

1. Agenda

1.1. 7:30 PM Town Council Meeting

Documents:

[2026 JAN 20 COUNCIL AGENDA.PDF](#)

2. Documents

2.1. 7:30 PM Town Council Meeting

Documents:

[26 JAN 20 COUNCIL MTG V2.PDF](#)

Peter Morin
President
District 6

David M. Ringius, Jr.
At Large

Julia Flaherty
At Large

Ryan Sterling
At Large



Elizabeth Maglio
Vice President
District 3

James Daiute
District 1

Joseph Reynolds
District 2

Annmary Quilty
District 4

Meredith Boericke
District 5

OFFICE OF THE TOWN COUNCIL - AGENDA -

Tuesday, JANUARY 20, 2026 • Cahill Auditorium, Town Hall • 7:30^{PM}

COUNCIL MEETING COMMUNICATIONS

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ANNOUNCEMENTS

APPROVAL OF MINUTES

- December 16, 2025
- January 2, 2026
- January 6, 2026

OLD BUSINESS

- **25 065** Mayor: Request for Appropriation - Braintree Cannon Wheel Replacement – CPA Application or take up any action relative thereto (**Public Hearing**)
- **25 069** Mayor: Authorization for Tax Payment Agreements pursuant to MGL Part I, Title IX, Chapter 60, Section 62A or take up any action relative thereto
- **002 26** Council President: Town Council Rules Review or take up any action relative thereto

NEW BUSINESS

- **003 26** Council President: FY2027 Town Council Budget or take up any action relative thereto (**Discussion**)

NEW BUSINESS

Refer to the Committee on Personnel Issues

- **26 002** Council President: Appointment – Town Clerk or take up any action relative thereto
- **26 003** Council President: Re-Appointment – Clerk of the Council, Susan Cimino or take up any action relative thereto
- **26 004** Council President: Appointment – Town Auditor or take up any action relative thereto

Refer to the Committee of Ways & Means

- **26 005** Mayor: FY2026 Supplemental Appropriation #1 or take up any action relative thereto

Topics the Chair does not reasonably anticipate will be discussed

UPCOMING MEETINGS: [Tuesday, February 3, 2026 at 7:30pm](#)

ADJOURNMENT

Peter Morin
President
District 6

David M. Ringius, Jr.
At Large

Julia Flaherty
At Large

Ryan Sterling
At Large



Elizabeth Maglio
Vice President
District 3

James Daiute
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Joseph Reynolds
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ADJOURNMENT

Charles B. Ryan
President
At Large

Shannon L. Hume
At Large

Julia C. Flaherty
District 1

Joseph Reynolds
District 2



David M. Ringius, Jr.
Vice President
At Large

Elizabeth Maglio
District 3

Annmary Quilty
District 4

Meredith Boericke
District 5

Peter Morin
District 6

OFFICE OF THE TOWN COUNCIL

Tuesday, DECEMBER 16, 2025

MINUTES

A Meeting of the Town Council was held in the Cahill Auditorium, Braintree Town Hall, on Tuesday, December 16, 2025, beginning at 7:30p.m.

Council President Ryan was in the chair.

President Ryan asked for a moment of silence for our first responders and all those serving our military home and abroad.

Clerk of the Council, Susan M. Cimino conducted the roll call.

Present: Charles Ryan, President
David M. Ringius, Jr., Vice President
Julia Flaherty
Joseph Reynolds
Annmary Quilty
Elizabeth Maglio
Meredith Boericke
Peter Morin

Not Present: Shannon Hume

Others: Erin V. Joyce, Mayor
Joseph C. Sullivan, former Mayor
Michael Esmond, Finance Director
Kate Naughton,
Christopher Griffin, Asst Director Parks & Recreation
Patrick J. Leonard, Jr., Historian of the American Legion, Post 86,
and Braintree for the last 10 years
John Pelos, retired United States Army, is a past commander, current adjutant of the Post Family of Charles B. Ryan

ANNOUNCEMENTS

- **047 25** Council President: Retirement – Councilor-at-Large, Charles B. Ryan

Charles B. Ryan

Member of Braintree's First Town Council

Council President 2010-2012/2018-2020/2024-2026

Councilor At Large 2008 - 2026

In Appreciation of your Dedication and Service to the Town of Braintree

Councilor President, Councilor at large, Charles Ryan stated it's like I'm throwing my own party. Well, for those of you that might not know, today's my last meeting. Councilor Shannon Hume, she is not running for re-election as well. She couldn't be here tonight, so her last meeting was two weeks ago, and we said goodbye to her at that time.

So what I wanted to do is to say a few words and open it up for discussion. I'll start off by saying it's been my privilege to serve as a Braintree Town Councilor. I moved to Braintree in 1996. My father told me to go around the corner from my house and look up Paul McConville and my friend Jim Brett, told me to call Joe Sullivan and so those are the two people that I was told to contact when I moved to Braintree. I grew up in Reedville. I thought that was the greatest place to grow up until I moved to Braintree, and I thought Braintree was a great place to live. I moved into my house in 1996. I went to water the grass.

Those of you who've heard the story, I apologize, but I went to water the grass, and they knocked on the door, and they told me, you can't have an automatic sprinkler. You have to shut the sprinkler off, and you have to water your grass by hand. I said, why? They said, because we're under water restrictions, and you can't have a sprinkler. I said, you're building 300 condos down the street. Why is there water restrictions? He said, if you don't like it, run to Water and Sewer Commission. So I said, I will run for Water and Sewer Commission. I did. I got elected. I went to my first meeting, and I got elected chairman of the Water and Sewer Commission. The next week, I was standing in front of Town Meeting, telling Town Meeting that we're under administrative consent order. We're fined by the Department of Environmental Protection \$75,000. It was like trial by fire, being on the Water and Sewer Commission, and it was really, people used to say, it was good entertainment watching the Water and Sewer Commission.

The Water and Sewer Commission got dissolved, and shortly thereafter, I ran for Selectman, and I got elected to the Board of Selectmen with my friend Joe Hubbard, who was a great guy, and I served on the Board of Selectmen for, I think, almost four years, because we were making the switch from the Board of Selectmen to the Town Council, so I had a run the second time. I made that switch going from a Selectman, which was the Executive Board, to Town Council, which was the Legislative, and to the Legislative part of government, and I think I fully supported the new form of government so we could have somebody that the buck would start with, a mayor form of government. The gentleman in the audience, Joe Sullivan, was the first mayor of the Town of Braintree. We were very lucky that time. It was a great change. Being a part of the town council is something I really enjoyed. Fortunate to be president of the town council three times and the vice-chairman of the town council, vice-president three times. So I've been really lucky. You know, it's such an honor to be able to serve your community, to, you know, it's people, we always say how great it is, and it's really because of the people. The people that serve, when we sit here as councilors and we see all the people that come before us, whether it's the baseball team that made it to the World Series, or Ann Toland from the Marge Crispin Center, you look at all the people that do such wonderful work, I'm really lucky that we live in such a great town.

So I'm going to reserve the right to come back and speak again after people might talk but before I do that, I just want to say it's been my pleasure to serve with all the councilors, my fellow councilors, and I really want to say thank you to Sue Cimino so much, the Clerk of the Council, and I've worked with Sue twice as being the President. She just does a great job working behind the scene, being the liaison between council, the department heads and the mayors office. She makes the job of being the president on, council so easy because she just does everything so well, and she really does it effortlessly. She's been doing it for a little while now, and she's, you know, a rare combination of somebody that does, she's a wonderful person that does a wonderful job. It's a great combination when you have somebody like that. Thank you so much.

President Ryan said I invited Joe Sullivan here, I said, Joe, I don't know if you can say some nice words about me. Tell some stories. Come on up here.

Joseph Sullivan, former Mayor stated Mr. President, to all the members of the town council, it's a pleasure to be with you this evening. I wanted to attend this retirement party with you and thank you for your invitation, Mr. President. I thank you for thinking of me.

One of the things, if I could, first I wish I would recognize our Mayor and Joyce and thank her for the work that she's doing now on behalf of our town. I want to thank all of you in terms of the efforts that you make on a daily basis to move our community forward. And I want to especially thank, obviously, the President, Charlie Ryan, who I've known for one period of time. And I've seen the efforts that he has made on behalf of our community on a daily basis. Under the former government, but also obviously serving in this role as a councilor, the longest serving town councilor in the town's history, 18 years. And that's a huge effort to make. And I also want to just make note of the fact that I wasn't able to be here. I'm back on the second of early this month in terms of Ms. Hume and her stepping away. I know Charlie, you would appreciate it. I suppose I do appreciate that you guys kind of came in together. I remember knocking on her door. I'm going to go down that lane a little bit. When I was running for the executive office. You were running for the council. You were the one who introduced me to Shannon. And I remember her commitment in terms of her passion for education, and also serving so admirably well on the school committee and then joining you on the town council. When you think of Shannon's 18 years and your 18 years and the 36 years combined, three decades of service, it's really a remarkable opportunity that the town had to have the wisdom and the experience and the performance that you offered.

I'm here tonight because you do deserve recognition. In terms of the efforts that you repeatedly made, I want to say that there would be no new Perry Park. There wouldn't be 4% increases in 2010 to 2020 in terms of our operational budget for our schools, which is both meaningful and generational in terms of those types of contributions without Charlie Ryan and the other members of the town council at that time. There would be no brand-new high school football field, the stadium upgrades, the softball field for the girls softball team. The synthetic fields for the field hockey that we all did together at the high school without Charlie Ryan and the members of the town council at that time. The role of the council, as you all know, and you do it well, is to be the oversight and then eventually be supporter of our capital programs as well as our operational programs. And to do it, hopefully, not only in a wise way, but in a long-reaching way. And I think we've been fortunate for these past 18 years to have a partnership with the executive and the legislative body and all those people. And so I come tonight with admiration and appreciation for you, Mr. President, for the work that you've done. Beyond your public service, I know you to be a very good father. I know you care deeply about your sons and your family. I congratulate all of you for sacrificing as well to allow Charlie to serve our community and put in those efforts on our behalf because you served as well in supporting him. I also want to just express that in terms of this milestone, I think it is important to pause and to reflect. It is the holiday season. It's a time of reflection. It's a time of gratitude. It's a time of

appreciation. So Mr. President, I express that for myself, but also for countless others who have seen your work and appreciate it. You said you were lucky to serve. We were lucky to have your service. We thank you for that. And I just want to take a moment by extension of what we're doing today, in terms of pausing and reflecting on your remarkable public career, to say to all the other councils, all of whom I've worked with over the years in different capacity, that I have great faith and confidence in all of your ability to continue to make sure that we're on a good path moving forward. And it's not easy, and I understand that, believe me, I understand that. It's not easy to be in public life, particularly today, with everything that's going on with social media. You know, I've always said there's more critiques than compliments in public life, because there's always somebody who's going to take perhaps a, maybe not a pleasant perspective of what you're trying to accomplish. But as long as you think about it... from the standpoint of adding value to the community and again doing it in a way, that is important in terms of thinking long term not the short term. I know that you'll continue to make that happen on behalf of the town. I congratulate Charlie I thank you for, working hard to make our community better. I just want to express my appreciation to you to all of you. It's going to be a very reflective season and also look forward to the new year and an opportunity to renew all of our new councils while we continue to move forward in a productive way. Mr. President, thank you for your service.

All Councilors thanked Councilor Charlie Ryan for his service with the town and recognized his role in being part of the very first Braintree Town Council and three times being the Council President.

Mayor Joyce stated thank you so much President Ryan, I wanted to come up and share a few words and I also have a certificate on behalf of the town thanking you and thanking you for your dedication. I want to thank Mayor Sullivan for being here and sharing his thoughts and encouragement, to everyone who is sitting in these seats, but hopefully for anyone watching and thinking about, maybe one day I'll sit in a seat. I think it is hard to be a leader in these times and it's hard to run for these positions. You know you see, especially during election season, people throwing their hat in the ring and sometimes running unopposed, sometimes running against someone. To stay engaged after an election, to run again, to be steady and present and consistent is something that is so valuable to a community and I just want to thank you for 20 years of service. I'm sure you've seen a lot and I'm sure and I hope that you appreciate all of the time and the things that you've accomplished. We are getting ready to hopefully early next year bring on a new Tri-Town water treatment plant, which has been decades in the making and I know you played a big role in that in your time in the Town of Braintree, most likely a water sewer commissioner, but then also as well supporting everyone. So hopefully when you visit the plant, obviously not as a councilor anymore, you'll find some satisfaction and enjoyment in knowing that you were a part of that. So I just want to say thank you. I have a certificate that I would love just to read in its very formal jargon. To all the people to whom these presents shall come, be it known that the town of Braintree in the county of Norfolk in the Commonwealth of Massachusetts does by authority of its mayor congratulate and celebrate the retirement of Council President Charles B. Ryan. The Town of Braintree extends our deepest gratitude for over 20 years of service, vision, and steadfast commitment to public service.

Thank you so much, and to your family, your beautiful family that's here. I think about my own kids, you know, God willing, if you were here for decades of service to your town, what they might say, and what they learned along the way. I'm sure they'd share some funny stories, but you must be so proud of your dad. So, thank you for sharing him with us. And best of luck, wherever you choose to take on next. I know hopefully there'll be something in the town so you can continue to keep your service part of the community. I know we'll find something for you. But whatever you choose to do in the future, best of luck and congratulations.

- **048 25 Council President:** Certificates of Appreciation for Council President Ryan and Councilor Flaherty, and Councilor Reynolds, from Braintree Post 86 of the American Legion, recognizing their participation as speakers at the 250th Anniversary Observance of the establishment of the United States Marine Corps and Councilor Reynolds for the US Navy Observance.

Patrick J. Leonard, Jr., stated I'm an historian of the American Legion, Post 86, and Braintree for the last 10 years, and John Pelos, retired United States Army, is a past commander, current adjutant of the Post. One of the major missions of the American Legion is to support and advise the public of the military history of the town in which the Post exists and of the nation.

