabilization Fund to School department ELL teacher account.

Motion by Councilor Ryan to Approve Order 16 024 (7)

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

8. School Department

MOTION: That the sum of \$52,500 be transferred from the Town's Stabilization Fund to School department IT Computer Technician account.

Motion by Councilor Ryan to Approve Order 16 024 (8)

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

ENTERPRISE FUND TRANSFERS

9. Golf Enterprise Fund

MOTION: That the sum of \$5,158 be transferred from the Town's Stabilization fund, \$1,592 be transferred from the Golf Enterprise Fund from the Fiscal Year 2015 certified Retained Earnings, \$2,800 be transferred from Program 50/ Principal on Debt/ principal on debt account, and \$12,450 be transferred from Program 51 Interest on Debt / interest on debt account for a total of \$22,000 to the Golf enterprise/ Program 01 Administration / Part Time labor account.

Motion by Councilor Ryan to Approve Order 16 024 (9)

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

10. Golf Enterprise Fund

MOTION: That the sum of \$5,000 be transferred from the Golf Enterprise Fund Program 50/ Principal on Debt/ principal on debt account, be transferred to the Golf Enterprise/ Program 01 Administration / Credit card fee account.

Motion by Councilor Ryan to Approve Order 16 024 (10)

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

11. Golf Enterprise Fund

MOTION: That the sum of \$4,000 be transferred from the Golf Enterprise Fund from the Fiscal Year 2015 certified Retained Earnings to the Golf Enterprise/ Program 01 Administration / Data processing account.

Motion by Councilor Ryan to Approve Order 16 024 (11)

Motion: by Councilor Ryan
Second: by Councilor Bowes
Vote: For (9), Against (0), Absent (0)

12. Golf Enterprise Fund

MOTION: That the sum of \$10,000 be transferred from the Golf Enterprise Fund from the Fiscal Year 2015 certified Retained Earnings to the Golf Enterprise/ Program 01 Administration / Other Charges and Expense account.

Motion by Councilor Ryan to Approve Order 16 024 (12)

Motion: by Councilor Ryan
Second: by Councilor Bowes
Vote: For (9), Against (0), Absent (0)

13. Golf Enterprise Fund

MOTION: That the sum of \$10,000 be transferred from the Golf Enterprise Fund from the Fiscal Year 2015 certified Retained Earnings to the Golf Enterprise/ Program 03 Golf Equipment Maintenance / Mower repair account.

Motion by Councilor Ryan to Approve Order 16 024 (13)

Motion: by Councilor Ryan
Second: by Councilor Bowes
Vote: For (9), Against (0), Absent (0)

14. Golf Enterprise Fund

MOTION: That the sum of \$10,000 be transferred from the Golf Enterprise Fund from the Fiscal Year 2015 certified Retained Earnings to the Golf Enterprise/ Program 04 Golf Turf Maintenance / fertilizer account.

Motion by Councilor Ryan to Approve Order 16 024 (14)

Motion: by Councilor Ryan
Second: by Councilor Bowes
Vote: For (9), Against (0), Absent (0)

15. Golf Enterprise Fund

MOTION: That the sum of \$11,000 be transferred from the Golf Enterprise Fund from the Fiscal Year 2015 certified Retained Earnings to the Golf Enterprise/ Program 04 Golf Turf Maintenance /overtime account.

Motion by Councilor Ryan to Approve Order 16 024 (15)

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

16. Golf Enterprise Fund

MOTION: That the sum of \$20,000 be transferred from the Golf Enterprise Fund from the Fiscal Year 2015 certified Retained Earnings to the Golf Enterprise/ Program 05 Golf Pro Shop Operations / Merchandise account.

Motion by Councilor Ryan to Approve Order 16 024 (16)

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

17. Golf Enterprise Fund

MOTION: That the sum of \$36,000 be transferred from Program 50/ Principal on Debt/ principal on debt account, to the Golf Enterprise/ Program 05 Golf Pro Shop Operations / professional staff account.

Motion by Councilor Ryan to Approve Order 16 024 (17)

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

18. Golf Enterprise Fund

MOTION: That the sum of \$6,000 be transferred from Program 50/ Principal on Debt/ principal on debt account, to the Golf Enterprise/ Program 05 Golf Pro Shop Operations / fleet maintenance account.

Motion by Councilor Ryan to Approve Order 16 024 (18)

Motion: by Councilor Ryan

Second: by Councilor Bowes

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

- 027 16 Councilor Clifford: An Obligation to Lead – Opioid Epidemic or take up any action relative thereto (Update)
Councilor Clifford stated there have been 5 meetings in 10 days. There will be another 17 meetings to take place in 63 days.

OLD BUSINESS

- 033 15 Council President: Town Auditor Position – Job Description to include qualifications, requirements, compensation, posting or take up any action relative thereto **(Interview)**

Interview Ray Kasperowicz and Tad Kasperowicz both have their CPA. After much discussion they were voted to be our Town Auditor. The rates charged will be as follows: \$130 for Ray Kasperowicz, \$80 for work done by another CPA within the firm and \$50 for any administrative work.

Motion by Councilor Ryan to Approve 033 15 Town Auditor

Motion: by Councilor Ryan

Second: by Councilor Bowes

Vote: For (8), Against (1-Kokoros), Absent (0)

NEW BUSINESS

Refer to the Committee on the Department of Public Works

- 16 026 National Grid Petition: River Street or take up any action relative thereto

Refer to the Committee on Ways & Means

- 16 027 Mayor: FY2017 Operating Budget or take up any action relative thereto
- 16 028 Mayor: FY2017 Budget – Community Preservation Committee or take up any action relative thereto
- 16 029 Mayor: FY2017 Revolving Accounts or take up any action relative thereto

Topics the Chair does not reasonably anticipate will be discussed

UPCOMING MEETINGS: Next Council Meeting - **TUESDAY, MAY 3, 2016@ 7:30pm**

ADJOURNMENT

It was unanimously voted to adjourn the meeting at 11:00p.m.

Respectfully submitted,
Susan M. Cimino
Clerk of the Council

Documents provided for Meeting

- 16 022 CPA Committee Appropriation Request – Elm Street Cemetery Design Consultant or take up any action relative thereto
- 16 023 CPA Committee Appropriation Request – Elm Street Cemetery Preservation and Restoration or take up any action relative thereto
- 16 024 Mayor: Fiscal Year 2016 Supplemental Appropriations or take up any action relative thereto
- 033 15 Council President: Town Auditor Position – Job Description to include qualifications, requirements, compensation, posting or take up any action relative thereto
- 16 026 National Grid Petition: River Street or take up any action relative thereto
- 16 027 Mayor: FY2017 Operating Budget or take up any action relative thereto
- 16 028 Mayor: FY2017 Budget – Community Preservation Committee or take up any action relative thereto
- 16 029 Mayor: FY2017 Revolving Accounts or take up any action relative thereto

RIDE to End Alzheimer's
Rye, New Hampshire
June 11, 2016
PAUL MCSOLEY
pmcsoley@braintreema.gov

My wife Patty and I have signed up for the RIDE to End Alzheimer's, which will take place on Saturday, June 11, 2016, in Rye, New Hampshire. Patty's father died in 2010 from Alzheimer's, so raising money has been an important personal mission for us since then, as we have participated in Walks to End Alzheimer's on an annual basis. This year we are hitting the road together on our bikes with other cyclists to ride in honor or memory of their loved ones struggling with Alzheimer's disease.

The Alzheimer's Association is the world's largest not for profit funder of Alzheimer's research. They have funded every significant advancement that has been made in the field.

90% of funds raised through RIDE to End Alzheimer's support the Alzheimer's Association's research grant program.

10% of the funds raised provide care and support for families affected by Alzheimer's disease in Massachusetts and New Hampshire.

I'm hoping I can count on you to join our list of donors. Funds raised will make an important difference in the lives of those with Alzheimer's and their families through supporting critical research. Any and all amounts are tax-deductible and are greatly appreciated. Thank you for considering my request.

To donate on my behalf, please make check payable to **ALZHEIMER'S ASSOCIATION** (please indicate my name on the check) and forward to me, or mail to:

RIDE to End Alzheimer's
Alzheimer's Association, MA/NH Chapter
480 Pleasant Street
Watertown, MA 02472

A LIFELINE

for those concerned
about a loved one's

ADDICTION

Massachusetts General Laws Chapter 123, Section 35 permits individuals to petition the courts to involuntarily commit family members to an inpatient treatment program when their alcohol or drug use puts themselves or others at risk.

Get **FREE LEGAL ASSISTANCE**
with Section 35 petitions. Contact:
SECTION 35 HELPLINE*

(844) 843-6221

or

HelpUs@MassBar.org



MASSBAR
ASSOCIATION

**The 'SECTION 35' HELPLINE is a project created by Massachusetts Bar Association President Robert W. Harnais to help friends and families who are struggling with a loved one's substance abuse. Callers will be referred to volunteer lawyers for assistance.*

POLICY #1 – DEPARTMENTAL TRAVEL

Policy # 1- Department Travel:

Travel for Town related business must be pre-approved during the budget process. The form entitled "Addendum A" shall be completed. For each conference or meeting attended, the form requesting approval should be submitted accompanied with the budget. The form will ask for the following information: Conference Date, Description of Conference, Agenda or course description, number of days attended, relativity to job function, expected value to Council member or employee including continuing education credits, expected value to both the individual and the Town expressed both quantitatively and qualitatively, number of days out of the office, estimated costs broken out by lodging, travel, and conference/meeting expenses along with a comparison showing the most economical choice is presented for pre-approval. The form will be signed by the Council President if the budget is approved by the Town Council.

The Council President shall sign all requests for payment submitted to the Town Accountant.

At the conclusion of the conference or meeting, the attendee shall give a detailed summary explaining if the objectives of the meeting or conference were met and what was accomplished at the meeting or conference to the Clerk of the Council to be distributed to all Council members at their next meeting.

Unanticipated requests not approved during the budget process shall be pre-approved by the Town Council at one of its meetings.

**ADDENDUM A
REQUEST FOR TRAVEL EXPENSE APPROVAL**

REQUESTOR: James M. Casey

DEPARTMENT: Town Clerk

DATE OF MEETING OR CONFERENCE: June 15 - 17, 2016

- 1) Name and Description of Conference Massachusetts Town Clerks' Association Conference
Plymouth, MA
- 2) Agenda or course description See attached Program Overview
- 3) Number of days for conference 2
- 4) Relativity to job function Preparation for 2016 Elections
- 5) Expected value to Council member or employee including continuing education credits Build stronger organizational and implementation skills relating to running elections; with emphasis on in Early Voting and Election Recount requirements for the November 8th General Election. Network with other Town Clerks and foster relationships to provide guidance in various areas of the position. Speak with vendors and evaluate new products which may.
- 6) Expected value to the Individual and Town expressed both quantitatively and qualitatively Obtain guidance and insight election law changes and implementation.
- 7) Number of days out of the office due to conference and meeting travel 2
 - a) Meeting Cost \$ 50.00 (Conference Registration)
 - b) Travel Cost \$ 80.00 (estimated)
 - c) Meal Plan \$ 53.00
 - d) Total Cost \$183.00 (+/-)
 - e) Comparable costs showing the most economical choice is presented for pre-approval n/a



Authorized Signature (Requestor)

Town Council President certifying favorable vote

Approval date _____

**ADDENDUM A
REQUEST FOR TRAVEL EXPENSE APPROVAL**

REQUESTOR: Debra Starr

DEPARTMENT: Assistant Town Clerk

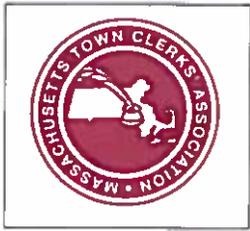
DATE OF MEETING OR CONFERENCE: June 15 - 17, 2016

- 1) Name and Description of Conference Massachusetts Town Clerks' Association Conference
Plymouth, MA
- 2) Agenda or course description See attached Program Overview
- 3) Number of days for conference 2
- 4) Relativity to job function Preparation for 2016 Elections
- 5) Expected value to Council member or employee including continuing education credits Build stronger organizational and implementation skills relating to running elections; with emphasis on in Early Voting and Election Recount requirements for the November 8th General Election. Network with other Town Clerks and foster relationships to provide guidance in various areas of the position. Speak with vendors and evaluate new products which may.
- 6) Expected value to the Individual and Town expressed both quantitatively and qualitatively Obtain guidance and insight election law changes and implementation.
- 7) Number of days out of the office due to conference and meeting travel 2
 - a) Meeting Cost \$ 50.00 (Conference Registration)
 - b) Travel Cost \$ 00.00 (estimated)
 - c) Meal Plan \$ 53.00
 - d) Total Cost \$103.00 (+/-)
 - e) Comparable costs showing the most economical choice is presented for pre-approval n/a


Authorized Signature (Requestor)

