1. 6:00 P.M. Committee Of Ways & Means

Documents:

20 SEPT 2 ZOOM WEBINAR WM AGENDA.PDF

1.I. 6:00 PM Committee Of Ways & Means

Documents:

2020 SEPT 2 COUNCIL MTG.PDF

Braintree Town Council

Committee of Ways & Means

One JFK Memorial Drive
Braintree, Massachusetts 02184

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

AGENDA

Wednesday, SEPTEMBER 2, 2020

Starting Time – 6:00p.m.

Remote via Zoom webinar

Please click the link below to join the webinar:
https://us02web.zoom.us/j/83608483504
Or Telephone:
Dial: +1 646 558 8656
Webinar ID: 836 0848 3504
International numbers available: https://us02web.zoom.us/u/kceqkyQozF

1. Roll Call

2. Approval of Minutes
   - May 7, 2020
   - May 11, 2020

3. Old Business
   - None

4. New Business
   - 20 055 Mayor: FY20 Year End—Line Item Transfers or take up any action relative thereto
     (Public Hearing at Full Council on September 2, 2020)

Adjournment

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

Shannon L. Hume
President
At Large

Charles B. Ryan
At Large

Julia C. Flaherty
District 1

Steven A. Sciascia
District 2

David M. Ringius, Jr
Vice President
At Large

Donna L. Connors
District 3

Stephen C. O'Brien
District 4

Meredith Boericke
District 5

Lawrence C. Mackin, Jr.
District 6

OFFICE OF THE TOWN COUNCIL

– AGENDA –

Wednesday, SEPT 2, 2020 • Horace T. Cahill Auditorium, Town Hall • Starting Time: 7:30PM

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

Please click the link to join the webinar: https://us02web.zoom.us/j/81165707418

Or Telephone:

Dial: +1 301 715 8592

Webinar ID: 811 6570 7418

International numbers available: https://us02web.zoom.us/u/kRRkmiDGc

COUNCIL MEETING COMMUNICATIONS

- Agenda/Documents link to website: https://braintreema.gov/AgendaCenter
- Email: towncouncil@braintreema.gov
- Meeting Notice Posting link: https://ma-braintree.civicplus.com/calendar.aspx?CID=43&showPastEvents=false
- Facebook: Braintree Town Council
- "How Do I" sign up to receive meeting/town information: https://braintreema.gov/786/Sign-up-for
- To be added to the Town Council Agenda Distribution list please send an email request: scimino@braintreema.gov
- Zoom Webinar Questions: If you want to ask a question but cannot access webinar - call direct: 339-987-2726

ANNOUNCEMENTS

APPROVAL OF MINUTES

- July 15, 2020

OLD BUSINESS

- 20 055 Mayor: FY20 Year End—Line Item Transfers or take up any action relative thereto (PUBLIC HEARING)
- 002 20 Council President: Town Council Rules or take up any action relative thereto (No vote this evening due to quantity of material to review)

NEW BUSINESS

- 20 056 Town Clerk: Call of the State General Election – November 3, 2020 or take up any action relative thereto (placeholder for vote on September 15, 2020)
- 20 057 Town Clerk: Designation of Early Voting Site/Dates/Times for State General Election or take up any action relative thereto (placeholder for vote on September 15, 2020)

Refer to the Committee of Ways & Means

- 20 058 Mayor: Request for Appropriation - Braintree Historic Inventory 2020 Project or take up any action relative thereto
- 20 059 Council President: Re-appointment of Outside Auditor or take up any action relative thereto

Refer to the Committee on the Department of Public Works

- 20 060 National Grid Petition: 14 Sterling Park or take up any action relative thereto
- 20 061 National Grid Petition: 79 Edgemont Road or take up any action relative thereto
- 20 062 National Grid Petition: Linden Street or take up any action relative thereto
- 20 063 National Grid Petition: 15 Hemlock Street or take up any action relative thereto
- 20 064 National Grid Petition: 49 Cotton Avenue or take up any action relative thereto
- 20 065 National Grid Petition: 61 Birchcroft Road or take up any action relative thereto
- 20 066 National Grid Petition: 59 Hancock Street or take up any action relative thereto
- 20 067 National Grid Petition: Pearl Street or take up any action relative thereto

Refer to the Committee of Elder Affairs & Veteran Services

- 029 30 Councilor Flaherty: Discussion - Committee Objectives or take up any action relative thereto

Topics the Chair does not reasonably anticipate will be discussed

UPCOMING MEETINGS:

Next Council Meeting scheduled on: **Tuesday, September 15, 2020 @7:30pm**

ADJOURNMENT

Shannon L. Hume
President
At Large

Charles B. Ryan
At Large

Julia Camille Flaherty
District 1

Steven A. Sciascia
District 2

Donna L. Connors
District 3

David M. Ringius, Jr.
Vice-President
At Large

Stephen C. O'Brien
District 4

Meredith L. Boericke
District 5

Lawrence C. Mackin, Jr.
District 6

OFFICE OF THE TOWN COUNCIL

Wednesday, July 15, 2020
(zoom webinar)
MINUTES

A meeting of the Town Council was held via Zoom Webinar, on Wednesday, July 15, 2020 beginning at 7:30p.m.
Council President Hume was in the chair.
Clerk of the Council, Susan M. Cimino conducted the roll call.
The meeting began with a moment of silence.

Present: Shannon Hume, President
David M. Ringius, Jr., Vice-President
Charles Ryan
Julia Camille Flaherty
Steven A. Sciascia
Donna L. Connors
Stephen C. O'Brien
Meredith L. Boericke
Lawrence C. Mackin, Jr.

Others: Charles C. Kokoros, Mayor
Nicole Taub, Chief of Staff/Town Solicitor
Ed Spellman, Director of Finance
Michael Nelligan, Powers & Sullivan
Romina Mameli, Powers & Sullivan
Marybeth McGrath, Director of the Department of Municipal Licenses & Inspections
James Arsenault, DPW Director
James M. Casey, Town Clerk
Debra Starr, Assistant Town Clerk
Christine Stickney, Director Planning & Community Development
Steven Leary, Assistant to the Mayor

ANNOUNCEMENTS

- **024 20 Council President: Community Conversations on Racial and Social Diversity, Equity and Inclusion**

Council President Hume stated we have made a statement that we will be having conversations on these topics. Having conversations with the Chief of Staff, Nicole Taub, Mayor Kokoros, Superintendent Frank Hackett and our Police Chief, Mark DuBois we all met last week to see what the best approach is for this knowing it is a community wide conversation that needs to take place. We are going to hire a consultant to come in and give a workshop to the Town Council as well as all Department heads. School Committee may also participate in that. We have a couple names right now. We are waiting on availability on some of these individuals who are the best to do this. I feel it is the best place to start as educating all us as councilors first. When we do have conversation with the community, as I have stated, this is not going to be a one-time conversation. This is going to be an on-going conversation. It is important for us to participate in this work shop and how to handle these issues and move forward and have these discussions with the public. If actions need to be taken we will be better equipped because of this workshop. We will still have speakers lined up in the future. As more information becomes available we will put that out there to all of you.