No town in the world has the military history of the town of Braintree. We mentioned John Adams was born here, John Hancock was born here, also Sylvania Thayer was born here, John Quincy Adams was born here. The year 2025 is very, very significant. The establishment of the United States Army, United States Navy, United States Marine Corps, and John Adams and John Hancock were instrumental in establishing all three. The United States Military Academy at West Point, Sylvania Thayer. The United States Naval Academy, one of the persons who helped to establish it was John Quincy Adams. And part of our duty, our honor, as Legionnaires, as members of Post 86, is to celebrate the history of all of that. It is very important that we do that, not as only Post 86, but as a town-wide celebration, because it is not only the property of Post 86, it is the property of all the people of the Town of Braintree and all the people of the United States of America. When our guests came to the ceremonies, and they see who is participating in those ceremonies, and they see Mayor Joyce, they see Council President Ryan, they see the head of school of Thayer Academy, Mr. Fortunato, they see the principal of Archbishop Williams High School, Dr. Michael Volanino, the superintendent of schools of the Town of Braintree, Mr. Tim MacDonald, and members of the Braintree Town Council and other town executives. What does that tell the audience? This is an important event. On behalf of the officers and the members of Braintree Post 86, to you, President Ryan, to you, Mayor Joyce, and to every one of you, thank you for the thing which only you could give to us, your presence and your participation. Not in the audience as spectators, but up front as participants. For that, thank you. And for those of you in the audience, I'd appreciate an applause for everyone, in the town government who supported us, the military people of the town, for what they did to support our military history. Thank you all.

We want to recognize the participation with certificates that are custom made for people who support by being participants, in these ceremonies. And three members of the council were participants in these ceremonies. And Council President Ryan was also a participant in the ceremony held here of the 100th anniversary of the American Legion back in 2019. And we do thank President Ryan for your participation with that. Mayor Sullivan was also one of the guests and a speaker at that ceremony. And thank you also for that. The first person that I would appreciate who would come forward is my fellow soldier, our fellow soldier, Councilor Joseph Reynolds. Councilor Reynolds participated at the ceremony on the honor of the 250th anniversary, even though he's a captain in the Army, of the United States Navy. He represented our council and all of you, Councilor Reynolds, thank you.

Second Councilor, Councilor Flaherty, please. One of the main missions of the American Legion also is to never forget the people who lost their lives in service of this country. When we celebrated the 250th anniversary of the establishment of the Marine Corps, and the Marine Corps was established twice by John Adams, once in 1775 and once in 1798, once again, and John Adams also established the United States Marine Corps Band in 1798. The oldest military band in the United States. Councilor Flaherty. had the rather

poignant honor of reading the names of five United States Marines from Braintree, Massachusetts, who lost their lives in service. And we thank her for the way that that was read.

It's one thing to read the history of an organization. It is quite another to honor the names of the men who died as members of that organization, for all of us. And for the way that you read that, Julia, thank you very much.

Councilor Ryan again spoke at the 100th anniversary of the American Legion in March of 2019, and he also spoke at the ceremony honoring the 250th anniversary of the United States Marine Corps here on November 9th. And Councilor Ryan, it's an honor for all of us on behalf of the offices of members of the American Legion post-86 to present this certificate of appreciation to you for your support of us as a military organization and of all of our armed forces and its members past, present, and future. Councilor Ryan, thank you.

Once again, on behalf of post-86, our officers and our members, thank you to Mayor Joyce, Mayor Sullivan. To all of our town officials, to you, Council President Ryan, may all the best in your retirement from this position. To all of you on the council, thank you for your support of all the men and women of our armed forces.

APPROVAL OF MINUTES

- October 21, 2025

Motion: by Councilor Ringius to approve the minutes of October 21, 2025

Second: by Councilor Boericke

Vote: For (8 – Boericke, Flaherty, Quilty, Maglio, Morin, Ringius, Reynolds, Ryan),
Against (0), Absent (1 - Hume), Abstain (0)

- November 5, 2025

Motion: by Councilor Ringius to approve the minutes of November 5, 2025

Second: by Councilor Boericke

Vote: For (8 – Boericke, Flaherty, Quilty, Maglio, Morin, Ringius, Reynolds, Ryan),
Against (0), Absent (1 - Hume), Abstain (0)

- November 18, 2025

Motion: by Councilor Ringius to approve the minutes of November 18, 2025

Second: by Councilor Boericke

Vote: For (8 – Boericke, Flaherty, Quilty, Maglio, Morin, Ringius, Reynolds, Ryan),
Against (0), Absent (1 - Hume), Abstain (0)

- December 2, 2025

Motion: by Councilor Ringius to approve the minutes of December 2, 2025

Second: by Councilor Boericke

Vote: For (8 – Boericke, Flaherty, Quilty, Maglio, Morin, Ringius, Reynolds, Ryan),
Against (0), Absent (1 - Hume), Abstain (0)

OLD BUSINESS

- **25 064** Mayor: Local Options for Veterans' Tax Exemptions under Massachusetts HERO Act or take up any action relative thereto

Council President Ryan asked for a recommendation from Councilor Boericke, Chairwoman of the Committee of Ways & Means.

Chairwoman Boericke stated the Committee of Ways & Means met and voted for a unanimous favorable recommendation to the full Council on Order 25 064.

Council President Ryan asked if anyone from the mayor's staff would like to speak on this.

Mayor Joyce stated I'm very privileged to be here this evening to discuss adopting the local option for veterans tax exemptions under the Massachusetts Hero Act. The Massachusetts Hero Act was adopted by the governor in the summer of 2024 and among its provisions, the Act allows two new local options that, one, increase certain veteran exemption amounts, and two, change the eligibility determination for motor vehicle exemption for a qualifying veteran with 100% disability rating or who is unemployable due to the veteran's service connected disability. This is an opportunity for the town to adopt an option that would provide more financial relief for veterans. I also think it's great, you know, I think we always say Braintree will never forget, and we have a long history of honoring our veterans and supporting our veterans. We had a beautiful Veterans Day ceremony a couple weeks ago in which Tim Connors was our guest speaker and shared a really wonderful analogy of his time in the military as a Marine. He sort of took the community with that and is bringing it back as he raises his family and thinks about community here in Braintree. And it's a really wonderful presentation, very inspiring, so if you weren't able to attend, or if there's anybody watching this who wants to just feel really proud of our town, I would encourage everyone to go catch that ceremony on the BCAM and watch it. But Tim was someone who had approached the town within the last year and asked if we were going to be moving forward on any of the HERO Act. So I want to thank him for reminding us about how important it is, and I want to give him credit for bringing that forward. My staff, especially finance director Mike Esmond, who I'm going to invite up to talk about the details and answer questions, really made this possible for us. I'm very happy to be able to support this. I think not only is it important to show up to Veterans Day ceremonies and to remember, it's also important to take actions that can hopefully help our veterans, give back a little bit to them for all that they've given to us. So I just want to thank our veterans for their service. This is a very small act that I think we're very willing and able to adapt and incorporate into the town. But again, I want to thank Tim. And I want to thank Finance Director, Mike Esmond.

Mike Esmond, Finance Director,

thank you, Mayor Joyce, for your leadership on this item. We had an opportunity to meet with the Elder Affairs and Veterans Services Committee and then with the Ways and Means Committee to present the detail of these motions that are before the town council tonight. I would just probably want to highlight just a couple of additional points beyond what the Mayor had already highlighted, the HARO Act itself has many provisions. These are local options for the Town Council to consider and adopt because there is a local cost associated with them. We have looked and worked, when I say we, I want to mention George Andes, who is our Veterans Services Officer, at ways to look at broadening the awareness of these exemptions. We will continue to work through various channels that he has, as well as opportunities to find ways to get out to

our community, to make sure that folks are aware of the benefits provided for qualifying Veterans, the men and women, and survivors that qualify for these exemptions.

What essentially these two motions would do if adopted is to essentially first double the existing benefits that are eligible that the town has already adopted and made available for real estate exemptions for veterans that are qualified. We have roughly 250 qualifying veterans with their families right now that are able to take advantage of the benefits of the town currently has. We would essentially double in the motion by 100% or increase by 100% the existing benefits. And then the second motion would be to essentially adopt a cost of living inflation adjuster every year so that we can avoid going forward one of the challenges with these types of exemptions where essentially the purchasing power declines every year. There isn't a further action for the local government to continue. This is a very common theme I think and the writers of this legislation were mindful of.

We estimate that the cost of this adoption will be roughly \$235,000. Given the existing census of veterans and their families that take advantage of these exemptions. That will be something we'll report back to Ways and Means. These will take effect for the next fiscal year, fiscal 27, so we will know really more in a year's time, how many veterans were able to qualify and take advantage of these benefits and report back. They will be funded via the overlay, and we've talked and discussed this at Ways and Means. There is a sufficient existing balance to be able to cover the additional expenses the town will face for fiscal 27 and likely beyond. But again, we will continue to collect that information and report back to Ways & Means and Council going forward.

Councilor Boericke stated thank you to Councilor Reynolds, who is the sole veteran on the council and also on the Committee of Ways and Means whose expertise I certainly rely on for these sorts of things and he was a huge source of information when the committee was discussing this. So I will be fully supporting this tonight. I'm confident with the questioning that the committee did last week that we have sufficient funds that can cover this now and into the future. And this is one opportunity we have as a community to tangibly show support for our veterans who have been sacrificed, in this case disabled, for free treatment for the state and for the country. So I'm very proud to support this and thank you Mayor Joyce for your initiative for me. Thank you.

Councilor Reynolds stated any kind of financial benefit that we can provide as a community to our veterans who have sacrificed so much of themselves for their community and country, this was a no brainer. I think that we owe a debt of gratitude to the mayor also for bringing this forward and those who have advocated. You know, some very important members here, but also American Legion who talked this up quite a bit. It was down at that level that got the governor to understand that this is something that can help a lot of veterans. It isn't a grand amount of money, but it is enough that helps people, helps the veterans and it's definitely a gesture of respect to our veterans. I want to thank, also, Secretary John Santiago, the Secretary of the Executive Office of Veterans Services, and the team that I had the pleasure and honor to work with, putting together the details, of this enactment of the Hero Act. It has a lot of great benefits, and just recognition for our veterans of all, all wars, all services. I want to thank the councilors on the Ways and Means Committee for their thoughtfulness, seeing the benefit and it was just heartfelt to see how much this town cares.

Councilor Morin stated Mr. President, first of all, I have to thank Director Esmond for his presentation, and the mayor also for bringing this forward. I think it's important that we continue finding ways to provide tax relief to our most vulnerable and deserving residents, and there's no question that veterans who qualify for this are deserving of our assistance. This is quite honestly putting our money where our mouths are. If we

show up for ceremonies honoring branches of services, this is a more tangible way that we venerate those who have served on our behalf to preserve our freedoms. It is also well planned and well thought out. The costs have been identified and the source of the payout has been identified and it's clearly sustainable. Again, this is a smart, incremental tax relief. I hope that we can continue and move forward to take other opportunities to provide relief where it is needed to residents that are in need, but I am fully supportive of this and I thank the mayor and finance director for their work on this.

Council President Ryan asked for the Motions for Order 25 064:

Councilor Ringius read the following Motions 1-2:

MOTION:

(1) That the Town of Braintree accept General Laws Chapter 59, Section 5, Clause 22I, which authorizes an annual increase in the amount of the exemption granted under General Laws Chapter 59, Section 5, Clause 22, Clause 22A, Clause 22B, Clause 22C, Clause 22E and Clause 22F by the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) for the previous year as determined by the Commissioner of Revenue, to be effective for applicable exemptions granted for any fiscal year beginning on or after July 1, 2026.

Motion: by Councilor Ringius to approve Order 25 064 (1)

Second: by Councilor Boericke

Vote: For (8 – Boericke, Flaherty, Quilty, Maglio, Morin, Ringius, Reynolds, Ryan),
Against (0), Absent (1 - Hume), Abstain (0)

MOTION:

(2) That the Town of Braintree accept General Laws Chapter 59, Section 5, Clause 22J, which authorizes an annual increase in the amount of the exemption granted under General Laws Chapter 59, Section 5, Clause 22, Clause 22A, Clause 22B, Clause 22C, Clause 22E and Clause 22F by 100% of the personal exemption amount, subject to the conditions in Clause 22J, to be effective for applicable exemptions granted for any fiscal year beginning on or after July 1, 2026.

Motion: by Councilor Ringius to approve Order 25 064 (2)

Second: by Councilor Boericke

Vote: For (8 – Boericke, Flaherty, Quilty, Maglio, Morin, Ringius, Reynolds, Ryan),
Against (0), Absent (1 - Hume), Abstain (0)

NEW BUSINESS

Refer to the Committee of Ways & Means

- **25 069** Mayor: Authorization for Tax Payment Agreements pursuant to MGL Part I, Title IX, Chapter 60, Section 62A or take up any action relative thereto

Motion read by Councilor Ringius to refer to the Committee of Ways & Means Order 25 069

Motion: by Councilor Ringius to refer to the Committee of Ways & Means Order 25 069

Second: by Councilor Boericke

Vote: For (8 – Boericke, Flaherty, Quilty, Maglio, Morin, Ringius, Reynolds, Ryan),
Against (0), Absent (1 - Hume), Abstain (0)

UPCOMING MEETINGS:

Next Council Meeting is scheduled for:

[Friday, January 2, 2026@11:00am \(Swearing In/Town Council Reorganization\)](#)

ADJOURNMENT

It was unanimously voted to adjourn the meeting at 8:36p.m.

Respectfully submitted,

Susan M. Cimino
Clerk of the Council

Recording of meeting found at: <https://www.youtube.com/bcamtv>

Peter Morin
President
District 6

David M. Ringius, J
At Large

Julia C. Flaherty
At Large

Ryan Sterling
At Large



Elizabeth Maglio
Vice President
District 3

James Daiute
District 1

Joseph Reynolds
District 2

Annmary Quilty
District 4

Meredith Boericke
District 5

OFFICE OF THE TOWN COUNCIL

Tuesday, January 2, 2026

MINUTES

A meeting of the Town Council was held in the Cahill Auditorium, Braintree Town Hall, on Tuesday, January 2, 2026 beginning at 11:00a.m.

Council Vice-President Ringius was in the chair to conduct the election for the Council President being the senior member at this meeting.

OATH OF OFFICE

26 001: Council President: Oath of Office

Erin V. Joyce, Mayor, administered the oath of office to the nine members of the Braintree Town Council and the recently elected members of the School Committee, Housing Authority, Electric Light Board and Thayer Library Trustees.

BRAINTREE TOWN COUNCIL

Councilor-At-Large

David M. Ringius, Jr.
Julia Camille Flaherty
Ryan Sterling

District Councilors

1 – James Daiute
2 – Joseph H. Reynolds
3 – Elizabeth Maglio
4 – Ann Quilty
5 – Meredith Boericke
6 – Peter Morin

Clerk of the Council, Susan Cimino conducted the roll call.

