

1. 6:30 P.M. Committee Of Ways & Means

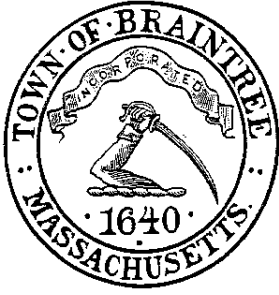
Documents:

[21 JAN 5 ZOOM WEBINAR WM AGENDA.PDF](#)

- 1.1. 6:30 PM Committee Of Ways & Means

Documents:

[2021 JAN 5 WM MTG.PDF](#)



Braintree Town Council

Committee of Ways & Means

One JFK Memorial Drive
Braintree, Massachusetts 02184

MEMBERS

Meredith Boericke, Chairwoman
Charles Ryan, Vice-Chairman
Donna Connors, Member
Julia Flaherty, Member
Steven Sciascia, Member

AGENDA

Tuesday, JANUARY 5, 2021

Starting Time –6:30PM

Remote via Zoom webinar

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84526356158>

Or Telephone: US: +1 312 626 6799

Webinar ID: **845 2635 6158**

International numbers available: <https://us02web.zoom.us/j/84526356158>

1. Roll Call

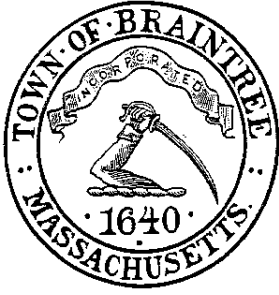
2. Approval of Minutes
 - None

3. Old Business
 - 20 071 Town Clerk: Polling Locations or take up any action relative thereto (**TABLED**)

4. New Business
 - 20 081 Mayor: Appointment of Thomas Kent to the Planning Board or take up any action relative thereto

5. Adjournment

Governor Charles Baker has declared a state of emergency in Massachusetts to support the state's response to COVID-19 (Coronavirus). According to the Town of Braintree's "Temporary Emergency Policy for Remote Participation Under the Open Meeting Law Pursuant to Massachusetts Executive Order of March 12, 2020," the Town Council will meet fully remotely for the health and safety of Councilors and the public during the Massachusetts State of Emergency. The Town Council will be using Zoom software to run meetings online for the immediate future. The Town continues to monitor the situation through the Health Department and specific questions should be directed to our Public Health Nurse at 781-794-8094 or Marybeth McGrath, Director of Health, at 781-794-8095.



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On July 15, 2020 the Braintree Town Council approved the establishment of District Voting Centers whereby Districts 1 and 2 were relocated to Braintree High School, Districts 3 and 4 were relocated to East Middle School and, Districts 5 and 6 were relocated to South Middle School on a temporary basis; through December 31, 2020. This temporary relocation was available to municipalities through Chapter 115 of the Acts of 2020 § 11 to address public health concerns associated with the COVID pandemic. (Attachment #1)

During the hearing process several members of the council expressed concerns over voter acceptance of moving from “neighborhood” polling locations to “district voting centers”. (Attachment #2)

Soon after the council vote, social media posts were negative towards this change with comments concerning our ability of maintaining a healthy environment for both voters and election workers, lack of parking, and voter lines. During the seven-day State Primary Election in-person early voting period, August 22 to 28, a more positive tone towards the COVID election process was noted on social media from many of the 1,421 voters who cast their early ballots in-person for the September 1st Election. On Election Day, September 1st, the vast majority of posts were of a positive nature; election workers wearing masks and having a protective shield between themselves and the voter, sanitizing of voting booths and pens, lack of voter lines, smooth process and sufficient parking.