- **Councilor Flaherty stated FRACCS for the Compressor Station will be having a PIP virtual meeting on July 29, 2020. FRACCS will have a link on their Facebook page.**

APPROVAL OF MINUTES

- June 2, 2020

Motion made by Councilor Ringius to Approve Minutes of June 2, 2020

Motion: by Councilor Ringius to Approve Minutes of June 2, 2020
Second: by Councilor Ryan
Roll Call Vote: For (9 – Boericke, Connors, Flaherty, Hume, Mackin, O'Brien, Ringius, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

COMMUNICATIONS AND REPORTS FROM THE MAYOR AND TOWN BOARDS

- 012 20 Council President: COVID-19 Update

Nicole Taub gave an update on the COVID-19. The Town has a total of 907 cases with 118 total deaths. Largest impact now is the opening of gyms and some youth sports being allowed. Guidelines were hand-delivered from Marybeth McGrath's team. There is a link to all things COVID on the Town website. We receive information in real time and push it out to the public as soon as we have it. Our numbers are trending in the right direction and heading downward due to Mayor Kokoros and his approach to reopening.

Marybeth McGrath, Director of the Department of Municipal Licenses & Inspections stated Phase 3 step 1 started July 6th. On July 2nd we received the guideline requirements from the State. I made contact myself with all the gyms in Braintree to make sure they had all the guidelines. Indoor gatherings cannot exceed 25 people. Outdoor gatherings cannot exceed 100 people. Social distancing and 6 foot requirements as well as face coverings still need to be followed.

We also encourage the residents to take steps to help prevent exposure to any respiratory viruses, including seasonal influenza and Coronavirus by:

- Washing your hands often with soap and warm water for at least 20 seconds.
- Avoid touching your eyes and face.
- Cover coughs and sneezes with a tissue or the inside of your elbow.
- Clean things that are frequently touched (like doorknobs and countertops) with household cleaning sprays or wipes.
- Stay at home when feeling sick.

For more information on COVID-19, visit the MDPH website at www.mass.gov/2019coronavirus and the CDC website at https://www.cdc.gov/coronavirus/index.html
For questions, please feel free to contact the Town of Braintree Health Department:
Jean McGinty, Public Health Nurse at 781-794-8094 or Marybeth McGrath, Director of Health at 781-794-8095.

OLD BUSINESS

- **20 042 Town Clerk: Proposal to Create Election Voting Centers or take up any action relative thereto**

President Hume referred to Councilor Boericke, Chairwoman of the Committee of Ways & Means for a recommendation.
Councilor Boericke stated the Committee of Ways & Means met on Monday, June 29, 2020. The committee felt the District Voting Centers (South, East, BHS) would be a better alternative at this time.
A favorable recommendation was made to the full Council with a vote of 4 in favor and 1 opposed to move from 11 locations to 3 district locations. This is a temporary change and will expire December 31, 2020.
New this year voters will have multiple ways to cast their ballots, including vote by mail, absentee ballots in person or by mail, early voting and going to the polls. This will be a significant financial savings for our tax payers and protect the health and safety of our poll workers and the public.

Town Clerk, James Casey stated elections are the largest service the office provides to the public. There are 27,000 eligible voters. This year the Secretary of State's office was mandated to mail to voters applications to vote by mail. Absentee applications now include a reason if anyone has any concern over the COVID pandemic they can apply for an absentee ballot. For the first time in-person early voting is available for a State Primary Election on September 1, 2020 for seven continuous days. Early voting is available for the November 3rd Election for 14 continuous days. Both include Saturday and Sunday mandated Early Voting.
A pre and post sanitization of the polling locations is required which can be very costly. It can be $1,000 per location.

Councilor Connors asked how to make sure someone does not vote more than once.
Town Clerk Casey stated our poll pads will have the voter information downloaded and will let us know if someone has already voted or not.
Councilor Connors asked about bake sales.
Director McGrath stated we need to look into whether it would be permissible to have food available. There may be some specific guidelines as we get closer to the elections.
Councilor Connors stated there are also no-bake "Bake Sales" for donations only.
President Hume stated put up a sign with a Venmo account and no one has to be there in person.

Councilor Ringius stated we are dealing with the right to vote and accessibility to vote and we have this crazy COVID crisis we have going on. At some point it would make sense to have 6 polling locations instead of 11. I am struggling with moving from 11 to 3 due to accessibility and the numbers we might have voting. We have 3 significant elections coming up. It is a heavy primary. We have the middle school vote. We have the presidential election.
Town Clerk Casey stated a primary with a Governor's race is usually 30% turnout. Without a governor's race is about 17%. I feel voter turnout on the actual election day of September 1st will be lower than 17% because of mail in and absentee and early voting options.
Councilor Ringius stated he has concerns especially with District 5 with Nursing Homes and accessibility to get folks to the polls.
Town Clerk Casey stated the majority who come to Town Hall are driven. All these people have the ability to cast ballot early by mail, early in person or absentee. South Middle, East Middle and Braintree High School are all certified and are accessible.
Councilor Ringius stated it is a guessing game on whether consolidating for having polling locations spread out is better and have less people coming into a building due to COVID.
Town Clerk Casey stated one big concern is who are our poll workers? They are our seasoned residents. It is our seniors who are the only ones signing up. I have tried to recruit at BHS but got no response.

Marybeth McGrath, Director of the Department of Municipal Licenses & Inspections stated I absolutely support going down to 3 polling locations. We are in the middle of a pandemic. The opportunity would provide a more management scenario. His biggest hurdle will be to find staff members to man these sites. There will be more requirements now associated with COVID and the offering of an event like this to the public. Contact tracing would be a requirement. If you have fewer locations it would be far more manageable.

Councilor Sciascia stated Clerk Casey has said he is concerned. I was the vote against this in Ways & Means. I couldn't wrap my head around going down to 3. All these reasons mentioned concern people. We are talking financial savings which should not be a concern.

Councilor Flaherty stated this is a temporary measure. I am sure there will be careful tabulations on how this may or may not be affecting voter turnout. The next three elections are important. There is risk because of COVID but we can't not have them. It is our obligation to have it the safest possible way for our voters and the people working the polls. The 3 locations is the right thing to do but it is important to me that this will be re-evaluated again at the end of the year. It would be a terrible thing to discourage voting in Braintree. Also for many years Elementary Administrators and parents would like to not host the elections. You can't turn people away from the polls. It doesn't matter their criminal record.

Councilor Ryan read the following Motion:
UPON THE REQUST OF THE TOWN CLERK, THE TOWN OF BRAINTREE, THROUGH THE BRAINTREE TOWN COUNCIL, IT IS SO ORDERED:
Pursuant to M.G.L. c. 54, § 24 and Chapter 115 of the Acts of 2020 § 11 that public convenience and public health would be better served during the September 1, September 26 and November 3, 2020 Elections by the establishment of District Voting Centers whereby(1) District 1A – Town Hall, District 1B – Flaherty School, District 2A – Hollis School, District 2B – Hollis School be relocated to Braintree High School; (2) District 3A – Ross School, District 3B – Braintree Yacht Club, District 4A – Elder Affairs Building, District 4B – Morrison School be relocated to East Middle School; and (3) District 5A – Town Hall, District 5B – Liberty School, District 6A – South Middle School, District 6B – Highlands School be relocated to South Middle School on a temporary basis.