Present: Peter Morin, President
Elizabeth Maglio, Vice President
David M. Ringius, Jr.
Julia Flaherty
Ryan Sterling
James Daiute
Joseph Reynolds
Ann Quilty

Not Present: Meredith Boericke

Others: Erin V. Joyce, Mayor
Joseph C. Sullivan, former Mayor
Mark Cusack, State Representative – Master of Ceremony
Walter Timilty, Senator
Shannon Hume, former Councilor-at-Large
Debra Starr, Assistant Town Clerk
Jane D’Auria, Town Clerk staff
Eric Cocca, Town Clerk staff
Color Guard, Braintree Veterans Council, Braintree Police Department, Braintree Fire Department
Bert Tremblay, Chaplin Braintree Veteran Council
Many friends, relatives and residents

Mayor Erin Joyce, and Representative Cusack expressed best wishes to all members of the Town Council, School Committee, Housing Authority, Electric Light Board and Thayer Library Trustees. Bert Tremblay gave the invocation and blessing.

Reorganization of Town Council

Eric Cocca, Town Clerk staff stated the reorganization procedures are as follows: Section 8-10 of the Braintree Charter requires councilors present to reorganize by electing a president and a vice president in January of each even numbered year. The charter also requires the town clerk to preside over the reorganization of the town council. With the absence of the town clerk, the town solicitor advises the town council member senior in service years out of the members present who were sworn in on town council to preside over the reorganization of this council. Councilor David M. Ringius, Jr having served eight years on the council and the senior member, I offer you the floor.

David Ringius, Jr. stated welcome to this first meeting of 2026, the first meeting of our newly formed council and to our bi-annual reorganization. This is a bi-annual process for this council to elect new leadership for our upcoming term. It is to me somewhat symbolic that this falls on our calendar New Year's because many of us begin our personal New Year's resolutions as to health, our finances and our relationships, so too does our town government and specifically this council, set its goals, its resolutions, its prioritization of various benchmarks, and we look to advance our community in positive ways. Today, we will go through the reorganization and the leadership election. The nomination process for the council president will be as follows. Just prior to the inauguration ceremony, council members were asked their intentions of nominating a council member for council president. Of our nine members, one had indicated their intention in the nomination. Councilor Maglio will be presented an envelope

technically under the rules which will have a number for who gets to make the first nomination if there are more than one. Do we have anyone else? Seeing none.

Councilor Ringius stated do I have a motion to open the nomination.

Councilor Flaherty made the motion to open the nominations.

Second by Councilor Morin.

On a Roll Call Vote and all members voting in the affirmative, nominations for council president was open.

Councilor Ringius stated with the nominations now open, Council Maglio, which councilor do you wish to nominate?

Councilor Maglio stated I would like to nominate Peter Morin for Council President.

Councilor Ringius asked Councilor Morin if he would accept the nomination.

Councilor Morin stated I do.

Councilor Ringius stated I now asked for a motion to close nominations and that would be with a roll call vote. Do I have a motion to close nominations?

Councilor Flaherty made the motion to close the nominations.

Second by Councilor Reynolds.

On a Roll Call Vote and all members voting in the affirmative, nominations for council president was closed.

Councilor Ringius stated now with only being one nomination do I have a motion and a second to accept by acclamation the nomination of Councilor Peter Morin as the Council President for the upcoming term.

Councilor Flaherty made the motion to accept by acclamation the nomination of Councilor Peter Morin as the Council President.

Second by Councilor Reynolds.

On a Roll Call Vote and all members voting in the affirmative, Councilor Peter Morin is the Council President for the upcoming term.

Councilor Ringius stated congratulations to our new Council President.

Council President Peter Morin stated I begin by thanking the council for its expression of confidence in me. I consider myself one amongst equals just a one of nine. You've chosen me to preside over the Council business and that is an honor that I can't thank you enough for. I have to acknowledge that I do not possess the talents that many of you, that each of you on the council, in many ways, has passed me. I will never be as passionate about issues as Liz Maglio. I will never be meticulous and thorough as Julia Flaherty. My record of service to this country is nowhere near what Joseph Reynolds has offered. I will never be able to construct a line of inquiry and carry it out as well as Dave Ringius does.

I will never be able to keep my constituents informed as well as Meredith Boericke does.

The myriad of talents that Ann Quilty possesses is, you've got to sit next to her and find out everything that she's into. She is amazing. Ryan Sterling, the patience to deal with Mark Cusack, you have me beat by a mile. This is a talented group that is looking to assist in shaping the future of the town. We have different talents and interests, but there are two things that bind us together.

We live and care about our families, and we love and care about our town. These ties will serve to guide us and always work to keep every neighborhood of Braintree a great place to raise a kid. In the pursuit of this goal of keeping each neighborhood a great place to raise a family, I'm hopeful and confident Mayor Joyce will provide the council the opportunity to inform her decisions and proposals prior to their submission to the council. Because this group of nine individuals is a great deal of talent, and so much to offer, I am confident that she will make a good use of it. History has shown that when talented individuals are given the opportunity to make Braintree better, the possibilities are endless, limitless.

Some years ago, residents of Braintree asked for their roads to be individually accepted. Now, some may think I'm talking about Mayor Sullivan and the 100 Roads Program, but in fact, I'm referring to the 1761 appointment of John Adams as a highway surveyor. Four years later, that individual started humbly as a highway surveyor, opted to Braintree instructions to town meeting, protesting taxation without representation, and 15 years later, he was tasked with helping to write the Declaration of Independence. We need to honor the service of those who have served before us by giving our best and conducting ourselves in a way that brings honor to our town. We must show respect for the office we hold, the people we serve, and most importantly, each other. Let us never avoid candid discourse, but let's continue the practice of the last term of always being courteous and collegial with each other. There are many challenges ahead. I am confident if we devote our best efforts in conducting our business with diligence, respect, and courtesy. Braintree's future will surely be brighter. I look forward to working with all of you in the term that we begin today.
Thank you very much.

Councilor Ringius stated Mayor Joyce (in the absence of the Town Clerk) will now swear in Councilor Morin as our Council President.

Council President Morin stated the nomination process for the council vice-president will be as follows. To nominate a candidate, you must raise your hand, first name recognized, will place a name and nomination. The nominee will be asked if they accept the nomination. Any additional hands raised in the above process will be repeated until no additional candidates are brought forward. Voting will be conducted after nominations have been closed.

Council President Morin stated do I have a motion to open the nominations.

Councilor Ringius made the motion to open the nominations.

Second by Councilor Flaherty.

On a Roll Call Vote and all members voting in the affirmative, nominations for council vice-president was open.

Council President Morin stated that being unanimous does a councilor wish to place a candidates name for nomination?

Councilor Reynolds stated I nominate Elizabeth Maglio for Council Vice President.

President Morin asked are there any other nominations? Hearing none.

Is there a motion to close nominations?

Councilor Ringius made the motion to close the nominations.

Second by Councilor Flaherty.

On a Roll Call Vote and all members voting in the affirmative, nominations for council vice president was closed.

President Morin stated now with only being one nomination do I have a motion and a second to accept by acclamation the nomination of Councilor Elizabeth Maglio as the Council Vice President.

Councilor Ringius made the motion to accept by acclamation the nomination of Councilor Elizabeth Maglio as the Council Vice President.

Second by Councilor Flaherty.

On a Roll Call Vote and all members voting in the affirmative, Councilor Elizabeth Maglio as the Council Vice President.

Mayor Joyce in the absence of Town Clerk, Casey administered the oath of office to the newly elected Council Vice-President.

Next Council Meeting is scheduled for: Tuesday, January 6, 2026 @ 7:30pm

ADJOURNMENT

It was unanimously voted to adjourn the meeting at 12:03p.m.

Respectfully submitted,
Susan M. Cimino, Clerk of the Council

Peter Morin
President
District 6

David M. Ringius, J
At Large

Julia C. Flaherty
At Large

Ryan Sterling
At Large



Elizabeth Maglio
Vice President
District 3

James Daiute
District 1

Joseph Reynolds
District 2

Annmary Quilty
District 4

Meredith Boericke
District 5

OFFICE OF THE TOWN COUNCIL

Tuesday, January 6, 2026

MINUTES

A meeting of the Town Council was held in the Cahill Auditorium, Braintree Town Hall, on Tuesday, January 6, 2026 beginning at 7:30p.m.

Council President Morin was in the chair.

Clerk of the Council, Susan Cimino conducted the roll call.

Present: Peter Morin, President
Elizabeth Maglio, Vice President
David M. Ringius, Jr.
Julia Flaherty
Ryan Sterling
James Daiute
Joseph Reynolds
Ann Quilty
Meredith Boericke

APPROVAL OF MINUTES

- None

ANNOUNCEMENTS

President Morin read an email from Mayor Joyce:

This evening, January 6th, Bay Crane is moving a large piece of transformer equipment from Holbrook, through Braintree, to the Armstrong Cork property (Phase 1). The Town has been in communication with Bay Crane and Town departments have reviewed insurance and permit coverages. MassDOT has issued the overall transport permit which covers the transformer's complete move from Holbrook to the Quincy Shipyard (Phase 1 is Holbrook to Braintree and Phase 2 is Braintree to Quincy, via a path that goes through multiple south shore communities). Bay Crane has noted that they will have four state police escorts and two utility bucket trucks accompanying them during the move. We have coordinated with our DPW and Town Emergency Teams to be prepared and supporting the move as it goes through Town. The very large and slow transport vehicle, equipment and transport supporting vehicles are scheduled to get underway around 10pm, weather pending for Phase 1. Phase 1 takes the transformer from Holbrook to Braintree via the Armstrong Cork site where the equipment will be repositioned into a different transport configuration before undergoing Phase 2 of the transport. Phase 2 is tentatively scheduled for Sunday night (1/11/2026) at 9:00 pm.

OLD BUSINESS

- None

NEW BUSINESS

- **001 26** Council President: 2026-2028 Committee Assignments
(no vote required)

President Morin stated you all received a copy of the new Committee Assignments.

President Morin read the new Committee Assignments:

Ways & Means

Meredith Boericke (Chair)

Joseph Reynolds (Vice)

Julia Flaherty

Elizabeth Maglio

Ryan Sterling

Ordinance & Rules

David Ringius, Jr (Chair)

Ryan Sterling (Vice)

Joseph Reynolds

Ann Quilty

Jim Daiute

Public Safety

David Ringius, Jr (Chair)

Joseph Reynolds (Vice)

Elizabeth Maglio

Public Works

Ann Quilty (Chair)

Julia Flaherty (Vice)

Joseph Reynolds

Elder Affairs & Veterans Services

Joseph Reynolds (Chair)

Ann Quilty (Vice)

Ryan Sterling

Parks & Recreation

Jim Daiute (Chair)

Meredith Boericke (Vice)

David Ringius, Jr

Personnel Issues

Julia Flaherty (Chair)

Meredith Boericke (Vice)

David Ringius, Jr

Community Planning

Elizabeth Maglio (Chair)

Ryan Sterling (Vice)

Jim Daiute

NEW BUSINESS

President Morin asked is there a Motion to move all remaining items under new business to their respective committee(s)?

Councilor Maglio made a MOTION: to refer all new business to their respective committee(s):

Refer to the Committee on Ordinance & Rules

- **25 070** Mayor: Proposed Zoning Ordinance Text Amendment Section 135-711 Site Plan Review or take up any action relative thereto
 - Motion:** by Councilor Maglio to refer to the Committee of Ways & Means Order 25 070
 - Second:** by Councilor Ringius
 - Vote:** For (9 – Boericke, Daiute, Flaherty, Maglio, Morin, Quilty, Reynolds, Ringius, Sterling), Against (0), Absent (0), Abstain (0)

- **002 26** Council President: Town Council Rules Review or take up any action relative thereto
 - Motion read by Councilor Maglio to refer to the Committee of Ways & Means item 002 26
 - Motion:** by Councilor Maglio to refer to the Committee of Ways & Means item 002 26
 - Second:** by Councilor Ringius
 - Vote:** For (9 – Boericke, Daiute, Flaherty, Maglio, Morin, Quilty, Reynolds, Ringius, Sterling), Against (0), Absent (0), Abstain (0)

Next Council Meeting is scheduled for: Tuesday, January 20, 2026 @ 7:30pm

ADJOURNMENT

It was unanimously voted to adjourn the meeting at 7:36p.m.

Respectfully submitted,
Susan M. Cimino, Clerk of the Council



Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Erin V. Joyce

To: Charles B. Ryan, President of the Council
Susan Cimino, Clerk of the Council
James Casey, Town Clerk

From: Erin V. Joyce, Mayor *(Signature)*

CC: Kara Nyman, Chief of Staff & Director of Operations
Michael Esmond, Director of Municipal Finance
Peter Matchak, Director of Planning & Community Development

Date: November 12, 2025

RE: "Braintree Cannon Wheel Replacement" – FY26 CPA Application

RECEIVED TOWN CLERK
 BRAINTREE, MA
 2025 NOV 12 PM 2:35

President Ryan, Clerk Cimino, and Clerk Casey,

At their October 27, 2025 meeting, the Community Preservation Committee voted to RECOMMEND the Town Council appropriate CPA funding in the amount of \$4,875.00 for the "Braintree Cannon Wheel Replacement" project from the Historic Resources Fund.

The proposal seeks to fund the replacement of the deteriorated wheels on the carriage for the Braintree Cannon Carriage located in front of the Thayer House at 786 Washington Street. The new wheels will be constructed using historic techniques by a wheelwright skilled in reproducing 18th century carriage wheels. The application from the Braintree Historical Society (attached) provides a detailed description of the project scope, cost and schedule.

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

Motion: In accordance with the provisions of MGL c.44B, and with the recommendation of the Community Preservation Committee, the amount of \$4,875.00 to be expended from the Historic Resources Fund for the Braintree Cannon Wheel Replacement; said funding to be supervised and expended under the direction of the Community Preservation Committee/Director of Planning and Community Development.

Please note this requires a legal notice for the public hearing.

