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, May 6, 2020

Starting Time – 6:00p.m.

REMOTE via Zoom Webinar

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 below to join the webinar:
https://us02web.zoom.us/j/83888796760

Telephone: +1 646 558 8656 or +1 312 626 6799
Webinar ID: 838 8879 6760

1. Roll Call

2. Approval of Minutes
   - None

3. Old Business
   - None

4. New Business
   - 20 038 Mayor: FY2021 Operating Budget or take up any action relative thereto

APPENDIX F	Pages
Golf®	107-115
Law	17-18
Mayor's Office	4-6
Finance Programs	7-16

   - 20 039 Mayor: FY2021 Budget – Community Preservation Committee or take up any action relative thereto **(Presented by Planning Department/Christine Stickney on May 18) TABLE TO MAY 18**

- 20 040 Mayor: FY2021 Budget - Revolving Accounts or take up any action relative thereto
  (Revolving Accounts will be presented on the date Department Head presents Budget)

5/5	Library®	(R3, R4)
5/6	Golf®	(R8)
5/7	Department of Public Works® - Recycling	(R5, R6)
5/18	Dept. of Elder Affairs®	(R1)
5/18	Municipal Licenses & Inspections®	(R2)
5/19	Education®	(R7)

Adjournment

FY2021 BUDGET REVIEW SCHEDULE

Dept. #	Department/Programs	DATE* (May)	TIME* (PM)	PRESENTERS
	FY2021 Revenue Forecast Overview	5	6:00	Nicole Taub
161	Town Clerk	5	6:30	James Casey
152	Human Resources	5	7:00	Karen Shanley
610	Library®	5	7:30	Terri Stano
111	Town Council	5	8:00	Susan Cimino
610	Golf®	6	6:00	Daryn Brown
151	Law	6	6:30	Nicole Taub
121	Mayor's Office	6	7:00	Nicole Taub
133	Finance Programs	6	7:30	Edward Spellman
400	Public Works Department®	7	6:00	James Arsenault
436	Sewer	7	7:00	James Arsenault
438	Water	7	7:30	James Arsenault
640	Storm Water	7	8:00	James Arsenault
220	Fire	11	6:00	James O'Brien
210	Police	11	7:00	Mark DuBois
350	Blue Hill Regional High School	13	6:00	Michelle Resendes
541	Department of Elder Affairs®	18	6:00	Sharmila Biswas
241	Municipal Licenses and Inspections®	18	6:15	Marybeth McGrath
175	Planning and Community Development	18	6:45	Christine Stickney
300	Education®	19	6:00	Frank Hackett
	Departmental Call Backs	**26/27**	**6:00**	
	TOWN COUNCIL/ANNUAL TOWN MEETING	**June 2**	**7:00**	

*Dates and Times are tentative and are subject to change. All participants are requested to appear at least 30 minutes prior to their scheduled time.

®Includes Revolving Fund Accounts

Rev. 4– 4/27/2020

MOTIONS FOR TOWN COUNCIL APPROVAL OF FISCAL YEAR 2021 OPERATING BUDGET

1. That the Town of Braintree raise and appropriate the sum of $143,370,197 to provide for all of the expenses for the maintenance and operation of the Town's several departments and programs for the fiscal year 2021 and that the several sums herein set forth are hereby approved for the several purposes and are subject to the source of funding for said expenditures as outlined on the attached Exhibit A, specifically, that the sum of $100,126 be transferred from Golf Course receipts, the sum of $250,000 be transferred from the Overlay Surplus account, the sum of $9,700 be transferred from the Waterways Improvement fund, the sum of $22,000 be transferred from the Sale of Cemetery Lots, the sum of $832,994 be transferred from Water and Sewer receipts, the sum of $33,606 be transferred from Stormwater receipts, the sum of $1,300,000 to be transferred from the Town owned land account, the sum of $2,353,041 be transferred from the FY 2019 Certified Free cash and the balance to be raised in the tax levy.