Discussion continued after the motion was read:
Councilor O'Brien stated reducing it to 3 makes less sense than reducing it to something like 6 just because of the current situation we find ourselves in which none of us asked for including the Town Clerk and the elderly who work the polls. I can support this being at a district level of 6 polling locations. I will wait to re-state the motion to 6.

Councilor Boericke stated I have heard from many constituents on this issue. The majority, once explained the situation are in favor. There are few things as important as the fundamental right to vote. The Town Clerk has a robust communication plan in place which will inform the entire town of these changes. Voters who have concerns about going to new polling locations can vote by mail, absentee, or early voting. I am voting in favor of this tonight. I think it covers the critical public health needs we have right now and the all-important fundamental right to vote.

Councilor O'Brien stated what is the temporary basis on this motion?
Town Clerk Casey stated the temporary basis is December 31, 2020.
Councilor O'Brien stated I move that the motion be modified to 6 locations rather than 3 and to include on a temporary basis until December 31, 2020.

No Councilor came forward to state clearly "I second the amended motion". The original motion stands to be voted on as is.

President Hume stated we would not be having this discussion if it was not for these unprecedented times. What I heard tonight is this is temporary. It is for the health and safety of not only the poll workers by the residents. It represents a financial savings as well, going to 3 polling locations and that this is more manageable. There are so many opportunities for people to vote if you are not comfortable going to your polling place. There will be early voting, mail in voting, and absentee voting in person or have it mailed to you. I listen to the residents of the town. I also heard from Town Clerk Casey who is the subject matter expert along with Director McGrath telling us this is the best plan.

President Hume asked is there anyone else wishing to speak? Hearing none, we have a motion made by Councilor Ryan and seconded by Councilor Ringius. Vote by Roll Call:

Motion: by Councilor Ryan to approve Order 20 042
Second: by Councilor Ringius Ryan
Roll Call Vote: For (5 – Boericke, Flaherty, Hume, Mackin, Ryan),
Against (4 - Connors, O'Brien, Ringius, Sciascia), Absent (0), Abstain (0)

NEW BUSINESS

President Hume stated there are 4 items from the Town Clerk that require action no later than our meeting on August 4, 2020. These items do not need to be referred to a committee. If it is the Council's wishes we can vote Same Night Action on these items or wait until our August 4th Town Council meeting to take a vote. They are on this current agenda as a placeholder at this time.
(Order 20 046, 20 048, 20 053. Order 20 047 we will wait until August 4th to vote.)

President Hume asked does anyone object to Same Night Action for Order 20 046, 20 048, 20 053.

No one Councilor objects to Same Night Action (SNA):

Roll Call by Clerk Cimino to state yes in favor of SNA nay in opposition of SNA:
Roll Call Vote: For (9 – Boericke, Connors, Flaherty, Hume, Mackin, O'Brien, Ringius, Ryan, Sciascia),
Against (0), Absent (0), Abstain (0)

- **20 046 Town Clerk: Designation of Early Voting Site, Days and Hours or take up any action relative thereto**

Motion read by Councilor Ringius:

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

In the name of the Commonwealth of Massachusetts, the Town of Braintree, is hereby required to establish under M.G.L. Chapter 54, § 25B (f), an early voting site to allow any qualified voter, as defined in section 1 of chapter 51, to cast a ballot for any biennial state election during the early voting period. At the recommendation of the Braintree Board of Registrars the Braintree Town Council hereby designates Braintree Town Hall – Cahill Auditorium as Braintree's early voting site. Further, early voting hours shall be held during the days and hours described below:

DAY OF WEEK	DATE	OPEN	CLOSED
Saturday	August 22, 2020	8:00 am	1:00 pm
Sunday	August 23, 2020	8:00 am	1:00 pm
Monday	August 24, 2020	8:00 am	4:30 pm
Tuesday	August 25, 2020	8:00 am	7:00 pm
Wednesday	August 26, 2020	8:00 am	4:30 pm
Thursday	August 27, 2020	8:00 am	4:30 pm
Friday	August 28, 2020	8:00 am	1:00 pm

Motion: by Councilor Ringius to approve Order 20 046
Second: by Councilor Ryan
Roll Call Vote: For (9 – Boericke, Connors, Flaherty, Hume, Mackin, O'Brien, Ringius, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

- **20 047 Town Clerk: Designation of Early Voting Central Tabulation Facility or take up any action relative thereto**

President Hume stated this measure will not be voted on this evening. No action required at this time. This is on the agenda as a placeholder at this time.

- **20 048 Town Clerk: Call of the State Primary Election - September 1, 2020 or take up any action relative thereto**

Motion read by Councilor Ringius:

UPON THE REQUST OF THE TOWN CLERK, THE TOWN OF BRAINTREE, THROUGH THE BRAINTREE TOWN COUNCIL, IT IS SO ORDERED:
Call of the State Primary Election, September 1, 2020
IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, THE TOWN OF BRAINTREE IS HERBY REQUIRED TO NOTIFY AND WARN THE INHABITANTS OF SAID TOWN WHO ARE QUALIFIED TO VOTE IN THE STATE PRIMARY ELECTION ON TUESDAY, SEPTEMBER 1, 2020 FROM 7:00AM TO 8:00PM, TO VOTE AT THE POLLING PLACES IN THEIR RESPECTIVE PRECINCTS TO CAST THEIR VOTES FOR THE FOLLOWING PURPOSES:
To cast their votes in the State Primary for the candidates of political parties for the following offices: Senator in Congress, Representative in Congress for the Eighth District; Councillor for Second & Fourth District, Senator in General Court Norfolk, Bristol & Plymouth District, Senator in General Court Norfolk & Plymouth District, Representative in General Court Fifth Norfolk District, Register of Probate for Norfolk County, County Commissioner for Norfolk County, County Treasurer for Norfolk County and, Sheriff (Vacancy) for Norfolk County.

Motion: by Councilor Ringius to approve Order 20 048
Second: by Councilor Ryan
Roll Call Vote: For (9 – Boericke, Connors, Flaherty, Hume, Mackin, O'Brien, Ringius, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

- **20 049 Mayor: Acceptance of Donations or take up any action relative thereto**

This measure 20 049 will be referred to the Committee of Ways & Means this evening. Same Night Action is not requested at this time.