#25-065

**BRAINTREE COMMUNITY PRESERVATION COMMITTEE
APPLICATION FORM**

Project Name: Braintree Cannon Wheel Replacement

Project Location: 786 Washington Street, Braintree, MA 02184

Assessors' Plan and Plot: N/A

Recorded at: N/A Book: N/A Page N/A

Category: Historic Preservation

CPA Funding requested: \$4,875.00

Percentage of Project Funded by CPA: 50%

Percentage of Project Funded by Other Funds: 50%

Fiscal Year Request:

2026 \$ 4,875.00

Expected annual operational/maintenance cost to the town after completion of project:
\$ 0.

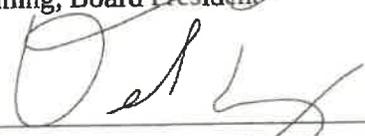
Project Sponsor/Organization: Braintree Historical Society

Contact: Derek Manning

Address: 31 Tenney Road, Braintree, MA 02184

Day-time Phone #: 617-639-7934 E-Mail: adm.klm.dad@gmail.com

Applicant's Signature: 
Derek Manning, Board President

Property Owner's Signature: 
Derek Manning, Board President

RECEIVED TOWN CLERK
BRAINTREE, MA
2025 OCT -8 PM 3:41

Executive Summary

The Braintree Historical Society is requesting \$4,875.00 in Community Preservation Act funds for the purpose of replacing the wheels for the Braintree Cannon carriage located in front of the Thayer house at 786 Washington Street.

Statement of Need

The Braintree Cannon was presented to the Braintree Historical Society by West Point Military Academy on April 24, 1965 in honor of Sylvanus Thayer. Exposed to the weather the cannon and its carriage require regular maintenance and restoration. The current cannon carriage was restored in 2000, the wheels were subsequently replaced in 2014. The 2014 wheels were constructed by the wheelwrights at Colonial Williamsburg at a cost of \$8,000. These wheels are now severely deteriorated and in need of replacement. The wheel hubs have completely rotted and rot is occurring on the spokes and rims.

Benefit to the Town

The Braintree Cannon was presented to the Braintree Historical Society in honor of one of the town's most significant historic figures, Sylvanus Thayer. The cannon was cast in Paris in 1793. Located on the front lawn of the Thayer House immediately opposite the Town Hall, the cannon is a distinctive landmark within the community. Replacement of the carriage wheels will ensure the continued preservation of the significant historic artifact.

How Project Meets CPA Goals & Objectives

The proposed project meets the CPA's Historic Preservation Goal 3 by restoring the historic Braintree cannon.

Project Scope & Cost (including budget and timeline)

Project Scope

The project consists of replacement of the deteriorated wheels on the carriage for the Braintree Cannon. The new wheels will be constructed using historic techniques by a wheelwright skilled in reproducing 18th century carriage wheels.

Project Cost

Estimated Cost of 2 New Carriage Wheels: \$9,750.00

The project cost is based on one estimate that was received from De Lisle Wheel and Carriage LLC (see attached). The Historical Society solicited estimates from numerous companies but only received the estimate mentioned above. Companies that the Historical Society contacted for

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BRAINTREE, MA
2025 OCT -8 PM 3:41

#25-065

estimates include, but are not limited to: Hanson Wheel & Wagon, Custom Wagons, Engels Coach Shop, and Colonial Williamsburg.

The Braintree Historical Society is partnering with the Boston Tea Party Chapter of the Daughters of the American Revolution (DAR) to fund this project. The DAR Chapter will provide half of the project funds through a matching grant. The Society and DAR Chapter are planning on doing additional fund raising which will further reduce the amount that will need to be funded by the CPA and DAR matching grant.

Project Schedule

The projected project timeline is as follows:

October 2025 – Submit CPA Grant Application

December 2025 – Receive final approval of CPA Grant

January 2026 – Award wheel construction contract.

Similar Projects

Project Name: WWI Cannon Restoration - Groton

Project Description: Restores a WWI canon that was gifted to the town by the US Army in 1919

Project Cost: \$14,999

Project Year: 2020

Project Name: Stage Fort Park Cannon Restoration - Gloucester

Project Description: Restoration of cannon/patriot rifle located at Stage Fort Park.

Project Cost: \$22,705

Project Year: 2019

Project Name: Restoration of Cannons in Patton Park - Hamilton

Project Description: Restoration of two cannons in Patton Park

Project Cost: \$5,500

Project Year: 2018

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BRAintree, MA
2025 OCT -8 PM 3:41

#25-005



RECEIVED JOHN CLERK
BRAINTREE, MA
2025 OCT -8 PM 3:42

#25-003



RECEIVED TOWN CLERK
GRAVITFIELD, MA
2025 OCT -8 PM 3:42

#25-005

De Lisle Wheel and Carriage LLC

Andrew De Lisle, Wheelwright

3837 Minitree Glen Drive

Providence Forge, Virginia 23140

dlwheelandcarriage@gmail.com

(804) 832-2759

Quote for Replacement French 4pd Gun Wheels

Date: 9/23/2025

Client: Braintree Historical Society



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BRAintree, MA
2025 OCT -8 PM 3:42

Proposal

Replacement of existing wheels, with all new wood, re-using all iron hardware to include strakes, strake nails, hub bands and boxes. Any strake nails that prove unusable will be replaced with new nails, hand forged to match existing. Likewise, new felloe rivets and new hub band nails are included. All woodwork will be done with rot resistant and mechanically appropriate species: utile (African "mahogany") for the hubs and felloes, and white oak for the spokes.

#25-003

Methods

All joints will be primed with oil-based primer before assembly. Hub bands will be sweat on, and strakes will be hot-set. All exposed endgrain (ends of hubs) will be sealed with penetrating epoxy prior to painting. All wood and metal will be primed with oil-based primer, painted with oil-based paint, and finished with marine varnish for protection against the elements.

Included below is an optional charge for retrieval of the existing wheels, and delivery of new wheels by De Lisle Wheel and Carriage LLC. This is of course optional, and the client is welcome to arrange transport of the wheels if they prefer.

Cost of Wheels: \$6,500

Retrieval and Delivery: \$3,250

Total cost with retrieval and delivery: \$9,750

RECEIVED TOWN CLERK
DRAINTFIELD, MA
2025 OCT -8 PM 3:42



Town of Braintree
One JFK Memorial Drive
Braintree, Massachusetts 02184
781-794-8000

To: Charles B. Ryan, President of the Council
Susan Cimino, Clerk of the Council
James Casey, Town Clerk

From: Erin V. Joyce, Mayor *(signature)*

CC: Kara Nyman, Chief of Staff and Director of Operations
Mike Esmond, Director of Municipal Finance
Kristina O'Connell, Treasurer/Collector
Kenneth Rossetti, Town Counsel

Date: December 10 2025 *(signature)*

RE: Authorization for Tax Payment Agreements pursuant to
MGL Part I, Title IX, Chapter 60, Section 62A

REC'D
2025 DEC 10 PM 12:46
TOWN OF BRAINTREE

President Ryan, Clerk Cimino, Clerk Casey,

Massachusetts General Laws (G.L.) Part I, Title IX, Chapter 60, Section 62A outlines the ability of municipalities to authorize, either by bylaw or ordinance, payment agreements between the treasurer and persons entitled to redeem parcels in tax title when the agreement includes the waiving of accrued interest. Though the treasurer can generally enter into payment agreements with persons seeking to redeem parcels in tax title, passage of a local ordinance is required to allow the treasurer to waive accruing interest.

Prior to November 1, 2024, G.L. c. 60, § 62A allowed for a maximum payment agreement term of no more than 5 years and allowed municipalities to waive not more than 50 per cent of the interest that has accrued on the amount of the tax title account. Bylaws or ordinances enacted under this section provided for such agreements and waivers uniformly and any such agreement required a minimum payment at the inception of the agreement of 25 per cent of the amount needed to redeem the parcel. During the term of the agreement the treasurer was not allowed to bring an action to foreclose the tax title unless payments were not made in accordance with the agreement or timely payments were not made on other amounts due to the municipality that were a lien on the same parcel.

Effective November 1, 2024, as amended by St. 2024, C. 140, Sections 89-91, c. 60, § 62A was amended to allow the maximum term of a payment agreement to be no more than 10 years and allows the municipality to waive up to 100 per cent of the interest that has accrued on the amount of the tax title account. Additionally, the minimum payment amount at inception has been reduced to 10 per cent of the amount needed to redeem the parcel. The amended c. 60, § 62A still requires a uniform application and the treasurer still may not bring an action to foreclose the

tax title unless payments are not made in accordance with the schedule set out in the agreement or timely payments are not made on other amounts due to the municipality that are a lien on the same parcel.

Based on a review of historical actions by the Town Council, it has been determined that the Town of Braintree does not have a bylaw or ordinance authorizing the provisions of G.L. c. 60, § 62A. As such, the Town treasurer would seek to have payment agreements executed under the provisions G.L. c. 60, § 62A, and further in compliance with the following minimum requirements:

- All categories of tax titles (*e.g.*, residential or owner-occupied residential property, or commercial property) are eligible for interest-waivered payment agreements.
- Repayment schedules will be monthly and can range from six months to ten years based upon mutual agreement between the taxpayer and the Town treasurer, considerate of the taxpayer's ability to pay (proof of financial status may be required).
- Nothing shall preclude the taxpayer from completing payments of the amount owed within a shorter period of time.
- The payment agreement shall include a waiver of the treasurer's interest that has accrued in the tax title account, but only if the taxpayer complies with the terms of the agreement. However, no taxes, collector's interest or fees may be waived in any payment agreement.
- Treasurer's interest waiver amounts can range from 10% to 100%, and agreements and waivers will be uniformly applied by the Town treasurer for all classes of tax titles.
- No payment agreement can be entered unless a minimum of 10% of the total amount needed for tax title redemption is paid at the time of agreement execution.
- Payment plans may be delayed if the taxpayer can show that paying any of the amount due because payment would prevent the taxpayer from meeting basic living expenses. In this case the taxpayer can request a delayed collection on the payment plan until their ability to pay is reinstated. Prior to approving this request, the taxpayer may be asked to provide proof of financial status (at the discretion of the Town treasurer).
- Any unauthorized lapse in payments will result in immediate termination of the agreement and all waived interest will be reinstated.
- No taxpayer in bankruptcy shall be allowed to enter into a payment agreement.
- Revisions to payment agreements must be approved by the Town treasurer.
- During the term of the agreement, the treasurer may not bring an action to foreclose the tax title unless payments are not made in accordance with the schedule set out in the payment agreement or timely payments are not made on other amounts due to the Town that are a lien on the same parcel.

The following motion would formally allow the Town treasurer to enter into payment agreements with persons entitled to redeem parcels in tax title, in accordance with the details outlined above. Though likely limited in number, payment agreements pursuant to G.L. c. 60, § 62A could be an important tool to allow municipalities to collect revenue on tax-titled accounts that may otherwise be uncollectable.



Motion

Mr. President, I move that the Town Council enact an amendment to Section 2.630.020 of the Code of the Town of Braintree by adding subsection N as follows:

N. The Treasurer/Collector is hereby authorized, on behalf of the Town of Braintree, to enter into tax payment agreements with qualifying Braintree property owners, to the fullest extent permitted in accordance with Massachusetts General Laws Chapter 60, Section 62A, as may be amended from time to time.



**BRAINTREE
TOWN COUNCIL
RULES
2012**

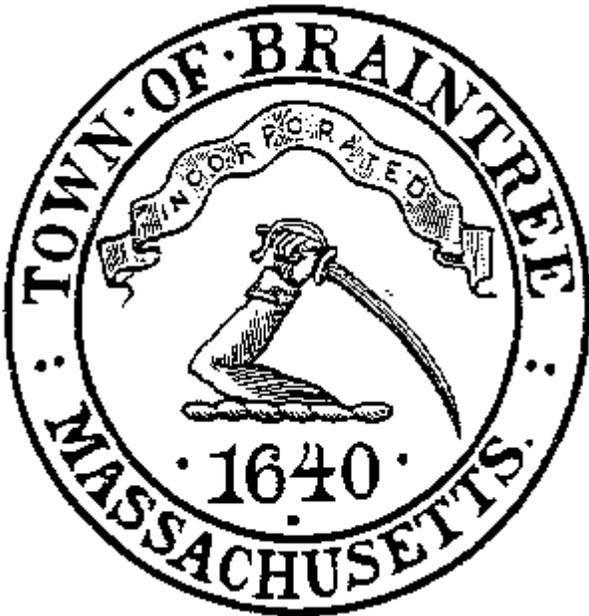


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Rule One: The President –Call of Meeting to Order

The President shall take the Chair at the hour appointed for the Council to meet and shall immediately call the members to order. In the absence of the President, the Vice-President shall assume the role of the President. If there is not available a Vice-President to preside, the At-Large Member who received the most votes in the last election will preside; if there is no At-Large Councilor Member available, then the member of District 1 will preside; and then if necessary proceed to each district numerically thereafter. The roll call shall then be called by the Clerk, who shall enter in the minutes of the meeting the names of the members present. In the absence of a quorum at the time appointed for a meeting, the members present may, by a majority vote, take a recess or recesses, and direct the Clerk to procure the attendance of absent members.

Rule Two: The President - Limitations

No President shall serve more than two consecutive two-year terms.

The President shall not serve as Chair of a committee, standing or special.

Rule Three: Appeals from Decision of the President

The President shall preserve decorum and decide all questions of order, subject to appeal to Council. Any member of the Council may appeal the decision of the President by motion. No other business shall be in order until the question of appeal is decided. In the case of an appeal from a ruling of the President, the question shall be: "Shall the decision of the President stand as the decision of the Council?" The vote upon the question of appeal from the ruling of the President shall be by roll call to be decided by a simple majority. If a member transgresses the rules of the Council, the President, or any member by addressing the President, shall call him/her to order, in which case he/she shall be seated, unless permitted to explain.

Rule Four: Substitute Chair

The President may call any member to the Chair, but such substitutes shall not continue longer than one meeting. The President may continue to express his/her opinion on any subject under debate in the presence of the substitute Chair.

Rule Five: Viva Voce and Rising Votes

All questions shall be stated and put by the President. In case of a roll call vote, the President shall declare the result, after the Clerk has announced the number voting on each side. The results of viva voce votes shall be declared by the President without reference to the Clerk. Where a rising vote is taken, the President shall count and announce the result. Where the result of a viva voce vote is in doubt, the President may, and on demand of any member, shall call for a roll call vote.