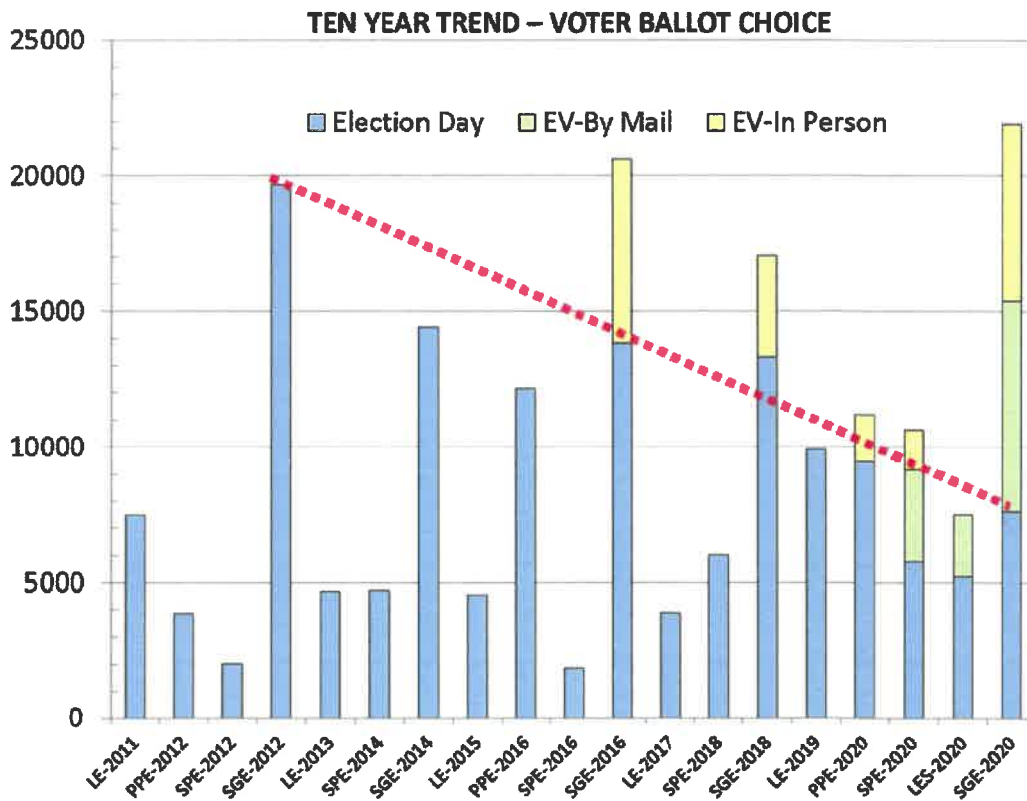
During the recent three elections, over 40,000 ballots were cast with more than half (21,414) cast early. As of the close of business on Tuesday, November 10th, “ZERO” COVID cases during the past three months were traced to election activities. A proud moment for all involved in the election process!

Fall 2020 Election – Voter Turnout			
	State Primary Election September 1, 2020	Local Special Election September 26, 2020	State General Election November 3, 2020
<i>Registered Voters</i>	27,087	27,290	27,988
<i>Total Ballots Cast</i>	10,616	7,522	21,953
<i>Early Voted</i>	4,843	2,293	14,278
➤ <i>In Person</i>	1,421	n/a	6,520
<i>Election Day</i>	5,773	5,229	7,625

Beginning with the 2016 State General Election, Massachusetts voters were given the option to vote up to eleven days before Election Day. Nearly 7,000 Braintree voters took advantage of this new voter choice. The intended objective of its introduction was to increase voter turnout however, an increase in voter turnout did not materialize. It simply was a convenience for voters to avoid lines on Election Day.

Late July 2020, legislative changes in election laws to address COVID concerns were expanded to include a “vote by mail” option; giving voters a fifth choice to cast their ballots; absentee-by mail, absentee-in person, early vote-by mail, early vote-in person and on Election Day. The success of early voting, by mail and in-person, in 2020 will, most likely, be continued into the future for State Elections and, a local option for local elections.

As shown in the ten year trend chart below, Election Day voting has declined significantly with the introduction of more voter choices. With choices, come costs. With choices, less voters opting for Election Day voting.



