

MAY 14, 2024



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

**CITY COUNCIL MEETING
TUESDAY, MAY 14, 2024, 7:00 P.M.
RICHARD E. MASTRANGELO COUNCIL CHAMBER
ADMINISTRATION BUILDING, 149 MAIN STREET**

MINUTES

ACCESS INFORMATION:

- A. This meeting will be held on May 14, 2024 at 7:00 PM in the Richard E. Mastrangelo Council Chamber
- B. The meeting will be televised through WCATV (Watertown Cable Access Television): <http://vodwcatv.org/CablecastPublicSite/?channel=3>
- C. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/92991331344>
- D. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 929 9133 1344
- E. Public may comment through email: vpiccirilli@watertown-ma.gov
- F. Please Visit the City Council Website here: <https://www.watertown-ma.gov/350/City-Council>

1. ROLL CALL

Council President Sideris called to order a regular meeting of the City Council at 7:00 p.m. in the Richard E. Mastrangelo Chamber, Administration Building. Those present were Councilors John M. Airasian, Caroline Bays, John G. Gannon, Nicole Gardner, Emily Izzo, Anthony Palomba, Vice President Vincent J. Piccirilli, Jr., and Council President Mark S. Sideris. Also present were George Proakis City Manager, and Brendan T. McCarthy, Council Clerk.

2. PLEDGE OF ALLEGIANCE

3. PUBLIC FORUM

Clyde Younger – 188 Acton Street – Remarked that he has been active online in expressing his concerns about President Sideris being recognized and honored by outside developers versus the City itself. He then noted that the Council President also serves on the School Committee as well. He remarked that he believes President Sideris has done very significant work in being able to accomplish construction and renovations of almost all schools in town without the use of an override and believes that he should be recognized in the schools for accomplishing that.

Linda Scott – 55 Alcott Street – Remarked on the May 9th Planning Board meeting where they had a lengthy discussion about their rules. She raised her concern with how written public correspondence is handled. A public member has the option of writing an email; if these letters are submitted a few days in advance are forwarded to all board members, but those submitted last minute are just submitted into the record and not read or heard. She continued to express concern with how long it might take for members to get emails to communicate with the public, how emails are shut down during meetings even though their agenda states they can write at that time, the suspicion that written emails aren't being used the same way as in person participation, and general poor handling of public communications.

4. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

A. Minutes from City Council Meeting April 23, 2024

Councilor Piccirilli moved to approve the minutes from City Council Meeting April 23, 2024 and Councilor Bays seconded.

The motion passed unanimously in a Voice Vote.

B. Minutes from Special City Council Meeting April 30, 2024

Councilor Piccirilli moved to approve the minutes from Special City Council Meeting April 30, 2024 and Councilor Bays seconded.

The motion passed unanimously in a Voice Vote.

5. PRESIDENTS REPORT

A. Announcement of Committee of the Whole Meetings on Tuesday, May 21 & Wednesday, May 29 to Discuss the Fiscal Year 2025 Budget

President Sideris stated that department heads will be coming in to discuss their budgets on those dates.

B. Council Clerk Evaluation

President Sideris stated that the Council Clerk has been in the position for a year and so he is requesting a referral to the Committee on Personnel and City Organization to review the evaluation document to see if it needs to be updated to proceed with the evaluation including a discussion of a potential cost of living adjustment.

Councilor Piccirilli moved to refer the matter to the Committee on Personnel and City Organization and Councilor Gardner seconded.

The motion passed unanimously in a Voice Vote.

6. PRESENTATION OF PETITIONS, PROCLAMATIONS, AND SIMILAR PAPERS AND MATTERS

A. National Public Works Week Proclamation

Councilor Piccirilli presented the proclamation.

Councilor Piccirilli moved to accept the proclamation and Councilor Bays seconded.

The motion passed unanimously in a Voice Vote.

B. Burnham-Manning VFW Post 1105 Day Proclamation

President Sideris presented the proclamation.

Veterans' Service Officer Patrick George received the proclamation, and invited the Council and public to celebrate on May 24th as they commemorate their 100th anniversary at the VFW.

Councilor Piccirilli moved to accept the proclamation and Councilor Bays seconded.

The motion passed unanimously in a Voice Vote.

Councilor Gannon remarked that his father was a member of Burnham-Manning VFW where served as a member in various roles until he passed. He commended the VFW on their 100th anniversary.

C. Ranucci Square Dedication Proclamation

Councilor Airasian presented the proclamation.

Veterans' Service Officer Patrick George invited the Council and the public to attend the Hero Square dedication on May 20th.

Councilor Piccirilli moved to accept the proclamation and Councilor Gardner seconded.

The motion passed unanimously in a Voice Vote.

D. Former Chief Orangio Proclamation and Flagpole Dedication

Councilor Piccirilli presented the proclamation.

Fire Chief Nicholson received the proclamation noting that it meant a great deal to the Orangio family and thanked the community for the flagpole dedication service held the prior day.

Councilor Piccirilli moved to accept the proclamation and Councilor Gannon seconded.

The proclamation was accepted unanimously in a Voice Vote.

7. PUBLIC HEARINGS

- A.** Public Hearing and Vote on a Petition from Eversource for a Grant of Location in Arsenal Street to install and maintain approximately 45 linear feet of conduit from pole #5/13 to a new street light control cabinet. This work is necessary to provide electric service to a street light control cabinet in front of 550 Arsenal Street. The recommendations and conditions set out by the Department of Public Works shall be required upon approval of this application.

Joanne Callender – Eversource – presented the petition for the grant of location.

Councilor Piccirilli moved to approve the grant of location and Councilor Gardner seconded.

Councilor Palomba asked if this is a new traffic light, and remarked that the large number of lights is a public concern.

City Engineer Tyler Glode clarified that this isn't a traffic light, but a street light replacement.

The motion passed unanimously in a Voice Vote.

- B.** Public Hearing and Vote on a Petition from Eversource for a Grant of Location in Arsenal Street to install and maintain approximately 25 linear feet of conduit from pole #5/5 to a new street light control cabinet. This work is necessary to provide electric service to a street light control cabinet in front of 570 Arsenal Street. The recommendations and conditions set out by the Department of Public Works shall be required upon approval of this application.

Joanne Callender – Eversource – presented the petition for the grant of location.

Councilor Piccirilli moved to approve the grant of location and Councilor Gardner Seconded.

The motion passed unanimously in a Voice Vote.

- C. Public Hearing and Vote on a Petition from Comcast for a Grant of Location in Elm Street to relocate service to 23 Elm Street from aerial to underground. This work is necessary to provide telecommunications service to 23 Elm Street. The recommendations and conditions set out by the Department of Public Works shall be required upon approval of this application.

Manuel Furtado – Comcast – Presented the petition for the grant of location.

Councilor Piccirilli moved to approve the grant of location and Councilor Gardner seconded.

The motion passed unanimously in a Voice Vote.

- D. Public Hearing and Vote on a Petition from Comcast for a Grant of Location in Main Street to install and maintain approximately 154 linear feet of 3-inch conduit in Main Street. This work is necessary to provide telecommunications service to 166 Main Street. The recommendations and conditions set out by the Department of Public Works shall be required upon approval of this application.

Manuel Furtado – Comcast – Presented the petition for the grant of location.

Keith Miller of Beaver Brook Staff Inc. stated that they serve eight individuals at this location, and that continued ADA access to the building is paramount. The building provides services to people with disabilities, so the need for uninterrupted wheelchair access is of the utmost importance. He then asked how long this process is going to take and during what hours.

Manuel Furtado responded that the ADA ramp must be maintained during the entirety of the project, that safety personnel are on hand, and that it will take place overnight for two nights.

Councilor Piccirilli read an email from Alice Chen – resident of 170 Main Street – which asked if garage access will be available during the period of work, and if not, what alternative plans are being made?

Manuel Furtado responded that traffic must be maintained at all times. Plates will be placed down during the time of ground work.

Elodia Thomas – 67 Marion Road - Expressed her excitement for work going underground from poles and aerial wires as well as her desire for this work to continue across town.

Councilor Piccirilli moved to approve the grant of location and Councilor Gardner seconded.

Councilor Piccirilli asked if there could be specific conditions written in to maintain ADA access.

City Engineer Glode replied that it is indeed already a specific condition written in to their standard conditions for all projects.

The motion passed unanimously in a Voice Vote.