Rule Six: Seating Arrangements

The President shall assign the seats of the Councilors and no members shall change his seat but by the permission of the President.

Rule Seven: Admission to Council Floor

No person will approach the Council during Council meetings, except upon the permission of the President or presiding officer of the Council.

Rule Eight: Committee Appointments

The Council President shall appoint all members of all committees of the Town Council, whether special or standing.

Rule Nine: Clerk and Employees

The Clerk and other officers and employees of the Council shall work for every member of the Council. Every Councilor may have the right to request the Clerk and/or employees of the Council to perform work requested by a Councilor. The President will have the right to prioritize all work received from the Councilors. The President shall manage the Clerk and all employees of the Council.

Rule Ten: Addressing President or Chair

Every member speaking to a question or making a motion before a Town Council Committee shall address the Chair as **“Mr. President” or “Madam President”, and in the absence of the Council President shall address the Chair as “Mr. Chairman” or “Madam Chairwomen”,** who shall thereupon pronounce the name of the member entitled to the floor. Members addressing the Committee shall confine themselves to the question under debate and avoid personalities.

Rule Eleven: Debate Limitation

No member shall be allowed to speak more than once upon any one subject until every other member choosing to speak thereon shall have spoken, and no member shall speak more than twice upon any one subject, nor for a longer time than five minutes, without leave of the Council.

Rule Twelve: Speaking Decorum – Members

No member shall be interrupted while speaking, but by call to order for the correction of a mistake; nor shall there be any conversation among the members while a question is being stated, while a member is speaking, or a paper being read. If a member is speaking or otherwise transgresses the rules of the Council any member may call him to order by addressing the President.

Rule Thirteen: Speaking Decorum - Public

Any person wishing to speak during the Public Comments portion of the meeting or on a Public Hearing item, shall notify the President prior to the calling of that portion of the agenda. No person shall address the Council without first being recognized by the President. Each person addressing the Council shall do so in an orderly manner and shall not make repetitious, slanderous or irrelevant remarks, or engage in any other disorderly conduct which disrupts, disturbs or otherwise impedes the orderly conduct of the Council meeting. Any person who so disrupts the meeting may, at the discretion of the President or a majority of the Council, be subject to ejection from the meeting.

Rule Fourteen: Point of Order

Any member on being called to order shall cease debate until the point of order is decided unless allowed by the President to explain.

Rule Fifteen: Voting

Every member present when a question is put may vote either in the affirmative or in the negative or “abstain” or “present”. No member is required to vote on any matter and any member may leave the Council Chambers without explanation.

Any member may recuse himself or herself prior to debate or vote on any matter before the Council and request to be informed when said debate or vote has occurred. Any Member may return to the Council meeting at any time.

Rule Sixteen: Election of Officers

A majority of all members elected to the Council shall be required to elect a President, Vice-President, Town Auditor, Town Clerk and Clerk of the Council.

Rule Seventeen: Tie Vote

In case of a tie in votes on any proposal, the proposal shall be considered lost.

Rule Eighteen: Division of a Question

On demand of any member, a question under consideration covering two or more points shall be divided where the question permits of such division.

Rule Nineteen: Demand for Roll Call

Upon demand of any member, the roll shall be called prior to President/Chair reading results into the record, upon any question before the Council.

Rule Twenty: Motions and Procedure During Debate

When a question is before the Council, no motion shall be entertained except:

1. To adjourn
2. To lay on the table
3. To end debate/To call for vote
4. To postpone to a time certain
5. To refer
6. To amend
7. To postpone indefinitely
8. To reconsider

Such motions shall take precedence in the foregoing order. A roll call may be ordered at any time to ascertain the number of members.

Rule Twenty-One: Motion to Reconsider

At any meeting at which a vote has been taken, it shall be in order for any Councilors who has voted with the prevailing side to move for immediate reconsideration. Additionally, any Councilor who has voted with the prevailing side may serve notice on the same day as the meeting, that a motion for reconsideration shall take place at the next regular meeting of the Council. A motion to reconsider requires a two-thirds vote.

Rule Twenty-Two: Motion to Lay on Table

A motion to lay on table shall preclude all amendments or debate on the subject under consideration. If the motion shall prevail, the consideration of the subject may be resumed only upon motion of a member voting with the majority and with the consent of a majority of all the members of the Council.

Rule Twenty-Three: Adjournment and Recessing

A motion to adjourn shall be in order at any time, except as follows:

- (A) When repeated without intervening business or discussion;
- (B) When made as an interruption of a member while speaking;
- (C) When the previous question has been ordered; or
- (D) While a vote is being taken.

A motion to adjourn is debatable only as to the time to which the meeting is adjourned.

Recess may be taken at the discretion of the President, or by Majority vote of the Council. In either case, the reason for the recess shall be clearly stated beforehand. If a recess is called by the President, it shall not exceed thirty (30) minutes without a majority vote of the Council. No Town Council business shall be conducted while the Council is in recess.

Rule Twenty-Four: Written Proposals and Resolutions

All proposed ordinances, orders and resolutions shall be in writing and every motion shall be reduced to writing if the President or any member of the Council so directs; and no member shall be allowed to submit a written notice or resolution until he/she has read the same in his/her place or has provided the same in writing to every member of the council present.

Any proposal or proposition seeking Council endorsement of a particular course of action shall be presented in the form of a resolution. Every resolution shall be reduced to writing and shall be signed by the Councilor(s) presenting such resolution. A copy of the original resolution shall be provided to all the Councilors prior to any vote on said resolution.

Rule Twenty-Five: Personal Privilege

The right of a member to address the Council on a question of personal privilege shall be limited to those cases set forth and referred to in Robert's Rules of Order **Newly Revised**.

Rule Twenty-Six: Suspension of Rule

Except as controlled by statute, any rule may be suspended by **a majority vote** of the Council.

Rule Twenty-Seven: Council Meetings

Regular meetings of the Council shall be held in the Council Chamber the first and third Tuesday evening of each month, unless otherwise posted, commencing at 7:30 PM and shall adjourn not later than 11:00 PM. The Clerk of the Council shall notify the Councilors of all meetings of the Council by email notice or notification in the Councilor's office. Notification of meetings will also be posted on the Town of Braintree website. Whenever the first or third Tuesday evening of the month is a holiday, the regular meeting shall be held on the first or third Wednesday evening of the month at 7:30 PM unless otherwise provided for by motion. During July and August regular meetings shall be suspended by a majority vote of the Council. The Council may, by majority vote, dispense with any regular meeting, or change the day and hour of holding or adjournment of any regular meeting. No Town Council meeting shall be scheduled on the eve of a Preliminary or Final Election in the Town of Braintree. These meetings will be held on the first Wednesday following said election. The Town Council Meeting Calendar shall be reviewed and adopted within 30 days after the first Council Meeting in every year.

Rule Twenty-Eight: Executive Session

Executive session may be entered only after the Council has first convened in open session for which notice has been appropriately posted. The President shall cite the reason for going into executive session and indicate whether the Council shall leave executive session for the purpose of adjournment or return to open session. The President shall ask for a roll call vote of the Council. The vote of each member is entered into the minutes, with a majority necessary to initiate executive session.

Rule Twenty-Nine: Special Meetings – Notice

The President of the Council, or any four (4) members thereof, may at any time call a special meeting of the Council by causing written notices stating the time, place and purpose of the meeting and signed by the person or persons calling the same, to be delivered in hand to each member of the Council, or via electronic means, at least forty-eight (48) hours before the time of such meeting.

Rule Thirty: Public Hearings

The time devoted to public hearings at any meeting of the Council shall not be more than three (3) hours at any one sitting. Any hearing not completed within the specified time may be continued to another meeting. Hearings which are authorized by the order of the Council shall have precedence and shall be followed by public presentations. Five (5) minutes shall be allowed each speaker to express his/her views on the matter being heard by the Council. **Additional time may be granted at the discretion of the Council President or Chairperson or by a majority vote of the Council after a motion by any Councilor.**

In all hearings before the Council, the case of the petitioner shall be first submitted, except where the President of the Council rules otherwise.

Rule Thirty-One: Attendance at Public Hearings & Voting

Any Councilor may vote on enactment of an ordinance or measure if that Councilor is absent from the public hearing on the said ordinance or measure, provided that the Councilor, in his or her opinion, is fully informed of all testimonial and other matters before the Council at the public hearing as provided by available video tapes, audio tapes or the record of minutes, etc. of that public hearing.

Rule Thirty-Two: Order of Business

At every regular meeting of the Council the order of business shall be as follows:

1. Pledge of Allegiance/Moment of Silence
2. Roll Call
3. Announcements
4. Act on Minutes
5. Citizen Concerns/Council Response
6. Old Business
7. Communications and Reports from the Mayor, Town Officers and Town Boards
8. Reports of Committees
9. New Business
10. Motions, Orders and Resolutions
11. Adjournment

The above order shall not be changed except by vote of a majority of all the members of the Council and upon the motion to change the order, no debate shall be allowed. New Business items will be assigned to an appropriate Committee for review and response unless otherwise ordered by the Council.

The agenda will be prepared by the Clerk of the Council or his/her designee and the President. All matters to be brought before the Council shall be numbered by the Clerk of the Council or his/her designee at the time they are filed. Each item shall be numbered sequentially beginning with the first item filed in a calendar year.

Rule Thirty-Three: Agenda Requests from Other Town Departments

All items for the agenda including communications and reports from the Mayor, other Town Officers and Town Boards shall be submitted to the Town Clerk's Office **and to the Clerk of the Council** no later than 10:00 AM on Wednesday preceding the regular Council meeting. A copy of said reports and agenda shall be delivered to the Council no later than Friday preceding the regular Council meeting. No measure shall be filed without all supporting documentation. Late items require a two-thirds vote of the members of the Town Council to be allowed at the Council meeting. Any item authorized for the agenda must be specified on the agenda, by whom it is introduced.

Rule Thirty-Four: Agenda Requests from Council Members

All items for the agenda requested by Council Members shall be submitted to the Town Clerk's Office **and to the Clerk of the Council** no later than 10:00 AM on Wednesday preceding the regular Council meeting. A copy of said reports and agenda shall be delivered to the Council no later than Friday preceding the regular Council meeting. Late items require a two-thirds vote of the members of the Town Council to be allowed at the Council meeting. Any item authorized for the agenda must be specified on the agenda, by whom it is introduced. If a request cannot be on the next agenda the Council President shall specify when it will be placed on the agenda and must be placed within 3 meetings unless agreement between the Councilor making the request and the Council President.

Rule Thirty-Five: Citizen Participation at Council Meetings

Individuals requesting time to address the Council under "Citizens Concerns/Council Response" shall make their request no later than 10:00 AM on the Wednesday preceding the Council meeting. Speakers shall mutually agree in advance with Council President and/or Clerk of the Council as to presentation length. All items including but not limited to letters, written communications, reports or other materials being submitted from individuals addressing the Council must be submitted to the Town Clerk's Office **and to the Clerk of the Council** no later than 10:00 AM on Wednesday preceding the regular Council meeting.

Rule Thirty-Six: Anonymous Communications

Unsigned communications shall not be introduced in the Council.

Rule Thirty-Seven: Distribution of Council Correspondence

Correspondence received by any Councilor that is intended for distribution to the Full Council shall be distributed to the Full Council within (5) five business days if received electronically and (10) ten business days if received in any other form. Council member will forward to the Clerk of the Council for distribution.

Rule Thirty-Eight: Standing Committees

There shall be appointed standing committees of the Council as follows:

WAYS AND MEANS to consist of four (4) to five (5) members

ORDINANCE & RULES to consist of four (4) to five (5) members

PUBLIC PARKS & RECREATION to consist of three (3) members

PUBLIC WORKS to consist of three (3) members

PUBLIC SAFETY to consist of three (3) members

ELDER AFFAIRS/VETERAN'S SERVICES to consist of three (3) members

PERSONNEL ISSUES to consist of three (3) members

COMMUNITY PLANNING to consist of three (3) members

The following are presented as guidelines for consideration by each committee:

The Ways and Means Committee

Section 2-10 of the Town Charter. Assessor's business

- i. Tax Classification
- ii. Over-Lay Budget
- iii. Payment-in-Lieu of Taxes program
- iv. Property Valuations (all Classes)
- v. Exemptions
- vi. Appellate Tax Board Representation (As needed)
- b. Capital Planning Budget
- c. Stabilization Fund (requires major emphasis after years of spending down our "rainy day fund").
- d. Free Cash Appropriations
- e. Reserve Fund Items
- f. Most Other Municipal Finance Items

The Ordinance & Rules Committee may consider and report on all matters relating to general ordinances of the town, including proposed amendments to the Zoning Ordinances or Zoning Map, land use and planning, special permits, consider Councilor rules and such other matters as may be referred to it by the Council or Council President.

The Public Parks & Recreation Committee may consider and report upon all matters relating to public park and recreation operations and programs and any other matters referred to it by the Council or Council President.

The Public Works Committee may consider and report upon all matters relating to public works operations and programs, including but not limited to streets, including requests for the appropriation of funds from the Chapter 90 State Highway Fund Account, sidewalks, snowplowing, street sweeping, rubbish collections, recycling, water works, drains and sewers, public buildings and grounds, traffic, and any other matters referred to it by the Council or Council President.

The Public Safety Committee may consider and report on all matters relating to the Police Department, Fire Department, the Police and Fire Auxiliary, the Emergency Management Department, and local Emergency Planning Committee, Public Health, and any other matters referred to it by the Council or Council President.

The Elder Affairs and Veteran Services Committee may consider and report on all matters relating to the elder affairs and veteran operations and programs and any other matters referred to it by the Council or Council President.

The Personnel Committee may consider and report on all matters relating to personnel issues and any other matters referred to it by the Council or Council President.

The Community Planning Committee may consider and report upon all matters relating to short-term planning and community renewal projects as well as long term community planning and visioning and issues of sustainability and the environment and any other matters referred to it by the Council or Council President.

Rule Thirty-Nine: Attendance of Councilors at Public Meetings

Councilors may attend committee meetings or meetings of another board, committee or commission or like entity of the Town; however, when a quorum of councilors is in attendance they may not deliberate on matters within the Town Council's jurisdiction.

Rule Forty: Special Committees

Special Committees may be authorized at any time by majority vote and shall be appointed by the President to consider such matters as the Council may refer to them.