- **20 053 Town Clerk: Call of the Local Special Election – September 26, 2020 or take up any action relative thereto**

  Motion read by Councilor Ringius:

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

  Call of the Local Special Election, September 26, 2020

  IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, THE TOWN OF BRAINTREE IS HERBY REQUIRED TO NOTIFY AND WARN THE INHABITANTS OF SAID TOWN WHO ARE QUALIFIED TO VOTE IN THE STATE PRIMARY ELECTION ON SATURDAY, SEPTEMBER 26, 2020 from 7:00am to 8:00pm, TO VOTE AT THE POLLING PLACES IN THEIR RESPECTIVE PRECINCTS TO CAST THEIR VOTES FOR THE FOLLOWING PURPOSES:
  To cast their votes in the Local Special Election on the official ballot for the following ballot questions: Question 1: New South Middle School, Question 2: Replacements of School Roofs, Question 3: Braintree High School Feasibility Study and Question 4: Enhancing School Security Measures

  Motion: by Councilor Ringius to approve Order 20 053
  Second: by Councilor Ryan
  Roll Call Vote: For (9 – Boericke, Connors, Flaherty, Hume, Mackin, O'Brien, Ringius, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

President Hume asked is there a motion for the following to be referred to Committee(s):

<u>Refer to the Committee on Ordinance & Rules</u>

- 20 044 Mayor: Amendment to Town Zoning Map—General Business District (Liberty and Grove Streets) or take up any action relative thereto

  Motion made by Councilor Ringius to refer to the Committee on Ordinance & Rules Town Council Order 20 044 Mayor: Amendment to Town Zoning Map—General Business District (Liberty and Grove Streets) or take up any action relative thereto

  Motion: by Councilor Ringius to refer to the Committee on Ordinance & Rules Town Council Order 20 044
  Second: by Councilor Ryan
  Roll Call Vote: For (9 – Boericke, Connors, Flaherty, Hume, Mackin, O'Brien, Ringius, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

Refer to the Committee of Ways & Means

- 20 045 Mayor: Request for Appropriation - CPA funds for the land purchase at Liberty and Grove Streets or take up any action relative thereto

  Motion made by Councilor Ringius to refer to the Committee of Ways & Means Town Council Order 20 045 Mayor: Request for Appropriation - CPA funds for the land purchase at Liberty and Grove Streets or take up any action relative thereto

  Motion: by Councilor Ringius to Refer to the Committee of Ways & Means Town Council Order 20 045
  Second: by Councilor Ryan
  Roll Call Vote: For (9 – Boericke, Connors, Flaherty, Hume, Mackin, O'Brien, Ringius, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

- 20 049 Mayor: Acceptance of Donations or take up any action relative thereto

  Motion made by Councilor Ringius to refer to the Committee of Ways & Means Town Council Order 20 049 Mayor: Acceptance of Donations or take up any action relative thereto

  Motion: by Councilor Ringius to Refer to the Committee of Ways & Means Town Council Order 20 049
  Second: by Councilor Ryan
  Roll Call Vote: For (9 – Boericke, Connors, Flaherty, Hume, Mackin, O'Brien, Ringius, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

- 20 050 Mayor: Request for Appropriation –Archie T. Morrison Elementary School-Outdoor Classroom or take up any action relative thereto

  Motion made by Councilor Ringius to Refer to the Committee of Ways & Means Town Council Order 20 050 Mayor: Request for Appropriation –Archie T. Morrison Elementary School-Outdoor Classroom or take up any action relative thereto

  Motion: by Councilor Ringius to Refer to the Committee of Ways & Means Town Council Order 20 050
  Second: by Councilor Ryan
  Roll Call Vote: For (9 – Boericke, Connors, Flaherty, Hume, Mackin, O'Brien, Ringius, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

- 20 054 Mayor: Transportation Infrastructure Enhancement Trust Fund or take up any action relative thereto

Motion made by Councilor Ringius to Refer to the Committee of Ways & Means Town Council Order 20 054 Mayor: Transportation Infrastructure Enhancement Trust Fund or take up any action relative thereto

Motion: by Councilor Ringius to Refer to the Committee of Ways & Means Town Council Order 20 054
Second: by Councilor Ryan
Roll Call Vote: For (9 – Boericke, Connors, Flaherty, Hume, Mackin, O'Brien, Ringius, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

Refer to the Committee on the Department of Public Works

- 20 051 National Grid Petition: Argyle Road or take up any action relative thereto.

Motion made by Councilor Ringius to Refer to the Committee of Ways & Means Town Council Order 20 051 National Grid Petition: Argyle Road or take up any action relative thereto

Motion: by Councilor Ringius to Refer to the Committee of Ways & Means Town Council Order 20 051
Second: by Councilor Ryan
Roll Call Vote: For (9 – Boericke, Connors, Flaherty, Hume, Mackin, O'Brien, Ringius, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

- 20 052 National Grid Petition: River, Railroad, Hooker Streets or take up any action relative thereto.

Motion made by Councilor Ringius to Refer to the Committee of Ways & Means Town Council Order 20 052 National Grid Petition: River, Railroad, Hooker Streets or take up any action relative thereto

Motion: by Councilor Ringius to Refer to the Committee of Ways & Means Town Council Order 20 052
Second: by Councilor Ryan
Roll Call Vote: For (9 – Boericke, Connors, Flaherty, Hume, Mackin, O'Brien, Ringius, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

Councilor O'Brien asked for an explanation on why item 20 045 was referred without CPC meeting to approve these funds yet.
Nicole Taub explained Attorney Goldrosen and I decided this is appropriate since it is an administrative function of referring Order 20 045 to committee.

Topics the Chair does not reasonably anticipate will be discussed

UPCOMING MEETINGS:
Next Council Meeting scheduled on: **Tuesday, August 4, 2020 @7:30pm**

ADJOURNMENT
It was unanimously voted by roll call vote to adjourn the meeting at 9:32p.m.

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

Meeting Documents

- Minutes of June 2, 2020
- 20 042 Town Clerk: Proposal to Create Election Voting Centers or take up any action relative thereto
- 20 044 Mayor: Amendment to Town Zoning Map—General Business District (Liberty and Grove Streets)
- 20 046 Town Clerk: Designation of Early Voting Site, Days and Hours or take up any action relative thereto
- 20 047 Town Clerk: Designation of Early Voting Central Tabulation Facility or take up any action relative thereto
- 20 048 Town Clerk: Call of the State Primary Election - September 1, 2020 or take up any action relative thereto
- 20 049 Mayor: Acceptance of Donations or take up any action relative thereto
- 20 051 National Grid Petition: Argyle Road or take up any action relative thereto.
- 20 052 National Grid Petition: River, Railroad, Hooker Streets or take up any action relative thereto.
- 20 053 Town Clerk: Call of the Local Special Election – September 26, 2020 or take up any action relative thereto

Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Charles C. Kokoros
Mayor

781-794-8100

MEMORANDUM

To: Shannon L. Hume, President of the Council
Sue Cimino, Clerk
James Casey, Town Clerk

From: Charles C. Kokoros, Mayor CCK

CC: Nicole I. Taub, Chief of Staff and Director of Operations
Edward Spellman, Director of Municipal Finance
James Arsenault, Public Works Director
Daryn Brown, Director of Golf operations

Date: August 3, 2020

Re: FY 2020 Year End Line Item Transfers

President Hume, Clerk Cimino and Clerk Casey,

As we close out the Fiscal Year 2020, we have identified two departments that need line item transfers from programs within their departments to close out the fiscal year.