E. Public Hearing and Vote on an Ordinance to Revise the City Code to Reflect Adoption of the Municipal Opt-In Specialized Stretch Energy Code

City Manager Proakis stated that the Council has already approved the Stretch Energy Code, the first community in Massachusetts to do so, and that the City has been implementing it since July 10, 2023. At the time there was not a written ordinance to reflect that, but it has now been brought to the administrations attention that it is best practice to do so and cement it into code of ordinances.

Councilor Piccirilli moved to approve the ordinance and Councilor Bays seconded.

The motion passed unanimously in a Voice Vote.

F. Public Hearing and Vote on an Amendment to the FY24 Budget to fund the Police Association Collective Bargaining Agreement

City Manager Proakis stated that all the bargaining agreements are in place with all unions through the end of 2025 which includes retro payments, and that there is a series of items to facilitate those agreements. This particular one relates to the Police Association.

Councilor Piccirilli moved to approve the amendment and Councilor Gardner seconded.

The motion passed unanimously in a Roll Call Vote.

G. Public Hearing and Vote on an Amendment to the FY24 Budget to fund the Library Union Collective Bargaining Agreement

City Manager Proakis stated this is a similar item as the previous one, this one pertaining to the Library Union.

Councilor Piccirilli moved to approve the amendment and Councilor Gannon seconded.

The motion passed unanimously in a Roll Call Vote.

8. MOTIONS, ORDINANCES, ORDERS, AND RESOLUTIONS

- A. Resolution Authorizing a Transfer of Funds in the Amount of \$123,700 from the FY24 City Council Reserve to Various Library Department Accounts

City Manager Proakis stated that this transfer of funds is to facilitate the Library Union amendment above.

Councilor Piccirilli moved to approve the transfer of funds and Councilor Gannon seconded.

The motion passed unanimously in a Roll Call Vote.

- B. Resolution Authorizing a Transfer of Funds in the Amount of \$547,000 from the FY24 City Council Reserve to Various Police Department Accounts

City Manager Proakis stated that this transfer of funds is to facilitate the Police Union amendment above. This also marks the last item for all collective bargaining unions through 2025.

Councilor Proakis moved to approve the transfer of funds and Councilor Gannon seconded.

The motion passed unanimously in a Roll Call Vote.

- C. Resolution Authorizing a Transfer of Funds in the Amount of \$80,000 from the FY24 City Council Reserve to the FY24 City Attorney - Litigation/Legal Services Account

City Manager Proakis stated that this is to cover the legal services for the remainder of the fiscal year. He remarked that this year has called for significant access to legal services in regards to completing all collective bargaining sessions.

Councilor Piccirilli moved to approve the transfer of funds and Councilor Gardner seconded.

The motion passed unanimously in a Roll Call Vote.

- D. Resolution Authorizing a Transfer of Funds in the Amount of \$15,000 from the FY24 City Council Reserve to FY 24 City Manager Contracted Services Account

City Manger Proakis stated that one of the goals of the administration is to join the Metro Mayors and Managers Coalition. Almost all of the surrounding communities participate in the organization. This is an association where adjoining communities meet with legislative officials and conduct policy discussions. This transfer of funds would account for that membership.

Councilor Piccirilli moved to approve the transfer of funds and Councilor Gardner

seconded.

The motion passed unanimously in a Roll Call Vote.

- E. Resolution Authorizing a Transfer of Funds in the Amount of \$542,428 from the FY24 Debt Retirement - Planned Debt Account to the FY24 Transfer to Capital Projects - IT Department Account

City Manager Proakis stated that the debt retirement planned dept account has the funds requested available to directly cover IT projects. This saves the administration from having to borrow these funds for cyber security matters.

Councilor Piccirilli moved to approve the transfer and Councilor Gardner seconded.

The motion passed unanimously in a Roll Call Vote.

- F. Approval and Acceptance of Gifts of Funds Totaling \$475 from Greg Lichniak, Watertown Resident; Dr. Diane Ah-Kine', Gaze Optical ;and Tammy Mckenna, Events Coordinator to Offset Expenditures of the Watertown Pride 2024 Events

City Manager Proakis thanked the gracious gifts to help offset the cost for Watertown Pride events.

Councilor Piccirilli moved to approve the acceptance of gifts of funds and Councilor Gardner seconded.

The motion passed unanimously in a Roll Call Vote.

President Sideris asked to suspend the rules to bring up item 9A

Councilor Piccirilli made that motion and Gardner seconded.

The motion passed unanimously in a Voice Vote.

- 9A** Committee on Personnel and City Organization Report regarding Its meeting on April 18, 2024 - Bays, Chair

ACTION ITEM:

To recommend that the City Council approve the proposed change to a year-round short Friday/extended Tuesday schedule for employees in City Hall, Parker Annex, and the Senior Center.

Councilor Bays presented the report.

Councilor Piccirilli moved to accept the minutes and Councilor Gardner seconded.

The motion passed unanimously in a Voice Vote.

President Sideris stated that they will not be voting on the action item tonight as it needs to go through an ordinance. He then directed the meeting back to item 8G as it is the First Reading of the content of the action item in this report.

G. First Reading of an Ordinance to Modify the Hours of Operation of City Buildings

City Manger Proakis stated that there will be a Public Hearing and vote on this on May 28th. The typical summer hours will not commence, as it is the aim that these new permanent hours will take its place. There will not be any long Tuesday hours until this ordinance is finalized, but buildings will close at 2:00 PM on May 24th for Memorial Day Weekend.

9. REPORTS OF COMMITTEES

A. Committee on Personnel and City Organization Report regarding Its meeting on April 18, 2024 - Bays, Chair

ACTION ITEM:

To recommend that the City Council approve the proposed change to a year-round short Friday/extended Tuesday schedule for employees in City Hall, Parker Annex, and the Senior Center.

*** See Above***

B. Committee on Public Safety Report regarding its meeting on May 7, 2024 - Airasian, Chair

ACTION ITEM:

To recommend that the City Council confirm Robert Airasian for reappointment to the Traffic Commission for a term to expire May 15, 2026

Councilor Airasian presented the report.

Councilor Piccirilli moved to accept the report and Councilor Gannon seconded.

The motion passed unanimously in a Voice Vote.

Councilor Piccirilli moved to approve the action item and Councilor Gannon seconded.

The motion passed unanimously in a Voice Vote.

10. NEW BUSINESS

There was no New Business.

11. COMMUNITCATIONS FROM THE CITY MANAGER

A. Request for Referral to Committee regarding the Reorganization Plan

City Manager Proakis remarked that the Fiscal Year 2025 Budget included a reorganization plan much like the previous year. This year the reorganization is simpler with a few adjustments to the finance team, public buildings, and community development and planning departments. He continued to remark that this needs to go to a committee for approval, and he hopes that it will go along with the budget approval hand in hand.

President Sideris stated that this will be automatically referred to the Committee of the Whole and work in conjunction with the budget.

B. Consideration and Action regarding Withdrawal from Civil Service - Watertown Patrol Officers

City Manager Proakis reiterated that the Patrol Officer group agreed to withdraw from Civil Service for several reasons; the most significant being the recruitment of qualified candidates. He noted that existing Patrol Officers retain Civil Service status, but that this shift of it no longer being a requirement needs a vote from City Council.

Councilor Piccirilli moved to revoke its prior acceptance of GL Chapter 31, the Civil Service Law, for all positions of the rank of Patrol Officer within the Police Department and Councilor Gannon seconded.

Councilor Palomba remarked that he believes Civil Service has helped in many facets. He asked for clarification on what are the constraints in terms of hiring someone from Civil Service.

Police Chief Hanrahan replied that the process of hiring in Civil Service includes being provided a specific list of Civil Service individuals to which Watertown Police Department reaches out to inquire if those people on the list are interested in working for WPD. He gave a recent example of sending out 100 inquiry notifications and receiving about 4 responses. Out of those 4 responses, they were able to hire 1 individual. He continued to remark that Civil Service has devolved over the years despite its noble origins, and now they are severely hampered in their hiring ability. In removing the Civil Service requirement, the Police Department could widen the pool and hire quicker.

Councilor Palomba asked if the people on the Civil Service list are already trained and

ready to be implemented to the force.

Police Chief Hanrahan replied that they are not, and that the process typically takes well over a year. Conversely, if they are allowed to hire outside Civil Service, they could take in officers that are already trained from other departments that do not have Civil Service requirements. Additionally, if there was a Civil Service transfer between different departments, the department that the officer is leaving must grant permission and approval of the transfer, which makes it a cumbersome process. He remarked that the majority of departments in Massachusetts no longer have Civil Service requirements. He concluded by saying that by recruiting non-Civil Service candidates, they can recruit trained transfers as well as entry level individuals at the same time in a much more expediated fashion.