Administratively, there are a number of benefits associated with district voting centers that the general public would not notice

- Staff support
 - Knowledge base of experienced election workers assisting new or less experienced workers in election laws and processes as well as on technical issues
- Delivery of absentee and early voted ballots
 - Efficient delivery of ballots received by mail on Election Day
 - 3 voting sites vs 12 voting sites
- Poll Books
 - Each polling location requires a separate secure wifi transmitter to communicate to the host center (Town Clerk's Office) on voter activity
 - More costly
 - ❖ District 2B and 3B are operated by private entities
 - ❖ Wifi access points in each polling location, other than the three voting centers, would require to be upgraded to support secure transmitter
- Election Day oversight
 - Opportunity of staffing each voting center with a precinct coordinator
 - ❖ Empowered to act on Town Clerk's behalf to resolve Election Day issues
- Election Day Coordination
 - Efficient and secure delivery of election day uncast ballots and equipment
 - Efficient and secure return of election day cast ballots and equipment
- Costs savings
 - Reduction of police details
- Less impact on schools
 - Elimination of polling locations at elementary schools

With Council Order 20 042 set to expire on December 31, 2020, polling locations will revert back to the polling location sites prior approval of Order 20 042.

District 1A – Braintree Town Hall

District 1B – Flaherty School

District 2A – Hollis School

District 2B – Hollis School*

District 3A – Ross School

District 3B – Braintree Yacht Club

District 4A – Elder Affairs Building**

District 4B – Morrison School

District 5A – Braintree Town Hall

District 5B – Liberty School

District 6A – South Middle School

District 6B – Highlands School

*Council Order #20 017 approved change to Hollis School for District 2B St. – Thomas More polling location in anticipation of the Local Special Election that was scheduled for Saturday, March 28, 2020. A review of this change was agreed with Councilor Sciascia after the special election was held. (Attachment #3)

**Council Order 18 002 approved change to Elder Affairs Building for District 4A – East Middle School polling location due to East Middle School construction project. (Attachment #4)

With the recent success of the voting centers during the COVID pandemic and a continuing decline of “Election Day” voter turnout driven by multiple early voting options, I am requesting Council support for establishing permanent change to voting centers in lieu of individual voting centers.

PROPOSED MOTION

With the availability and suitability of East and South Middle Schools and Braintree High School and pursuant to M.G.L. C. 54, § 24, that the public convenience would be better served by relocating voting precincts as follows:

- **District 1A** – Town Hall, **District 1B** – Flaherty School, **District 2A** – Hollis School, be relocated to Braintree High School at 128 Town Street
- **District 3A** – Ross School, **District 4A** – Elder Affairs Building, **District 4B** – Morrison School be relocated to East Middle School at 305 River Street
- **District 5A** – Town Hall, **District 5B** – Liberty School, **District 6A** – South Middle School, **District 6B** – Highlands School be relocated to South Middle School

And it is further order, the existing polling place **District 2B** – Hollis School, currently located in a voting precinct not adjacent to Braintree High School at 128 Town Street and, the existing polling place **District 3B** – Braintree Yacht Club, currently located in a voting precinct not adjacent to East Middle School at 305 River Street, that the public convenience would be better served by relocating **District 2B** – Hollis School, to Braintree High School at 128 Town Street and **District 3B** – Braintree Yacht Club, to East Middle School at 305 River Street, and that a home rule petition be filed in the form set forth in the accompanying order.

*If above motion fails, the following motions are presented to address prior council orders to temporary relocate **District 2B** – Hollis School back to its original location, St. Thomas More Church – Community Center at 8 Hawthorn Road and **District 4A** – Elder Affairs Building back to its original location, East Middle School at 305 River Street.*

Motion 1 - UPON THE REQUEST OF THE BRAINTREE TOWN CLERK, THE TOWN OF BRAINTREE, THROUGH THE BRAINTREE TOWN COUNCIL, IT IS SO ORDERED: Pursuant to Council Order 20 017 the temporary relocation of District 2B polling location to the N. Eugene Hollis School at 482 Washington Street is now rescinded and has now been returned to the St. Thomas More Church Community Center at 8 Hawthorn Road.