First, the Finance Division debt service program requires a transfer from the "Debt Principal" program, "Bond Principal" line to the "Debt Interest" program, "Bond Interests" line in the amount of $36,861. Estimates for interest expense are made in January, with the actual sale of the debt occurring in June. For FY20, program transfers are necessary to adjust for the difference between the original budget estimates and the value of the debt sales. This request does not require an additional appropriation and instead seeks to transfer unspent funds from another program within the Finance Budget. For similar reasons, the Golf Enterprise Fund "Bond Principal" program, "Bond Principal" line item requires a transfer from the "Building Maintenance" program, "Lighting" account in the amount of $3,000.00 to cover the total costs of bond principal for FY20. This request does not require an additional appropriation and instead seeks to transfer unspent funds from another program within the Golf Enterprise Fund.

Finally, the Golf Enterprise Fund requires a transfer from the "Turf Maintenance" program, "Labor Custodian" line to the "Food Service" program, "Food Supplies" line in the amount of $37,594.00 due to the facility's unanticipated closure in March 2020 as a result of COVID-19 and the costs associated with event cancellations during the closure. FY20 is the first full year in which the Town has been responsible for management of the food and beverage service at the Golf Course. The original budgeted amounts were based on estimates from the prior partial year's service; however, due to an increased demand for food and beverage sales (resulting in an increase in profits from the same), additional funding in the program is required. In early 2020, the Golf Course was anticipating the need for a supplemental appropriation due to an increased demand in food service operations; however, due to the closure and cancellation of events, the additional appropriation was not requested and the transfer is required in order to close out the fiscal year. This request does not require an additional appropriation and instead seeks to transfer unspent funds from another program within the Golf Enterprise Fund.

Since opening for food service in June 2020, as allowed by the Governor's Orders, demand for food and beverage has continued to increase and revenues are now trending up. Even with the current restrictions limiting tee times and reducing golfer traffic, a review of revenues for July 2020 shows an increase of 18% over July 2019. Additionally, events and tournaments that were cancelled due to COVID-19 have begun to reschedule and will further support the food and beverage program at the Golf Course.

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

1. Finance Division

Motion: That the sum of $36,861 be transferred from Municipal Finance / Debt Principal program 50 / Bond Principal account to be transferred to the Municipal Finance / Debt Interest program 51 / Bond Interest account.

2. Golf Enterprise

Motion: That the sum of $37,594 be transferred from the Golf / Turf Maintenance program 04/ Labor Custodian account to Golf/ Food Service program 07/ Food Supplies line item and $3,000 be transferred from Golf / Building Maintenance program 02/ Lighting Account to Golf/ Bond Principal program 50 / Bond Principal account.

Since these requests involve the appropriation of funds within the fiscal year 2020 budget, advertising and a public hearing is required under the sections 2-9 and 6-7 of the Town Charter.

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. (Appointments are subject to Rule Two: Appeals from Decision of the President).

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Rule Eight: Clerk and Employees¶
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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.

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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.

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In case of a tie in votes on any proposal, the proposal shall be considered lost.¶
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Rule Sixteen: Division of a Question¶
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On demand of any member, a question under consideration covering two or more points shall be divided where the question permits of such division.

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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.

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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 left at his/her usual dwelling place, at least forty-eight (48) hours before the time of such meeting.

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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.¶
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Rule Thirty: 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.

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. 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.

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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.

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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-Six: Anonymous Communications

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Unsigned communications shall not be introduced in the Council.

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Rule Thirty-Seven: 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) 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

EDUCATION/LIBRARY to consist of three (3) members

PERSONNEL ISSUES to consist of three (3) members

TRAFFIC & SAFETY 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.

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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 *Education and Library Committee* may consider and report on all matters relating to the educational and library 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 *Traffic and Safety Committee* to consist of three (3) members or their designees as follows; the Chair of Public Safety, Chair of Ordinance & Rules, and the Chair of Public Works. The Traffic and Safety Committee may consider and report upon those matters relating to traffic and safety and any other matters referred to it by the Council or Council President. (Passed in Council - December 6, 2016)

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. (Passed in Council April 25, 2017)

Rule Thirty-Eight: Attendance of Councilors at Public Meetings

The attendance of a Councilor at a committee meeting or at a meeting of another board, committee or commission or like entity of the Town shall be in his/her capacity as the representative of his/her constituency and shall not be counted or constituted as part of a quorum of the Council, unless the Council has called for and convened a meeting of the Council in accordance with the Town Charter, Rules of the Council or other provisions of applicable law.

Rule Thirty-Nine: 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: 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-One: 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-Two: Committee Reports

Every committee of the Council to which any subject may be referred, shall report thereon to the Council.

Rule Forty-Three: 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.

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Rule Forty-Four: 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-Five: 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-Six: 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-Seven: Reference to Committees

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

Rule Forty-Eight: 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 Forty-Nine: 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. This request shall be in writing and approved by the Council President. If rejected by the Council President it may be voted on at the next Town Council meeting and require 2/3rds vote of the Council.

Rule Fifty: 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-One: 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-Two: 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.

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Rule Fifty-Three: 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-Four: 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-Five: 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-Six: Communications from Mayor

A list of the communications from the Mayor with their subject matter to be submitted to the Council shall be distributed at least two (2) business days before the Council meeting to every Town Councilor.

Rule Fifty-Seven: Council Expression

The Council President or Vice President is authorized to convey the expression of interest shown by the Council on all occasions affecting its members and their families.

Rule Fifty-Eight: Notification of Committee Meetings

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

Rule Fifty-Nine: 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 Sixty: 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-One: 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-Two: Adoption of Rules

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

Moved up [3]: Rule Forty-Seven: 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.

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Rule Sixty-Three: 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-Four: 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-Five: 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 $1,000 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.

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Rule Fifty-Six: Adoption of Rules¶
¶
These rules will be reviewed and adopted within 90 days after the first Council Meeting in every even year.¶

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Deleted: (Passed in Council – January 5, 2016)

Deleted: Rule Sixty: Resolution – Town Council Reorganization¶
¶
Be it Resolved this day January 5, 2016 that the process of the Town Council re-organization will not be encumbered by the standing tradition of automatically elevating its Vice President to President.¶
Resolve that the de-facto standard of electing a, President in waiting, 2 years in advance be modified and revised, And...¶
Resolve that because the informal tradition of Town Council re-organization was never formally considered, through Council Rules, or Charter that it be addressed formally now this day January 5, 2016, And… ¶
Resolve that the re-organization process shall be open to all Council members to nominate their candidate of choice, And…¶
Resolve this open process become effective immediately this day January 5, 2016 and recorded in the Town Council Rules and Charter, as appropriate. (Passed in Council – January 5, 2016)¶

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Clerk Cimino,

Please file along with sending to the Chair and members of the Ordinance & Rules committee in reference to Council Rules.

Chairman Ringius,

Thank you for reviewing the Council Rules in accordance with Rule Fifty Six: Adoption of Rules and making the Council aware of your time-line. Please accept this opinion as a result of reviewing the updated rules provided with the April 7, 2020 Town Council Meeting documents. These comments assume the Council Rules dated March 2020 in hand; I did not feel it necessary to enclose it in it's entirety:

1). Rule Four - I find the changes "continue to" and "in the presence…" to be confusing as to the President's ability to opine. Since I could find no previous or other reference to the Presidents ability to opine, this Rule seems to introduce that. My opinion is either reword the paragraph to ensure there is no confusion that the President may opine to the "current" "or "Substitute Chair". Or, perhaps, the President's ability to opine could be included as a new rule and I would ask for consideration to include the President sitting as ex-officio; I feel it meaningful but missing in our rules. Robert's Rules does allow this to be defined by us.