Rule Forty-One: Committee Meetings

Committees shall meet on the call of the Chair, or a majority of its members, to be communicated by the Clerk of the Council or his/her designee. In case the Chair of any committee shall fail for ten (10) business days from the time the subject has been referred to it, to call a meeting of the committee, a majority of the committee may call a meeting.

Notice of all committee meetings must be given at least forty-eight (48) hours before the time for meeting, but meetings may be held at any time by unanimous consent of all the members of the committee.

Rule Forty-Two: Chair-Quorum at Committee Meetings

The Chair of a Committee shall be the member named first, and the member named next shall be the Vice-Chair. A majority of the members of a Committee shall constitute a quorum.

Rule Forty-Three: Committee Reports

Every committee of the Council to which any subject may be referred, shall report thereon to the Council. Bi-annually all committees shall provide a report to the Full Council summarizing the results of the committee meeting(s).

Rule Forty-Four: Town Council Action on Committee Reports

The President of the Council or the presiding officer, upon receipt of the Committee Report, shall call the vote on the motion, petition or order as introduced so that the vote would be on the order, not on the committee report.

Documents referred to in committee shall be returned with the report. Nothing in this rule shall be construed to prohibit the introduction of minority reports.

Rule Forty-Five: Failure to Report by a Committee

When a committee to which a matter is referred, with instructions to report at a time named in the order of reference, is not ready to report at such time, the matter so referred shall, unless further time is granted **by a majority vote of the Council**, be considered as though reported back without recommendation. In such case, the committee shall forthwith return to the Clerk the documents pertaining to the matter, and the matter shall take its proper place in the order of business.

Rule Forty-Six: Relieving a Committee from Further Consideration

Upon motion, the Council may, by **a majority vote** of the Council, relieve a committee of further consideration of a matter referred to it and order the same placed on the calendar.

Rule Forty-Seven: Secretary to Committees

The Clerk of the Council or his/her designee shall act as secretary to the several committees, and keep a record of the attendance and business transacted at their meetings.

Rule Forty-Eight: Reference to Committees

All petitions, orders, resolutions and ordinances may be referred to appropriate committees for investigation and report.

Rule Forty-Nine: Town Solicitor

At the request of the Council President, the Town Solicitor shall be required, either in person or by deputy, to attend Council meetings. Any member of the Council may at any time call upon the Town Solicitor for an oral or written opinion to decide any question of law. The Town Solicitor may be requested to give an opinion on parliamentary rules. The Town Solicitor shall have a seat but no vote in the meetings of the governing board.

Rule Fifty: Town Auditor

At the request of the Council President, the Town Auditor shall be required, either in person or by deputy, to attend Council meetings. Any member of the Council may at any time call upon the Town Auditor for oral or written opinions of the financial conditions of the town.

Rule Fifty-One: Department Heads

At the request of the Council, any Department Head shall, either in person or deputy, attend meetings of the Council. Any member of the Council may at any time call upon the Department Head by email request through the Clerk of the Council for oral or written opinions relative to his/her department.

Rule Fifty-Two: State or Federal Cooperation

All proposals for projects which contemplate cooperation with, or financial participation by, the state or federal government, may be introduced to the Council by any member thereof or the Mayor. If a Town board or department head desires to propose such a project, the proposal shall be filed with the President of the Council. The Council shall refer all proposals to the Ways and Means Committee and to the Chair of the proper improvement committee. The Committee shall report their recommendations to the Council. If the Council approves the proposal, it shall by resolution, authorize the Mayor to make application to the proper authority.

Rule Fifty-Three: Permission to Address the Chair

Persons other than members of the Council, Town officials and news reporters, shall not be permitted upon the floor of the Council, or to address the Council, except upon introduction by a member of the Council with the consent of a majority of said Council. The Chair shall limit the time for the remarks of such person to five (5) minutes and such remarks shall be confined to the subject matter which is under consideration at that meeting.

Rule Fifty-Four: Councilor/Citizen Side-Bar

If anyone other than a Town official desires to speak to a member of the Council while the Council is in session, the member, if agreeable to the request, shall leave his/her seat and retire to the rear of the Council Chamber or elsewhere until the conversation is finished.

Rule Fifty-Five: The Council Chambers

The Council Chamber shall be under the supervision and control of the Clerk of the Council or his or her designee when the Council is not in session. Except as herein provided, it shall be used solely by the Council and its committees for the transaction of public business of the Town. If not required for such use, the Clerk or his or her designee may permit its use by any agency of the federal, state or local governments for the transaction of public business or by any nonpolitical organization in the Town, provided due notice is given the President of the Council. Seasonable application for such use must be made to the Clerk or his or her designee in such manner as may be prescribed by him or her. Any permission so granted may be canceled or revoked by the President of the Council forthwith where necessary for the protection of Town Property, the preservation of order, or other sufficient reason.

Rule Fifty-Six: By-Laws, Etc., of Council

All by-laws passed by the Council shall be termed ordinances and the enacting style shall be, "Be it ordained by the Town Council of the Town of Braintree." In all votes by which the Council expresses anything by order or command the form of expression shall be "Ordered" and in all votes by which the Council expresses opinions, principles, facts or purposes, the form shall be "Resolved".

Rule Fifty-Seven: Notification of Committee Meetings

The Clerk of the Council or his or her designee shall notify all Councilors of all Committee meetings.

Rule Fifty-Eight: Publication

The **Clerk of the Council** shall determine the newspaper in the Town in which shall be published any loan order or any ordinance and said publication shall be made in a newspaper of general circulation in the Town.

Rule Fifty-Nine: Amendment and Repeal

None of the foregoing rules and orders shall be amended or repealed at any Town Council meeting unless a majority of the members consent thereto and a motion for that purpose shall not be made and acted upon at the same meeting.

Rule Sixty: Parliamentary Procedure

The Council shall be governed by "Robert's Rules of Order Newly Revised" in all questions of Parliamentary practice not provided for by special rules or orders.

Rule Sixty-One: Adoption of Rules

These rules will be reviewed and adopted within 90 days after the first Council Meeting in every even year.

Rule Sixty-Two: Authorization to Sign Bills

The President of the Council is authorized to sign all bills, vouchers, payrolls, and similar documents pertaining to expenditures under the jurisdiction of the Town Council on behalf of the Town Council, and further, in the absence of unavailability of the President of the Council, the Vice President of the Council is hereby authorized to sign such documents, subject to the same restrictions. In a time sensitive matter Clerk of the Council may sign on behalf of the Council President subject to same restrictions.

Rule Sixty-Three: Clerk of the Council signing documents on behalf of Council

The Clerk of the Council shall not be authorized to sign any documents on behalf of a Council Member and shall not deliver documents that normally would have a signature until such time the document is signed by the appropriate Council Member, except for citations that have been voted by the Council and for which the Council Member has provided prior authorization for the Clerk to use a signatory stamp to affix said Council Member's signatures to said citation.

Rule Sixty-Four: Travel/Conference Reimbursement Policy for Braintree Town Councilors

Expenses – Subject to appropriation, the Town Councilors shall be entitled to reimbursement of the actual and necessary expenses incurred in the performance of their duties (including but not limited to conference and meals). This policy will be considered prior authorization by the Town Council that also allows mileage reimbursement in accordance with IRS federal tax regulations. Such reimbursement should be submitted to the President of the Braintree Town Council. This prior authorization will be limited to \$2,500 per year for each Braintree Town Councilor and will not need an additional vote by the Braintree Town Council. Should a Councilor exceed this amount, they will still be able to submit a request to the full Braintree Town Council for approval.

Rule Sixty-Five: Council Expenditure Reports

A running list of all expenditures of funds for the year by the Council will be published to the town website regularly and the list shall be updated within 30 days of the approval of the expenditure.

Rule Sixty-Six: Councilors Use of Letterhead

Letterhead use should be for Council business that everyone is in agreement with. If a Councilor wants to create their own Letterhead with the town seal, to send out individual letters, the Clerk of the Council can assist with that request.

Proposed FY27 Town Council Budget (*Discussion*)

Account Description	Explanation of Spending	Proposed FY 27 Budget	FY 26 Budget	FY 25 Budget	FY 24 Budget	Notes
Administrative/ Clerical	Town Charter	\$89,606 plus COLA	\$89,606	\$83,645	\$80,809	Clerk of the Council salary
Cell Phone	24/7	\$600.00	\$600	\$600.00	\$600.00	Clerk of the Council cell phone
Elected Officials	Town Charter	\$47,500	\$47,500	\$47,500	\$47,500	Stipend
Auditor Fee	Town Charter	\$57,000	\$57,000	\$57,000	\$57,000	P&S now (CBIZ)
Consultant	Cut in FY25	\$0.00	\$0.00	\$0.00	\$0.00	Legal needs/ feasibility studies
Advertising	Legal Ads	\$10,000	\$10,000	\$10,000	\$10,000	M.G.L. newspaper publications for public hearings
Technology	Cut in FY24	\$0.00	\$0.00	\$0.00	\$0.00	Covered iPad chargers and other accessories
Postage	Cut in FY24	\$100	\$0.00	\$0.00	\$0.00	
Printing	Reduced by \$100 in FY25	\$300	\$350	\$350	\$450.00	Approx. cost of one box of business cards for each Councilor (\$80)
Office Supplies	Only covers printer cartridges	\$1,500	\$1,200	\$1,200	\$1,200	Printer Cartridges ~\$600 per purchase and need 2x per year/ recorder for minutes \$225 per yr
Council Meetings	Reduced by \$200 FY25	\$2,000	\$1,800	\$1,800	\$2,000	All other office supplies and meeting needs, commendations, etc.
Mileage	Cut to zero FY24	\$0.00	\$0.00	\$0.00	\$0.00	In TC Rules
Dues/ Memberships/ Subscrip.	Covers cost of one MMA conference per Councilor	\$3,500	\$3,000	\$2,250	\$2,250	In TC Rules (approx. \$300 pp)
Reserve Fund	Cut in FY23	\$350,000	\$0.00	\$0.00	\$0.00	
Town Auditor (CLA)	Previous years we budgeted about \$75,000 3-yr. average spent is ~\$61K; ~\$7K encumbered each year	\$62,500	\$62,500	\$65,000	\$65,000	Town Charter

Part I	ADMINISTRATION OF THE GOVERNMENT
Title VII	CITIES, TOWNS AND DISTRICTS
Chapter 40	POWERS AND DUTIES OF CITIES AND TOWNS
Section 5A	CITIES; RESERVE FUNDS FOR EXTRAORDINARY EXPENDITURES; ESTABLISHMENT

Section 5A. To provide for extraordinary or unforeseen expenditures, a city may, prior to the date when the tax rate for a fiscal year is fixed, include in the appropriations for such fiscal year as a reserve fund a sum not exceeding 5 per cent of the tax levy for the fiscal year next preceding such fiscal year. No direct drafts against this fund shall be made, but transfers from the fund may from time to time be voted by the city council upon recommendation of the mayor, and the city auditor or officer having similar duties shall make such transfers as are so voted.



Town of Braintree, MA

YEAR-TO-DATE BUDGET REPORT

FOR 2026 06

ORIGINAL APPROP	TRANSFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
11101 CNCL - ADMINISTRATION						
0001-1-111-11101-000-0000-001-0000-511004-		ADMINISTRATIVE/ CLERICAL				
		83,645.72	44,437.01	0.00	39,208.71	53.1%
0001-1-111-11101-000-0000-001-0000-511016-		ELECTED OFFICIALS				
		47,500.00	17,208.47	0.00	30,291.53	36.2%
0001-1-111-11101-000-0000-001-0000-530001-		AUDIT FEE				
		57,000.00	12,500.00	44,500.00	0.00	100.0%
0001-1-111-11101-000-0000-001-0000-530005-		ADVERTISING				
		10,000.00	314.20	9,685.80	0.00	100.0%
0001-1-111-11101-000-0000-001-0000-534004-		CELLPHONE				
		600.00	193.92	406.08	0.00	100.0%
0001-1-111-11101-000-0000-001-0000-542001-		PRINTING				
		350.00	0.00	0.00	350.00	.0%
0001-1-111-11101-000-0000-001-0000-542002-		OFFICE SUPPLIES				
		1,200.00	0.00	0.00	1,200.00	.0%
0001-1-111-11101-000-0000-001-0000-571001-		MEETINGS				
		1,800.00	505.00	0.00	1,295.00	28.1%
0001-1-111-11101-000-0000-001-0000-573001-		DUES/MEMBERSHIPS/SUBSCRIPTIONS				
		3,000.00	0.00	0.00	3,000.00	.0%
TOTAL CNCL - ADMINISTRATION		205,095.72	75,158.60	54,591.88	75,345.24	63.3%
TOTAL EXPENSES		205,095.72	75,158.60	54,591.88	75,345.24	
11104 CNCL - INTERNAL AUDIT						
0001-1-111-11104-000-0000-001-0000-511002-		TOWN AUDITOR				
		62,500.00	19,429.49	40,570.51	2,500.00	96.0%
TOTAL CNCL - INTERNAL AUDIT		62,500.00	19,429.49	40,570.51	2,500.00	96.0%
TOTAL EXPENSES		62,500.00	19,429.49	40,570.51	2,500.00	
GRAND TOTAL		267,595.72	94,588.09	95,162.39	77,845.24	70.9%

** END OF REPORT - Generated by Cimino, Susan M. **



OFFERED BY **Division of Local Services**

Highly Recommended: Financial Reserves

Importance of building financial reserves using sound formal policies governing their funding, use and replenishment.

Author: Financial Management Resource Bureau

The DLS **[Financial Management Resource Bureau](https://www.mass.gov/financial-management-resource-bureau)**

(<https://www.mass.gov/financial-management-resource-bureau>) (formerly the Technical Assistance Bureau) has offered financial management advice to municipalities across the state for over 30 years. To share this guidance more broadly, we thought it would be helpful to highlight some of our more useful, timely, or interesting recommendations for the benefit of City & Town readers.

Cities and towns should manage reserves based on sound formal policies governing their funding, use, and replenishment. Over the last two years, communities have followed conservative budgeting practices, delayed capital investment, and seen an influx of federal assistance which has resulted in historically high reserve levels. Therefore, as we enter this next season of municipal budgeting and financial planning, and with anticipation gaining for an economic downturn, it is more important than ever for local officials to review and update their strategy on building and expending reserves.