Motion 2 - UPON THE REQUEST OF THE BRAINTREE TOWN CLERK, THE TOWN OF BRAINTREE, THROUGH THE BRAINTREE TOWN COUNCIL, IT IS SO ORDERED: Pursuant to Council Order 18 002 the temporary relocation of District 4A polling location to the Elder Affairs Building at 71 Cleveland Avenue is now rescinded and has been returned to the East Middle School at 305 River Street.

Attachment #1

Chapter 115 of the Acts of 2020 § 11

SECTION 11. Notwithstanding section 24 of chapter 54 of the General Laws or any other 294 general or special law to the contrary, the select board, board of selectmen, town council or city council may, by recorded and public vote, change any polling place to be used at the primary election or the general election at least 20 days prior to the date of the primary election or general election if it is determined that the public convenience or public health would be better served. If the select board, board of selectmen or town council determines that the public convenience or public health would be better served, they may house all polling places in a single building within the municipality, if such building is suitably equipped; provided, however, that alcoholic beverages shall not be served or consumed in that portion of a building used as a polling place, during voting hours or while ballots are being counted therein. In cities, the city council may designate polling places in non-adjacent precincts if they determine the public convenience or public health would be better served. In making a decision to change a polling place, the select board, board of selectmen, town council or city council shall evaluate and report on whether such change would have a disparate adverse impact on access to the polls on the basis of race, national origin, disability, income or age, and not later than 3 days prior to changing a polling place, shall make publicly available on its website and at the office of the town or city clerk a report on its evaluation. When the polling places have been designated pursuant to this section, the board of registrars shall post on the municipal website and at other such places as it may determine, a description of the polling places and shall notify voters by using an electronic means, to the extent available, such as via email or reverse 911 call.

Attachment #2

Council Minutes – July 15, 2020

OLD BUSINESS • 20 042 Town Clerk: Proposal to Create Election Voting Centers or take up any action relative thereto

President Hume referred to Councilor Boericke, Chairwoman of the Committee of Ways & Means for a recommendation. Councilor Boericke stated the Committee of Ways & Means met on Monday, June 29, 2020. The committee felt the District Voting Centers (South, East, BHS) would be a better alternative at this time. A favorable recommendation was made to the full Council with a vote of 4 in favor and 1 opposed to move from 11 locations to 3 district locations. This is a temporary change and will expire December 31, 2020. New this year voters will have multiple ways to cast their ballots, including vote by mail, absentee ballots in person or by mail, early voting and going to the polls. This will be a significant financial savings for our tax payers and protect the health and safety of our poll workers and the public. Town Clerk, James Casey stated elections are the largest service the office provides to the public. There are 27,000 eligible voters. This year the Secretary of State's office was mandated to mail to voters applications to vote by mail. Absentee applications now include a reason if anyone has any concern over the COVID pandemic they can apply for an absentee ballot. For the first time in-person early voting is available for a State Primary Election on September 1, 2020 for seven continuous days. Early voting is available for the November 3rd Election for 14 continuous days. Both include Saturday and Sunday mandated Early Voting. A pre and post sanitization of the polling locations is required which can be very costly. It can be \$1,000 per location. July 15, 2020 Town Council 4 of 12 Councilor Connors asked how to make sure someone does not vote more than once. Town Clerk Casey stated our poll pads will have the voter information downloaded and will let us know if someone has already voted or not. Councilor Connors asked about bake sales. Director McGrath stated we need to look into whether it would be permissible to have food available. There may be some specific guidelines as we get closer to the elections. Councilor Connors stated there are also no-bake "Bake Sales" for donations only. President Hume stated put up a sign with a Venmo account and no one has to be there in person. Councilor Ringius stated we are dealing with the right to vote and accessibility to vote and we have this crazy COVID crisis we have going on. At some point it would make sense to have 6 polling locations instead of 11. I am struggling with moving from 11 to 3 due to accessibility and the numbers we might have voting. We have 3 significant elections coming up. It is a heavy primary. We have the middle school vote. We have the presidential election. Town Clerk Casey stated a primary with a Governor's race is usually 30% turnout. Without a governor's race is about 17%. I feel voter turnout on the actual election day of September 1st will be lower than 17% because of mail in and absentee and early voting options. Councilor Ringius stated he has concerns especially with District 5 with Nursing Homes and accessibility to get folks to the polls. Town Clerk Casey stated the majority who come to Town Hall are driven. All these people have the ability to cast ballot early by mail, early in person or absentee. South Middle, East Middle and Braintree High School are all certified and are accessible. Councilor Ringius stated it is a guessing game on whether consolidating for having polling locations spread out is better and have less people coming into a building due to COVID. Town Clerk Casey stated one big concern is who are our poll workers? They are our seasoned residents. It is our seniors who are the only ones signing up. I have tried to recruit at BHS but got no response. Marybeth McGrath, Director of the Department of Municipal Licenses & Inspections stated I absolutely support going down to 3 polling locations. We are in the middle of a pandemic. The opportunity would