Town Council President certifying favorable vote

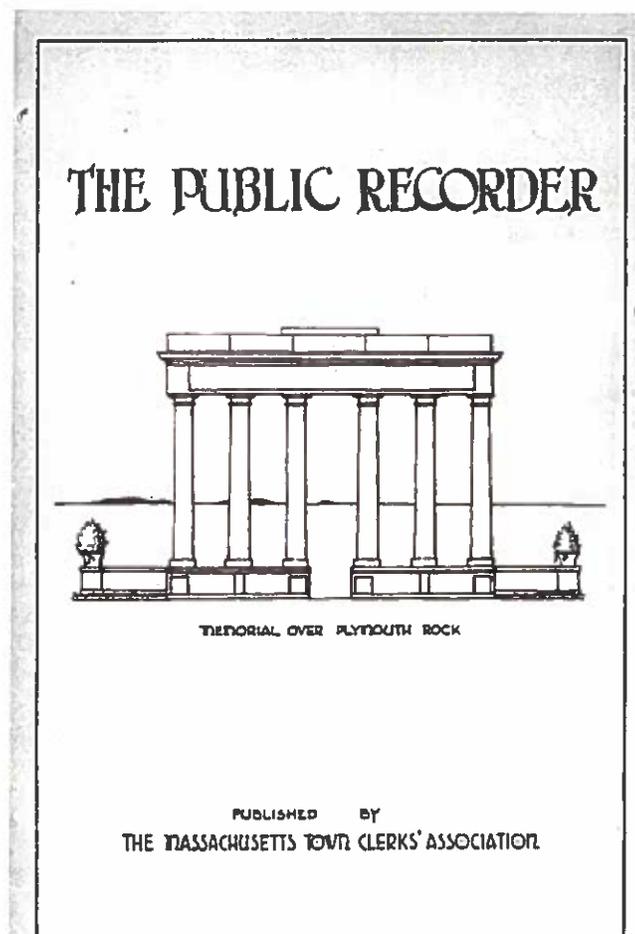
Approval date _____



MASSACHUSETTS TOWN CLERKS' ASSOCIATION
MASSACHUSETTS CITY CLERKS' ASSOCIATION
2016 SPRING CONFERENCE
HOTEL 1620 AT PLYMOUTH HARBOR
180 WATER STREET, PLYMOUTH, MASSACHUSETTS 02360
508-747-4900



**Massachusetts Town Clerks' Association and
Massachusetts City Clerks' Association
Invite you to attend our
Spring Conference**



This image appeared on the cover of The Public Recorder
Volume 1, issue 1 published June 1946 – 70 years!

**Hotel 1620 Plymouth Harbor
June 15-17, 2016**



MASSACHUSETTS TOWN CLERKS' ASSOCIATION
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EDUCATIONAL COURSE REGISTRATION FORM

(Please keep a copy for your files - you will be registered in the class of your choice unless contacted.)

On-line registrations are encouraged to save many hours of processing requests and creating class lists.

On-line registration is quick and easy. Please give it a try!

Pre-registration is required for all courses. Register online or complete the form below.*

For planning purposes, please register by **JUNE 1, 2016.**

Please review course descriptions before choosing your classes. Register for only one morning & one afternoon class on Thursday.

To Register for classes online: If this is your first time signing up

- 1) Go to the Sign up site: Click on this link : <http://prestogem.com/vo/mtca>
(You can copy and paste the link into your browser if this link doesn't work for you)
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- 5) Sign up for the Courses you'd like to attend and Log Out when you are done.

Now you're ready to sign up for classes

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*** If returning by fax or mail, please fill out the form below and send to Kaari Mai Tari, 55 Main Street, Westford, MA 01886 / fax: 978-399-2555 / Email: ktari@westfordma.gov

<u>WEDNESDAY PM</u>	1:30 PM – 4:30 PM	
General Session:	Early Voting/Public Records Law Roundtable	
<u>THURSDAY AM</u>	9:00 AM – 12:00 NOON	_____
Session 1:	Elections – Preparation & Administration	
Session 2:	Election Recount	
Session 3:	Majority Rules: parliamentary procedures	_____
<u>THURSDAY PM</u>	1:45 PM – 4:45 PM	_____
Session 4:	Elections – Preparation & Administration (repeat of am)	
Session 5:	Vitals – Potpourri	
Session 6:	There's Not Enough Time	
Session 7:	Basics and Beyond of Excel	_____
<u>FRIDAY AM</u>	9:00 AM – 12:00 NOON	_____
Session A	Problem Solving Workshop	_____

CLASSROOM ASSIGNMENTS WILL BE POSTED AT THE REGISTRATION DESK

NAME: _____ TOWN _____
 TITLE: _____ PHONE _____

EMAIL ADDRESS: _____

 SIGNATURE OF TOWN CLERK

POLICY #1 – DEPARTMENTAL TRAVEL

REQUESTOR: **Susan Cimino**

DEPARTMENT: **Town Council**

DATE OF MEETING OR CONFERENCE: **June 15-17, 2016**

Name and Description of Conference: **Massachusetts Town Clerk's Association Conference**

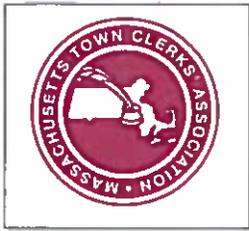
- 1) Agenda or course description: **Various workshops covering the latest developments affecting local government**
- 2) Number of days for conference: **1**
- 3) Relativity to job function: **Opportunity to exchange ideas and problem solving with peers**
- 4) Expected value to Council member or employee including continuing education credits:
Learning, problem-solving, and sharing ideas that increase the effectiveness and efficiency of local government throughout Massachusetts.
- 5) Expected value to the Individual and Town expressed both quantitatively and qualitatively:
Exchanging ideas and problem solving with peers. Insight of working thru board collaboration as well as attend discussion forums on key emerging issues.
- 6) Number of days out of the office due to conference and meeting travel: **1**
 - a) Meeting Cost: **\$103 (Conference Registration/Friday Dinner Event)**
 - b) Travel Cost: **0**
 - c) Lodging Cost: **0**
 - d) Total Cost: **\$103**
 - e) Comparable costs showing the most economical choice is presented for pre-approval:
Not Applicable – Annual Local Function

Authorized Signature (Requestor)

Town Council President certifying favorable vote

Meeting Expense Line Item funded via FY2016 Budget

Approval date _____



MASSACHUSETTS TOWN CLERKS' ASSOCIATION
 MASSACHUSETTS CITY CLERKS' ASSOCIATION
 2016 SPRING CONFERENCE
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 508-747-4900



PLEASE PRINT/ TYPE AND COMPLETE A FORM FOR EACH PERSON ATTENDING

NAME: Susan Cimino CMMC CMC MMC (Please circle)
 TITLE: Clerk of the Council _____
 (Year elected/appointed Town Clerk)
 TOWN: Braintree
 PHONE: 781-794-8152 FAX: 781-794-8259
 EMAIL: scimino@braintreema.gov
 ARRIVAL DATE: June 15, 2016 DEPARTURE DATE: June 17, 2016

Completed form, and checks payable to the 'MA Town Clerk's Association' for conference registration and commuter meals ordered, shall be sent to:
Barbara LaBombard
 50 Payson Avenue, Ste. 100, Easthampton, MA 01027
 Tel: 413-529-1460 FAX: 413-529-1417

CONFERENCE REGISTRATION
 (MTCA/MCCA DUES must be paid in full prior to registration)

ADVANCE REGISTRATION (per person by June 1st): **\$50.00**
 LATE REGISTRATION/CONFERENCE DAY REGISTRATION: **\$100.00**

Amount enclosed for Conference Registration:

\$ 50.00

MEAL PLAN – ALL ATTENDING MUST MAKE MEAL SELECTIONS

For completion by EACH attendee attending the conference. Meals are not included in the hotel registration.

Thursday Breakfast:	\$25.00	<u>\$25.00</u>
Thursday Lunch:	\$28.00	<u>\$28.00</u>
Thursday Banquet:	\$40.00	_____
choose one:		
___ Stuffed chicken	___ Haddock	___ Flat Iron Steak

Friday Breakfast: **\$25.00** _____

Amount enclosed for meals: **\$ 53.00**

TOTAL ENCLOSED \$ 103.00



MASSACHUSETTS TOWN CLERKS' ASSOCIATION
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(Please keep a copy for your files - you will be registered in the class of your choice unless contacted.)

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Pre-registration is required for all courses. Register online or complete the form below.*

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- 5) Sign up for the Courses you'd like to attend and Log Out when you are done.

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Session 2:	Election Recount	_____
Session 3:	Majority Rules: parliamentary procedures	_____ ✓
<u>THURSDAY PM</u>	1:45 PM – 4:45 PM	
Session 4:	Elections – Preparation & Administration (repeat of am)	_____
Session 5:	Vitals – Potpourri	_____
Session 6:	There's Not Enough Time	_____
Session 7:	Basics and Beyond of Excel	_____ ✓
<u>FRIDAY AM</u>	9:00 AM – 12:00 NOON	
Session A	Problem Solving Workshop	_____

CLASSROOM ASSIGNMENTS WILL BE POSTED AT THE REGISTRATION DESK

NAME: Susan Cimino TOWN Braintree
 TITLE: Clerk of the Council PHONE 781-794-8152

EMAIL ADDRESS: scimino@braintreema.gov

 SIGNATURE OF TOWN CLERK

Cimino, Susan M.

From: Joan Fabrizio <ippy21@verizon.net>
Sent: Monday, May 23, 2016 11:37 AM
To: Town Councilors
Subject: INVITATION - PLEASE RESPOND TO THE PARK AT PONDMEADOWPARK@BELD.NET

THE WEYMOUTH-BRAINTREE REGIONAL RECREATION CONSERVATION DISTRICT

AND

THE FRIENDS OF POND MEADOW PARK

INVITE YOU TO ATTEND

THE DEDICATION OF THE DISTRICT' PICNIC AREA IN THE NAME OF

JAMES DAWSON

AT 2:00 P.M. ON SUNDAY, JUNE 12, 2016

AND IMMEDIATELY FOLLOWING

THE DEDICATION OF THE FRIENDS OF POND MEADOW PARK PAVILION

THE PAVILION IS LOCATED JUST BEYOND THE OFFICE BUILDING

REFRESHMENTS WILL BE SERVED AT THE PAVILION



Virus-free. www.avast.com

QUESTIONS? Contact Editor Bradford Randall at 781-68

OUR VIEW

Showing appreciation for our busy town clerk

By Braintree Forum staff

Those who follow government at any level – national, state or local – can get caught up in the competition and the energy of it all. Government enthusiasts are never short on opinions; and who can blame them? Supporters of their candidate(s) and the candidates themselves put their heart into campaigns. It can be an exhilarating experience for the winners or disheartening, if the votes go the other way.

However, what can be lost in all this is the hard-working team, led by our capable Town Clerk James Casey, that works tirelessly to ensure the voting process is both proper and respected.

In 2016 handling elections is turning into a full-time endeavor. We've had a presidential primary, we'll have a state senate primary, and this fall we will have another primary and the general election that will feature the presidential race. That's a lot!

To top it off, in the fall – Massachusetts voters will be able to have "early voting" for the general election. Stay tuned to *The Forum* in the months ahead for details!

None of our local participatory democracy would be possible without the Town Clerk. The clerk's office also responsible for myriad other things:

- Certifying signatures on Petitions and Nomination Papers
- Filing Zoning Board of Appeals Decisions
- Genealogy Research
- Issues "All Facilities" Stickers
- Issues Birth, Marriage, and Death Certificates
- Issues Business Certificates
- Issues Dog Licenses
- Notarizes Signatures
- Registers Voters
- Street Listings

"The Town Clerk is the communication spokesperson to and for the local citizenry. The Clerk's office is the first door of government accessed by individuals seeking information and resolution to issues and problems. The Clerk's office is deeply dedicated and involved in the community, offering patient and compassionate advice in a professional and personable manner."

■ Voter Listings

In many ways the Town Clerk's office is the heart of Town Hall as evidenced by the clerk's mission statement:

"The Town Clerk is the communication spokesperson to and for the local citizenry. The Clerk's office is the first door of government accessed by individuals seeking information and resolution to issues and problems. The Clerk's office is deeply dedicated and involved in the community, offering patient and compassionate advice in a professional and personable manner."

So if you see James Casey at the polls this fall, take a minute to say "thank you." Or if you have a chance to stop by Town Hall, take a minute to stop in her office and say thank you to James and his hard-working staff. They make it all happen!

Follow Braintree Forum on Twitter @ BraintreePaper.

Braintree Forum

15 Pacella Park Drive, Randolph, MA 02368
www.WickedLocalBraintree.com

Bradford Randall News Editor
781-682-4850 or brandall@wickedlocal.com
Bob Alcard Assistant Editor



Braintree Town Council In Recognition of

Town Clerk's Office

*Is recognized by the Braintree Town Council
as the communication spokesperson for the local citizenry
and is deeply dedicated; offering patient and compassionate
advice in a professional and personable manner.*

Sean E. Powers
President/At Large

Charles B. Ryan
Vice-President/At Large
Shannon L. Hume
At Large

Charles C. Kokoros
District 1

John C. Mullaney
District 2
Thomas M. Bowes
District 3

Stephen C. O'Brien
District 4

Michael J. Owens
District 5
Paul "Dan" Clifford
District 6



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

Joseph C. Sullivan
Mayor

781-794-8100

To: Sean E. Powers, President of the Council
Susan Cimino, Clerk of the Council
James Casey, Town Clerk

From: Joseph C. Sullivan, Mayor

JCS

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

Date: April 1, 2016

Re: FY 16 Supplemental Appropriations (#4)

RECEIVED TOWN CLERK
BRAintree, MA
2016 APR -4 AM 10: 59

As we enter the final quarter of Fiscal Year 2016, we have identified certain departments that require supplemental funds to support operations to the end of the fiscal year, June 30, 2016. I take this opportunity to submit this request for additional funds and to provide related information in support of this request. Your consideration and approval is requested.

