



Braintree Town Council

Committee of Ways & Means

One JFK Memorial Drive
Braintree, Massachusetts 02184

MEMBERS

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

MINUTES

Tuesday, April 27, 2021

A meeting of the Committee of Ways & Means was held Remote via Zoom Webinar, on Tuesday, April 27, 2021 at 6:00p.m.

Councilor Boericke was in the Chair.

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

All votes were taken by Roll Call Vote.

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

Also Present: Nicole Taub, Chief of Staff
Ed Spellman, Director Municipal Finance
Daryn Brown, Director of Golf
Melissa SantucciRozzi, Director Planning & Community Development
Shawn McGoldrick, Town Auditor
James Arsenault, DPW Director
Ben Hulke, Assistant DPW Director

Approval of Minutes

- Minutes of March 2, 2021

MOTION: by Councilor Ryan to Approve Minutes of March 2, 2021

Motion: by Councilor Ryan to Approve Minutes of March 2, 2021

Second: by Councilor Connors

Roll Call Vote: For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

- Minutes of March 9, 2021

MOTION: by Councilor Ryan to Approve Minutes of March 9, 2021

Motion: by Councilor Ryan to Approve Minutes of March 9, 2021

Second: by Councilor Connors

Roll Call Vote: For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

Old Business

- None

New Business

- **21 016 Mayor: Establishment of New Revolving Fund for Golf Food Services in FY21 or take up any action relative thereto**

Nicole Taub, Chief of Staff stated this is to Establishment of New Revolving Fund for Golf Food Services in FY21. As the Committee remembers this was a suggestion or idea that was raised by Councilor Connors when we were in the budget process for fiscal year 2021 and based on the continued success of the Food & Beverage operations at the Golf Course we felt it an appropriate time to establish a Revolving fund.

The Town took over food and beverage services at the Golf Course on January 1, 2019. Since that time, operations have expanded to include private events in addition to the full service restaurant operating in the club house, the snack shack at the 9th hole and the service cart. Food and beverage service is currently funded through the operating budget and includes personnel costs for the Food and Beverage Manager and Part-Time Staff, Food and Beverage Supplies and Operation Expenses. The total appropriation in FY21 was \$274,279.00 and, based on recent demand for private functions, additional funding is likely to be required.

Due to COVID, the earnings report from last spring does not provide a good comparison for revenue; however, earnings from April 1, 2019 through June 30, 2019, totaled \$106,767.74 while revenue from July 1, 2020 through March 31, 2021, totaled \$265,211.64. Based on this data, and current bookings, Food and Beverage is on track to raise approximately \$370,000 in revenue for FY21. These earnings will surpass the expenditures significantly, even if additional funding is required.

Councilor Connors said thank you for making this happen.

Councilor Sciascia asked how the first money gets into the Revolving fund.

Ed Spellman stated the deposits from the sales of the food service will go into a separate fund and continue in there to support this fund.

Councilor Sciascia asked what the fund can be used for.

Nicole Taub stated this fund can be used to support the full operations of the food & beverage program including staff, food and services and contractual expenses that are necessary to support the operation.

Shawn McGoldrick, Town Auditor stated if there were ever excess funds they would stay there for years to come. I do not think you would ever see a massive surplus in a Revolving fund. This could never go into another account unless you closed out a Revolving fund which I have never seen.

Councilor Boericke asked about a Revolving fund and if it is the right way to go and to keep that money not in a revolving.

Shawn McGoldrick, Town Auditor stated you wouldn't want to do a Revolving fund if an account was not self-sustaining. We can all agree this Food & Beverage is self-sustaining. If you wanted to off-set some cost of Golf then you would not want this. However, I do not agree you should use Food & Beverage to offset shortfalls in the Golfs operating. I think they should be stand-alone.

Nicole Taub stated if we do not fund the food & Beverage enough in the operating budget then we would need to go back and request a Supplemental Appropriation throughout the year with Free Cash.

MOTION read by Councilor Ryan for favorable recommendation to the full Council Order 21 016

MOTION: 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, revenue and payments generated from food service operations at the golf course collected during fiscal year 2021 to pay for salaries, expenses and contractual services associated with the operation of the golf course food service operations. The Mayor may spend up to \$450,000 in revolving fund monies during fiscal year 2021.