provide a more management scenario. His biggest hurdle will be to find staff members to man these sites. There will be more requirements now associated with COVID and the offering of an event like this to the public. Contact tracing would be a requirement. If you have fewer locations it would be far more manageable. Councilor Sciascia stated Clerk Casey has said he is concerned. I was the vote against this in Ways & Means. I couldn't wrap my head around going down to 3. All these reasons mentioned concern people. We are talking financial savings which should not be a concern. Councilor Flaherty stated this is a temporary measure. I am sure there will be careful tabulations on how this may or may not be affecting voter turnout. The next three elections are important. There is risk because of COVID but we can't not have them. It is our obligation to have it the safest possible way for our voters and the people working the polls. The 3 locations is the right thing to do but it is important to me that this will be re-evaluated again at the end of the year. It would be a terrible thing to discourage voting in Braintree. Also for many years Elementary Administrators and parents would like to not host the elections. You can't turn people away from the polls. It doesn't matter their criminal record.

Attachment #3B

Council Minutes – January 21, 2020

NEW BUSINESS (Continued) • 20 017 Town Clerk: Request for Temporary Relocation of District 2B Polling Location from St. Thomas More Church Community Center to N. Eugene Hollis School 482 Washington Street or take up any action relative thereto (SAME NIGHT ACTION REQUESTED)

James Casey, Town Clerk asked for Town Council vote for the temporary relocation of District 2B Polling Location from St. Thomas More Church Community Center to N. Eugene Hollis School 482 Washington Street. This is necessary due to 4pm scheduled church parish services on March 28, 2020 and a requirement for timely election notification to any changes to polling locations. There could be much confusion if both March elections were not to be held in the same polling locations. The most sensitive of action is Same Night Action Requests. I have no choice. I need to begin the notification process on this tomorrow.

Councilor Ringius made a Motion for Same Night Action Motion: by Councilor Ringius to approve Same Night Action on Order 20 017 Second: by Councilor Ryan Vote: For (9 – Boericke, Connors, Flaherty, Hume, Mackin, O'Brien, Ringius, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

Councilor Sciascia thanked Clerk Casey to make this a temporary relocation for these two elections and review this after discussion with residents.

Councilor Ringius read the Motion: UPON THE REQUEST OF THE BRAINTREE TOWN CLERK, THE TOWN OF BRAINTREE, THROUGH THE BRAINTREE TOWN COUNCIL, IT IS SO ORDERED: Pursuant to M.G.L. c. 54, §24, that the public convenience would be better served during the March 3 and March 28, 2020 Elections by relocating to the N. Hollis School, 482 Washington Street (rear), the District 2B polling location which is currently located in the St. Thomas More Church Community Center. Motion: by Councilor Ringius to Approve Order 20 017 Second: by Councilor Ryan Vote: For (9 – Boericke, Connors, Flaherty, Hume, Mackin, O'Brien, Ringius, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

Attachment #4A

Council Order # 18 002



Braintree Town Council

ORDER NO: 18 002

DATE FILED: JANUARY 10, 2018

REQUEST OF: TOWN CLERK

UPON THE REQUEST OF THE BRAINTREE TOWN CLERK, THE TOWN OF BRAINTREE, THROUGH THE BRAINTREE TOWN COUNCIL, IT IS SO ORDERED:

Pursuant to M.G.L.54, §24, that the public convenience would be better served by relocating to the Department of Elder Affairs Building, 71 Cleveland Avenue, the District 4A polling location which is currently located in the East Middle School Gymnasium, 305 River Street.