Councilor Gannon asked if this would affect protection of individuals within the Civil Service status in hypothetical disciplinary cases.

Police Chief Hanrahan replied that Civil Service individuals would retrain their status, but that the truth of the matter is that Civil Service protections have largely dissipated and really don't offer much. If there was a potential disciplinary case, that status does not make a significant difference between the two groups. He concluded by saying that this is a net positive for the process.

The motion passed unanimously in Roll Call Vote.

C. Request for Confirmation for Appointments and Reappointment to the Solid Waste & Recycling Advisory Committee

City Manager Proakis requested the confirmations of reappointment for Judy Fellows for a term to expire May 15, 2027, and the appointments of Lise Paul and Andrew Thompson to terms to expire May 15, 2027 to the Solid Waste & Recycling Advisory Committee.

President Sideris stated that these go to the Committee on Public Works.

City Manager Proakis announced Memorial Day week agenda items including the Ranucci Square Hero Dedication, flag placement at Ridgelawn Cemetery, assemblies in public schools, the poppy social at the Commander's Mansion, and the VFW open house celebration. He also announced the recycling event, clothing drive, and Watertown Porch Fest. He reminded the public that the administration is still seeking members for the ZBA and an alternate member for the Planning Board. He concluded by announcing a Watertown Square meeting on June 3rd where the topic and focus of conversation will be primarily concerning zoning code.

12. REQUESTS FOR INFORMATION/REVIEW OF LIST OF PENDING MATTERS

Councilor Palomba asked for an update on the Health and Human Services Assessment. He remarked that they haven't heard much since January and the target date is upon us. He then asked about the status on an opioid settlement which has a deadline to sign on May 17th.

City Manager Proakis replied that he has already signed on to the settlement, so they are now a part of the class, and should there be payments, they will be a part of it.

13. ANNOUNCEMENTS

Councilor Palomba announced an upcoming Committee on Human Services meetings as well as his annual City Councilor meeting.

President Sideris the Watertown Square Draft Plan will be scheduled June 12th at 6 PM which will also be a hybrid meeting. He continued to say that if there needs to be several meetings to get the job done, they will take several meetings.

14. PUBLIC FORUM

There were no participants in Public Forum.

15. RECESS OR ADJOURNMENT

Councilor Piccirilli made a motion to adjourn and Councilor Gardner seconded.

The motion was adopted unanimously in a Voice Vote.

The meeting adjourned at 8:31 p.m.

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above minutes were adopted by a vote of 9 for, 0 against, 0 present on May 28, 2024.



Mark S. Sideris, Council President
s:/BTM

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor

City Council Meeting
Tuesday, May 14, 2024 at 7:00 PM
List of Documents

1. Council Clerk evaluation form – Item 5B
2. National Public Works Week Proclamation – Item 6A
3. Burnham-Manning VFW Post 1105 Proclamation – Item 6B
4. Ranucci Square Dedication Proclamation – Item 6C
5. Former Chief Orangio Proclamation and Flagpole Dedication – Item 6D
6. Grant of Location – Eversource – Arsenal Street Pole #5/13 – Item 7A
7. Grant of Location – Eversource – Arsenal Street Pole #5/5 – Item 7B
8. Grant of Location – Comcast – Elm Street – Item 7C
9. Grant of Location – Comcast – Main Street – Item 7D
10. Stretch Energy Code Ordinance – Item 7E
11. Budget Amendment – Police Association – Item 7F
12. Budget Amendment – Library Union – Item 7G
13. Transfer of Funds – FY24 Council Reserve – Various Library Accounts – Item 8A
14. Transfer of Funds – FY24 Council Reserve – Various Police Dept. Accounts – Item 8B
15. Transfer of Funds – FY24 Council Reserve – City Attorney – Litigation Accounts – Item 8C
16. Transfer of Funds – FY24 Council Reserve – City Manager Contracted Services Account – Item 8D
17. Transfer of Funds – FY24 Debt Retirement – Planned Debt Account – FY24 Transfer to Capital Projects IT Department Account – Item 8E
18. Acceptance of Gifts of Funds – Item 8F
19. Hours of Operation City Building Ordinance – Item 8G
20. Committee on Personnel and City Organization Report – Item 9A
21. Committee on Public Safety Report – Item 9B
22. Administrative Reorganization Plan – Item 11A
23. Withdrawal from Civil Service – Police – Item 11B
24. Request for Confirmation – Solid Waste and Recycling Advisory Committee – Item 11C

**ADDENDUM TO THE
MINUTES OF THE MAY 14,
2024 CITY COUNCIL
MEETING**



City Council Meeting
Tuesday, May 14, 2024 at 7:00 PM
Richard E. Mastrangelo Council Chamber
149 Main Street
Watertown, MA

Agenda

ACCESS INFORMATION:

- A. This meeting will be held on May 14, 2024 at 7:00 P.M. Location: Richard E. Mastrangelo Council Chamber
- B. The meeting will be televised through WCATV (Watertown Cable Access Television): <http://vodwcatv.org/CablecastPublicSite/watch-now?site=3>
- C. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/92991331344>
- D. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 929 9133 1344
- E. Public may comment through email: vpiccirilli@watertown-ma.gov
- F. Please Visit the City Council Website here: <https://www.watertown-ma.gov/350/City-Council>

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- 1. ROLL CALL
 - 2. PLEDGE OF ALLEGIANCE
 - 3. PUBLIC FORUM
 - 4. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS
 - A. Minutes from City Council Meeting April 23, 2024
 - B. Minutes from Special City Council Meeting April 30, 2024
 - 5. PRESIDENT'S REPORT
 - A. Announcement of Committee of the Whole Meetings on Tuesday, May 21st & Wednesday, May 29th to Discuss the Fiscal Year 2025 Budget
 - B. Council Clerk Evaluation
 - 6. PRESENTATION OF PETITIONS, PROCLAMATIONS, AND SIMILAR PAPERS AND MATTERS
 - A. National Public Works Week Proclamation
 - B. Burnham-Manning VFW Post 1105 Day Proclamation
 - C. Ranucci Square Dedication Proclamation

D. Former Chief Orangio Proclamation and Flagpole Dedication

7. PUBLIC HEARINGS

- A. Public Hearing and Vote on a Petition from Eversource for a Grant of Location in Arsenal Street to install and maintain approximately 45 linear feet of conduit from pole #5/13 to a new street light control cabinet. This work is necessary to provide electric service to a street light control cabinet in front of 550 Arsenal Street. The recommendations and conditions set out by the Department of Public Works shall be required upon approval of this application.
- B. Public Hearing and Vote on a Petition from Eversource for a Grant of Location in Arsenal Street to install and maintain approximately 25 linear feet of conduit from pole #5/5 to a new street light control cabinet. This work is necessary to provide electric service to a street light control cabinet in front of 570 Arsenal Street. The recommendations and conditions set out by the Department of Public Works shall be required upon approval of this application.
- C. Public Hearing and Vote on a Petition from Comcast for a Grant of Location in Elm Street to relocate service to 23 Elm Street from areal to underground. This work is necessary to provide telecommunications service to 23 Elm Street. The recommendations and conditions set out by the Department of Public Works shall be required upon approval of this application.
- D. Public Hearing and Vote on a Petition from Comcast for a Grant of Location in Main Street to install and maintain approximately 154 linear feet of 3-inch conduit in Main Street. This work is necessary to provide telecommunications service to 166 Main Street. The recommendations and conditions set out by the Department of Public Works shall be required upon approval of this application.
- E. Public Hearing and Vote on an Ordinance to Revise the City Code to Reflect Adoption of the Municipal Opt-In Specialized Stretch Energy Code
- F. Public Hearing and Vote on an Amendment to the FY24 Budget to fund the Police Association Collective Bargaining Agreement
- G. Public Hearing and Vote on an Amendment to the FY24 Budget to fund the Library Union Collective Bargaining Agreement

8. MOTIONS, ORDINANCES, ORDER, AND RESOLUTIONS

- A. Resolution Authorizing a Transfer of Funds in the Amount of \$123,700 from the FY24 City Council Reserve to Various Library Department Accounts
- B. Resolution Authorizing a Transfer of Funds in the Amount of \$547,000 from the FY24 City Council Reserve to Various Police Department Accounts.
- C. Resolution Authorizing a Transfer of Funds in the Amount of \$80,000 from the FY24 City Council Reserve to the FY24 City Attorney - Litigation/Legal Services Account
- D. Resolution Authorizing a Transfer of Funds in the Amount of \$15,000 from the FY24 City Council Reserve to FY 24 City Manager Contracted Services Account
- E. Resolution Authorizing a Transfer of Funds in the Amount of \$542,428 from the FY24 Debt Retirement - Planned Debt Account to the FY24 Transfer to Capital Projects - IT Department Account
- F. Approval and Acceptance of Gifts of Funds Totaling \$475 from Greg Lichniak, Watertown Resident; Dr. Diane Ah-Kine', Gaze Optical ;and Tammy Mckenna,

Events Coordinator to Offset Expenditures of the Watertown Pride 2024 Events

G. First Reading of an Ordinance to Modify the Hours of Operation of City Buildings

9. REPORTS OF COMMITTEES

A. Committee on Personnel and City Organization Report regarding its meeting on April 19, 2024 - Bays, Chair

ACTION ITEM:

To recommend that the City Council approve the proposed change to a year-round short Friday/extended Tuesday schedule for employees in City Hall, Parker Annex, and the Senior Center.