The first item is a request from Planning and Development to engage with the Massachusetts Area Planning Council (MAPC) to perform a Regional Vulnerability Assessment. This effort in concert with other cities and towns is designed to study climate change impacts, including increased flooding, the rise in sea levels, storm damage, extreme heat and significant weather events. Each participating municipality will pledge \$5,000 for phase one of the assessment. At present we are planning to request \$10,000 in our FY 17 budget to complete our participation in phase two of this important study. You will recall that this is part of the Community Partnership Program that we committed to with the Baker Administration.

The second item is a request from the Planning and Development and my office to join the Greater Boston Regional Economic Compact. This regional group, as agreed by their respective Mayors, is comprised Boston, Cambridge, Somerville, Chelsea, Quincy and Braintree. The purpose of the group is to join resources and prioritize strategies that will contribute to economic development and job growth in the region. Each community, through their contribution of \$25,000 to fund a position of Regional Coordinator responsible for building cross-municipal programs for regional and economic development. The benefits of this program will determine Braintree's future participation. At present we are planning to request the same contribution for FY 17.

The third item is a request from the DPW to fund a projected Snow and Ice deficit in the amount of \$151,979. Although this season's snow storms were not overwhelming this increase is attributable in part to our initial efforts to restock our full capacity of snow chemicals and salt. This request is relatively small in relation to the additional \$2.4m in supplemental requests for last year, which we were able to pay in full. The total snow and ice amount expended this year is \$601,979 which is over the original appropriation of \$450,000 and this requested supplement will balance the account and no deficit will be carried over to next fiscal year.

The fourth item is a request from the Police Department to cover the additional overtime costs in the amount of \$184,000. Although, due to our current staffing levels we have made progress in reducing overtime expenditures for patrol, we have needed some additional overtime in covering shifts and additional work involved with detective investigations, undercover work, supervision and dispatch. Expenditures in Patrol have declined from 36% to a projected 21% this fiscal year or approximately \$150,000. We have also taken steps to utilize both a state 911 grant and our drug forfeiture account to offset this year's overtime expenditures and we are reviewing a moderate increase to this line item in the FY 17 budget.

The fifth item is for the Braintree Fire Department overtime account. We are seeking \$175,000 to cover this year's projected deficit. By comparison our FY 16 expenditures are approximately \$100,000 less than last fiscal year. As you know, the implementation for the civilian dispatch had been delayed but we are currently completing a trial period and will be fully transitioned by mid-April. This change will place four additional firefighters on the apparatus and off the dispatch desk and is projected to reduce overtime considerably in FY 17.

The sixth item is to provide funds toward our efforts to continue to support the Town's work with both the Massachusetts Opioid Abuse Prevention Collaborative made up of the communities of Quincy, Braintree, Weymouth, Stoughton and Randolph and the Braintree Community Partnership on Substance Abuse. This request for \$25,000 will help support these groups but will also support our work with the Norfolk County Sheriff's office, our Public Safety Departments, the Braintree School District and the recently formed Braintree Town Council's Task Force on Opioids. At present we are planning to request the same appropriation for Fiscal Year 2017.

Items seven and eight are requests for funding for two positions from the School Department. Shortly after the start of the fiscal year the student population required the addition of an ELL teacher. A funding request of \$50,000 is requested to support this position. The District's second request is necessary to complete an IT staffing and support initiative that began in FY 15. Specifically, this \$52,000 request for a Computer Technician completes the necessary staffing needs.

Items nine through eighteen are transfers for the Golf Enterprise Fund. As you know the Braintree municipal golf course was able to extend last year's golf season into December. This request of \$134,000 for golf operations due to the extended season also reflects an early opening this spring. Please know that current golf reserves are available to fund approximately \$129,000 of this request. Please also note that we will be submitting a new golf revolving account in the FY 2017 budget. We believe this will reduce the number of future golf enterprise fund requests.

Specifically, the golf item transfers include the following:

Item nine, for the administration program, the part time labor account, \$22,000.

Item ten, for the administration program the credit card fees account, \$5,000.

Item eleven, for the administration program the data processing account, \$4,000.

Item twelve, for the administration program the other charges and expense account, \$10,000.

Item thirteen, for the Equipment Maintenance program mower repair account, \$10,000.

Item fourteen, for the Turf Maintenance program Fertilizer account, \$10,000.

Item fifteen, for the Turf Maintenance program overtime account, \$11,000.

Item sixteen, for the Pro Shop operation program merchandise account, \$20,000.

Item seventeen, for the Pro Shop operation program professional staff account, \$36,000.

Item eighteen, for the Golf Cart Operations program fleet maintenance account, \$6,000.

As always, I appreciate your review of these requests. I am confident that these monies will be prudently applied and are necessary to support municipal services for our residents.

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

1. Planning and Development

MOTION: That the sum of \$5,000 be transferred from the Town's Stabilization Fund account to the Planning and Development department/ Program 04 -Planning / Regional Vulnerability Assessment account.

2. Planning and Development

MOTION: That the sum of \$25,000 be transferred from the Town's Stabilization Fund account to the Planning and Development department/ program 07-Economic Development / Greater Boston Regional Development Compact account.

3. Department of Public Works - Snow and Ice

MOTION: That the sum of \$151,979 be transferred from the Finance Department/ Program 01-Administration / 9C Reserve Account to the Department of Public Works / Program 11 – Snow and Ice, and further, that the Director of Municipal Finance be authorized to allocate said sums to and among the various line items affected thereby.

4. Police Department

MOTION: That the sum of \$88,444 be transferred from the Town's Stabilization Fund and \$95,556 be transferred from the Finance Department / Program 01-Administration / 9C Reserve Account for a total of \$184,000 to the Police Department overtime accounts, and further, that the Director of Municipal Finance be authorized to allocate said sums to and among the various line items affected thereby.

5. Fire Department

MOTION: That the sum of \$110,000 be transferred from the Town's Stabilization Fund to the Fire Department overtime accounts, and further, that the Director of Municipal Finance be authorized to allocate said sums to and among the various line items affected thereby.

6. Mayor's Office

MOTION: That the sum of \$25,000 be transferred from the Town's Stabilization Fund to the Mayors Department/ Program-01 Administration / Opioid education and prevention account.

7. School Department

MOTION: That the sum of \$50,000 be transferred from the Town's Stabilization Fund to School department ELL teacher account.

8. School Department

MOTION: That the sum of \$52,500 be transferred from the Town's Stabilization Fund to School department IT Computer Technician account.

ENTERPRISE FUND TRANSFERS

9. Golf Enterprise Fund

MOTION: That the sum of \$5,158 be transferred from the Town's Stabilization fund, \$1,592 be transferred from the Golf Enterprise Fund from the Fiscal Year 2015 certified Retained Earnings, \$2,800 be transferred from Program 50/ Principal on Debt/ principal on debt account, and \$12,450 be transferred from Program 51 Interest on Debt / interest on debt account for a total of \$22,000 to the Golf enterprise/ Program 01 Administration / Part Time labor account.

10. Golf Enterprise Fund

MOTION: That the sum of \$5,000 be transferred from the Golf Enterprise Fund Program 50/ Principal on Debt/ principal on debt account, be transferred to the Golf Enterprise/ Program 01 Administration / Credit card fee account.

11. Golf Enterprise Fund

MOTION: That the sum of \$4,000 be transferred from the Golf Enterprise Fund from the Fiscal Year 2015 certified Retained Earnings to the Golf Enterprise/ Program 01 Administration / Data processing account.

12. Golf Enterprise Fund

MOTION: That the sum of \$10,000 be transferred from the Golf Enterprise Fund from the Fiscal Year 2015 certified Retained Earnings to the Golf Enterprise/ Program 01 Administration / Other Charges and Expense account.

13. Golf Enterprise Fund

MOTION: That the sum of \$10,000 be transferred from the Golf Enterprise Fund from the Fiscal Year 2015 certified Retained Earnings to the Golf Enterprise/ Program 03 Golf Equipment Maintenance / Mower repair account.

14. Golf Enterprise Fund

MOTION: That the sum of \$10,000 be transferred from the Golf Enterprise Fund from the Fiscal Year 2015 certified Retained Earnings to the Golf Enterprise/ Program 04 Golf Turf Maintenance / fertilizer account.

15. Golf Enterprise Fund

MOTION: That the sum of \$11,000 be transferred from the Golf Enterprise Fund from the Fiscal Year 2015 certified Retained Earnings to the Golf Enterprise/ Program 04 Golf Turf Maintenance /overtime account.

16. Golf Enterprise Fund

MOTION: That the sum of \$20,000 be transferred from the Golf Enterprise Fund from the Fiscal Year 2015 certified Retained Earnings to the Golf Enterprise/ Program 05 Golf Pro Shop Operations / Merchandise account.

17. Golf Enterprise Fund

MOTION: That the sum of \$36,000 be transferred from Program 50/ Principal on Debt/ principal on debt account, to the Golf Enterprise/ Program 05 Golf Pro Shop Operations / professional staff account.

18. Golf Enterprise Fund

MOTION: That the sum of \$6,000 be transferred from Program 50/ Principal on Debt/ principal on debt account, to the Golf Enterprise/ Program 05 Golf Pro Shop Operations / fleet maintenance account.

Since these requests involve the appropriation of funds within the fiscal year 2016 budget, advertising and a public hearing is required under the sections 2-9 and 6-7 of the Town Charter.

BOSTON



BRAINTREE



CAMBRIDGE



CHELSEA



QUINCY



SOMERVILLE



GREATER BOSTON REGIONAL ECONOMIC COMPACT

SIX-CITY COMPACT TO ADDRESS REGIONAL ECONOMIC DEVELOPMENT IN METRO BOSTON

Boston, Braintree, Cambridge, Chelsea, Quincy and Somerville Mayors seek to enhance regional economic collaboration via new compact

QUINCY - Wednesday, December 9, 2015 –

Six Boston area Mayors and City Managers today jointly announced the formation of the Greater Boston Regional Economic Compact, which will facilitate regional problem solving among the municipalities of Boston, Braintree, Cambridge, Chelsea, Quincy, and Somerville.

“We are thrilled to announce this new partnership between our cities to address the regional economic challenges and opportunities facing the Greater Boston region,” announced the Mayors of Boston, Braintree, Quincy, and Somerville and the City Managers of Cambridge and Chelsea in a joint statement.

“In order to succeed it is important that we first recognize that some of our greatest obstacles are not contained within city lines and that regional challenges require regional solutions. I look forward to working together with our surrounding partners to overcome obstacles and grow together across sectors and across borders,” said Mayor Walsh of Boston.

The municipal executives and their staffs will meet to strategize and solve common issues in the areas of housing, transportation, sustainability, and economic development that would benefit from a regional response.

As part of the compact, each participating city will explore committing funds to hire a full-time staff member to work with all participants and help develop a strategy for economic growth. In addition, a Regional Compact coordinator will be hired to develop a regional economic development strategy.

“Working together to grow our regional economy through transportation and housing will create vibrant economic value for all,” said Mayor Sullivan of Braintree.

“Economic challenges and opportunities for our region do not stop at our city borders. From transportation to housing to addressing sustainability and climate change, if we are to succeed as individual cities as we face 21st century challenges, we must develop our strengths as a region. This compact is an important first step in doing so,” said Mayor Curtatone of Somerville.

Mayor Koch of Quincy stated, “Our future is tied tightly together as a region, not just as individual cities. This effort is an important recognition of that reality, and I'm proud to be part of such a dynamic partnership of communities willing to work together to reach our potential and confront our challenges.”

“Cambridge is excited to partner with Boston, Quincy, Somerville, Braintree, and Chelsea to address many important issues—economic development, housing, sustainability, and transportation—impacting the region,” City Manager Richard C. Rossi said. “Solving issues that transcend municipal boundaries requires a fundamental shift to this type innovative collaborative approach.”

City Manager Thomas Ambrosino of Chelsea stated, “The economy of the Boston region is too complex for each of us to identify ourselves by the community in which we live. While we might think of ourselves as being from Chelsea, or Boston, or Quincy, in reality we are all from the Boston region and we need to plan and foster investment in the region as a single unit.”

The Compact commits each participating City to five principles:

1. **Commitment:** Each community will demonstrate their commitment to developing a regional economic strategy by meeting at least every other month and establishing a formal structure for the group;
2. **Leadership:** These meetings will serve as a forum for participants to discuss regional economic development and related critical regional issues including, but not limited to housing, transportation, economic development and sustainability;
3. **Follow Through:** Participants recognize that success in leveraging regional economic opportunities and solving regional economic challenges requires persistent follow through. They will therefore regularly review progress made and challenges encountered;
4. **Support:** Participants agree to explore the appointment of a staff member to serve as a project manager for the compact, recognizing the need to coordinate and manage the several topic areas;
5. **Inclusion:** Participants will welcome and encourage other communities in Greater Boston to support and join the effort.