When well-planned, a community can use its reserves to protect from the usual unevenness in revenue and expenditure patterns that occur with changes in economic conditions, finance emergencies and other unforeseen needs, accrue money for specific future purposes, or in limited instances, serve as revenue sources for the annual budget. It is important that communities maintain financial flexibility to ensure they are in a position to react and respond to financial challenges without incurring significant financial stress. In all cases, reserves should be used to fund unanticipated or one-time costs rather than to regularly fund operating expenses unless provisions are made to replenish the reserves. The following reserve types are available to communities to support financial stability.

- Annual Reserve Funds – Cities, under [M.G.L. c. 40, §5A](#) (<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleVII/Chapter40/Section5A>) and towns provided by [M.G.L. c. 40, §6](#) (<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleVII/Chapter40/Section6>) establish reserve funds appropriated as part of the annual budget, to provide for extraordinary or unforeseen expenditures. The purpose of this reserve is to meet unexpected increases in departmental operational costs, such as legal fees, major equipment repairs, and unanticipated increases in service costs. The amount of appropriation reflects a financial management decision. During difficult economic periods, a higher reserve can meet the expectation of more frequent transfer requests from departments that struggle with lean budgets. During periods of revenue growth when departments are given more spending latitude, the likelihood of fewer requests justifies a lower reserve balance. Given the diverse range of financial conditions among communities, there is no consensus best practice on an appropriate reserve fund size, either in absolute dollars or as a percentage of the total budget. Historical practice can serve as a guide if reserve fund transfers have been tightly managed under consistent rules.
- General Stabilization Funds – Communities establish general stabilization funds ([M.G.L. c. 40, §5B](#) (<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleVII/Chapter40/Section5B>)) as reserve accounts to provide emergency funds for use in a major or significant event, such as natural disaster, an uninsured loss, damage to a capital asset, or prolonged decrease in revenue. Although a general stabilization fund may be appropriated for any lawful purpose, withdrawals should be limited to mitigating emergencies or other unanticipated events that cannot be supported by current general fund appropriations. A community's target balance for a general stabilization fund varies by budget, experience, and other available reserves. A recommended goal is typically in the five to seven percent of the current operating budget range.
- Special Purpose Stabilization Funds – A community can create special purpose stabilization funds and designate specific allowable expenses. The most common special purpose stabilization fund is for funding capital related project, equipment, and maintenance. Other special purpose funds include vehicle replacement, technology upgrades, and road maintenance. Target balances should be defined based on the specific purpose and expenditures; however, these reserves may be supported by dedicating a particular fee, charge, or other receipt to provide a consistent funding source. More information on [stabilization funds](#) (<https://dls-gw.dor.state.ma.us/gateway/DLSPublic/IgrMaintenance/Index/811>) can be found via the link.
- Free Cash – Free cash is the remaining, unrestricted funds from operations of the previous fiscal year, including unexpended free cash from the prior year, or simply the

available fund balance in the general fund as of June 30. Because free cash is based on the annual financial operations as certified by the Bureau of Accounts, the amount of certified free cash cannot be known with certainty during the fiscal year. Therefore, we recommend that as much as practicable, communities limit their use of free cash to funding one-time expenditures (e.g., capital projects, snow and ice deficits, or emergencies), or use it to fund other reserves. Further, we recommend defining a target balance for free cash certification as a percentage of the general fund budget, such as five to seven percent, and striving to keep a targeted year-end unappropriated free cash balance to fund the next certification.

- Other Continuing Balance Accounts – State statute allows communities to establish accounts that protect against financial consequences of certain risks and liabilities. These include the account for allowance for abatements and exemptions, known as the overlay, and accounts for future expenses for unemployment compensation, workers' compensation, compensated absences, and retirement. These accounts are not closed at the end of the fiscal year and should be funded and routinely monitored to ensure that the reserves are adequate but not overfunded.

We consistently recommend that communities review and update all financial policies at the beginning of the budget season. Specifically to reserve funds, confirm the policies:

- Establish target balances for the stabilization fund, annual free cash, and other reserves, either as a total dollar amount or as a percentage of the annual budget. It will set a schedule of annual appropriations (e.g., to stabilization) or limitations on use (e.g., of free cash) designed to gradually reach and sustain the target balances over time.
- Direct the use of all or portions of free cash as a funding source for stabilization or as an outlay for one-time capital projects. It can also direct the use of revenue from a specific, recurring income source (e.g., rental income) for a special purpose stabilization fund.
- Restrict the use of unexpected, nonrecurring revenue, or surplus revenue, to one-time costs.
- Restrict the use of stabilization funds to nonrecurring expenditures and only in amounts above a certain dollar threshold. Set similar guidelines on the use of free cash.
- Measure performance to policy statements and determine remedies for noncompliance.

More information on reserve funds and financial planning can be found on our website in [Municipal Finance Best Practices Training and Resources](https://www.mass.gov/info-details/municipal-finance-best-practices-training-and-resources) webpage (<https://www.mass.gov/info-details/municipal-finance-best-practices-training-and-resources>).

Helpful Resources

Municipal Finance Training and Resource Center

(<https://www.mass.gov/municipal-finance-training-and-resource-center>)

City & Town Data Visualizations & Reports

(<https://www.mass.gov/info-details/division-of-local-services-municipal-databank>)

Subscribe to DLS Alerts

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City & Town is brought to you by:

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Editorial Board: Marcia Bohinc, Linda Bradley, Sean Cronin, Emily Izzo, Lisa Krzywicki and Tony Rassias

DATE PUBLISHED: November 17, 2022

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Erin V. Joyce
Mayor

TOWN OF BRAintree MUNICIPAL FINANCE

One JFK Memorial Drive
Braintree, Massachusetts 02184
Tel: 781-794-8035

Michael B. Esmond
Director of Municipal Finance

To: All Braintree Town Departments

From: Mike Esmond, Finance Director

Cc: Erin V. Joyce, Mayor
Kara Nyman, Chief of Staff
Chris Shipps, Director of Human Resources
Kristina O'Connell, Treasurer / Collector
Mark Lin, Town Accountant
Tim McDonald, Superintendent, Braintree Public Schools

Re: Fiscal Year 2027 Budget Development

Date: January 5, 2026

Overview

The memo launches the development of the Mayor's Fiscal Year 2027 (FY27) budget, providing guidance and outlining major calendar items and next steps as we move forward. As we continue to adopt and expand best practices related to oversight of the Town's finances it's essential to have all Town departments adhere to budget guidance and deadlines to ensure that timely steps will be completed and ensure the successful filing of the Mayor's budget. We thank you for all your continued work to ensure that your department's information provided is robust and helpful for our residents to understand the Town's budget and the services it funds.

Fiscal Year 2026 Update

Through the first six months of the fiscal year, the Town's budgetary revenues and expenses remain in balance. As is typical in any given year, there are a limited number of revenue or expense items that are monitored closely with respect to actual collections or spending compared to the original budget. With rare exceptions, departments are asked to continue to operate with the expectation that no supplemental funding could be relied upon to support FY26 operations. It is anticipated, however, that the Mayor will file a "supplemental" budget request in February that will address known shortfalls or adjustments that cannot be avoided, primarily funded through the identification of surpluses in other parts of the operating budget or non-budgetary resources. I will be working with departments over the next several weeks to finalize this request for the Mayor's review, as well as

confirm other items that will be monitored through the remainder of the year. Additional supplemental filings are anticipated on or around the date of the Mayor's FY27 budget release and before the end of FY26 for any items necessary to ensure a successful close of the year.

Overview of Fiscal Year 2027 Budget Calendar

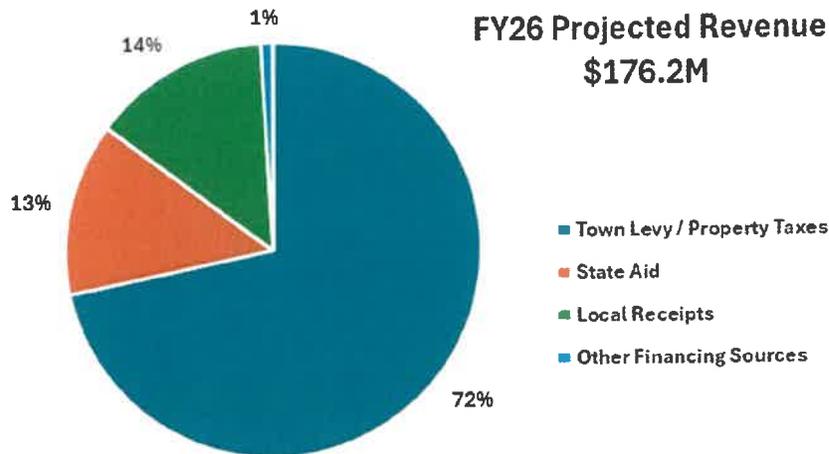
The following table lists key budget calendar items and dates related to the FY27 budget development process. Please use this information to help with your departmental planning. While dates are subject to change over the course of the ensuing months, it is not expected that those changes would be materially different from what's listed in the table.

Fiscal Year 2027 Budget Development Calendar	
Item	Key Date/s
Preliminary Revenue and Expenditure Estimate	10/15/2025
Initial Guidance to Town and School Departments	10/20/2025
Budget Planning Meetings (to begin following Initial Guidance)	Ongoing
FY2027 Budget Instructions Released	1/5/2026
FY2027 Budgets Submissions Completed in MUNIS	2/13/2026
Deadline to File Mayor FY2027 Budget Proposal	4/30/2026
Ways and Means Budget Hearings	05/1/26-5/31/26
Town Council Deadline to Act on Mayor's Budget	6/15/2026
FY2026 Final Budget in MUNIS	6/21/2026
Budget Implementation Instructions Issued by Finance Department	7/1/2026
Beginning of Fiscal Year 2027	7/1/2026

Updated FY2027 Revenue and Expenditure Forecast

As has been noted in the Mayor's previous budget filings, the Town of Braintree annually faces a revenue picture where its operating revenues are limited in growth to a range between 2.5 and 3 percent. This growth is particularly affected by the Town's annual tax levy (real estate and personal property taxes), which is bound by the terms of Proposition 2 ½, limiting ordinary increases to 2.5 percent plus the tax generated from any new residential or commercial growth in the prior year.

In FY26 the levy makes up 72 percent of the annual operating revenue. Net annual aid from the state (cherry sheet aid) represents 13 percent of FY26 annual revenues, and growth rates in local aid have fallen over the past 2 years to just over 1% growth in FY26. Local receipts, the other meaningful source of annual Town revenues at 14 percent in FY26, can fluctuate in line with broader economic conditions. Finally, other financing sources, representing 1% of FY26 revenues, are largely made up of budgetary transfers from enterprise funds, and typically track with underlying annual collective bargaining increases.



Consistent with FY26 the current projection for FY27 annual revenue growth remains between 2.5 and 3 percent. As the Mayor noted in her budget messages, the management of annual budget expense growth will be necessary to avoid the return of large budget imbalances in the coming years. While the operating budget can increase in line with revenue growth, it must account for increases in fixed and/or unavoidable expenses (pension contributions, health care, debt service and other contracted service increases). Many of these items will see increases in FY27 and out years above the 2.5-3 percent range, putting additional pressure on the remainder of the operating budget to limit growth in spending.

Below you can see the original and updated revenue forecast for FY26 as well as the initial forecast for FY27-FY30 General Fund operating revenues, broken out by major revenue category. While the forecast will continue to be reviewed and updated through the FY27 budget development, it illustrates the growth trends noted above.

	Adopted FY2026	Revised FY2026	Forecast			
			FY2027	FY2028	FY2029	FY2030
Tax Revenue (net)	\$ 126,121,224	\$ 126,449,768	\$ 130,356,630	\$ 134,386,073	\$ 138,529,490	\$ 142,720,702
State Aid (net)	23,530,221	23,764,893	24,110,000	24,460,000	24,810,000	25,160,000
Local Receipts	24,384,100	24,384,100	25,210,206	25,633,604	26,119,129	26,610,382
Transfers / Other	1,650,771	1,650,771	1,618,500	1,652,000	1,686,501	1,721,002
Total Revenues	\$ 175,686,316	\$ 176,249,532	\$ 181,295,336	\$ 186,131,676	\$ 191,145,120	\$ 196,212,087
Annual Growth from Prior Year=>			2.86%	2.67%	2.69%	2.65%

In each of the Mayor’s budgets, out-year targets for expense growth across major spending categories have been published, including 3.5% for Braintree Public Schools and 2% for General Government. The Debt Service and Benefits and Insurance categories, which are affected by multi-year payment schedules, borrowing repayment terms, or similar factors, often require spending increases in excess of the growth in revenue. In order to avoid an imbalance of revenues and expenses, the actual rate of spending growth will likely need to be reduced below amounts projected to fund level services in

FY27. The extent to which this is necessary will depend on the amount of revenues available in FY27 and in subsequent fiscal years.

FY26 Level Service Budget Development

As a next step for Fiscal Year 2027's development, town departments are asked to prepare and submit in MUNIS by no later than **February 13** level service budget projections for FY27. In this case, "level service" is defined as the equivalent costs next fiscal year for staffing and operating programs and services at levels currently funded in FY26.

- Staffing / Personnel Costs – Level service corresponds to the same headcount funded in FY26 adjusted for any longevity/Step changes that would be implemented based on existing contract levels. **Level service shall not include any anticipated increases associated with collective bargaining agreements.** Consistent with previous years, these costs will be funded in separate reserves under the Human Resources Department.
 - Please note that large departments/divisions (e.g., with number of employees > 20) will be asked to provide separate detail on the salary budget lines build by position/employee.
 - Any vacant positions included in the budget should include the month/year the position was last filled.
- Non-Personal Service – This category broadly includes contracted services, supplies/equipment, software licenses, and other operational expenses other than personnel-related expenses. Level service corresponds to the FY27 costs associated with goods and services consumed at levels funded in the FY26 budget. **Any increases from FY26 should be well-documented / justified, for example, referencing contractually-required increases and/or inflation/cost factor considerations.**
- Utilities – Level service corresponds to the cost in FY27 of heating, cooling, lighting of facilities as well as consumption of electricity and fuel for operations including vehicles. Wherever possible, detailed projections should be provided including unit consumption and cost assumptions.
- Statutory / Regulatory Requirements – In cases where cost increases are required as a result solely of a federal or state law or regulation the FY27 level service should include this funding and the cause and calculation of these costs should be clearly identified.