B. Committee on Public Safety Report regarding its meeting on May 7, 2024 - Airasian, Chair

ACTION ITEM:

To recommend that the City Council confirm Robert Airasian for reappointment to the Traffic Commission for a term to expire May 15, 2026

10. NEW BUSINESS

11. COMMUNICATIONS FROM THE CITY MANAGER

A. Request for Referral to Committee regarding the Reorganization Plan

B. Consideration and Action regarding Withdrawal from Civil Service - Watertown Patrol Officers

C. Request for Confirmation for Appointments and Reappointment to the Solid Waste & Recycling Advisory Committee

12. REQUESTS FOR INFORMATION/REVIEW OF LIST OF PENDING MATTERS

13. ANNOUNCEMENTS

14. PUBLIC FORUM

15. RECESS OR ADJOURNMENT

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor

CITY COUNCIL ATTENDANCE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> X </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to accept the minutes from City Council Meeting April 23, 2024

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to accept the minutes from Special City Council Meeting April 30, 2024

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to accept the National Public Works Week Proclamation



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

National Public Works Week Proclamation

WHEREAS: Public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of City of Watertown; and,

WHEREAS: These infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS: It is in the public interest for the citizens, civic leaders and children in Town of Watertown to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS: The year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

NOW THEREFORE BE IT PROCLAIMED: That the City Council of City of Watertown, hereby designates the week May 19 – 25, 2024 as National Public Works Week; and urges all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Watertown to be affixed on this 14th day of May 2024.

Mark S. Sideris, Council President



CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to accept the Burnham-Manning VFW Post 1105 Day Proclamation



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

Burnham-Manning VFW Post 1105 Day Proclamation

WHEREAS: The Burnham-Manning Veterans of Foreign Wars (VFW) Post 1105 was installed on May 14, 1924, and

WHEREAS: The mission of the VFW is: *"To foster camaraderie among United States veterans of overseas conflicts. To serve our veterans, the military and our communities. To advocate on behalf of all veterans"*, and,

WHEREAS: Watertown VFW Post 1105 has consistently been involved with the community, to include: providing scholarships through the Voice of Democracy and Patriot Pen essay contests; nominating a Watertown Middle School Teacher for the VFW Teacher of the Year Award in Massachusetts; and various other community-based initiatives in Watertown, and

WHEREAS: VFW Post 1105 has made significant investments in support of the VA in Bedford with a new trolley; a new work van for Project New Hope in Worcester; costs to train and provide a service animal to a Veteran free of charge; as well as financial support to Wild Hearts Therapeutic Equestrian Programs in West Bridgewater, demonstrating VFW Post 1105's commitment to supporting all Veterans, and

WHEREAS: Watertown VFW Post 1105 was recognized for their members committing over 350 hours of community service, and

WHEREAS: Watertown VFW Post 1105 was recognized by the State Commander of the VFW, Michael Raymond, as the VFW Post of the Year in Massachusetts

NOW THEREFORE BE IT PROCLAIMED: That the City Council of the City of Watertown names May 14th as Burnham-Manning VFW Post 1105 Day in honor of their 100th anniversary, and welcomes the public to celebrate at their centennial ceremony on May 24th, 2024.

IN WITNESS WHEREOF,

I have hereunto set our hand and caused the Great Seal of the City of Watertown to be affixed on this 14th day of May 2024

Mark S. Sideris, Council President



CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to accept the Ranucci Square Dedication Proclamation



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

PRIVATE VINCENT RANUCCI, KIA, MEMORIAL SQUARE PROCLAMATION

WHEREAS: Vincent Ranucci was lovingly raised along with his 8 siblings: Francis, Anthony, Thomas, Theresa, Joseph, Catherine, Lorraine, and Ireane; by Guiseppe and Mary Ranucci, who made their home on Nichols Avenue in Watertown Massachusetts; and,

WHEREAS: The Ranucci children attended Watertown schools, were active in the community and, like many sons and daughters of Watertown, Vincent was called to service in defense of the United States of America during World War II; and,

WHEREAS: The oldest Ranucci child, Vincent, joined the Army in June of 1942, and deployed overseas in the European Theatre of the War; and,

WHEREAS: On February 2, 1944, The President of the United States of America pursuant to authority vested in him by Congress awarded the Purple Heart, established by General George Washington at Newburgh, New York, August 7, 1782 posthumously to Private Vincent Ranucci, for military merit and for wounds received in action resulting in his death; and,

WHEREAS: Private Ranucci is buried in Plot G, Row 9, Grave 14 of the Siciliy-Rome American Cemetery in Nettuno, Italy.

NOW THEREFORE BE IT PROCLAIMED: That the City Council of the City of Watertown hereby honors and recognizes Private Vincent Ranucci for his ultimate sacrifice for this country, by naming the intersection of Nichols Avenue and Bigelow Avenue in his honor "Private Vincent Ranucci Memorial Square."

IN WITNESS WHEREOF, I have
hereunto set our hand and caused the
Great Seal of the City of Watertown
to be affixed on this 14th day of
May 2024

Mark S. Sideris, Council President



CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to accept the Chief Orangio Proclamation and Flagpole Dedication



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

PROCLAMATION HONORING FORMER FIRE CHIEF ORANGIO AND DEDICATING FIRE STATION THREE'S FLAGPOLE IN HIS NAME

WHEREAS: Mario A. Orangio was born in Watertown on May 19, 1966, the youngest of three children of Pasqualina and Albert Orangio; and,

WHEREAS: Mario graduated from Watertown High School in 1984, where he met Sandra Robak. They married in 1990 and soon after became the proud parents of three daughters: Katlyn, Jaclyn, and Jocelyn; and,

WHEREAS: Mario A. Orangio was appointed to the Watertown Fire Department in August of 1989, and rose through the ranks to be appointed Lieutenant in 1997, and Captain in 2001. In February of 2004, at the age of 37, he was appointed Fire Chief with the distinction of being the youngest Fire Chief in the history of the Watertown Fire Department; and,

WHEREAS: Chief Orangio worked tirelessly as Fire Chief for 13 years, providing leadership to the men and women of the Watertown Fire Department, serving the citizens and visitors of Watertown with professionalism and dedication; and,

WHEREAS: In 2012, Chief Orangio became the President of the Fire Chief's Association of Massachusetts, and in 2014 was appointed by the Governor of Massachusetts to the Massachusetts Fire Training Council, where he was named as Chair. In these positions he positively impacted the fire service as a whole; and,

WHEREAS: Chief Orangio was a fierce proponent of fire-based EMS service and had a goal of upgrading Watertown's ambulance service to the Advanced Life Support level. This goal came to fruition in February of 2017; and,

WHEREAS: Chief Orangio became ill with occupational cancer of the pancreas, which caused his untimely death on November 7, 2017, just three weeks after his retirement from the Watertown Fire Department; and,

WHEREAS: Chief Orangio is remembered as a strong fire service leader, a loyal friend, and devoted family man. He was respected by his peers, members of the Watertown Fire Department, and the Watertown community; and,

THEREFORE, BE IT PROCLAIMED: that the City Council of the City of Watertown is proud to honor the request of the Watertown Fire Department – Chief Ryan A. Nicholson and all the Firefighters- to dedicate the flagpole located at Station Three to Chief Mario A. Orangio and to memorialize his dedicated service to the citizens of Watertown.