2). Rule Fifteen - It is greatly appreciated that "present" is now included in this Rule. However, the yeah's (aye) and nay's (proper Viva Voce voting) are missing. Later in the Rules document, Rule Nineteen introduces yeah and nay but excludes the "yes, no, etc." options listed in Rule Fifteen.

3). Rule Thirty-Three (and/or Rule Thirty-Four)— I've redrafted (attached) as I feel it essential documents are provided upon **introduction** of measures; something our previous Mayor habitually ignored even after several council members strongly requested behavior change.

But I actually would like consideration of language which I titled Rule 59 when I drafted this last calendar year. Rule 59 was never actually introduced because I was advised that the former Chief of Staff was *going to be more complaint*; but compliance was short-lived. See the attached document titled "Rule 59 - Council Business Pre-Filing".

4). Rule Fifty-Two - Doesn't Rule 52 conflict with Rule 35? One example is presentation length. I'm not certain Rule 52 is necessary.

5). Rule Fifty-Six - The communication distribution should be listed as two (2) "business days" (or other language as seen fit).

6). Rule Fifty-Nine - There was some discussion in the "halls of the chamber" about modifying the "newspaper" publication requirement since newspaper circulation has been greatly reduced. I found this on the AG's website for open meeting requirements;

"Local public bodies are required to post notices in a manner conspicuously visible to the public at all hours in or on the municipal building in which the clerk's office is located. This may be a bulletin board, an electronic display, or a binder. As an alternative method of notice, a municipality may adopt a website as the official notice posting method for all the public bodies within the municipality, and must notify the Attorney General's Office in writing of the website's address. Municipalities that have not adopted websites are noted in the spreadsheet as posting a "physical notice.""

We (like some of the other 351 cities and towns) could take advantage of this requirement and save the Council potentially $17k (See Council's FY2020 advertising budget). This is easily accomplished by having the Council Clerk notify the Executive Branch of our desire to change and, once authorized, a simple notice in writing to the AG is all the Town has to do.

Rule Sixty-Three - What do you mean by "upon review" at the end of the last sentence? Is it as-it-relates to the Clerk authorizing bills? It's confusing…

Rule Sixty-Five - I object to the reduction of the current authorization from $2,500 to $1,000. While I admit I do not always submit my bills and I MAY be a rare politician without a committee, I do submit bills. Since I don't have a committee, my expenses are out of my personal pocket and I don't understand the intent behind this reduction.

Rule 59 - Pre-filing of Town Council Business

(a) At any time between regular Town Council sessions, but no later than ten (10) days before the beginning of a regular session, measures including proposed ordinances, appropriation orders, loan authorizations, or any other measures in general, must be pre-filed with the Town Clerk and Clerk of the Council for introduction at the next Town Council session. However, no measure shall be pre-filed between final adjournment of the last regular session of a legislative term and promulgation of the returns of the Town Election for members of the Council for the next succeeding term. After promulgation of the election returns, any member-elect or the executive branch may then pre-file measures for introduction at the next regular session.

(b) No measure shall be pre-filed without the complete measure including all supporting documentation being set forth in full in the filing. Summarized measures will be rejected and sent back to the original author.

(c) The author of a pre-filed measure may amend the measure at any time prior to introduction to the Town Council by written request to the Town Clerk. In such case, the Town Clerk shall accept the amendment but will be required to once again begin the pre-filing time-line.

(d) The author of a pre-filed measure may withdraw it at any time prior to introduction to the Town Council by written request to the Town Clerk and Clerk of the Council. In such case, the measure shall be reclaimed from the Council and its withdrawal with be entered on the Town Council Agenda.

From: Cimino, Susan M.
To: Sciascia, Steven
Cc: Hume, Shannon L.
Subject: RE: Council Rules amendment
Date: Wednesday, August 26, 2020 8:42:00 AM
Attachments: image001.png

Steve,

I have just begun training on the new Munis system. I believe there is a way to just email an expenditure report without actually having to print it out. My suggestion would be to email an expenditure report directly to towncouncil@braintreema.gov (within 60 days)… It is very random when I enter bills. It would be easier to just send along via email instead of including with an agenda.

"A list of all expenditures of funds by the Council will be created within 60 days of the approval of the expenditure. Once created the list will be forwarded to all Council members."

DELETE - published accompanying the agenda for the next regularly scheduled Council meeting."

Let me know what you think. I am open to discussion.

Thank you,
Sue

Susan M. Cimino
Clerk of the Council
TOWN OF BRAINTREE
One JFK Memorial Drive
Braintree, MA 02184
781-794-8152

From: Sciascia, Steven
Sent: Tuesday, August 25, 2020 8:14 PM
To: Cimino, Susan M. <scimino@braintreema.gov>
Cc: Hume, Shannon L. <SHume@braintreema.gov>
Subject: Council Rules amendment

Sue,

Back when O&R was discussing the rules we talked briefly about publishing the expenses

approved by the Council (particularly the reimbursements for Councilors) and we agreed that I would just propose it as an amendment. I wanted to run it by you first since you would be the one that gets stuck with the extra work.

"A list of all expenditures of funds by the Council will be created within 60 days of the approval of the expenditure. Once created the list will be published accompanying the agenda for the next regularly scheduled Council meeting."

Would something like that work for you?

Thanks a lot.

Steve Sciascia
Town Council, District 2
781-794-8272
ssciascia@braintreema.gov

#20-058

Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Charles C. Kokoros
Mayor

781-794-8100

To: Shannon L. Hume, President of the Council
Susan Cimino, Clerk of the Council
James Casey, Town Clerk

From: Charles C. Kokoros, Mayor CCK

CC: Nicole I. Taub, Chief of Staff and Director of Operations
Christine Stickney, Director, Planning and Community Development
Kelly Phelan, Conservation Planner, Planning and Community Development

Date: August 19, 2020

Re: Braintree Historic Inventory 2020 Project

RECEIVED TOWN CLERK
BRAINTREE, MA
2020 AUG 25 PM 1:23

President Hume, Clerk Cimino, Clerk Casey,

At the February 10, 2020 meeting of the Community Preservation Committee, the Committee voted unanimously to recommend the appropriation of Community Preservation Act funds for the completion of a historic survey to review and document approximately one hundred and twenty (120) properties throughout the Town of Braintree in conformance with the Massachusetts Historic Commission requirements.

The first phase of the project will include identification of the properties for surveying. A complete list of eligible properties is attached for your review.

The Town applied for and received a matching grant in the amount of $15,000.00 from the Massachusetts Historic Preservation Project Fund that will be used in addition to the appropriation requested herein to perform the survey. The Braintree Historic Commission is taking a proactive approach to document as many of the oldest structures throughout the Town as part of their overall preservation efforts.

A copy of the Community Preservation Act application submitted is attached.