Aside from geographical proximity, the six participating cities and towns have chosen to join the compact because of their common identities and set of challenges. Last May, the Mayors of Boston, Cambridge, Quincy, Somerville and Braintree announced the formation of the Life Sciences Corridor. The corridor was created to promote the robust life sciences sector along the MBTA red line in the Greater Boston region.

Greater Boston Regional Economic Compact

Talking Points

December 9, 2015

Mayor Joseph C. Sullivan

- ***Thank you to Mayor Koch for hosting event; Thank you to Mayor Walsh and fellow Mayors and Town Manager's***
- ***Our commitment today stands for Coordination, Cooperation & Collaboration***
- ***This commitment will strengthen the economy of the Greater Boston Region.***
- ***Braintree has a number of strengths to support the Regional Compact's economy:***
 - *Highest Median Income--\$85,000*
 - *Highest Homeownership Rate—72%*
 - *Highest rate of High School degrees—85%*
 - *Highest MCAS rate of proficiency or higher*
 - *Highest access to fiber-optic internet connection—18%*
 - *Abundance of natural resources that provide for a wide variety of sports and recreation opportunities*
- ***Braintree is easily accessible and a transportation hub:***
 - *Red Line*
 - *Multiple commuter rail lines*
 - *Access to multiple highways*
 - *Ferry service*
- ***When it comes to housing, Braintree is sharing the same challenges our region is facing:***
 - *Increased housing demand*
 - *Rising land costs, and*
 - *Lack of multi-family housing*

- ***That is why I have put forth an initiative to re-zone Braintree; to develop opportunities for transit-oriented and planned development and to strengthen our town's business and commercial districts, but also to preserve the values of what makes Braintree great.***
- ***With regard to economic development, Braintree recently transitioned to an on-line building permit system.***
- ***This move has created a more efficient and transparent delivery system for the business and development community.***
- ***Much like the region, we are also active with regard to new housing and development opportunities:***
 - *Over 300 housing units, 400 dorm units planned or permitted for 2014-2015*
 - *Permitting of 172 unit, transit-oriented Braintree Landing apartments*
 - *New educational facilities*
 - *New restaurants, hotels and retailers such as Primark, Nordstrom and Saks Fifth Avenue.*
- ***Lastly, local success means success for the region.***



Joseph. C. Sullivan
Mayor

Department of Planning & Community Development Zoning Board of Appeals

1 JFK Memorial Drive
Braintree, MA
www.braintreema.gov

TO: Christine Stickney, Director of Planning and Community Development

FROM: Jeremy Rosenberger, Zoning Administrator

DATE: February 10, 2016

RE: Greater Boston Regional Economic Compact – Regional Coordinator

Summary

This memo provides an overview of the proposed Regional Coordinator position and funding required as part of the Greater Boston Regional Economic Compact signed on December 9, 2015 (see attached Operating Principles).

Regional Coordinator Position

As part of signing the Regional Compact, participating Mayor's and City Manager's agreed to jointly fund a Regional Coordinator position. The role of the position is as follows:

Working with the executive offices of each of the member communities, the Regional Coordinator will build a cross-municipal program to implement the Compact's vision for regional development. The individual will establish and facilitate regular meetings of the compact members, establish subcommittees that focus on the Compact's four focus areas (transportation, economic development, housing, and sustainability) and facilitate regular meetings of each, and collaborate with key staff from each community to implement strategies developed through the Compact. The Regional Coordinator will spend on average one day a week with each of the participating communities and will have work space at each municipality's City Hall.

Regional Coordinator Position Annual Funding Breakdown (Preliminary)

The current agreement is for each member community to contribute **\$25,000 toward the Regional Coordinator position for the next three years.**

Greater Boston Regional Compact – Draft – MOA:

WHEREAS, the Parties recognize the increasing impact of regional forces, challenges, and opportunities on the respective municipalities that are a part of this Agreement;

WHEREAS, the Parties are of the opinion that they will benefit collectively and individually from increased coordination and cooperation on issues of regional concern and scope;

WHEREAS, the Parties have jointly launched a cooperative initiative known as the Greater Boston Regional Economic Compact (“the Compact”), through which they intend to collaboratively address such regional forces, challenges, and opportunities; to grow the region; and to enhance each community within the Compact;

WHEREAS, the Parties intend to initially focus their collective work on the areas of transportation, economic development, housing, and sustainability;

WHEREAS, in order for the Parties to cooperate effectively, it is necessary that they identify and provide for a person who shall serve as a central point of contact to support this effort and facilitate collaboration between the Parties.

- **16 027 Mayor: FY2017 Operating Budget or take up any action relative thereto**

Each department's FY2017 proposed budget totals *as submitted by the Mayor on April 29, 2016:

DEPARTMENT	FY17* BUDGET PROPOSED \$	FY17 BUDGET RECOMMENDED \$	VARIANCE +/-
111-Town Council	306,377	306,377	
121-Office of Mayor	551,141	551,141	
133-Municipal Finance	7,858,621	7,858,621	
151-Law Department	280,251	280,251	
152-Human Resources	19,651,801	19,651,801	
161-Town Clerk	350,370	350,370	
175-Plan.& Comm. Dev.	576,043	576,043	
210-Police Department	9,240,126	9,240,126	
220-Fire Department	8,440,692	8,440,692	
241-Municipal Lic. & Insp.	984,230	984,230	
300-Education	62,108,827	62,108,827	
350-Blue Hill Reg. Sch.	2,561,797	2,561,797	
400-Public Works Dept.	7,605,961	7,605,961	
541-Elder Affairs	291,253	291,253	
610-Library	1,469,439	1,469,439	
TOTAL GENERAL FUND	122,276,929	122,276,929	
TOTAL GOLF FUND	1,493,763	1,493,763	
TOTAL WATER/SEWER FUND	17,374,133	17,374,133	
GRAND TOTAL	141,144,825	141,144,825	

16 027

MOTIONS FOR TOWN COUNCIL
APPROVAL OF FISCAL YEAR 2017 OPERATING BUDGET

1. That the Town of Braintree raise and appropriate the sum of \$122,276,929 to provide for all of the expenses for the maintenance and operation of the Town's several departments and programs for the fiscal year 2017 and that the several sums herein set forth are hereby approved for the several purposes and are subject to the source of funding for said expenditures as outlined on the attached Exhibit A, specifically, that the sum of \$78,485 be transferred from Golf Course receipts, the sum of \$100,000 be transferred from the Overlay Surplus account, the sum of \$5,200 be transferred from the Waterways Improvement fund, the sum of \$22,000 be transferred from the Sale of Cemetery Lots, the sum of \$582,019 be transferred from Water and Sewer receipts, the sum of \$441,515 be transferred from the Town owned land account, the sum of \$75,000 be transferred from the Municipal Building Insurance Fund, the sum of \$60,000 be transferred the insurance settlement account, \$17,622 from the Handicap parking fin account and the balance to be raised in the tax levy.
2. That the Town of Braintree appropriate the sum of \$1,493,763 to provide for all of the expenses for the maintenance and operation of the Town's Golf Course and related programs for the fiscal year 2016 and that the several sums herein set forth are hereby approved for the several purposes as outlined on the attached Exhibit A, specifically, and that the sum of \$1,493,763 be raised in the Golf Course receipts.
3. That the Town of Braintree appropriate the sum of \$17,374,133 to provide for all of the expenses for the maintenance and operation of the Town's Water and Sewer Division and related programs for the fiscal year 2016 and that the several sums herein set forth are hereby approved for the several purposes as outlined on the attached Exhibit A, specifically, that the sum of \$103,694 be transferred from the Water Sewer Rehabilitation Fund and the balance of \$17,270,439 be raised in the Water and Sewer receipts.
4. Pursuant to General Law Chapter 44, Section 31D, the town is authorized to incur a liability in excess of the amount appropriated for snow and ice for fiscal year 2017.

16 028

MOTIONS FOR TOWN COUNCIL
APPROVAL OF FISCAL YEAR 2017 COMMUNITY PRESERVATION
COMMITTEE BUDGET

- C1.** In accordance with the provisions of chapter 44b, section 5 of the general laws and the recommendation of the community preservation committee, that the sum of \$95,000 be appropriated from the community preservation fund to the community housing reserve for acquisition, creation, preservation, or support of **community housing** or the rehabilitation or restoration of community housing that is acquired or created as provided in chapter 44b, section 5, of the general laws.
- C2.** In accordance with the provisions of chapter 44b, section 5 of the general laws and the recommendation of the community preservation committee, that the sum of \$95,000 be appropriated from the community preservation fund to the open space reserve for the acquisition, creation, or preservation of **open space** or the rehabilitation or restoration of open space that is acquired or created as provided in chapter 44b, section 5, of the general laws.
- C3.** In accordance with the provisions of chapter 44b, section 5 of the general laws and the recommendation of the community preservation committee, that the sum of \$95,000 be appropriated from the community preservation fund to the historic resources reserve for the acquisition, preservation, rehabilitation, or restoration of **historic resources** as provided in chapter 44b, section 5, of the general laws.
- C4.** In accordance with the provisions of chapter 44b, section 5 of the general laws and the recommendation of the community preservation committee, that the sum of \$450,000 be appropriated from the community preservation fund to the community preservation **budgeted reserve** as provided in chapter 44b, section 5, of the general laws.
- C5.** In accordance with the provisions of chapter 44b, section 5 of the general laws and the recommendation of the community preservation committee, that the sum of \$40,000 be appropriated from the community preservation fund to for fiscal year 2016 administrative operating fund as provided in chapter 44b, section 5, of the general laws. said funds to be expended under the direction of community preservation committee and by the director of planning and community development.

EXHIBIT A

16 029

MOTIONS FOR RE-AUTHORIZATION OF REVOLVING FUNDS

- R1.** That the department of elder affairs be authorized to use a revolving fund in accordance with the provisions of Massachusetts general laws chapter 44, section 53e1/2 that may be spent by the department of elder affairs without further appropriation during the fiscal year commencing July 1, 2016, to pay salaries, expenses, and contractual services required to provide services and activities for the town's elderly residents. The department of elder affairs revolving fund is to be credited with all fees and charges received during fiscal year 2017 from persons using said programs. The council on aging may spend up to \$30,000 in revolving fund monies during fiscal year 2017.
- R2.** That the board of health be authorized to use a revolving fund in accordance with the provisions of Massachusetts general laws chapter 44, section 53e 1/2 that may be spent by the board of health without further appropriation during the fiscal year commencing July 1, 2016, to pay for salaries, expenses, and contractual services associated with purchasing, promoting, and administering public health immunizations and for public health education programs. The board of health revolving fund is to be credited with all fees and charges collected during fiscal year 2017 for immunizations administered under the department of public health. The board of health may spend up to \$50,000 in revolving fund monies during fiscal year 2017.

R3.

The library trustees be authorized to use a revolving fund in accordance with the provisions of Massachusetts general laws chapter 44, section 53e1/2 that may be spent by the library trustees without further appropriation during the fiscal year commencing July 1, 2016, for the purchase of library books, audiovisual materials and other library materials. The Library Trustees revolving fund is to be credited with all fines and fees collected during fiscal year 2017 for lost or overdue library materials. The Library Trustees may spend up to \$45,000 in revolving fund monies during fiscal year 2017.

R4.

That the library trustees be authorized to use a revolving fund in accordance with the provisions of Massachusetts general laws chapter 44, section 53e1/2 that may be spent by the library trustees without further appropriation during the fiscal year commencing July 1, 2016, for the costs associated with the support and promotion of special programs, including salaries related thereto. The Library Trustees revolving fund is to be credited with all revenue from the rental of meeting rooms collected during fiscal year 2017. The library trustees may spend up to \$5,000 in revolving fund monies during fiscal year 2017.

R5. That the mayor be authorized to use a revolving fund in accordance with the provisions of Massachusetts general laws chapter 44, section 53e1/2 that may be spent by the mayor, in conjunction with the recycling coordinator, without further appropriation during the fiscal year commencing July 1, 2016, for the purchase of home composting

bins, curbside recycling bins, recycling bags and for the collection of fees and payments for recycling materials, including hazardous waste. The recycling revolving fund is to be credited with all fees collected during fiscal year 2017. The Mayor may spend up to \$3,000 in revolving fund monies during fiscal year 2017.

R6.

That the Mayor be authorized to use a revolving fund in accordance with the provisions of Massachusetts general laws chapter 44, section 53e1/2 that may be spent by the Mayor, in conjunction with the recycling coordinator without further appropriation during the fiscal year commencing July 1, 2016, for the collection of fees and payments from the collection of revenue-generating materials and to use the income to promote town recycling initiatives and events, including household hazardous waste events. The recycling revolving fund is to be credited with all fees collected during fiscal year 2017. The Mayor may spend up to \$50,000 in revolving fund monies during fiscal year 2017.

R7.

That the School Committee be authorized to use a revolving fund in accordance with the provisions of Massachusetts general laws chapter 44, section 53e1/2 that may be spent by the School Committee without further appropriation during the fiscal year commencing July 1, 2016, to pay for salaries, expenses, and contractual services associated with the operation of full day kindergarten. The revolving fund is to be credited with all full day kindergarten fees and charges collected during fiscal year

2017. The School Committee may spend up to \$724,000 in revolving fund monies in fiscal year 2017.

R-8.