IN WITNESS WHEREOF,

I have hereunto set our hand and
Caused the Great Seal of the
City of Watertown to be affixed
On this 14th day of May 2024

Mark S. Sideris, City Council President



CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve the Petition from Eversource for a Grant of Location in Arsenal Street to install and maintain approximately 45 linear feet of conduit from pole #5/13 to a new street light control cabinet. This work is necessary to provide electric service to a street light control cabinet in front of 550 Arsenal Street.



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

RESOLUTION # 46

2024 – R - 46

BE IT RESOLVED: That the Watertown Department of Public Works has reviewed the attached petition by Eversource for consideration of a Grant of Location in Arsenal Street to install and maintain approximately 45 linear feet of conduit from pole #5/13 to a new street light control cabinet. Said Grant of Location shall be subject to the following recommendations and conditions.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities.

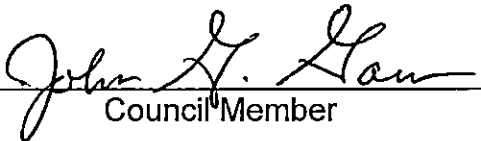
The City of Watertown is not a member of Dig Safe and must be notified separately.

4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.

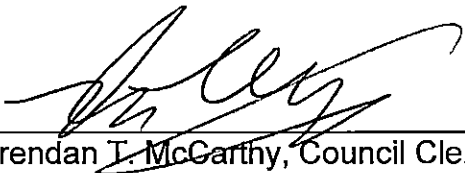
11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.

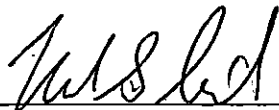
BE IT FURTHER RESOLVED: That the petitioner shall deposit sufficient cash surety as determined by the Superintendent of Public Works to be held in escrow until the Superintendent of Public Works is satisfied with the condition of repair and restoration of the street.

BE IT FURTHER RESOLVED: That a copy of said petition is forwarded to the City Clerk for processing.


Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Resolution was adopted by a vote of 8 for, 0 against, and 0 present on May 14, 2024.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



Watertown City Council

Administration Building

149 Main Street

Watertown, MA 02472

Phone: 617-972-6470

NOTICE OF PUBLIC HEARING – EVERSOURCE

**Grant of Location: Arsenal Street
WO # 16131738**

April 30, 2024

Dear Abutters:

The City Council of the City of Watertown will hold a public meeting on Tuesday, May 14, 2024 at 7:00 p.m. in the Richard E. Mastrangelo Council Chamber, 149 Main St., Watertown, MA along with remote opportunities for participation with public access provided as follows:

ACCESS INFORMATION:

- A. The meeting will be televised through WCATV (Watertown Cable Access Television):
<http://vodwcatv.org/CablecastPublicSite/?channel=3>
- B. The Public may join the virtual meeting online:
<https://watertownma.zoom.us/j/92991331344>
- C. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 929 9133 1344 #
- D. Public may also comment through email: vpiccirilli@watertown-ma.gov

On a petition from Eversource for consideration of a Grant of Location for the following installations:

Arsenal Street – Install and maintain approximately 45 linear feet of conduit from pole #5/13 to a new street light control cabinet.

This work is necessary to provide electric service to a street light control cabinet in front of 550 Arsenal Street. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities.
The City of Watertown is not a member of Dig Safe and must be notified separately.
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.
11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.

Please feel free to contact Joanne Callender at 781-314-5054 for any technical questions you may have.

Your participation is not necessary, if you choose not to object to the above petition.

Sincerely,

Watertown City Council

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



CITY OF WATERTOWN
DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET
WATERTOWN MA 02472

Gregory M. St. Louis, PE
Superintendent of Public Works

(P) 617-972-6420
(F) 617-972-6402

TYPE: Grant of Location
DATE: April 29, 2024
APPLICANT: Eversource
WORK ORDER: WO# 16131738
LOCATION: Arsenal Street

The City of Watertown Department of Public Works has reviewed the attached petition by Eversource for consideration of a Grant of Location for the following installations:

- **Arsenal Street – Install and maintain approximately 45 linear feet of conduit from pole #5/13 to a new street light control cabinet.**

This work is necessary to provide electric service to a street light control cabinet in front of 550 Arsenal Street. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. **The City of Watertown is not a member of Dig Safe and must be notified separately.**
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.
11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.



View of utility pole #13 facing 550 Arsenal Street where conduit is proposed to be installed.



View of proposed street light control cabinet facing 550 Arsenal Street where service is proposed.



View of Arsenal Street from utility pole #13 facing west.



View of Arsenal Street from the proposed street light control cabinet facing east.



180 Calvary Street
Waltham, Ma 02453

March 14, 2024

City Council
City Hall
149 Main Street
Watertown, MA 02472

RE: Arsenal Street
Watertown, MA
W.O.# 16131738

Dear Members of the Council:

The enclosed petition and plan are being presented by the NSTAR Electric Company d/b/a EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 45 feet of conduit in Arsenal Street.

The reason for this work is to provide service for a street light control cabinet.

If you have any further questions, please contact Joanne Callender at 781-314-5054. Your prompt attention to this matter would be greatly appreciated.

Very truly yours,

Richard M. Schifone

Richard M. Schifone, Supervisor
Rights and Permits

RMS/HC
Attachments

**PETITION OF NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY FOR
LOCATION FOR CONDUITS
AND MANHOLES**

To the **City Council** of the City of **WATERTOWN** Massachusetts:

Respectfully represents **NSTAR ELECTRIC Company d/b/a Eversource Energy** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the council may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **K. Rice, dated February 17, 2024**, and filed herewith, under the following public way or ways of said City:

**NSTAR ELECTRIC COMPANY
d/b/a EVERSOURCE ENERGY**

**Arsenal Street - Westerly from pole 5/13, approximately 676 feet west
of Elm Street, install approximately 45 feet of conduit.**

WO#16131738

BY *Richard M. Schifone*
Richard M. Schifone, Supervisor
Rights & Permits

Dated this 14th day of March 2024

City of **WATERTOWN** Massachusetts

Received and filed _____ 2024

**ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
City of WATERTOWN**

WHEREAS, **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the City thereafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** be and hereby is granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said City:

Arsenal Street - Westerly from pole 5/13, approximately 676 feet west of Elm Street, install approximately 45 feet of conduit.

WO#16131738

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on the plan made by **K. Rice, dated February 17, 2024,** on the file with said petition.
2. Said company shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. All work shall be done to the satisfaction of the city council or such officer or officers as it may appoint to supervise the work.

1		
2		City Council
3		the City of
4		WATERTOWN
5		

CERTIFICATE

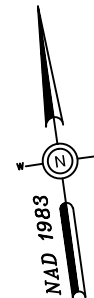
We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the council to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2024 at _____ in said City.

1		
2		City Council
3		the City of
4		WATERTOWN
5		

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **City Council** of the City of **WATERTOWN**, Massachusetts, duly adopted on the _____ day of _____, 2024 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the City of **WATERTOWN**, Massachusetts



1234 2 0
550 ARSENAL ST
N/F
ARE- MA REGION NO.90 HOLDING

PROPOSED
STREET LIGHT
CONTROL CABINET

APPROX. BSW/R.O.W.

5/14 

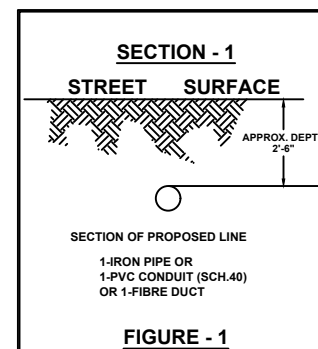
CONCRETE SIDEWALK

APPROX. BSW/R.O.W.

APPROX. 676'± TO
ELM STREET

ARSENAL ST

CUST TO INSTALL 1 - 3" PVC PIPE
SCHEDULE 40, NO CONCRETE
SECTION 1 FIG. 1 45'±



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT. TO THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

C#

Ward #	
--------	--

Work Order # 16131738

Surveyed by: N/A

Research by: GR

Plotted by: GR

Proposed Structures: GR

Approved: K RICE

P#

NSTAR
ELECTRIC
d/b/a **EVERSOURCE**

1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of #550 ARSENAL ST

WATERTOWN

Showing PROPOSED CUSTOMER CONDUIT LOCATION
--

--	--

Scale	1"=20'
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SHEET 1 of 1

Date FEBRUARY 17, 2024

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve the Petition from Eversource for a Grant of Location in Arsenal Street to install and maintain approximately 25 linear feet of conduit from pole #5/5 to a new street light control cabinet. This work is necessary to provide electric service to a street light control cabinet in front of 570 Arsenal Street.