2. That the Town of Braintree appropriate the sum of $1,970,153 to provide for all of the expenses for the maintenance and operation of the Town's Golf Course and related programs for the fiscal year 2021 and that the several sums herein set forth are hereby approved for the several purposes as outlined on the attached Exhibit A, specifically, and that the sum of $1,970,153 be raised in the Golf Course receipts.

3. That the Town of Braintree appropriate the sum of $20,911,856 to provide for all of the expenses for the maintenance and operation of the Town's Water and Sewer Division and related programs for the fiscal year 2021 and that the several sums herein set forth are hereby approved for the several purposes as outlined on the attached Exhibit A, specifically, that the sum of $103,694 be transferred from the Water Sewer Rehabilitation Fund and the balance of $20,808,162 be raised in the Water and Sewer receipts.

4. That the Town of Braintree appropriate the sum of $907,455 to provide for all of the expenses for the maintenance and operation of the Town's Stormwater Division and related programs for the fiscal year 2021 and that the several sums herein set forth are hereby approved for the several purposes as outlined on the attached Exhibit A, specifically, and that the sum of $907,455 be raised in the Stormwater receipts.

5. That the Town of Braintree appropriate the sum of $517,440 to provide for all of the expenses for the maintenance and operation of the Town's Cable Television Public, Education and Government Access and related programs for the fiscal year 2021 and that the several sums herein set forth are hereby approved for the several purposes as outlined on the attached Exhibit A, specifically, and that the sum of $517,440 be raised in the Cable Franchise Fees receipts.

6. Pursuant to General Law Chapter 44, Section 31D, the town is authorized to incur a liability in excess of the amount appropriated for snow and ice for fiscal year 2021.

MOTIONS FOR TOWN COUNCIL APPROVAL OF FISCAL YEAR 2021 COMMUNITY PRESERVATION COMMITTEE BUDGET

C1. In accordance with the provisions of Massachusetts General Laws chapter 44b, section 5 and the recommendation of the community preservation committee, that the sum of $150,000 be appropriated from the community preservation fund to the community housing reserve for acquisition, creation, preservation, or support of **community housing** or the rehabilitation or restoration of community housing that is acquired or created as provided in Massachusetts General Laws chapter 44b, section 5.

C2. In accordance with the provisions of Massachusetts General Laws chapter 44b, section 5 and the recommendation of the community preservation committee, that the sum of $150,000 be appropriated from the community preservation fund to the open space reserve for the acquisition, creation, or preservation of **open space** or the rehabilitation or restoration of open space that is acquired or created as provided in Massachusetts General Laws chapter 44b, section 5.

C3. In accordance with the provisions of Massachusetts General Laws chapter 44b, section 5 s and the recommendation of the community preservation committee, that the sum of $150,000 be appropriated from the community preservation fund to the historic resources reserve for the acquisition, preservation, rehabilitation, or restoration of **historic resources** as provided in Massachusetts General Laws chapter 44b, section 5.

C4. In accordance with the provisions of Massachusetts General Laws chapter 44b, section 5 and the recommendation of the community preservation committee, that the sum of $400,000 be appropriated from the community preservation fund to the community preservation **budgeted reserve** as provided in Massachusetts General Laws chapter 44b, section 5.

C5. In accordance with the provisions of Massachusetts General Laws chapter 44b, section 5 and the recommendation of the community preservation committee, that the sum of $45,000 be appropriated from the community preservation fund to the fiscal year 2021 administrative operating fund as provided in Massachusetts General Laws chapter 44b, section 5 said funds to be expended under the direction of community preservation committee and by the director of planning and community development.

MOTIONS FOR RE-AUTHORIZATION OF REVOLVING FUNDS

R1. That the Department of Elder Affairs be authorized to use a revolving fund in accordance with the provisions of Massachusetts General Laws chapter 44, section 53e1/2 that may be spent by the Department of Elder Affairs without further appropriation during the fiscal year commencing July 1, 2020, to pay salaries, expenses, and contractual services required to provide services and activities for the town's elderly residents. The Department of Elder Affairs revolving fund is to be credited with all fees and charges received during fiscal year 2021 from persons using said programs. The Department of Elder Affairs may spend up to $30,000 in revolving fund monies during fiscal year 2021.