That the Mayor be authorized to use a revolving fund in accordance with the provisions of Massachusetts general laws chapter 44, section 53e1/2 that may be spent by the Mayor, in conjunction with the golf greens superintendent without further appropriation during the fiscal year commencing July 1, 2016, for the collection of fees and payments from the collection of revenue generated from clinics and payments for group and individual lessons and the sales of pro shop materials fees collected during fiscal year 2017. The Mayor may spend up to \$55,000 in revolving fund monies during fiscal year 2017.



Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Joseph C. Sullivan
Mayor

781-794-8100

To: Sean E. Powers, President of the Council
Susan Cimino, Clerk of the Council
James Casey, Town Clerk

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

From: Joseph C. Sullivan, Mayor

Date: April 29, 2016

RE: Fiscal Year 2017 Budget Appropriation

I am pleased to present the Fiscal Year 2017 Operating Budget for the Town of Braintree. This budget marks the ninth balanced budget submitted by my administration since Braintree's newly formed government began in 2008. Your input as Town Council members, in concert with our Department Heads, our School Administrators, the residents of Braintree and the business community is critical in supporting and prioritizing our budget needs. Only together can we make Braintree a better place to live and work.

Incorporated within this budget is a new initiative to address resident and constituent service requests. We have established a new position of constituent services and we are installing an application, that can be used with any mobile device, to allow residents to identify issues and report situations that require a municipal response. These items will be automatically routed to the Department designated to address the request, cataloged, timed, addressed and closed in a responsive manner.

This budget reflects an accurate and conservative projection of Fiscal Year 2017 revenues and is conservative in the area of new expenditures. State Aid-Receipts are up with a general increase in Chapter 70 and unrestricted general aid. These projections, coupled with the discipline of our financial policies, will be submitted to the Department of Revenue in the Fall. Our new growth has been strong with a number of commercial and residential development projects beginning construction. We continue to explore economic development opportunities locally and regionally for the benefit of our residents and businesses.

As last year, our Water-Sewer enterprise fund shows less dependence on retained earnings. The Golf enterprise fund continues to support its capital spending and debt service and is balanced.

The Community Preservation Act fund continues to show strong reserves and address important projects like the Elm Street cemetery restoration.

We will meet our obligations for non-discretionary funding items such as pension, health insurance, principal and interest payments on debt service, OPEB contributions and prospective collective bargaining increases. Including these non-discretionary increases this budget submission reflects an overall 4.51% increase in funding.

We are making progress in addressing overtime issues in both the Fire and Police Departments. With the implementation of civilian dispatch in Fire and we will reduce the need to request supplemental funding. The Police Department has strengthened community service, traffic and juvenile programs and school support. Its social media outreach has become an important form of communications for our community. We will monitor overtime in both Departments and work to manage these expenditures in a responsible fashion while providing our newly achieved level of service.

We have completed extensive renovations to the East Braintree Fire station and look forward to completing a phase two feasibility study for Fire Headquarters. We are presently going out to bid for over \$1 million dollars in renovations to our Elder Affairs building.

Our DPW weathered this year's winter months and completed installation of a new salt and chemical storage shed. We will increase our snow and ice budget to \$500,000 this year to achieve a more accurate annual budget figure. I take this opportunity to congratulate DPW Director, Tom Whalen on his recent retirement. We are a better Town due to his many years of exemplary service. Our Recreation Department continues to ensure that our ball fields, playgrounds and other recreational spaces are in good shape as we start youth sports programs for the Spring.

This budget fully supports the important needs of the Braintree School District. Specifically, this budget provides an increase of \$2,600,000 which exceeds their maintenance-of-effort budget with a number of additional teachers and IT support. We will track any changes in the State Budget deliberations and make adjustments as needed when these items are finalized.

We will continue weekend hours of operation at Thayer Public Library in this upcoming year and measure participation and usage from our library patrons. To date this program has been well received. Braintree's Library and its programming is one of the strongest in the region.

As you know, our Planning Department, with the assistance of many stakeholders including Council members, has undertaken a review of our zoning by-laws and ordinances as they impact our future economic development. This work is meant to address and remedy some of the discrepancies that currently exist in many of our zoning ordinances and by-laws.

The Building Department's on-line permitting and reporting system has been successful not only in facilitating the permitting process for residents, builders and contractors but also for our internal communications across Departments.

Our Veterans services programs are supported once again in a fashion that we continue to express our appreciation for those who have served and who continue to serve our nation. We are grateful for their sacrifice.

Moreover, we have budgeted another \$25,000 to fund our current work with the Community Partnership program. This money, in addition to the \$25,000 put in place with the supplemental budget and our funding from our regional associations allow us to combine our efforts in this important initiative. We await the findings and potential recommendations of the Council's committee work on opioids and will be prepared to offer more financial support as we move through the year ahead. In working together we will make a positive difference for the individuals and families impacted by this epidemic that has spared no community.

I look forward to another productive year of programming and operations on behalf of the residents and businesses in Braintree. I welcome your review and your questions as we deliberate the Fiscal Year 2017 Budget and I respectfully ask that you vote to approve this budget as a result of your deliberations. Thank you.



1 6 - 0 3 0

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

Joseph C. Sullivan
Mayor

781-794-8100

To: Sean E. Powers, President of the Council
Susan Cimino, Clerk of the Council
James Casey, Town Clerk

From: Joseph C. Sullivan, Mayor

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

Date: May 3, 2016

Re: FY 16 Supplemental Appropriations (#5)

Since our most recent supplemental appropriation request #4, we have identified another item in the Department of Public Works that needs attention and funding. The DPW Highway and Grounds Division's large Front End Loader, used daily at our compost site to turn the windrows of compost, has unfortunately broken down. This 1996 piece of equipment is critical to the mission of the compost site not only for the existing material but also for the anticipated large influx of additional material expected in the next three months. It is also used in the winter months for snow removal.

We have been advised that this piece of equipment can no longer be economically repaired and the cause of the engine failure has been diagnosed as a thinning of the cylinder walls due to extended usage. The estimated cost to repair is \$30,000.00. Given this mechanical failure and other potential problems, including the transmission, we do not believe it makes financial sense to temporarily patch and repair a 20 year old front end loader. For your information, we have attached the maintenance records for this Loader.

Please also note that this piece of equipment was identified in the DPW's FY 2016 capital plan and scheduled for replacement. However, we did not have the financial ability to replace all of the equipment identified in their capital request. To provide for the quickest replacement of this equipment we propose to take the funds from the town's stabilization fund. The stabilization fund has a current balance of \$801,974.00 before this action. Specifically, we are requesting approval to purchase a new Volvo L120H Front End Loader, which is currently available under a previously awarded state bid.

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

1. Department of Public Works – Equipment

MOTION: That the sum of \$264,990.00 be transferred from the Town's Stabilization Fund to the Department of Public Works Capital Equipment account for the replacement of our current 20 year old front end loader.

Since these requests involve the appropriation of funds within the fiscal year 2016 budget, advertising and a public hearing is required under the sections 2-9 and 6-7 of the Town Charter.



Joseph C. Sullivan, Mayor

BRAINTREE DEPARTMENT OF PUBLIC WORKS

OFFICE OF THE DIRECTOR

Robert P. Campbell, Interim Director

rcampbell@braintreema.gov

Elizabeth Schaffer, Office Manager

eschaffer@braintreema.gov

Memo

To: Ed Spellman
From: Bob Campbell
Date: May 2, 2016
CC: Steve O'Brien

RE: Replacement of Loader

The Highway and Grounds Division's loader that needs to be replaced is a 1996 that has for the past several years been used ten months of the year, 5-8 hours per day at the compost site turning the compost and moving and piling bulk materials, followed during the winter months by use for snow removal and plowing.

The repair cost for the motor failure is approximately \$30,000.00 and the estimated value of the machine is \$5000.00. The cause of the engine failure is believed to be thinning of the cylinder walls due to the hours on the machine. Those same long hours were logged on other parts of the machine as well, affecting its continued operability. It would be more fiscally responsible to recognize the signs that this twenty-year-old machine is worn out and replace it rather than to invest heavily in it now and continuing into the future.

I've attached the maintenance records for the machine and also the price quote for the new Volvo L120H that we would purchase to replace it. The Volvo would be purchased under a previously awarded State bid.

If further information is required please let me know.

Bob



MUNICIPAL AND CONTRACTOR'S EQUIPMENT

22 North Maple Street
Woburn, MA 01801

Tel (781) 935-3377
Fax (781) 935-1563

PROPOSAL

To:

Date:

Town of Braintree
Department of Public Works
145 Union St
Braintree, MA 02184
ATT Stephen J. O'Brien Superintendent of Highway

April 4, 2016

Woodco Machinery is pleased to offer the following proposal through the NJPA national loader contract for your consideration.

1 New Volvo L120H 4.50 yard front end loader with Volvo 6 cylinder 276 net low emission engine, quick hydraulic coupler, 3rd hydraulic function, 100% differential lock, heated operators seat, ac/heater/defroster, am/fm/cd radio, engine block heater, rotating beacon, left hand armrest, extra work lights front and rear, 23.5 x R25, 6 years of CareTrack service, operation weight 43,300.00 and all other standard equipment.

WARRANTY 12 Months Full Machine Warranty

CARETRACK Telematics Included

SMARTCARE 500 hr service included

4yd. Volvo 4-1 bucket

Auto Lubrication

SELLING PRICE: \$264,990.00

Woodco Machinery is looking forward to providing the Town of Braintree with the Volvo premium products and first class service. Please do not hesitate to contact me if you have any questions or need further information.

Thank You for considering Woodco Machinery Inc. for your equipment needs.

Best Regards,

By: Stephen Russell
Title: Sales Representative

VEHICLE : #26 JD 624 G LOADER VIN# : DW624GB558998 #26 JD 624 LOADER
YEAR : 1996 MAKE : JOHN DEERE MODEL : 624 G LOADER
GVWR : 27338 LB MOTOR : 6.8L 6 CYL JOHN DEERE
NOTES : HYD OIL - Hyguard Trans oil - Hyguard Front and rear diffs - Hyguard

<u>LAST</u>		<u>NEXT</u>	
SERVICE :	03/24/16 16306 HRS	SERVICE :	16700 HRS (400 hrs)
MOTOR OIL :	03/24/16 16306 HRS (21qts) (15W40)	MOTOR OIL :	16700 HRS (400 hrs)
OIL FILTER :	03/24/16 16306 HRS (napa 1243)	OIL FILTER :	16700 HRS (400 hrs)
AIR FILTER :	03/24/16 16306 HRS (napa 2648 in, 2676 out)	AIR FILTER :	16700 HRS (400 hrs)
FUEL FILTER :	03/24/16 16306 HRS (napa 3533, 3532)	FUEL FILTER :	17100 HRS (800 hrs)
TRANS FLUID :	06/10/15 15278 HRS (hyguard 16qts)	TRANS FLUID :	16900 HRS (1600 hrs)
TRANS FILTER :	03/24/16 16306 HRS (napa 1290)	TRANS FILTER :	17100 HRS (800 hrs)
HYD FLUID :	06/10/15 15278 HRS (hyguard 27 gal)	HYD FLUID :	18500 HRS (3200 hrs)
HYD FILTER :	06/10/15 15278 HRS (napa 1648)	HYD FILTER : (JD AT140315)	16900 HRS (1600 hrs)
COOLANT :	12/07/15 15845 HRS (6.5 gal)	COOLANT :	18250 HRS (2400 hrs)
CAB RECIRC FILT :	03/24/16 16306 HRS (JD AT171176)	CAB RECIRC FILT :	17900 HRS (1600 hrs)
CAB FRESH FILT :	06/10/15 15278 HRS (napa 4598)	CAB FRESH FILT : (JD AT166805)	16900 HRS (1600 hrs)
FRONT DIFF OIL :	01/08/14 13018 HRS (hyguard 7.5 gal)	FRONT DIFF OIL :	17000 HRS (4000 hrs)
REAR DIFF OIL :	01/08/14 13018 HRS (hyguard 4.75 gal)	REAR DIFF OIL :	17000 HRS (4000 hrs)
GREASE :	03/24/16 16306 HRS	GREASE :	EVERY DAY
HYD VENT FILT :	06/10/15 15278 HRS (napa 1410)	HYD VENT FILT :	18500 HRS (3200 hrs)
DIFF LOCK FILT :	06/10/15 15278 HRS (napa 1243) (in tank)	DIFF LOCK RETURN FILT :	18500 HRS (3200 hrs)
CAP / ROTOR :	N/A	CAP / ROTOR :	N/A
P/S FILTER :	N/A	P/S FILTER :	N/A
COMPRESSOR FILT. :	N/A	COMPRESSOR FILT. :	N/A
HUB OIL :	N/A	HUB OIL :	N/A
BELTS : 12/07/15	15845 HRS (a/c-H63772) (crank-fan-alt-AR54592 (2 belt set))		
TIRES : 12/07/15	15845 HRS (replaced all 4 tires)		
MASTER CYLINDER :			
FRONT BRAKES :			
FRONT ROTORS :			
FRONT CALIPERS :			
REAR BRAKES :			
REAR ROTORS :			
REAR DRUMS :	N/A		
REAR CALIPERS :			
PARK BRAKE PADS : 08/13/15	1536 HRS (AT143311)		
FRONT SPRINGS :	N/A		
REAR SPRINGS :	N/A		
BALL JOINTS :	N/A		
KING PINS :	N/A		
DRAG LINK :	N/A		
CENTER LINK :	N/A		
TIE ROD :			
TIE ROD END (inner) :			
TIE ROD END (outer) :			
IDLER ARM :	N/A		
PITMAN ARM :	N/A		
STEERING DAMPER :	N/A		
STEERING KNUCKLE :	N/A		
STEERING BOX :			
P/S PUMP :	N/A		
WATER PUMP : 12/07/15	15845 HRS (replaced w/ rebuilt)		
FUEL PUMP (X-FER) : 06/10/15	15278 HRS (id #RE42211)		
FUEL SENDER : 10/20/08	8939 HRS		
FUEL TANK :			
HYD PUMP :			
DIFF LOCK FILT :	N/A		
U-JOINTS : 03/31/09	9420 HRS (replaced rear d shaft yokes, u-joints and driveshaft) Don		
CENTER BEARING : 03/31/09	9420 HRS (replaced center bearing on rear d shaft) Don		