YEAS: Bowes. Carey. Hume. Kokoros. O'Brien. Powers. Ringius. Ryan. Whalen

NAYS: NONE

ABSENT: NONE

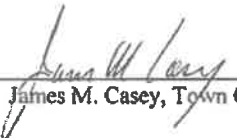
PASSED IN COUNCIL: FEBRUARY 6, 2018

PRESENTED TO MAYOR: FEBRUARY 7, 2018

A True Record, Attest:

2-9-18

Date Approved


James M. Casey, Town Clerk


Joseph C. Sullivan, Mayor

Attachment #4B

Council Minutes – February 6, 2018

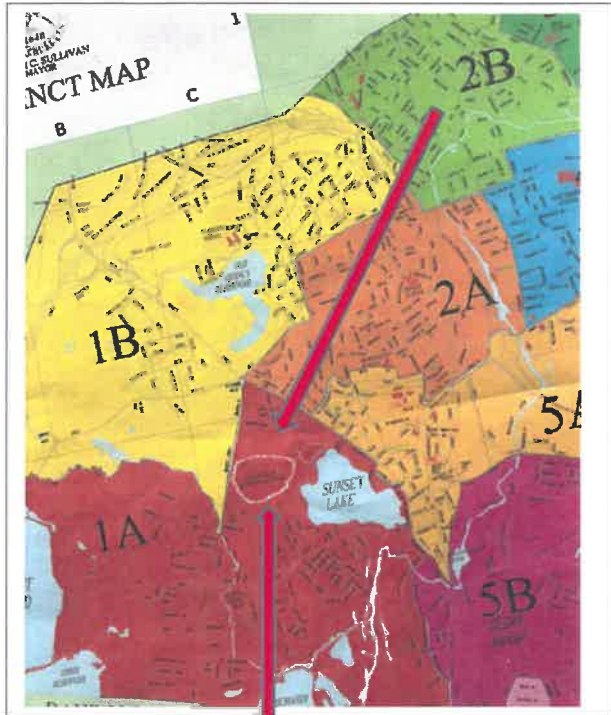
OLD BUSINESS • 18 002 Town Clerk: Temporary Relocation of District 4A Polling Location or take up any action relative thereto

James M. Casey, Town Clerk explained the East Middle School is being renovated. This was the polling location for District 4A. **The polling location will need to be temporarily relocated through the 2020 elections.** The new location will be the Department of Elder Affairs Building, 71Cleveland Avenue. OFFICE OF THE TOWN COUNCIL Charles B. Ryan President At Large Sean E. Powers At Large Shannon L. Hume At Large Thomas W. Whalen District 2 Thomas M. Bowes District 3 CHARLES C. Kokoros Vice President District 1 Stephen C. O'Brien District 4 David M. Ringius, Jr. District 5 Timothy P. Carey District 6 February 6, 2018 Town Council 2 of 4 Mr. Casey stated he spoke with Mayor Sullivan and the Director of Elder Affairs and all supported the move. ADA compliance has been approved. Postcards will be mailed out to note the changes to voters. Councilor Powers stated can we minimize the activities that take place on election days. Mr. Casey stated that was a concern at the Committee of Ways & Means meeting earlier this evening. That will be discussed with the Director of Elder Affairs to be sure no large events take place on election days.