R2. That the Board of Health be authorized to use a revolving fund in accordance with the provisions of Massachusetts General Laws chapter 44, section 53e 1/2 that may be spent by the Board of Health without further appropriation during the fiscal year commencing July 1, 2020, to pay for salaries, expenses, and contractual services associated with purchasing, promoting, and administering public health immunizations and for public health education programs. The Board of Health revolving fund is to be credited with all fees and charges collected during fiscal year 2021 for immunizations administered under the department of public health. The Board of Health may spend up to $50,000 in revolving fund monies during fiscal year 2021.

R3. That the Library Trustees be authorized to use a revolving fund in accordance with the provisions of Massachusetts General Laws chapter 44, section 53e1/2 that may be spent by the Library Trustees without further appropriation during the fiscal year commencing July 1, 2020, for the purchase of library books, audiovisual materials and other library materials. The Library Trustees revolving fund is to be credited with all fines and fees collected during fiscal year 2021 for lost or overdue library materials. The library trustees may spend up to $45,000 in revolving fund monies during fiscal year 2021.

R4. That the Library Trustees be authorized to use a revolving fund in accordance with the provisions of Massachusetts General Laws chapter 44, section 53e1/2 that may be spent by the Library Trustees without further appropriation during the fiscal year commencing July 1, 2020, for the costs associated with the support and promotion of special programs, including salaries related thereto. The Library Trustees revolving fund is to be credited with all revenue from the rental of meeting rooms collected during fiscal year 2021. The Library Trustees may spend up to $5,000 in revolving fund monies during fiscal year 2021.

R5. That the Mayor be authorized to use a revolving fund in accordance with the provisions of Massachusetts General Laws chapter 44, section 53e1/2 that may be spent by the Mayor, in conjunction with the recycling coordinator, without further appropriation during the fiscal year commencing July 1, 2020, for the purchase of home composting bins, curbside recycling bins, recycling bags and for the

collection of fees and payments for recycling materials, including hazardous waste. The recycling revolving fund is to be credited with all fees collected during fiscal year 2021. The Mayor may spend up to $2,000 in revolving fund monies during fiscal year 2021.

R6. That the Mayor be authorized to use a revolving fund in accordance with the provisions of Massachusetts General Laws chapter 44, section 53e1/2 that may be spent by the Mayor, in conjunction with the recycling coordinator without further appropriation during the fiscal year commencing July 1, 2020, for the collection of fees and payments from the collection of revenue-generating materials and to use the income to promote town recycling initiatives and events, including household hazardous waste events. The household hazardous waste revolving fund is to be credited with all fees collected during fiscal year 2021. The Mayor may spend up to$50,000 in revolving fund monies during fiscal year 2021.

R7. That the School Committee be authorized to use a revolving fund in accordance with the provisions of Massachusetts General Laws chapter 44, section 53e1/2 that may be spent by the School Committee without further appropriation during the fiscal year commencing July 1, 2020, to pay for salaries, expenses, and contractual services associated with the operation of full day kindergarten. The revolving fund is to be credited with all full day kindergarten fees and charges collected during fiscal year 2021. The School Committee may spend up to $910,000 in revolving fund monies in fiscal year 2021.

R8. That the Mayor be authorized to use a revolving fund in accordance with the provisions of Massachusetts General Laws chapter 44, section 53e1/2 that may be spent by the Mayor, in conjunction with the golf greens superintendent without further appropriation during the fiscal year commencing July 1, 2020, for the collection of fees and payments from the collection of revenue generated from clinics and payments for group and individual lessons and the sales of pro shop materials collected during fiscal year 2021. The Mayor may spend up to $110,000 in revolving fund monies during fiscal year 2021.