VEHICLE : #26 JD 624 G LOADER VIN# : DW624GB558998 #26 JD 624 LOADER
YEAR : 1996 MAKE : JOHN DEERE MODEL : 624 G LOADER
GVWR : 27338 LB MOTOR : 6.8L 6 CYL JOHN DEERE
NOTES : HYD OIL – Hygard Trans oil – Hygard Front and rear diffs – Hygard

			and need to be resealed / repacked.
02/17/15	14641 HRS	SERVICE INTERVAL	Performed minimal service interval consisting of changing motor oil and filter, and cabin recirculating air filter only. Other fluids and filters are due at this time but due to many snowstorms at this time, they have to wait.
08/27/14	13740 HRS	STARTER	Installed new starter from A-1 Battery p/n 10479071 \$ 278.56
08/06/14	13730 HRS	INSPECTION STICKER	Chris got an inspection sticker.
07/24/14	13699 HRS	STEEL HYDRAULIC LINES FOR ATTACHMENT DISCONNECT SYSTEM	Replaced both steel hydraulic lines for the open and close circuit on the attachment disconnect system, located at the boom near the front windshield. P/N for each #AT158813 and AT158812. Total cost \$ 796.86
07/23/14	13699 HRS	SERVICE INTERVAL	Performed regular service interval consisting of changing motor oil and filter only. No other fluids and filters due at this time. Checked all fluids, belts, hoses, tires, and lights.
01/08/14	13018 HRS	ACCELERATOR CABLE BALL AND SOCKET	Replaced ball and socket on end of accelerator cable at injector pump with a new International ball and socket from stock.
01/08/14	13018 HRS	WINTER SERVICE FOR 2013 – 2014 SEASON	Performed winter service for 2013 – 2014 season consisting of changing motor oil and filter, air filters, fuel filters, transmission filter, coolant, front differential fluid, rear differential fluid, and greased points not normally greased by operator. No other fluids and filters due at this time. Checked all fluids, belts, hoses, tires, and lights. Ready for winter.
06/10/13	12340 HRS	SERVICE INTERVAL	Performed regular service interval consisting of changing motor oil and filter, both air filters, both fuel filters, hydraulic filter, transmission oil and filter, hydraulic tank vent filter, cabin fresh air filter, and cabin recirculating air filter. Greased drive shaft support bearing. No other fluids and filters due at this time. Checked all fluids, belts, hoses, tires, and lights. Needs new A/C belt, and tires are bald.
01/10/13	11718 HTS	RADIATOR, TRANS OIL COOLER	Schmidt Equipment replaced the radiator, and coolant, transmission oil cooler.
02/19/13	11925 HRS	ALTERNATOR	Replaced bad alternator. From A-Battery #0-120-488-205 Cost \$ 239.56
12/10/12	11691 HRS	WINDSHIELD WIPER	Replaced windshield wiper motor, wiper arm, and wiper. John Deere part #s – Wiper Motor # AT164975, Wiper Arm # AT117252, Wiper # At117253.
12/10/12	11691 HRS	WINTER SEVICE FOR 2012 – 2013 SEASON	Performed winter service for 2012 – 2013 season consisting of changing motor oil and filter only. No other fluids and filters due at this time. Checked all belts, hoses, tires, and lights. Ready for winter.
12/10/12	11691 HRS	SERVICE INTERVAL	Performed regular service interval consisting of changing motor oil and filter only. No other fluids and filters due at this time. Checked all fluids, belts, hoses, tires, and lights.
07/21/12	11291 HRS	MOTOR OIL AND FILTER	Changed motor oil and filter only
07/21/12	11291 HRS	FUEL TRANSFER PUMP	Replaced original leaking fuel transfer pump. John Deere part # RE42211 and gasket. Cost \$ 59.11
05/29/12	11178 HRS	SERVICE INTERVAL	Performed regular service interval consisting of changing motor oil and filter, both air filters, both fuel filters, transmission filter, and complete grease. No other fluids and filters due at this time. Checked all fluids, belts, hoses, tires, and lights.
03/09/12	10937 HRS	PARKING BRAKE PADS	Replaced worn out parking brake pads, and adjusted new pads. P/N AT143311 Total cost \$ 359.86
09/02/11	10711 HRS	HYDRAULIC OIL CHANGE	Due to a hydraulic leak that drained the reservoir tank the tank was refilled with new Hygard. Hydraulic filter was not changed.

VEHICLE : #26 JD 624 G LOADER VIN# : DW624GB558998 #26 JD 624 LOADER
YEAR : 1996 MAKE : JOHN DEERE MODEL : 624 G LOADER
GVWR : 27338 LB MOTOR : 6.8L 6 CYL JOHN DEERE
NOTES : HYD OIL - Hygaurd Trans oil - Hygaurd Front and rear diffs - Hygaurd

10/20/08	8939 HRS	FUEL GAUGE NOT READING CORRECTLY	Replaced fuel level sender and gasket from Schmidt Equip Plymouth.
07/09/08	8833 HRS	TIRES	Sullivan Tire Plymouth replaced all 4 tires, o-rings, and disposed tires. Total cost \$ 12591.20
03/14/08	8725 HRS	SERVICE INTERVAL	Performed regular service interval consisting of changing motor oil and filter, both inner and outer air filters, both fuel filters, hydraulic oil filter. Greased all points not normally greased by operators. Checked all fluids. Added air to bring tires up to 65 psi. Tightened 1 semi loose exhaust manifold bolt, (closest to rear), and cleaned carbon build up that formed from the leak, and spray painted area near leak to see if it is cured. Noticed a hydraulic leak at fluid accumulator located just under entrance ladder. Noticed a hydraulic leak at a steel line located under machine and tightened its nut.

***** START *****

V 624 G

LAST TRANS FLUID - 1000 HRS
 LAST TRANS FILTER - 7839 HRS
 LAST HYD FLUID - 6000 HRS
 LAST HYD FILTER - 7839 HRS
 LAST COOLANT - 7300 HRS
 LAST FRONT & REAR DIFFS - 7839 HRS
 LAST DIFF LOCK FILTER - 7839 HRS

NEXT TRANS FILTER - 8200 HRS (300)
 NEXT HYD FLUID - 9000 HRS (3000)
 NEXT HYD FILTER - 8200 HRS (300)
 NEXT COOLANT - 9000 HRS (2000)
 NEXT FRONT & REAR DIFFS - 10900 HRS (3000)
 NEXT DIFF LOCK RETURN FILTER - 10900 HRS (3000)

LAST GREASE OIL & FILTER - 7839 HRS NEXT GREASE OIL & FILTER - 8200 HRS (300)

MACHINE	MODEL	SERIAL NO.
JD 624 G	624G LOADER	DW624G13558988
DATE	PART NO.	REPAIR DESCRIPTION
Year 1996		
Hours	8200 Hours	
Brakes		
Oil & Filter (Engine)	T19044	CHANGED OIL & FILTER 30 QTS 5 GAL
Hydraulic Oil & Filter	T140315	CHANGED FILTER 108 QTS 27 GAL
WATER SEPARATOR RE62424	FINAL RE62419	CHANGED BOTH FILTERS
Fuel Filter IN AR 79630		CHANGED BOTH FILTERS
Air Filter OUT AR 79679		
Wheel Bearing		
Antifreeze		✓ 36 QTS 6.5 GAL
Battery		✓
Drive Train		✓ & LUBRICATED
Lights		✓
Tire		✓
Belts		✓
Hoses		✓
Grease		GREASED POINTS NOT DONE BY OPERATORS
TRANS FILTER	AT 168989	CHANGED FILTER 12 QTS 3 GAL
CABIN FRESH AIR FILTER	AT 166805	CHANGED FILTER
Washer Fluid		✓
Gear Oil		✓ FRONT & REAR DIFFS
FRONT DIFFERENTIAL		7.5 GAL
REAR DIFFERENTIAL		4.75 GAL

HYGUARD

HYGUARD

HYGUARD

HYGUARD

CAB RECIRCULATION AIR FILTER AT 171176 CHANGED FILTER
 HYD FRESH AIR FILTER AM 39653 CHANGED FILTER
 DIFFERENTIAL LOCK RETURN FILTER T19044

5-11-07



D 624 G

LAST TRANS FILTER - 7038 HRS
 LAST HYD FLUID - 6000 HRS
 LAST COOLANT - 7300 HRS
 LAST HYD FILTER - 7038 HRS

NEXT TRANS FILTER - 7600 HRS (300 HRS)
 NEXT HYD FLUID - 9000 HRS (3000 HRS)
 NEXT COOLANT - 9000 HRS (2000 HRS)
 NEXT HYD FILTER - 7600 HRS
 NEXT FRONT & REAR DIFF OILS - 7600 HRS (3000 HRS)

LAST OIL & FILTER 7300 HRS

NEXT OIL & FILTER - 7600 HRS (300 HRS)

MACHINE	MODEL	SERIAL NO.
JD 624 G	624G LOADER	DW 624GB558988
DATE	PART NO.	REPAIR DESCRIPTION
Year 1996		
Hours 7500 HRS		SERVICE INTERVAL
Brakes		
Oil & Filter (Engine)	T19044	CHANGED OIL & FILTER 30 QTS 5 GAL
Hydraulic Oil & Filter	T140315	CHANGED FILTER 109 QTS 27 GAL
Fuel Filter	WATER SEPARATOR FINAL RE 62419	CHANGED BOTH FILTERS
Air Filter	RE 62424 IN AR 79690	CLEANED ONLY
Wheel Bearing		✓
Antifreeze		✓ 26 QTS 6.5 GAL
Battery		✓
Drive Train		✓ & LUBRICATED 1 DRIVESHAFT SPLINE & YAKE LOOSE
Lights		✓
Tire		✓
Belts		✓
Hoses		✓
Grease		COMPLETE GREASE
TRANS FILTER	AT168999	CHANGED FILTER 12 QTS 3 GAL
CAB FRESH AIR FILTER	AT166905	CHANGED FILTER
Washer Fluid		✓
Gear Oil		
FRONT DIFFERENTIAL		7.5 GAL
REAR DIFFERENTIAL		4.75 GAL

HYGAURD

HYGAURD

HYGAURD

HYGAURD

-29-06

CAB RECIRCULATING AIR FILTER AT171176
 HYD. FRESH AIR FILTER AM39653
 DIFFERENTIAL LOCK RETURN FILTERS T19044 X2

CHANGED FILTER
 CHANGED FILTER

JD 624 G LAST TRANS FILTER-7038 HRS NEXT TRANS FILTER-7300 HRS (300 HRS) JD 624 G
 LAST HYD FLUID-6000 HRS NEXT HYD FLUID-9000 HRS (3000 HRS)
 LAST HYD FILTER-7038 HRS NEXT HYD FILTER-7300 HRS (300 HRS)
 LAST COOLANT-7038 HRS NEXT COOLANT-9000 HRS (3000 HRS)

LAST SERVICE WAS 7038 HRS NEXT SERVICE - 7300 HRS (300 HRS)

MACHINE	MODEL	SERIAL NO.
JD 624 G	624G LOADER	DW 624G B558988
DATE 8-11-05	PART NO.	REPAIR DESCRIPTION
Year 1996		
Hours 7038 HRS ↓		
Brakes		
Oil & Filter (Engine)	T19044	CHANGED OIL & FILTER 20 QTS 5.6 GAL
Hydraulic Oil & Filter	T140315	CHANGED FILTER 108 QTS 27 GAL HYGARD
Fuel Filter RE62424 WATER SEPARATE	FINAL REG2419	CHANGED BOTH FILTERS
Air Filter IN AR79680 OUT AR79679		CHANGED BOTH FILTERS
Wheel Bearing		
Antifreeze		DRAINED + REFILLED W/ 36 QT NEW COOLANT 6.5 GAL
Battery		✓
Drive Train		✓ + LUBRICATED
Lights		✓
Tire		✓
Belts		✓
Hoses		✓
Grease		✓ GREASED POINTS NOT DONE BY OPERATORS
TRANS FLUID + FILTER Grease	AT168989	CHANGED FLUID + FILTERS 12 QTS 3.6 GAL HYGARD
CAB FRESH AIR FILT. Grease	AT166905	CHANGED FILTER
Washer Fluid		✓
Gear Oil		✓
FRONT DIFFERENTIAL		REPAIRED OPERATED 7.5 GAL HYGARD
REAR DIFFERENTIAL		REPAIRED OPERATED 4.75 GAL HYGARD