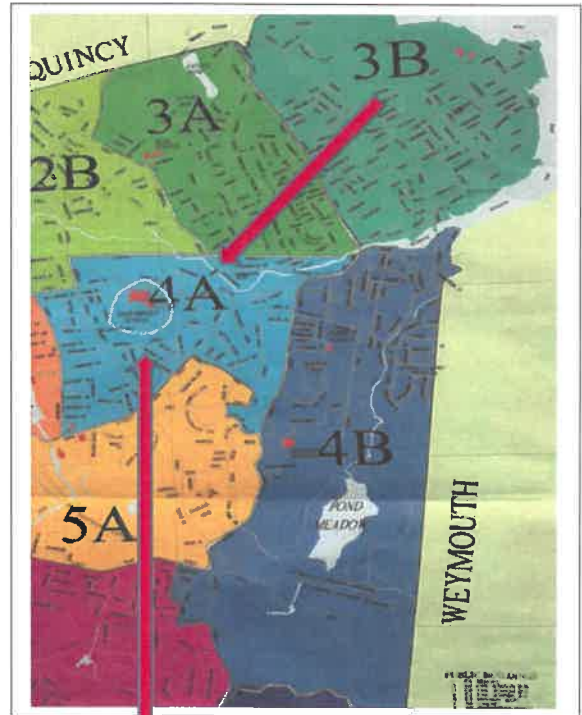
MOTION was read by Councilor Kokoros: UPON THE REQUEST OF THE BRAINTREE TOWN CLERK, THE TOWN OF BRAINTREE, THROUGH THE BRAINTREE TOWN COUNCIL, IT IS SO ORDERED: Pursuant to M.G.L.54, §24, that the public convenience would be better served by relocating to the Department of Elder Affairs Building, 71Cleveland Avenue, the District 4A polling location which is currently located in the East Middle School Gymnasium, 305 River Street. Motion: by Councilor Kokoros Second: by Councilor Powers Vote: For (9), Against (0), Absent (0), Abstain (0)

Attachment #5

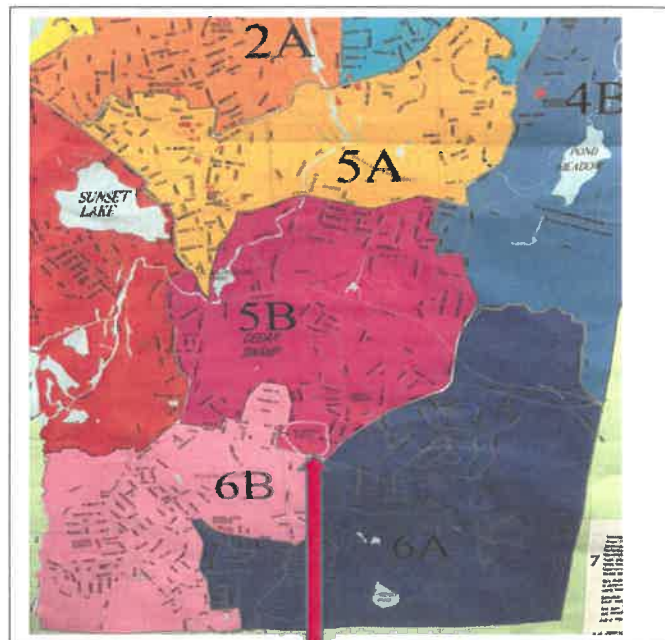
District Maps



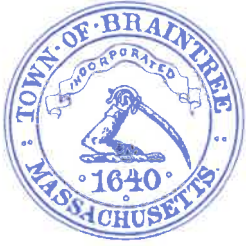
Braintree High School



East Middle School



South Middle School



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

Charles C. Kokoros
Mayor

781-794-8100

MEMORANDUM

Date: December 31, 2020
To: Shannon L. Hume, Council President
From: Charles C. Kokoros, Mayor *CK*
Re: Planning Board Appointment
cc: James Casey, Town Clerk
Town Councilors
Sue Cimino, Clerk of the Council

Pursuant to my authority as Mayor under Section 3-3 of the Braintree Town Charter I hereby appoint Thomas M. Kent, of 19 Albee Drive to the Braintree Planning Board as an Alternate.

I appreciate your review of this appointment and request favorable action. Attached is Thomas M. Kent's resume.