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

RESOLUTION # 47

2024 – R - 47

BE IT RESOLVED: That the Watertown Department of Public Works has reviewed the attached petition by Eversource for consideration of a Grant of Location in Arsenal Street to install and maintain approximately 25 linear feet of conduit from pole #5/5 to a new street light control cabinet. Said Grant of Location shall be subject to the following recommendations and conditions.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities.

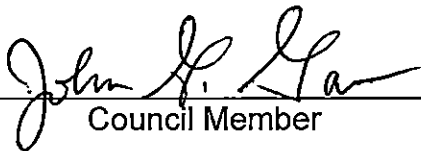
The City of Watertown is not a member of Dig Safe and must be notified separately.

4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.

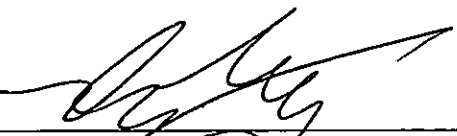
11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.

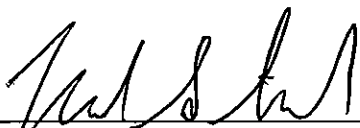
BE IT FURTHER RESOLVED: That the petitioner shall deposit sufficient cash surety as determined by the Superintendent of Public Works to be held in escrow until the Superintendent of Public Works is satisfied with the condition of repair and restoration of the street.

BE IT FURTHER RESOLVED: That a copy of said petition is forwarded to the City Clerk for processing.


Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Resolution was adopted by a vote of 3 for, 0 against, and 0 present on May 14, 2024.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon,
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

NOTICE OF PUBLIC HEARING – EVERSOURCE

**Grant of Location: Arsenal Street
WO # 16130515**

April 30, 2024

Dear Abutters:

The City Council of the City of Watertown will hold a public meeting on Tuesday, May 14, 2024 at 7:00 p.m. in the Richard E. Mastrangelo Council Chamber, 149 Main St., Watertown, MA along with remote opportunities for participation with public access provided as follows:

ACCESS INFORMATION:

- A. The meeting will be televised through WCATV (Watertown Cable Access Television):
<http://vodwcatv.org/CablecastPublicSite/?channel=3>
- B. The Public may join the virtual meeting online:
<https://watertownma.zoom.us/j/92991331344>
- C. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 929 9133 1344 #
- D. Public may also comment through email: vpiccirilli@watertown-ma.gov

On a petition from Eversource for consideration of a Grant of Location for the following installations:

Arsenal Street – Install and maintain approximately 25 linear feet of conduit from pole #5/5 to a new street light control cabinet.

This work is necessary to provide electric service to a street light control cabinet in front of 570 Arsenal Street. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities.
The City of Watertown is not a member of Dig Safe and must be notified separately.
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.
11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.

Please feel free to contact Joanne Callender at 781-314-5054 for any technical questions you may have.

Your participation is not necessary, if you choose not to object to the above petition.

Sincerely,

Watertown City Council

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



CITY OF WATERTOWN
DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET
WATERTOWN MA 02472

Gregory M. St. Louis, PE
Superintendent of Public Works

(P) 617-972-6420
(F) 617-972-6402

TYPE: Grant of Location
DATE: April 29, 2024
APPLICANT: Eversource
WORK ORDER: WO# 16130515
LOCATION: Arsenal Street

The City of Watertown Department of Public Works has reviewed the attached petition by Eversource for consideration of a Grant of Location for the following installations:

- **Arsenal Street – Install and maintain approximately 25 linear feet of conduit from pole #5/5 to a new street light control cabinet.**

This work is necessary to provide electric service to a street light control cabinet in front of 570 Arsenal Street. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. **The City of Watertown is not a member of Dig Safe and must be notified separately.**
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
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7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
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9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.
11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.



View of utility pole #5/5 where conduit is proposed to be installed facing 570 Arsenal Street.



View of proposed street light control cabinet where service is proposed facing 570 Arsenal Street.



View of Arsenal Street from utility pole #5/5 facing east.



View of Arsenal Street from proposed street light control cabinet facing west.



180 Calvary Street
Waltham, Ma 02453

March 14, 2024

City Council
City Hall
149 Main Street
Watertown, MA 02472

RE: Arsenal Street
Watertown, MA
W.O.# 16130515

Dear Members of the Council:

The enclosed petition and plan are being presented by the NSTAR Electric Company d/b/a EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 25 feet of conduit in Arsenal Street.

The reason for this work is to provide service for a street light control cabinet.

If you have any further questions, please contact Joanne Callender at 781-314-5054. Your prompt attention to this matter would be greatly appreciated.

Very truly yours,

Richard M. Schifone

Richard M. Schifone, Supervisor
Rights and Permits

RMS/HC
Attachments

**PETITION OF NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY FOR
LOCATION FOR CONDUITS
AND MANHOLES**

To the **City Council** of the City of **WATERTOWN** Massachusetts:

Respectfully represents **NSTAR ELECTRIC Company d/b/a Eversource Energy** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the council may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **K. Rice, dated February 17, 2024**, and filed herewith, under the following public way or ways of said City:

**NSTAR ELECTRIC COMPANY
d/b/a EVERSOURCE ENERGY**

Arsenal Street - Easterly from pole 5/5, approximately 180 feet east of Elm Street, install approximately 25 feet of conduit.

WO#16130515

BY *Richard M. Schifone*
Richard M. Schifone, Supervisor
Rights & Permits

Dated this 14th day of March 2024

City of **WATERTOWN** Massachusetts

Received and filed _____ 2024

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
City of WATERTOWN

WHEREAS, **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the City thereafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** be and hereby is granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said City:

Arsenal Street - Easterly from pole 5/5, approximately 180 feet east of Elm Street, install approximately 25 feet of conduit.

WO#16130515

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on the plan made by **K. Rice, dated February 17, 2024,** on the file with said petition.
2. Said company shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. All work shall be done to the satisfaction of the city council or such officer or officers as it may appoint to supervise the work.

1	_____	
2	_____	
3	_____	
4	_____	
5	_____	

City Council
the City of
WATERTOWN

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the council to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2024 at _____ in said City.

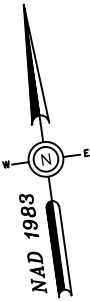
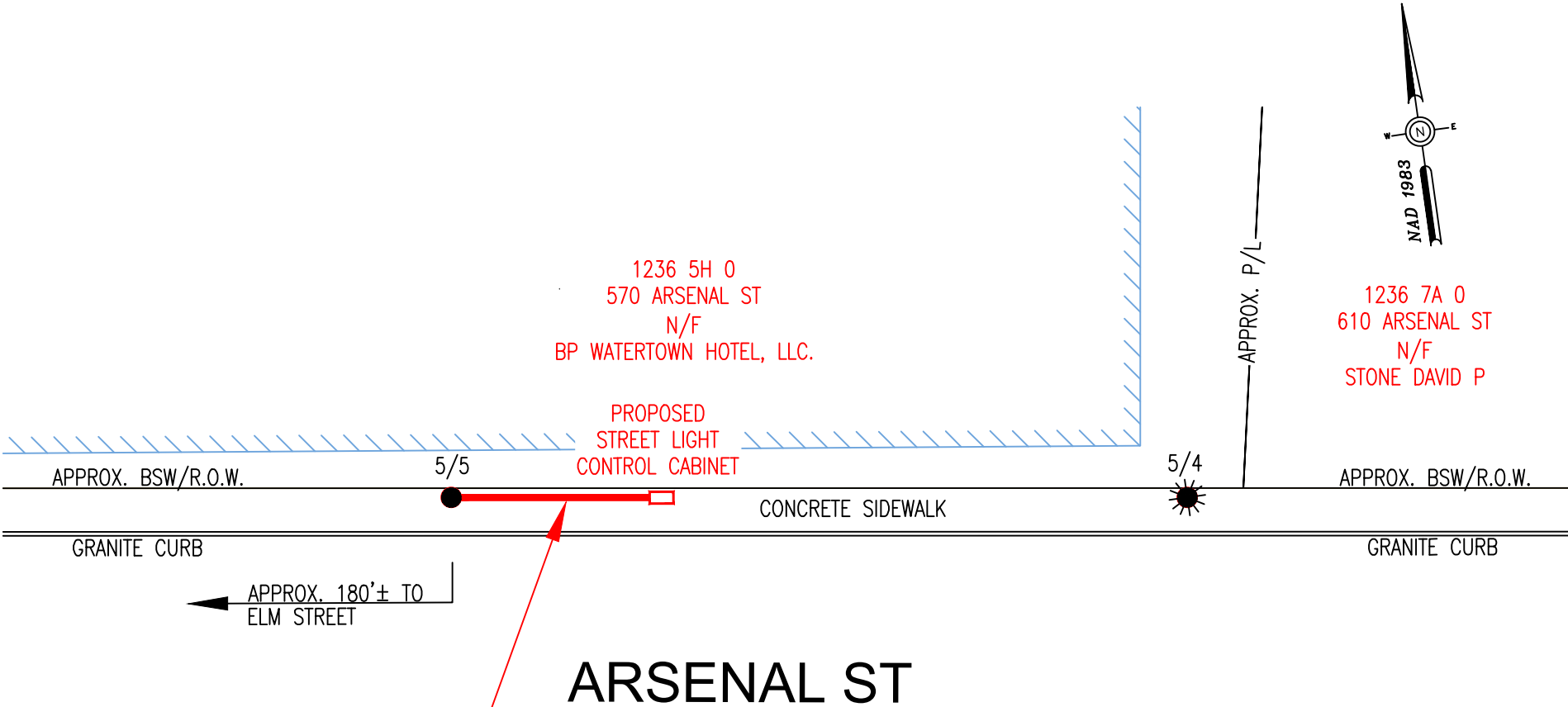
1	_____	
2	_____	
3	_____	
4	_____	
5	_____	