CAB RECIRCULATING AIR AT171176 CHANGED FILTER
 FILTER
 HYD FRESH AIR FILT AM 39653 CHANGED FILTER
 DIFFERENTIAL LOCK T19044x2 CHANGED FILTER
 RETURN FILTERS
 REPLACED BU ALARM REPLACED FUEL LEVEL SENSOR
~~REPAIRED OPERATED~~ REAR WREN AM 101111 FUEL SENSOR

8-11-05
7038 HRS



JD 624 G

LAST SERVICE WAS 4781 HRS

TRANS FLUID 1000 HRS

JD 624 G

CHANGED TRANS FLUID

HYD FLUID 1000 HRS

MOTOR OIL 300 HRS

FRONT & REAR DIFFS 3000 HRS

FUEL & AIR 300 HRS

6000 HOURS

300

NEW COOLANT EVERY 3000 HRS NEXT SERVICE DUE: 5400 HOURS (EVERY ~~600~~ 300 HRS)

MACHINE	MODEL	SERIAL NO.
JD 624 G	624 G LOADER	DW 624GB558988
DATE	PART NO.	REPAIR DESCRIPTION
Year 1996		
Hours		
2-16-04 Brakes PARKING	5660 HRS	REPLACED PARKING BRAKE PADS
2-16-04 5 GALLONS (30 QTS) Oil & Filter (Engine)	T19044 5660 HRS	CHANGED OIL & FILTER (30 QTS)
2-16-04 Hydraulic Oil & Filter	AT 140315 5660 HRS	CHANGED Hyd OIL & FILTER (33 GALS)
2-16-04 Fuel Filter REG 2424	FINAL REG 2419 5660 HRS	CHANGED BOTH FILTERS
2-16-04 Air Filter LITEC AR 79679	INNER AR 79680 5660 HRS	CHANGED BOTH FILTERS
2-16-04 DIFFERENTIAL LOCK RETURN FILTER	T19044 5660 HRS	REPLACED FILTER
2-16-04 Antifreeze	5660 HRS	CHANGED COOLANT (26 QTS) (6.5 GAL)
Battery		
2-16-04 Drive Train	5660 HRS	CHECKED & LUBRICATED
2-16-04 Lights	5660 HRS	✓
2-16-04 Tire	5660 HRS	✓
2-16-04 Belts	5660 HRS	✓
2-16-04 Hoses	5660 HRS	✓
2-16-04 Grease	5660 HRS	GREASED POINTS NOT NORMALLY TOUCHED BY OPERATOR
2-16-04 CAB RECIRCULATE AIR FILTER	AT 171176 5660 HRS	CHANGED FILTER
2-16-04 CAB FRESH AIR FILTER	AT 166805 5660 HRS	CHANGED FILTER
2-16-04 Washer Fluid	5660 HRS	TOPPED OFF
2-16-04 Gear Oil	5660 HRS	
2-16-04 TRANSMISSION FILTER	AT 168989 5660 HRS	CHANGED TRANS FLUID & (20 QTS) FILTER
2-16-04 HYD TANC FRESH AIR VENT FILTER	AM 39653 5660 HRS	CHANGED FILTER

NEXT SERVICE CHANGE DIFF LOCK RETURN FILTERS EVERY 3000 # T19044 x 2

LOCATED UNDER HYDRAULIC CAP PLATE

4600 HRS
 NEXT SERVICE DUE: ~~4000~~ 4600 HOURS (EVERY 600 HRS)

MACHINE	MODEL	SERIAL NO.
JD 624 G	624 G LOADER	DW 624GB558988
DATE	PART NO.	REPAIR DESCRIPTION
Year 1996		
Hours	4000 HOURS	
Brakes		
6-02 Oil & Filter (Engine)	4000 HRS T19044	CHANGED OIL & FILTER
6-02 Hydraulic Oil & Filter	4000 HRS AT 140315	CHANGED FILTER
6-02 Fuel Filter RE 62424 WATER SEP	FINAL FILT REG2419 4000 HRS	CHANGED BOTH FILTERS
6-02 Air Filter AR 79680 INNER	OUTER AR 79679 4000 HRS	CHANGED BOTH FILTERS
Wheel Bearing		
6-02 Antifreeze	4000 HRS	CHECKED
6-02 Battery	4000 HRS	CHECKED
6-02 Drive Train	4000 HRS	CHECKED & LUBRICATED
6-02 Lights	4000 HRS	CHECKED
6-02 Tire	4000 HRS	CHECKED LF FOR LEAK
6-02 Belts	4000 HRS	CHECKED
6-02 Hoses	4000 HRS	CHECKED
6-02 Grease	4000 HRS	GREASED POINTS NOT DONE BY OPERATORS
6-02 CAB RECIRC AIR COOLING FILTER	4000 HRS AT 171176	CHANGED
6-02 CAB FRESH AIR COOLING FILTER	4000 HRS AT 166805	CHANGED
6-02 Washer Fluid	4000 HRS	TOPPED OFF
6-02 Gear Oil	4000 HRS	CHECKED
6-02 TRANSMISSION FILTER	AT 168789 4000 HRS	CHANGED
6-02 HYDRAULIC TANK FRESH AIR VENT FILTER	AM 39653 4000 HRS	CHANGED

6-02 NEW RIGHT SIDE MIRROR 4000 HRS

6-02 NEW BUCKET CUTTING EDGE 4000 HRS

2900 HOURS

NEXT SERVICE DUE: 2500 HOURS

	MACHINE	MODEL	SERIAL NO.
	JD 624 G	624 G LOADER	DW 6246B558988
	DATE 1996	PART NO.	REPAIR DESCRIPTION
	Year 1996		
	Hours		
	Brakes		
30-00	Oil & Filter (Engine)	2500 HOURS T19044	CHANGED MOTOR OIL & FILTER 5 GALLONS 20 QTS
-30-00	Hydraulic Oil & Filter	2500 HOURS AT 140315	CHANGED HYD FLUID & FILTER 32 GAL
2-30-00	Fuel Filter WATER SEP. RE 62424	FINAL FILTER 62414 2500 HOURS	CHANGED BOTH FUEL FILTERS
1-30-00	Air Filter INNER AC 79680	2500 HOURS OUTER AC 79679	CHANGED BOTH AIR FILTERS
	Wheel Bearing		
5-30-00	Antifreeze	2500 HOURS	CHECKED COOLANT
-30-00	Battery	2500 HOURS	CHECKED BATTERIES
1-30-00	Drive Train	2500 HOURS	CHECKED & LUBRICATED DRIVE TRAIN
5-30-00	Lights	2500 HOURS	CHECKED ALL LIGHTS
1-30-00	Tire	2500 HOURS	CHECKED ALL TIRES - GOOD
1-30-00	Belts	2500 HOURS	CHECKED ALL BELTS
1-30-00	Hoses	2500 HOURS	CHECKED ALL HOSES
5-30-00	Grease	2500 HOURS	COMPLETE GREASE
1-30-00	CAB RECIRCULATING AIR REAR FILTER	2500 HOURS AT 171176	REPLACED FILTER
2-30-00	CAB FRESH AIR FILTER Filter	2500 HOURS AT 166805	REPLACED FILTER
1-30-00	Washer Fluid	2500 HOURS	FILLED TANK
1-30-00	Gear Oil	2500 HOURS	CHANGED FRONT & REAR FRONT-8 GALLONS DIFFERENTIAL OIL REAR-6 GALLONS
5-30-00	TRANSMISSION FILTER	2500 HOURS AT 168989	CHANGED TRANS FLUID & FILTER 5 GALLONS 20 QTS
1-30-00	HYDRAULIC TANK FRESH AIR VENT FILTER	AM 2500 HOURS 00 39653	CHANGED FILTER

NEXT SERVICE DUE: ²²⁰⁰ ~~1689~~ HOURS (EVERY 300 HRS)

MACHINE	MODEL	SERIAL NO.
JD 624 G #1	624G LOADER	DW 624GB558988
DATE 6-2-99	PART NO.	REPAIR DESCRIPTION
Year 1996		SERVICE INTERVAL
Hours 1900 HRS		
6-2-99	1689 HOURS	REPLACED 3 PIECE CUTTING EDGE
6-2-99	Oil & Filter (Engine) JD T19044	CHANGED MOTOR OIL & FILTER (20 QTS)
6-2-99	Hydraulic Oil & Filter JD AT 140315	CHANGED HYD. FILTER
6-2-99	Fuel Filter RE 62424 WATER SEP FINAL FILT RE 62419	CHANGED BOTH FUEL FILTERS
6-2-99	Air Filter INNER AR 79680 OUTER AR 79679	CHANGED BOTH AIR FILTERS
	Wheel Bearing	
6-2-99	Antifreeze	CHECKED/TOPPED OFF COOLANT
6-2-99	Battery	CHECKED BATTERIES
6-2-99	Drive Train	CHECKED GREASED DRIVE TRAIN
6-2-99	Lights	CHECKED ALL LIGHTS
6-2-99	Tire	CHECKED TIRES
6-2-99	Belts	CHECKED ALL BELTS - GOOD
6-2-99	Hoses	CHECKED ALL HOSES - GOOD
6-2-99	Grease	GREASED ALL POINTS NOT NORMALLY TOUCHED BY OPERATOR
6-2-99	CAB RECIRCULATING AIR FILTER	REPLACED FILTER
6-2-99	CAB FRESH AIR FILTER JD AT 171176	REPLACED FILTER
6-2-99	Washer Fluid	TOPPED OFF FLUID
6-2-99	Gear Oil	CHECKED ALL GEAR BOXES & DIFFERENTIALS
6-2-99	TRANSMISSION JD AT 168489	REPLACED TRANSMISSION FLUID FILTER
6-2-99	HYDRAULIC SYSTEM FRESH AIR VENT FILTER JD 39653	REPLACED HYD SYSTEM FRESH AIR VENT FILTER

NEXT SERVICE DUE:

(EVERY 300 HOURS)

MACHINE	MODEL	SERIAL NO.
JD 624 G #1	624G LOADER	DW 624GB558988
DATE	PART NO.	REPAIR DESCRIPTION
Year 1996		
Hours		SERVICE INTERVAL
Brakes		
Oil & Filter (Engine) JOHN DEERE T 19044		CHANGED MOTOR OIL & FILTER (20 QTS)
Hydraulic Oil & Filter JD	AT 140315	CHANGED HYD FLUID & FILTER
Fuel Filter WATER SEP. RE 62424	FINAL FILT. RE 62419	CHANGED BOTH FUEL FILTERS
Air Filter INNER AR 79680 OUTER AR 79679		CHANGED BOTH AIR FILTERS
Wheel Bearing		
Antifreeze		CHECKED ANTI FREEZE LEVEL
Battery		CHECKED BATTERIES -
Drive Train		CHECKED & LUBRICATED DRIVE TRAIN
Lights		CHECKED ALL LIGHTS
Tire		CHECKED ALL TIRES
Belts		CHECKED ALL BELTS
Hoses		CHECKED ALL HOSES
Grease		COMPLETE GREASE JOB
CAB RECIRCULATING AIR FILTER 8003201000	JD AT 171176	CHANGED CAB RECIRCULATING AIR FILTER
CAB FRESH AIR FILTER 8003201000		
Washer Fluid		FILLED WASHER TANK
Gear Oil		CHECKED ALL GEAR BOXES & DIFFERENTIALS
TRANSMISSION	JD AT 168989	CHANGED TRANSMISSION FLUID & FILTER
HYDRAULIC SYSTEM FRESH AIR VENT FILTER	REGULATOR PER 17 JULY 51084	REPLACED HYD SYSTEM FRESH AIR VENT FILTER



#16-032

Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Joseph C. Sullivan
Mayor

781-794-8100

To: Sean E. Powers, President of the Council
Susan Cimino, Clerk of the Council
James Casey, Town Clerk

From: Joseph C. Sullivan, Mayor

JCS

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

Date: May 20, 2016

Re: Blue Hills Regional Technical School / Massachusetts School Building
Authority Feasibility and Design Study

As you know the Town of Braintree was notified on April 28, 2016, that the Blue Hills Technical Regional District's School Committee had voted to increase the school's 2015-2016 operating budget by \$926,277 for the purpose of funding a feasibility study for the renovation of the school building. Given that the source of funds were specifically from the school's Excess and Deficiency account, no additional FY 16 assessment would be required of Braintree or any other district member.

In support of this request the School's Superintendent has filed a full copy of their MSBA statement of interest and a copy of their existing conditions report as created by the district. These documents provide additional information regarding the type of project the district is proposing for its buildings.

RECEIVED TOWN CLERK
BRAINTREE, MA
2016 MAY 23 PM 4:05

The Blue Hills Regional Technical School enrolls Braintree students each and every year. Their educational goals and objective are well established and fully supported by all member communities, including Braintree. As Mayor, I fully support their efforts to upgrade and improve their facilities and infrastructure.

If the Blue Hills renovation project is accepted by the MSBA, approximately 50% of the project will be reimbursed, and there will be an annual increased assessment to the town of Braintree and other district members to support the remaining debt service. The Superintendent's proposal to apply a portion of their current capital spending levels toward debt service is an acknowledgment of the school's commitment to fully contribute its fair share toward this project.