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

#20-058

MOTION: That in accordance with the provisions of Chapter 44B of the General Laws and with the recommendation of the Community Preservation Committee, the appropriation of $30,000 from the CPA Historic Resource Fund for the Braintree Historic Inventory 2020 Project conditional on the funds expended under the Community Preservation Committee and the Director of Planning and Community Development.

RECEIVED TOWN CLERK
BRAINTREE, MA
2020 AUG 25 PM 1:23

Community Preservation Application

Historic Resources Survey

2020

BRAINTREE COMMUNITY PRESERVATION COMMITTEE
2018 -2019 APPLICATION FORM

Project Name Historic Resources Survey 2020

Project Location Various

Assessors' Plan and Plot Various

Recorded at N/A Book__Page

Category (check all that apply):

____Open Space Number of acres in parcel _____

____Recreation Number of acres in parcel _____

_X_Historic Preservation

____Affordable Housing Number of proposed housing units _____

CPA Funding requested: $ 30,000

Fiscal Year Request:
2018 $ _____ 2019 $ _____

2020 $ 30,000

Expected annual operational/maintenance cost to the town after completion of project:
$_____(Include narrative explaining)

Project Sponsor/Organization: Historical Commission

Contact: Elizabeth Mees

Address: 1 JFK Memorial Drive, Braintree, MA 02184

Day-time Phone #: 781·669·0530 E-Mail: emees@braintreema.gov

Applicant's Signature _____

Date Submitted Jan 24, 2020

1.0 Executive Summary

The request before the Community Preservation Committee is for funds to update outdated and insufficient historic survey forms for 120 properties. The Town of Braintree has been invited by the Massachusetts Historical Commission (MHC) to submit an application for matching grant funds to support this project.

1.1 Statement of Need:

In 1995 the Braintree Historical Commission contracted with Claire W. Dempsey to develop recommendations for survey and other preservation activities for the Historical Commission to undertake. The Dempsey report made five recommendations, the first of these was to update roughly 125 individual building survey forms and three area survey forms that were completed in the 1960s and 70s. The properties covered by these inadequate forms represent some of the oldest properties in town.

1.2 Cost Benefit Analysis:

Braintree has applied for a matching grant from the MHC to complete this survey effort. The MHC grant, if awarded, will reimburse 50% of the project cost.

2.0 Project's Scope and Cost:

The project involves the update of individual building survey forms for up to 120 historic properties throughout Braintree.

The Massachusetts Historical Commission effectively caps the cost of completion of inventory forms at $250 per building. The MHC grant is capped at $30,000, which will fund the completion of inventory forms for 120 buildings.

3.0 Multi-Year Project

This is not a multi-year project.

4.0 Benefits Town of Braintree and Promotes CPA Goals and Objectives

This project meets the following historic preservation goals:
Goal 1 – Protecting historical resources, especially those that are threatened
Goal 3 – Recognizing, preserving, and enhancing the historic heritage and character of the Town for current and future generations.

5.0 Letters of Support

N/A

6.0 Similar Projects in Other Communities

Year	Town	Description	Cost
2018	Agawam	Historical Inventory Update	$80,000
2019	Grafton	Historical and Cultural Resources Inventory	$30,000
2016	West Newbury	Inventory of Historical Properties	$25,000

7.0 Multiple Projects Requests

N/A

8.0 Detailed Project Budget and Project Timeline

8.1 Project Budget

Total project cost	Inventory of 120 buildings at $250 per building	$30,000.00
Town share	Excluding MHC grant	$30,000.00
MHC share	Reimbursable after completion	$15,000.00

8.2 Project Timeline

Date	Activity
February 07, 2020	Submit MHC Grant Application
January 27, 2020	Submit CPA Application
March 11, 2020	MHC Grant Award
May 2020	Award inventory contract
February 2012	Project complete

9.0 Operation/Maintenance

N/A

10.0 Administrative and Financial Capabilities

N/A

11.0 Property Encumbrances

None

12.0 Legal Contingencies

N/A

13.0 CPC Meeting Representation

14.0 Copy of Deed of Property

N/A

Inventory #	Historic Name	Street Address	Town	Construction Year
		131 Adams St	Braintree	1800
		27 Allen St	Braintree	1800
		105 Arthur St	Braintree	1800
BRA.55		14 Central St	Braintree	c 1800
BRA 101	Whittey, Luce House	36 Central Ave	Braintree	1870
		64 Church St	Braintree	1800
		13 Claremont	Braintree	1800
BRA.53	Vinton, Dea. Josiah Jr. House	135-137 Commercial St	Braintree	c 1830
BRA.54	Pratt, Edward - Jordan, Peleg House	140 Commercial St	Braintree	c 1805
BRA.17	Soper, Maj. Edmund House	170 Commercial St	Braintree	1772
BRA.57		176-178 Commercial St	Braintree	r 1820
BRA.58	Vinton, Josiah House	179 Commercial St	Braintree	1795
BRA.16	Vinton, Thomas House	196 Commercial St	Braintree	c 1800
BRA.15	Salisbury, Ambrose House and Tavern	221 Commercial St	Braintree	c 1800
BRA.60	Stetson, Caleb - Stetson, Maj. Ames House	253-255 Commercial St	Braintree	c 1830
BRA.59		303-305 Commercial St	Braintree	c 1800
BRA.61	Bowditch, William House	318 Commercial St	Braintree	c 1800
BRA.62	Allen, Jacob House	400 Commercial St	Braintree	1777
BRA.63	French, Gideon House	495 Commercial St	Braintree	c 1788
BRA.64	Allen, Richard Hall House	524 Commercial St	Braintree	c 1832
BRA.65	Veasie, Silas House	550 Commercial St	Braintree	c 1788
BRA.95	Faxon, Elishib House	107 Common St	Braintree	c 1730
BRA.3	Thayer, Jechonias - Reed, Edward House	216 Elm St	Braintree	c 1835
		503 Elm St	Braintree	1,802.00
		507 Elm St	Braintree	1,802.00
		57 Elmwood Park	Braintree	1,800.00
		130 Franklin	Braintree	1,800.00
BRA.71	White, Mehitable House	370 Franklin St	Braintree	c 1800
		34 Glendale	Braintree	1,800.00
BRA.70	Holbrook, Abel House	615 Granite St	Braintree	c 1800
BRA.56	Cushing, O. House	31 Hancock St	Braintree	r 1850
		47 Hancock	Braintree	1,800.00
		55 Hancock	Braintree	1,820.00
		345 Hancock	Braintree	1,820.00
		71 Hayward	Braintree	1770
		72-74 Hobart St	Braintree	1700
		83 Hobart Ave	Braintree	1,800.00
BRA.41	Hayward, Jonathan House	131 Howard St	Braintree	c 1810
		21 Hillside	Braintree	1,800.00
		11 Jersey St	Braintree	1,780.00
		59 Liberty St	Braintree	1,800.00
BRA.38	Thayer, James Eliphez House	467 Liberty St	Braintree	c 1832
BRA.39	Thayer, Dea. Eliphez House	475 Liberty St	Braintree	1793
		509 Liberty St	Braintree	1800
BRA.45	Thayer House	930 Liberty St	Braintree	1770
BRA.5	Nash, Frances - Penniman, Ezra House	1006 Liberty St	Braintree	c 1693
BRA.46	Wild, Jonathan House	1070 Liberty St	Braintree	c 1800
BRA.48	Thayer, Uriah House	1300 Liberty St	Braintree	c 1800
		1584 Liberty	Braintree	1,780.00
BRA.49	Belcher House	1748 Liberty St	Braintree	c 1800
BRA.90	Penniman, Barzellia House	288-290 Middle St	Braintree	c 1832
BRA.42	Thayer, John Hollis House	144 Middle St	Braintree	c 1828
BRA.43	Thayer, Gideon House	374 Middle St	Braintree	r 1780
BRA.31	Thayer, Dea. Nathaniel Emmons House	391 Middle St	Braintree	c 1803
BRA.33	Thayer, Gideon House	424 Middle St	Braintree	c 1798
BRA.35	Hollis, Capt. John House	437 Middle St	Braintree	1804
BRA.34	Harris, Ruell and Daniel A. House	442 Middle St	Braintree	c 1828
BRA.36	Hollis, Elisha House	516 Middle St	Braintree	1834