Motion: by Councilor Ryan for favorable recommendation to the full Council Order 21 016

Second: by Councilor Connors

Roll Call Vote: For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

- **21 017 Mayor: Appointment—Melissa SantucciRozzi, Director, Planning and Community Development, or take up any action relative thereto**

Nicole Taub stated before you is a request to approve the appointment of Ms. SantucciRozzi. She brings with her over 20 years of experience in Planning & Community Development. We received a letter from Erin Joyce, Planning Board Chair on behalf of Ms. SantucciRozzi. She states I am in full support of this appointment... I look forward to working with Ms. SantucciRozzi with this appointment.

Melissa SantucciRozzi stated I am excited to have an opportunity to serve in this role for the Town of Braintree. I have been working for the Town since 2004. I am diligent in my thought process and how I approach projects. Communication and collaboration is my primary focus that I have taken in the past 6 months. Working together and lending all our skill sets will help us all get our projects done with staff, developers, residents and integrating the Councilors and neighborhood meetings. It's good to vet information and share information. We have really started to share information with the community. We want to share information and make it accessible to residents. The Master Plan Steering Committee will have a kick-off meeting in May. It will be good to work together with this public participation plan from the beginning. Everyone will be involved from the beginning. The department is listening from criticism from the past and there is always room for doing better and raising the bar. Discussions have started on how to advance Braintree in Life Sciences and Economic Development. I will hit the streets and explain why businesses should come to Braintree. I love what I do and I am passionate about it. I am excited and have received a lot of outreach from people and feel good hard work does pay off.

Councilor Ryan stated that was the best introduction from someone who understands exactly what they are getting into. All points were addressed. I like to promote from within. It is a good thing for the Town of Braintree. I wish you the best of luck. You lived what we have gone through. I support this appointment.

Councilor Sciascia stated I have worked with Ms. Santucci and with the Planning Board and ZBA for years. What we heard loud and clear from the residents is they want a dramatic change about the way the town thinks about Planning and Zoning. The director needs to be able to relate to the residents in a different way than was done in the change. This is a leadership position to move this through the department. There is no managerial experience on her resume. I have concerns and will not support this appointment.

Councilor Connors stated I am also expressing my concerns. Was this job posted?

The zoning was a critical turning point in this town. What changed since then that the residents would feel good about this. I will not be supporting this.

Nicole Taub stated this position was posted. Candidates were interviewed and Ms. SantucciRozzi was by far the most qualified candidate in the pool.

Melissa SantucciRozzi stated we had a different Department Head and a different Administration. I am committed to change the culture in this department. I have begun in the dialogue and the communication in the other departments and continue to do this with residents. I do own a small business and manage that. I respectfully ask you to give me a chance and opportunity to make changes in this department. I am here to provide solutions.

Councilor Flaherty stated the Director of Planning serves and takes direction from the Mayor. I have confidence Ms. SantucciRozzi can make wise decisions to support this town and make decisions for what the residents want. She has a lot of expertise. Given the opportunity she can answer questions the residents have. I have seen her handle developers when they are pushy and wrong. I will support this appointment.

Chairwoman Boericke stated I have personally interacted regarding development in District 5 and found Ms. SantucciRozzi professional and takes all the questions seriously and promptly and with a level of respect that is warranted. Anyone who works for the town is a dedicated public servant. I noticed more information on meetings coming up since you took over as interim. I know you had a lot to do with Liberty/Grove. That was a large undertaking. You have demonstrated you care about the community. I think you know every nook and cranny in Braintree. I think you will do a great job.

Councilor Ryan read the following Motion for favorable recommendation to the full Council:

MOTION: Upon the request of his honor, the Mayor, the Town of Braintree, through the Braintree Town Council, and in accordance with Section 3-3 of the Charter of the Town of Braintree to approve the appointment of **Melissa SantucciRozzi as Director of Planning and Community Development.**

Motion: by Councilor Ryan for favorable recommendation to the full Council Order 21 017

Second: by Councilor Flaherty

Roll Call Vote: For (3 – Boericke, Flaherty, Ryan), Against (2 – Connors, Sciascia), Absent (0), Abstain (0)

It was unanimously voted to adjourn the meeting at 6:50p.m. by Roll Call Vote.

Respectfully submitted,

Susan M. Cimino
Clerk of the Council

Documents provided for Meeting

- 21 016 Mayor: Establishment of New Revolving Fund for Golf Food Services in FY21 or take up any action relative thereto
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