City Council
the City of
WATERTOWN

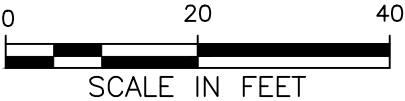
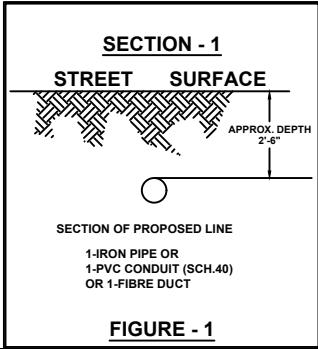
CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **City Council** of the City of **WATERTOWN**, Massachusetts, duly adopted on the _____ day of _____, 2024 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the City of **WATERTOWN**, Massachusetts



CUST TO INSTALL 1 - 3" PVC PIPE
SCHEDULE 40, NO CONCRETE
SECTION 1 FIG. 1 25'±



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT, TO THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

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MASS. LAW
REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

C#	NSTAR EVERSOURCE ELECTRIC d/b/a 1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125	
Ward #		
Work Order # 16130515	Plan of ARSENAL ST	
Surveyed by: N/A	WATERTOWN	
Research by: GR	Showing PROPOSED CUSTOMER CONDUIT LOCATION	
Plotted by: GR		
Proposed Structures: GR		
Approved: K RICE	Scale 1"=20'	Date FEBRUARY 17, 2024
P#	SHEET 1 of 1	

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve the Petition from Comcast for a Grant of Location in Elm Street to relocate service to 23 Elm Street from aerial to underground. This work is necessary to provide telecommunications service to 23 Elm Street.



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

RESOLUTION # 48

2024 – R - 48

BE IT RESOLVED: That the Watertown Department of Public Works has reviewed the attached petition by Comcast for consideration of a Grant of Location in Elm Street to relocate service to 23 Elm Street from aerial to underground. Said Grant of Location shall be subject to the following recommendations and conditions.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities.

The City of Watertown is not a member of Dig Safe and must be notified separately.

4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
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8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
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10. Contractor shall coordinate with City Health Department on rodent control requirements.

11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.

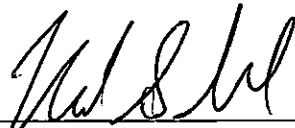
BE IT FURTHER RESOLVED: That the petitioner shall deposit sufficient cash surety as determined by the Superintendent of Public Works to be held in escrow until the Superintendent of Public Works is satisfied with the condition of repair and restoration of the street.

BE IT FURTHER RESOLVED: That a copy of said petition is forwarded to the City Clerk for processing.


Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Resolution was adopted by a vote of 8 for, 0 against, and 0 present on May 14, 2024.


Brendan F. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon,
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Anthony Palomba,
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Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor



Watertown City Council

Administration Building

149 Main Street

Watertown, MA 02472

Phone: 617-972-6470

NOTICE OF PUBLIC HEARING – COMCAST

Grant of Location: Elm Street

April 30, 2024

Dear Abutters:

The City Council of the City of Watertown will hold a public meeting on Tuesday, May 14, 2024 at 7:00 p.m. in the Richard E. Mastrangelo Council Chamber, 149 Main St., Watertown, MA along with remote opportunities for participation with public access provided as follows:

ACCESS INFORMATION:

- A. The meeting will be televised through WCATV (Watertown Cable Access Television):
<http://vodwcatv.org/CablecastPublicSite/?channel=3>
- B. The Public may join the virtual meeting online:
<https://watertownma.zoom.us/j/92991331344>
- C. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 929 9133 1344 #
- D. Public may also comment through email: vpiccirilli@watertown-ma.gov

On a petition from Eversource for consideration of a Grant of Location for the following installations:

Elm Street – Relocate service to 23 Elm Street from aerial to underground.

This work is necessary to provide telecommunications service to 23 Elm Street. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.

2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities.
The City of Watertown is not a member of Dig Safe and must be notified separately.
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.
11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.

Your participation is not necessary, if you choose not to object to the above petition.

Sincerely,

Watertown City Council

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



CITY OF WATERTOWN
DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET
WATERTOWN MA 02472

Gregory M. St. Louis, PE
Superintendent of Public Works

(P) 617-972-6420
(F) 617-972-6402

TYPE: Grant of Location
DATE: March 27, 2024
APPLICANT: Comcast
WORK ORDER: WO#
LOCATION: Elm Street

The City of Watertown Department of Public Works has reviewed the attached petition by Comcast for consideration of a Grant of Location for the following installations:

- **Elm Street – Relocate service to 23 Elm Street from aerial to underground.**

This work is necessary to provide telecommunications service to 23 Elm Street. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
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4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
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9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.
11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.



View of Elm Street facing eastward toward Arsenal Street where new conduit is proposed.



View of Elm Street facing westward away from Arsenal Street where new conduit is proposed.



View of existing UP#4-1X to be removed facing the building at 23 Elm Street.



View of UP#4 to provide 3-phase temporary service facing the Arsenal Mall parking lot.

CITY OF WATERTOWN MASSACHUSETTS

PETITION for GRANT OF LOCATION

To the Petitioner:

City of Watertown Ordinance Section 23-52 requires that each petition for grant of location be submitted to the Public Works Department for a preliminary review. The comments of the Public Works Commissioner will be part of the record submitted to the City Council. Upon filing with the City Council, the petition will be scheduled for a public hearing before the Public Facilities Committee of City Council. **The petitioner is responsible for insuring that the petition is complete and all required materials are in order for review.** Attached please find the City Engineer's Standard Requirements for Plans and the Department of Public Works Permit Processing brochure.

Grant of Location Process:

1. Applicant submits completed Petition Form and required materials to the City Council
2. Public Works Department conducts preliminary review and gives written comments to the applicant
3. Engineering Division files Petition Form with comments with the Clerk of the City Council
4. City Council schedules petition for a public hearing before the Public Facilities Committee of the City Council
5. Public Facilities Committee recommendations are forwarded to the City Council for a final decision

I. IDENTIFICATION (Please Type or Print Clearly)

Company Name Comcast Of Massachusetts

Address 440 Myles Standish BLVD Taunton MA

Phone Number 774 644 9104

Fax Number _____

Contact Person Manuel Furtado

Title Project Coordinator

Signature Manuel Furtado Date 10/27/23

Person filing application

If a telecommunications company, indicate how certified by the Department of Telecommunications and Energy: Utilities CO

II. DESCRIPTION OF PROJECT: to be completed by petitioner

- A. Write here or attach a description of the project including, location, proposed time frame for completion, type of materials to be used, benefit provided to the City, project mitigation plan as applicable, street reconstruction plan including timetable for completion.