Accordingly I ask for your support of this motion and this project as proposed.

SCHOOL DISTRICT MEMBER BRAINTREE / TOWN COUNCIL VOTE

Motion:

That the Town of Braintree hereby approves Blue Hills Regional Technical School District hereby appropriating the amount of \$1,026,277 Dollars for the purpose of paying the costs of a feasibility study (The Study) for the Blue Hills Regional Technical High School located at 800 Randolph Street Canton MA 02021, including all costs incidental and related thereto (the "Study") said amount to be expended under the direction of the Blue Hills School District Building Committee. To meet this appropriation the district shall appropriate \$926,277 from the district's certified Excess and Deficiency account and shall also transfer \$100,000 from the district's 2016 operating budget into the project account and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of Blue Hills School District School Building Committee; that the City acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA

#16-032



Blue Hills Regional Technical School

RECEIVED TOWN CLERK
BRAintree, MA
2016 MAY -2 AM 10:14

James P. Quaglia
Superintendent-Director

Steven M. Moore
Assistant Superintendent for Business & Personnel

Jill M. Rossetti
Principal

April 28, 2016

Dear Town Official (Town Manager, Mayor, etc.),

The purpose of this letter is to inform you of the Blue Hills Technical Regional District's School Committee voted on April 26, 2016 to increase the school's 2015 -2016 operating budget by \$926,277 for the purpose of funding a Massachusetts School Building Authority feasibility and design study for the renovation of the school building.

The source of the funds for this appropriation is the district's Excess and Deficiency account. No additional assessment will be asked for from any member district for the FY 16 budget.

Pursuant to Massachusetts General Law, Chapter 71, Section 16B a regional vocational district must seek the approval of two-thirds of its member communities for a district school committee's budget increase amendment vote to result in an increase in the district's operating funds.

Your community has 45 days to vote on the requested amendment (from the date of this notice). Where the amendment does not increase any member communities assessment should a member community fail to vote on the amendment within the forty-five day time period according to Massachusetts General Law Chapter 71, Section 16B the shall be deemed approved by that member community. If and when your community does hold a vote, please inform me of the results prior to the end of the 45 day period.

We would be glad to meet with you, any elected officials, or community members to discuss this request or the district's planned renovation request with the Massachusetts School Building Authority.

Thank you in advanced for your assistance.

Yours truly,

James P. Quaglia
Superintendent-Director, Blue Hills Regional Technical School District

cc: Edward Spellman
Mayor Joseph Sullivan



FORM OF SCHOOL DISTRICT MEMBER TOWN COUNCIL VOTE

~~RANDOLPH~~

BRAINTREE

Motion:

That the Town of **Braintree** hereby approves Blue Hills Regional Technical School District hereby appropriating the amount of \$1,026,277 Dollars for the purpose of paying the costs of a feasibility study (The Study) for the Blue Hills Regional Technical High School located at 800 Randolph Street Canton MA 02021, including all costs incidental and related thereto (the "Study") said amount to be expended under the direction of the Blue Hills School District Building Committee. To meet this appropriation the district shall appropriate \$926,277 from the district's certified Excess and Deficiency account and shall also transfer \$100,000 from the district's 2016 operating budget into the project account and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of Blue Hills School District School Building Committee; that the City acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA

Bulletin 11-03

Local Votes related to feasibility studies by Regional School Districts and their member communities that have been invited to collaborate with the Massachusetts School Building Authority on conducting and/or reviewing a feasibility study

Requirements for Warrant Articles, Motions, Orders and Votes

Pursuant to G.L. c. 70B and 963 CMR 2.10, the Massachusetts School Building Authority (MSBA) issues this Bulletin to inform regional school districts that have been invited by the MSBA to collaborate with the MSBA to conduct and/or review a Feasibility Study of the requirements for warrant articles, motions, orders, and votes related to authorization of a feasibility study. This Bulletin shall be applicable to all regional school districts that have been invited by the MSBA to collaborate on conducting and/or reviewing a feasibility study. *Cities and towns should consult Bulletin 11-01, which addresses the vote requirements for cities and towns that have been invited to conduct a feasibility study with the MSBA.*

**** Please note that only those regional school districts that have been invited by the MSBA to collaborate on a feasibility study should be voting to authorize a feasibility study at this time. Communities are urged to contact the MSBA before finalizing an article, motion, resolution, ballot question or other vote because there may be additional requirements depending on the particulars of a feasibility study. If a regional school district already has voted to authorize a feasibility study, please contact the MSBA immediately. The MSBA may require clarification of the vote or a new vote that meets the MSBA's requirements.**

Please also note that an invitation to collaborate with the MSBA on a feasibility study is not approval of a project, and there are no guarantees that the MSBA will approve a project. Regional school districts that proceed with studying, planning, designing, renovating or constructing a school facility without the collaboration and approval of the MSBA will not be eligible for MSBA funding.

****Regional school committees and member cities and towns should consult with their local counsel and bond counsel to ensure that all warrant articles, motions, orders, and votes otherwise comply with municipal finance law and all other applicable laws, regulations, local bylaws, and ordinances.**

All articles, motions, resolutions, orders, Proposition two and one-half ballot questions, and any other votes of a regional school committee or the district's member communities related to the approval, funding, and/or debt authorization for a feasibility study shall be a **separate, stand-alone vote, solely for purposes of the feasibility study**. The article, motion, resolution, order, vote and/or ballot question related to the feasibility study must not pertain to or be bundled with any other school or municipal project. The article,

Bulletin 11-03: MSBA Feasibility Study
Vote Bulletin for Regional School Districts
and their Member Communities

motion, resolution, order, vote must be specific to the feasibility study and must include specific information about the school that is the subject of the feasibility study.

The regional school committee must vote to appropriate and authorize the full amount of a feasibility study's cost, including both the local share and the MSBA's share, if any. The total budget amount must be authorized and approved. The Regional School District must also make sure it is in compliance with its regional school agreement. Where required, member communities of a regional school district must vote to approve the project as approved by the regional school committee. Regional School Districts should consult their local legal counsel to ensure that they are voting in compliance with their regional school agreement and any other requirements.

All warrant articles, motions, resolutions, orders and votes, with the exception of a Proposition two and one-half ballot question (see below), must include the following provisions:

- A description of the site of the school that is the subject of the feasibility study, including the address of the school building and a description of the parcel.
- "The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs that the [Regional School District] incurs in excess of any grant that may be received from the MSBA shall be the sole responsibility of the [Regional School District]."
- For the debt authorization provision, the following language must be included: "and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the [Regional School District] and the MSBA."

Forms of articles, motions, orders, votes are attached as "Attachment A," and regional school districts and member cities and towns must use the applicable forms to qualify for MSBA funding.

Proposition Two and One-Half Ballot Questions

- All ballot questions for a feasibility study must be solely related to that feasibility study. The ballot question related to the feasibility study must not pertain to or be bundled with any other school or municipal projects.

A form of ballot question is attached as "Attachment B," and a city or town must use this form to qualify for MSBA funding.

Attachment A

**FORM OF VOTE FOR REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE**

VOTED: That the [*Regional School District*] hereby appropriates the amount of _____ (\$ _____) Dollars for the purpose of paying costs of [*Insert description of feasibility study, including name of school, description of location, address*], including all costs incidental and related thereto (the "Study") said amount to be expended under the direction of [*the School Building Committee*]. To meet this appropriation the District is authorized to borrow said amount under and pursuant to M.G.L. Chapter 71, Section 16(d), and the District Agreement, as amended, or pursuant to any other enabling authority. The District acknowledges that the Massachusetts School Building Authority's ("MSBA's") grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District; provided further, that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA.

FURTHER VOTED: That within _____ (___) days from the date on which this vote is adopted the Secretary be and hereby is instructed to notify the Board of Selectmen of each of the member towns of this District as to the amount and general purposes of the debt herein authorized, as required by the District Agreement and by Chapter 71, Section 16(d), of the General Laws.

**FORMS OF SCHOOL DISTRICT MEMBER TOWN MEETING
ARTICLE AND MOTION**

Article _____. To see if the Town will approve the \$ _____ borrowing authorized by the [*Insert the name of the School District*], for the purpose of paying costs of [*Insert description of feasibility study, including name of school, description of location, address*], and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of [*the School Building Committee*]. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA.

Motion _____. That the Town hereby approves the \$ _____ borrowing authorized by the [*Insert the name of the School District*], for the purpose of

Bulletin 11-03: MSBA Feasibility Study
 Vote Bulletin for Regional School Districts
 and their Member Communities

paying costs of [*Insert description of the feasibility study, including name of school, description of location, address*], including the payment of all costs incidental or related thereto (the "Study"), and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of [*the School Building Committee*]; that the Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA. [provided that the approval of the District's borrowing by this vote shall be subject to and contingent upon an affirmative vote of the Town to exempt its allocable share of the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 21/2)]; and that the amount of borrowing authorized by the District shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA.

FORM OF SCHOOL DISTRICT MEMBER CITY ORDER

Ordered: That the City hereby approves the \$_____ borrowing authorized by the [*Insert the name of the School District*], for the purpose of paying costs of [*Insert description of the feasibility study, including name of school, description of location, address*], including the payment of all costs incidental or related thereto (the "Study"), and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of [*the School Building Committee*]; that the City acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA; [provided that any vote hereunder shall be subject to and contingent upon an affirmative vote of the City to exempt its allocable share of the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 21/2)]; and that the amount of borrowing authorized by the District shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA.

Attachment B

FORM OF SCHOOL DISTRICT MEMBER TOWN/CITY BALLOT QUESTION

Shall the [*City/Town of _____*] be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay the [*City/Town*]'s allocable share of the bond issued by the [*insert the name of the School District*] for the purpose of paying costs of [*insert project description identical to the description in the motion/order*], including the payment of all costs incidental or related thereto?

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**Bulletin 11-03: MSBA Feasibility Study
Vote Bulletin for Regional School Districts
and their Member Communities**



#16-033

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

Joseph C. Sullivan
Mayor

781-794-8100

To: Sean E. Powers, President of the Council
Susan Cimino, Clerk of the Council
James Casey, Town Clerk

From: Joseph C. Sullivan, Mayor (JCS)

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

Date: May 20, 2016

Re: FY 16 Supplemental Appropriations (#6)

RECEIVED TOWN CLERK
BRAINTREE, MA
2016 MAY 23 PM 4:05

As we close out the fiscal year and in light of our recent budget hearings there are certain line items that need adjustment and certain items of importance that require funding without additional delay. One item allows for the Council's review of the BELD proposal regarding its power plant replacement, another item provides additional funds to address our opioid epidemic initiative and two additional items are related to the Harbor Master budget and maintenance of the Town Forest.

- You will recall that the Council took action in February of this year to approve CO 16-004 supplemental appropriation #2, item #18. Specifically, that appropriation requested funds for an outside review of BELD's Potter II power plant options in the amount of \$49,333. This supplemental request will be reduced to \$20,000, the amount necessary to conduct the outside review and allow the funds to be carried over beyond June 30, 2016, as needed.
- The next items deal with our continued support of funding to allow for a full response and timely action toward any recommendations of Braintree's Partnership and the Council's newly formed opioid epidemic sub-committee. As with the first request we seek to move the \$25,000 from a line item that will close out at year end of the fiscal year to an article that will not close but will roll over into the next fiscal year. To supplement the new Opioid article we propose to transfer the available balance of the Town Council consultant line item in the amount of \$19,333 to the newly established opioid article and to transfer the balance of the Town Council Reserve fund account line item in the amount of \$40,000 to the newly established opioid article to increase the amount of funds available to \$84,333. As you know I have proposed another \$25,000 for FY 17 which, if

approved, will bring the total amount of funding for this critically important initiative to \$109,333, effective on July 1,2016.

- Item five below is to put \$4,500 for the Harbormaster program within the Police Department into an article to provide additional funding for their critical mission.
- Item six below is to put \$12,000 of funding toward the Town Forest maintenance which will help support this valuable town asset.

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

1) Town Council

MOTION: That the sum of \$20,000 be transferred from the Town Council Department / Program 01 Administration / Consultant account to the Town Council Light Contract Consultant Article.

2) Mayor's Office

MOTION: That the sum of \$25,000 be transferred from the Mayors Department/ Program-01 Administration / Opioid education and prevention account to the Mayors Department/ Opioid Education and Prevention Article.

3) Mayor's Office

MOTION: That the sum of \$19,333 be transferred from the Town Council Department / Program 01 Administration / Consultant account to the Mayors Department/ Opioid Education and Prevention Article.

4) Mayor's Office

MOTION: That the sum of \$40,000 be transferred from the Town Council Department / Program 02 Reserve fund / reserve fund account to the Mayors Department/ Opioid Education and Prevention Article.

5) Police Department

MOTION: That the sum of \$4,500 be transferred from the Town's waterways account to the Police Department/ Harbormaster program / salary and expense Article.

6) Department of Public Works

MOTION: That the sum of \$12,000 be transferred from the Town Council Department / Program 01 Administration / Consultant account to the Department of Public Works / Town Forest Maintenance and support Article.

Since these requests involve the appropriation of funds within the Fiscal Year 2016 budget, advertising and a public hearing is required under the sections 2-9 and 6-7 of the Town Charter.