Post Level-Service Adjustments

1. Departments are asked to prepare and submit by no later than February 13 any separate proposals that they may have for increased spending above level service amounts, including those related to:
 - New Positions (above FY26 levels)
 - Promotions / Position Re-Classifications
 - New Purchases, Including Licenses or Equipment – In cases where new purchases cannot be absorbed within FY26 funding levels, departments should identify each purchase and include the estimated cost, benefit/purpose of the purchase, and any related justification.
 - Expanding Programming or Services – In cases where a department is proposing to increase hours or services (whether by Town staff or contracted service providers), expand program beneficiaries or similar change, the department should identify each proposal, its FY27 cost and outyear costs, and provide any necessary justification.

2. Similarly, departments should prepare and submit by no later than February 13 any separate proposals for (a) savings that would be identified as funding for spending above level service amounts or (b) revenue that would be generated as a result of proposed spending above level service amounts.

For items "1" and "2" above, a separate template is attached for departments to use in preparing and submitting proposals. Departments are encouraged to prepare a memo addressing these items (and any other they would identify) and submit it by no later than February 13.

Department Goals and Performance Metrics

The FY26 budget presentation included for the first time the publishing of departmental summaries, goals key metrics. In FY27 we will build off of this success by continuing to provide this information, while seeking to deepen the relationship between budgetary investments and outcomes as well as implement more uniform standards for goals development. A subsequent instruction memo will follow specifically identifying steps and considerations for departments to prepare FY27 goals and related info.

#26-002



Braintree Town Council

ORDER NO: 23 014

DATE FILED: FEBRUARY 28, 2023

REQUEST OF: COUNCIL PRESIDENT

RE-APPOINTMENT – TOWN CLERK

UPON THE REQUEST OF THE COUNCIL PRESIDENT, THE TOWN OF BRAintree, THROUGH THE BRAintree TOWN COUNCIL, IT IS SO ORDERED:

Pursuant to Section 2-8 (b) of the Charter of the Town of Braintree, the Town Council re-appoints James M. Casey as Town Clerk effective May 2, 2023.

YEAS: Boericke. Flaherty. Hume. Mackin. Maglio. O'Brien. Reynolds. Ryan

NAYS: NONE

ABSENT: Ringius

PASSED IN COUNCIL: MARCH 7, 2023

A True Record, Attest:

3/8/2023
Date Approved

James M. Casey
James M. Casey, Town Clerk

#20-003



Braintree Town Council

ORDER NO: 23 015

DATE FILED: FEBRUARY 28, 2023

REQUEST OF: COUNCIL PRESIDENT

RE-APPOINTMENT – CLERK OF THE COUNCIL

UPON THE REQUEST OF THE COUNCIL PRESIDENT, THE TOWN OF BRAintree, THROUGH THE BRAintree TOWN COUNCIL, IT IS SO ORDERED:

Pursuant to Section 2-8 (c) of the Charter of the Town of Braintree, the Town Council re-appoints Susan M. Cimino as Clerk of the Council effective July 21, 2023.

YEAS: Boericke, Flaherty, Hume, Mackin, Maglio, Reynolds, Ryan

NAYS: NONE

PRESENT: O'Brien

ABSENT: Ringius

PASSED IN COUNCIL: MARCH 7, 2023

A True Record, Attest:

3/8/2023
Date Approved

James M. Casey
James M. Casey, Town Clerk



#26-004

Braintree Town Council

ORDER NO: 22 066

DATE FILED: NOVEMBER 15, 2022

REQUEST OF: COUNCIL PRESIDENT

APPOINTMENT – TOWN AUDITOR

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

Pursuant to Section 2-8 (a) of the Charter of the Town of Braintree the Town Council appoints Clifton Larson Allen as Town Auditor for a three year contract effective April 24, 2023 through April 23, 2026.

YEAS: Boericke, Flaherty, Hume, Maglio, O'Brien, Reynolds

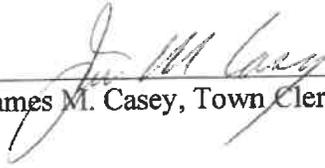
NAYS: Mackin, Ryan

ABSENT: Ringius

PASSED IN COUNCIL: MARCH 7, 2023

A True Record, Attest:

3/8/2023
Date Approved


James M. Casey, Town Clerk

#26-002

#26-003

#26-004

Chapter 189 of the Acts of 2005

ARTICLE 2 - LEGISLATIVE BRANCH

SECTION 2-8: OFFICERS APPOINTED BY TOWN COUNCIL

(a) Town Auditor - The town council shall appoint a town auditor to serve for a term of 3 years and until a successor is chosen and qualified. The town auditor shall conduct, or cause to be conducted, financial and performance audits following government auditing standards as promulgated by the comptroller-general of the United States. The town auditor shall make periodic reports to the town council in such detail and with such frequency as the town council shall, by ordinance, by rule or by other vote, direct. All officials of the town shall cooperate with the town auditor in the performance of this audit function. The town auditor shall have such other powers and duties as may be provided by charter, by ordinance or by other vote of the town council.

(b) Town Clerk - The town council shall appoint a town clerk to serve for a term of 3 years and until a successor is chosen and qualified. The town clerk shall, with the approval of the town council, appoint an assistant town clerk to serve coterminously with the town clerk. The town clerk shall be the keeper of vital statistics for the town; the custodian of the town seal; shall administer the oath of office to all persons, elected or appointed, to any town office; shall issue such licenses and permits as are required by law to be issued by town clerks; and shall supervise and manage the conduct of all elections and all other matters relating to elections. The town clerk shall have any other powers and duties that are given to municipal clerks by general law, by this charter, by ordinance or by other vote of the town council.

(c) Clerk of the Council - The town council shall appoint a clerk of the council to serve for a term of 3 years and until a successor is chosen and qualified. The clerk of the council shall give notice of its meetings to its members and to the public, keep the journal of its proceedings and perform any other duties that may be provided by ordinance or by other vote of the town council.

TOWN COUNCIL RULES

Rule Nine: Clerk and Employees

The Clerk and other officers and employees of the Council shall work for every member of the Council. Every Councilor may have the right to request the Clerk and/or employees of the Council to perform work requested by a Councilor. The President will have the right to prioritize all work received from the Councilors. The President shall manage the Clerk and all employees of the Council.

#26-002
#26-003
#26-004

TOWN COUNCIL - Policy and Procedures

Policy & Procedure #4

Reappointment Policy for Officers appointed by Town Council

Officers appointed by the Braintree Town Council (Section 2-8, Braintree Town Charter) shall be entitled to notice by a majority vote of the Town Council of reappointment or non-reappointment as the case may be, a minimum of thirty (30) days prior to the completion date of the appointment.

Each employee covered by this Agreement shall notify the Council President in writing of intent to accept or reject a reappointment within two (2) weeks of receipt of written notice by certified mail. Failure to notify of acceptance shall be construed to mean an appointee does not intend to return. (Passed in Council – December 7, 2010)



Town of Braintree
One JFK Memorial Drive
Braintree, Massachusetts 02184
781-794-8000

To: Peter Morin, President of the Council
Susan Cimino, Clerk of the Council
James Casey, Town Clerk

From: Erin V. Joyce, Mayor 

CC: Kara Nyman, Chief of Staff and Director of Operations
Kenneth J. Rossetti, Town Solicitor
Mike Esmond, Director of Municipal Finance
Chris Shipps, Human Resources Director
Kristina O'Connell, Treasurer/Collector
Mark Lin, Town Accountant
Matt Jacques, Director of Public Works
Lou Dutton, Water and Sewer Director

Date: January 15, 2026

RE: FY 2026 Supplemental Appropriation #1
Transfer Details and Motions

RECEIVED TOWN CLERK
DRAUGHTS
2026 JAN 15 PM 3:16

President Morin, Clerk Cimino, Clerk Casey,

This memorandum presents the first supplemental appropriation filing for Fiscal Year 2026 (FY26). In total, these motions, if approved, add \$2,422,423 to FY26 appropriations.

Tri-Town Water Treatment Plan

Beginning in Fiscal Year 2026 (FY26), the Town of Braintree will incur expenses related to the start-up costs and operations of the newly-constructed Tri-Town Water Treatment Plant (TTWTP). To this end, the Tri-Town Water District Board reviewed and approved a "stub-year" budget for FY26 equal to \$2,222,423. Under the joint agreement adopted by the three constituent communities within the District (Braintree, Randolph, Holbrook), the Town of Braintree will be responsible for the day to day operations of the plant and will invoice the other two communities for their allocated shares of the costs of the District and Treatment Plant. The five motions

appropriate funding under a new Tri-Town Water Plan Division within the Water and Sewer Fund, allowing for all costs Braintree incurs in support of the district to be recorded discreetly for efficient reporting and invoicing. While the motions appropriate \$2.2 million from the FY25 Water and Sewer Retained Earnings, the Town anticipates that approximately 50% of these appropriations will subsequently return to the Town through payments from Randolph and Holbrook.

Legal Services

Funding of \$200,000 is further appropriated for legal services and related trial preparation expenses based on projected outside counsel and related services for pending litigation handled by outside counsel through the remainder of the fiscal year.

Each item is listed with the corresponding motions below. Accordingly, your review and approval of the following motions is requested:

1. Tri-Town District Administration

Motion: That the sum of \$110,250 be transferred from Fiscal Year 2025 Certified Water Sewer Fund Retained Earnings to the Tri-Town Treatment Plan / District Administration.

2. Treatment Plant Management

Motion: That the sum of \$1,078,923 be transferred from Fiscal Year 2025 Certified Water Sewer Fund Retained Earnings to the Tri-Town Treatment Plan / Treatment Plant Management.

3. Treatment Facilities

Motion: That the sum of \$431,500 be transferred from Fiscal Year 2025 Certified Water Sewer Fund Retained Earnings to the Tri-Town Treatment Plan / Treatment Facilities.

4. Treatment Operations

Motion: That the sum of \$506,250 be transferred from Fiscal Year 2025 Certified Water Sewer Fund Retained Earnings to the Tri-Town Treatment Plan / Treatment Operations.

5. Reservoir Operations

Motion: That the sum of \$95,500 be transferred from Fiscal Year 2025 Certified Water Sewer Fund Retained Earnings to the Tri-Town Treatment Plan / Reservoir Operations.

6. Legal Department

Motion: That the sum of \$200,000 be transferred from the Insurance Recoveries Fund (Fund 3504) to the Legal Department / Administration Program.

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FY2026 Supplemental #1
Appendix
Motion Transfer Details, Motions 1 through 6

				<u>Transfer to (from).</u>
<u>Motion#</u>	<u>Purpose</u>	<u>Org / Program</u>	<u>Department / Program</u>	<u>Amount</u>
1	Tri-Town District Administration	7043701	Finance / Treasurer / Collector Office	\$ 98,000.00
1	Certified Water/Sewer Retained Earnings	n/a	n/a	\$ (98,000.00)
				<u>Transfer to (from).</u>
<u>Motion#</u>	<u>Purpose</u>	<u>Org / Program</u>	<u>Department / Program</u>	<u>Amount</u>
2	Tri-Town Treatment Plant Management	7043702	Legal Department / Administration	\$ 125,000.00
2	Certified Water/Sewer Retained Earnings	n/a	n/a	\$ (125,000.00)
				<u>Transfer to (from).</u>
<u>Motion#</u>	<u>Purpose</u>	<u>Org / Program</u>	<u>Department / Program</u>	<u>Amount</u>
3	Tri-Town Treatment Facilities	7043703	Finance / Insurance	\$ 65,000.00
3	Certified Water/Sewer Retained Earnings	n/a	n/a	\$ (65,000.00)
				<u>Transfer to (from).</u>
<u>Motion#</u>	<u>Purpose</u>	<u>Org / Program</u>	<u>Department / Program</u>	<u>Amount</u>
4	Tri-Town Treatment Plant Operations	7043704	Finance / Accounting Admin	\$ 12,500.00
4	Certified Water/Sewer Retained Earnings	n/a	n/a	\$ (12,500.00)
				<u>Transfer to (from).</u>
<u>Motion#</u>	<u>Purpose</u>	<u>Org / Program</u>	<u>Department / Program</u>	<u>Amount</u>
5	Tri-Town Treatment Reservoir Operations	7043705	Human Resources / Administration	\$ 75,000.00
5	Certified Water/Sewer Retained Earnings	n/a	n/a	\$ (75,000.00)
				<u>Transfer to (from).</u>
<u>Motion#</u>	<u>Purpose</u>	<u>Org / Program</u>	<u>Department / Program</u>	<u>Amount</u>
6	Legal Services	0115101	Legal Department / Administration	\$ 200,000.00
6	Fund 3504 Available Balance	35040000	Insurance Recovery Fund (Fund 3504)	\$ (200,000.00)

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FY 2026 Supplemental #1 Summary Matrix

Motion#	Motion Name	Dept	Supp Amount	Description	Funding Source
1	District Administration	Tri-Town Water Treatment Plant	\$ 110,250	Funds costs of the Town on behalf of the Tri-Town Water District. Each community will be billed for its allocated share of the actual costs.	FY2025 Water and Sewer Fund Retained Earnings
2	Treatment Management	Tri-Town Water Treatment Plant	\$ 1,078,923	Funds costs of the Town on behalf of the Tri-Town Water District. Each community will be billed for its allocated share of the actual costs.	FY2025 Water and Sewer Fund Retained Earnings
3	Treatment Facilities	Tri-Town Water Treatment Plant	\$ 431,500	Funds costs of the Town on behalf of the Tri-Town Water District. Each community will be billed for its allocated share of the actual costs.	FY2025 Water and Sewer Fund Retained Earnings
4	Treatment Operations	Tri-Town Water Treatment Plant	\$ 506,250	Funds costs of the Town on behalf of the Tri-Town Water District. Each community will be billed for its allocated share of the actual costs.	FY2025 Water and Sewer Fund Retained Earnings
5	Reservoir Operations	Tri-Town Water Treatment Plant	\$ 95,500	Funds costs of the Town on behalf of the Tri-Town Water District. Each community will be billed for its allocated share of the actual costs.	FY2025 Water and Sewer Fund Retained Earnings
6	Legal Services	Legal	\$ 200,000	Provides funding for projected legal services and related expenses during FY26.	Funding is transferred from insurance payment deposited in the Insurance Recovery Fund (Fund 3504).
			\$ 2,422,423		

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