Thomas M. Kent, CPA

19 Albee Drive, Braintree, MA 02184
(781) 843-8268 land line | (617) 921-5505 mobile
thomalkent@gmail.com

SUMMARY

Professional Independent Director/Trustee specializing in the Asset Management industry, including Common and Collective Investment Funds and Investment Companies registered under the Investment Company Act of 1940. Highly experienced in Accounting, Financial, Operational and Governance matters affecting this highly regulated and extremely competitive industry.

PROFESSIONAL EXPERIENCE

Tekla Funds, Boston, Ma.

Independent Trustee 2017-present
- Charged with governance of four closed-end 40 Act Funds (AUM~\$3billion)
- member of Audit Committee and Valuation Committee
-Funds include Domestic and Foreign Equities and Fixed Income Securities , "Venture"
(fair valued) Investments, and active Derivatives Strategies

Principal Global Investors Trust Co.("PGI"), Portland, OR

Indepeent Trustee 2014-present
Audit Committee Chair 2015-present

- Charged with governance responsibilities of approximately 40 Collective Investment Trusts with combined assets exceeding \$50 billion
- Chair of the Audit Committee and member of the Examining and Trust Committee
- PGI is a subsidiary wholly owned subsidiary of The Principal Financial Group, Des Moines, IA

Thayer Academy, Braintree, MA

Trustee 2008-2018
Treasurer 2011-2015
Board Chair 2015- 2017

- Responsible for Governance of a 700 student independent school
- Coordinate activities and committee structure of 20 plus member Board
- Oversight of Academic, Athletic and Artistic curricula and faculty
- Oversight of and participation in school's development activities
- Coordination of Board and Management strategic initiatives
- Oversight of fiscal and operational well-being of the school

PricewaterhouseCoopers LLP ("PwC"), Boston, MA (retired)

Partner: Financial Services/ Investment Management Practice 1982 – 2013
1989 – 2013

Lead Engagement Partner covering multiple client relationships and engagements:

- Reported to and worked with the Audit Committee / Board of Directors and their Counsel with respect to audit, financial reporting, regulatory and business matters
- Designed, executed, and reviewed audits in accordance with professional and regulatory standards
- Selected and managed professional audit teams to carry out audit engagements

- Interfaced with Management and external service providers to conduct day-to-day aspects of audits
- Assessed strengths and weaknesses in the experience levels and competencies of the above and provided observations, advice and guidance to Audit Committees
- Clients included both large, established fund groups, as well as smaller fund groups
- Clients also included global service providers (custodians, fund accounting agents, transfer agents, security lending agents, etc.)

Co-Leader of PwC's Global Investment Industry Internal Controls Practice 2005 – 2009

- Worked with PwC information technology specialists to develop and improve internal control testing strategies and techniques for fund accounting, custody and transfer agent systems

Technical Skills and Expertise

- Accounting and financial reporting for Investment Companies
- Valuation of securities
- Fund structures: closed-end funds; open-end funds; multiple share class funds; master feeder structures; funds of funds, etc.
- Fund types: fixed income; equity; international; money market; “non-diversified” (e.g. commodity funds; real estate funds; bank loan funds, etc.)
- Derivative structures and strategy
- Regulatory compliance matters (e.g. Sarbanes-Oxley; Dodd-Frank)
- Fund profitability analysis

KPMG LLP, New York, NY; Boston, MA 1975 – 1982
 Progressed from Staff Accountant to Senior Accountant to Manager

EDUCATION

Harvard College, Cambridge, MA
 Bachelor of Arts cum laude: (Major: Economics) 1975

Stern School of Business, New York University, New York, NY
 Masters of Science: Accounting 1979

Community Service

New England Canada Business Council : Director	2016-present
Harvard Club of Boston : Audit Committee Member	2013-present
Braintree (Ma.) Historical Society : Director	2017-present

LICENSES

- Certified Public Accountant licensed in Massachusetts and New York

REFERENCES

- Upon request - including references from Directors/Trustees currently serving on Boards