BRA.92	Thayer, John House	536 Middle St	Braintree	c 1770
BRA.37	Wild, Levi House	550 Middle St	Braintree	c 1816
BRA.93	Thayer, Gideon House	631 Middle St	Braintree	c 1800
BRA.94	Thayer, Samuel White House	127 Peach St	Braintree	1783
		147 Peach St	Braintree	1800
BRA.40	Hollis - Hunt, N. H. House	46 Plain St	Braintree	r 1780
		30 Pond St.	Braintree	1,800.00
BRA.66	Penniman, Thomas House	230 Pond St	Braintree	1825
BRA.67	Thayer, Josiah House	279 Pond St	Braintree	c 1832
BRA.29	Jones, Elija House	289 Pond St	Braintree	r 1775
BRA.68	Penniman, Thomas Ona House	305 Pond St	Braintree	c 1832
BRA.69	Penniman, Stephen House	333 Pond St	Braintree	c 1800
		1 Proctor Rd	Braintree	1,720.00
BRA.47	Belcher House #1	60 Proctor Rd	Braintree	r 1715
BRA.7	Sampson, Ezra Weston - Bowditch, Alden House	18 Quincy Ave	Braintree	1796
		130 Quincy Ave	Braintree	1820
BRA.9	Loring, Judson House	214 Quincy Ave	Braintree	c 1830
		268 Quincy Ave	Braintree	1800
		37 River St	Braintree	1800
		20 Rose Ave	Braintree	1800
		107 School St	Braintree	1820
BRA.87	White, Elihu Building	6 Shaw St	Braintree	c 1840
BRA.85	Clark, Peter House	10 Soper House Ln	Braintree	1749
BRA.86	White, Gen. Freeman White	43 South St	Braintree	c 1800
		32 Summer St	Braintree	1,820.00
BRA.72		7 Thayer Pl	Braintree	r 1780
BRA.13	Torrey, Dr. Noah House	25-27 Thayer Pl	Braintree	c 1800
		76 Tremont St	Braintree	1,800.00
BRA.6	White, Peregrine House	310 Tremont St	Braintree	1663
BRA.91	Hollis, Joseph House	236-238 Middle St	Braintree	c 1820
		294 Union St	Braintree	1,800.00
BRA.32	Thayer, William Sturgis House	306 Union St	Braintree	r 1840
		332 Union St	Braintree	1760
BRA.18	Penniman, William House	335 Middle St	Braintree	c 1824
BRA.30	Thayer, Harvey House	404 Union St	Braintree	c 1830
BRA.88	Penniman, Elijah House	510 Union St	Braintree	c 1825
BRA.89		590 Union St	Braintree	c 1825
BRA.96	Sherman, R. House	235 Washington St	Braintree	c 1830
BRA.28	Thayer, Elisha Strong House	259 Washington St	Braintree	c 1828
BRA.27	Thayer House	271 Washington St	Braintree	c 1828
BRA.26	Hollis, Caleb House	285 Washington St	Braintree	1832
		286 Washinton St	Braintree	1,820.00
BRA.25	Thayer House	317 Washington St	Braintree	c 1750
		435 Washington St	Braintree	1,800.00
BRA.24	Wild, Col. Otis - Hollis, Josiah Webster House	460 Washington St	Braintree	c 1829
BRA.23	Dearing, Dr. Thomas Haven House	469-471 Washington St	Braintree	r 1850
BRA.73	Hobart, John A. - Hollis, Thomas Quincy House	485-487 Washington St	Braintree	r 1840
BRA.22	Penniman, Daniel House	555 Washington St	Braintree	1804
BRA.74	Hayden, Zebah House	572 Washington St	Braintree	1777
BRA.97	Holbrook, James House	575 Washington St	Braintree	c 1852
BRA.21	Dearing, M. A. House	589 Washington St	Braintree	c 1800
BRA.75	Hayden, Albert House	595 Washington St	Braintree	c 1850
BRA.76	Hayden, Oliver House	601 Washington St	Braintree	c 1820
BRA.77		625 Washington St	Braintree	c 1850
BRA.109	Hobart, Elisha House	691 Washington St	Braintree	c 1840
BRA.110	French, Samuel Strong House	700 Washington St	Braintree	1840
BRA.20	Wild, Dr. Jonathan - Thayer, Gen. Sylvanus House	714 Washington St	Braintree	1810
BRA.2	French, Asa House	766 Washington St	Braintree	1699
BRA.1	Thayer, Gen. Sylvanus Birthplace	786 Washington St	Braintree	1720

BRA.124	Bishop, William A. House	823 Washington St	Braintree	1852
BRA.122	Beal, Nelson House	826 Washington St	Braintree	1860
BRA.123	Porter, Edward House	832 Washington St	Braintree	1849
		931 Washington St	Braintree	1800
		962 Washington St	Braintree	1800
BRA.14	Mansfield, Warren Gun Carriage Factory Paint Shop	1025 Washington St	Braintree	c 1863
		1031 Washington St	Braintree	1735
		1039 Washington St	Braintree	1750
BRA.11	Wild, Elisha House	1074 Washington St	Braintree	c 1800
BRA.12	Matthews, Rev. Lyman House	1090 Washington St	Braintree	c 1830
BRA.4	Hollis Institute	1091-1093 Washington St	Braintree	c 1842
BRA.79		1131 Washington St	Braintree	c 1840
BRA.80		1139 Washington St	Braintree	c 1850
BRA.81		1151 Washington St	Braintree	c 1820
BRA.82	Dyer, L. L. House	1291 Washington St	Braintree	c 1840
BRA.19	Dyer, Capt. Isaac House	1307 Washington St	Braintree	c 1810
		1310 Washington St	Braintree	1770
		1318 Washington St	Braintree	1,800.00
BRA.10	Dyer, Peter House	1430 Washington St	Braintree	1780
BRA.50		1650 Washington St	Braintree	
BRA.51	Holbrook, Capt. John House	1851 Washington St	Braintree	r 1780
BRA.52	Holbrook, Dea. Elisha House	2106 Washington St	Braintree	c 1820
BRA.44	Vinton, Capt. John House	305 West St	Braintree	c 1800