Comcast Corporation intends to Relocate Service to 23 Elm Street Currently owned by Elm Street Properties Owners LLC. from aerial to underground to keep with the new relocation completed by Electrical Utilities. Please review detailed drawings as to pathway and SOW

- B. Include or attach a sketch to provide a visual description of the project. If plans are attached, provide:

Title of Plan ____23 Elm Street SOW _____ Date of plan 10/27/23

III. PUBLIC WORKS DEPARTMENT REVIEW

Date received by Public Works Department _____

Check One:

Minor Project

☐

Major Project

☐

Lateral

☐

(Refer to City Engineer Standard Requirements for Plans for definition of minor and major project)

Plans Submitted:

Certified Plot Plan

☐

Stamped Plans

☐

DATE AND COMMENTS:

RECOMMENDATIONS:

V. RECOMMENDATION TO PUBLIC FACILITIES COMMITTEE:

Commissioner, Public Works

Date

Proposed Path

CONSTRUCTION FINANCING BY
ACORE
CAPITAL
www.ACORECapital.com

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve the Petition from Comcast for a Grant of Location in Main Street to install and maintain approximately 154 linear feet of 3-inch conduit in Main Street. This work is necessary to provide telecommunications service to 166 Main Street.



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

RESOLUTION # 49

2024 – R - 49

BE IT RESOLVED: That the Watertown Department of Public Works has reviewed the attached petition by Comcast for consideration of a Grant of Location in Main Street to install and maintain approximately 154 linear feet of 3-inch conduit in Main Street. Said Grant of Location shall be subject to the following recommendations and conditions.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities.

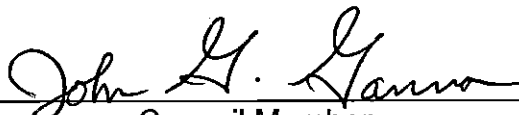
The City of Watertown is not a member of Dig Safe and must be notified separately.

4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
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10. Contractor shall coordinate with City Health Department on rodent control requirements.

11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.

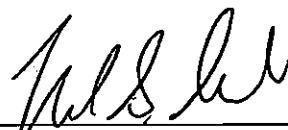
BE IT FURTHER RESOLVED: That the petitioner shall deposit sufficient cash surety as determined by the Superintendent of Public Works to be held in escrow until the Superintendent of Public Works is satisfied with the condition of repair and restoration of the street.

BE IT FURTHER RESOLVED: That a copy of said petition is forwarded to the City Clerk for processing.


Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Resolution was adopted by a vote of 8 for, 0 against, and 0 present on May 14, 2024.


Brendan J. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon,
Councilor At Large

Anthony Palomba,
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Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor



Watertown City Council

Administration Building

149 Main Street

Watertown, MA 02472

Phone: 617-972-6470

NOTICE OF PUBLIC HEARING – COMCAST

Grant of Location: Main Street

April 30, 2024

Dear Abutters:

The City Council of the City of Watertown will hold a public meeting on Tuesday, May 14, 2024 at 7:00 p.m. in the Richard E. Mastrangelo Council Chamber, 149 Main St., Watertown, MA along with remote opportunities for participation with public access provided as follows:

ACCESS INFORMATION:

- A. The meeting will be televised through WCATV (Watertown Cable Access Television):
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- D. Public may also comment through email: vpiccirilli@watertown-ma.gov

On a petition from Eversource for consideration of a Grant of Location for the following installations:

- **Main Street – Install and maintain approximately 154 linear feet of 3-inch conduit in Main Street.**

This work is necessary to provide telecommunications service to 166 Main Street. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed

installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.

3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities.

The City of Watertown is not a member of Dig Safe and must be notified separately.

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Your participation is not necessary, if you choose not to object to the above petition.

Sincerely,

Watertown City Council

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Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



CITY OF WATERTOWN
DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET
WATERTOWN MA 02472

Gregory M. St. Louis, PE
Superintendent of Public Works

(P) 617-972-6420
(F) 617-972-6402

TYPE: Grant of Location
DATE: March 27, 2024
APPLICANT: Comcast
WORK ORDER: WO#
LOCATION: Main Street

The City of Watertown Department of Public Works has reviewed the attached petition by Comcast for consideration of a Grant of Location for the following installations:

- **Main Street – Install and maintain approximately 154 linear feet of 3-inch conduit in Main Street.**

This work is necessary to provide telecommunications service to 166 Main Street. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

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View of Main Street from point of pickup at the property line of 166 Main Street facing northwest.



View of Main Street from MH14667 facing southeast.



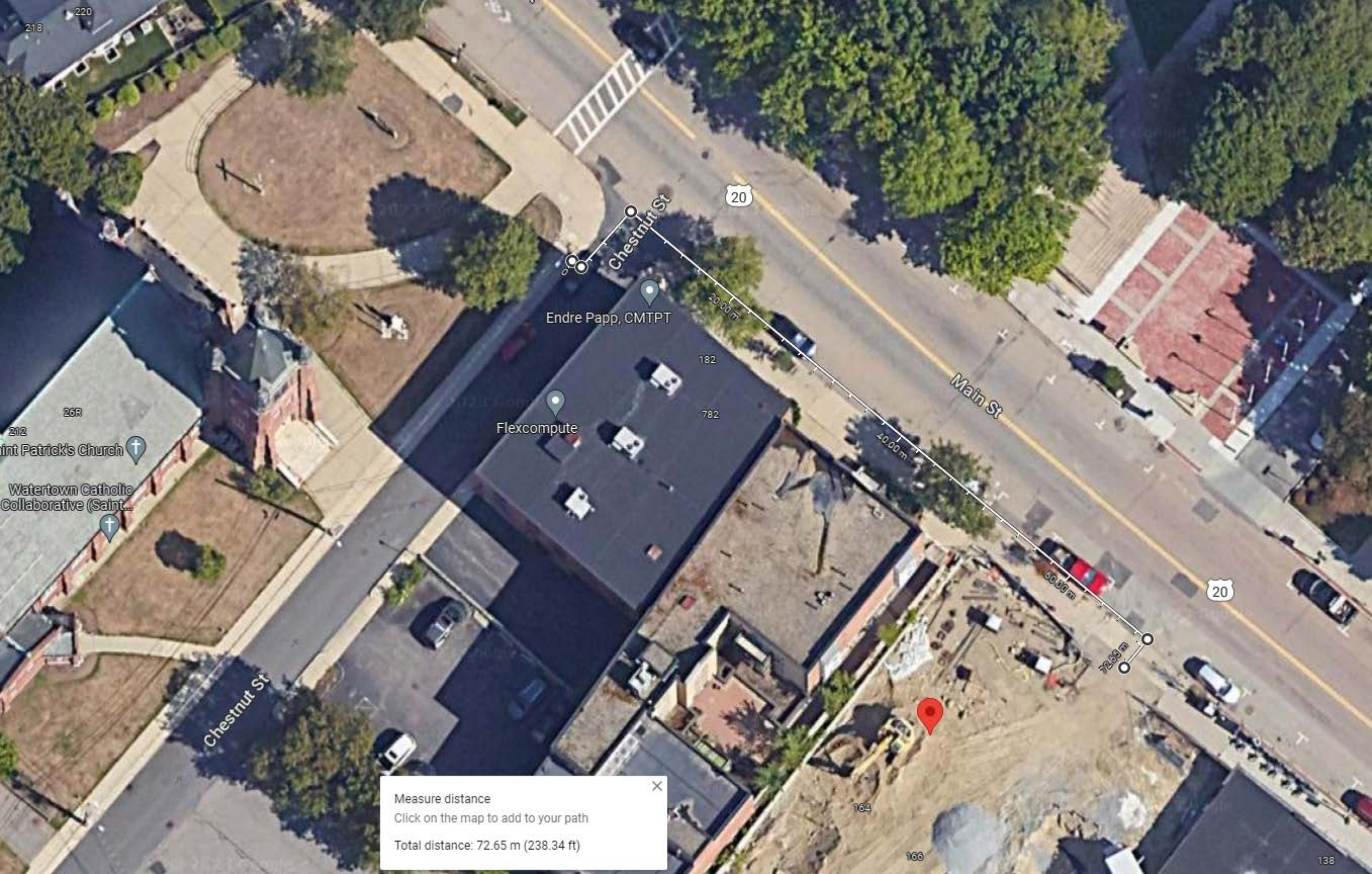
View of Main Street from MH14667 facing north.



View of the intersection of Main Street and Chestnut Street from MH10696 facing northeast where service will be pulled from.



View of Main Street from the intersection of Main Street and Chestnut Street facing northeast.



Measure distance ×
Click on the map to add to your path
Total distance: 72.65 m (238.34 ft)

CITY OF WATERTOWN MASSACHUSETTS

PETITION for GRANT OF LOCATION

To the Petitioner:

City of Watertown Ordinance Section 23-52 requires that each petition for grant of location be submitted to the Public Works Department for a preliminary review. The comments of the Public Works Commissioner will be part of the record submitted to the City Council. Upon filing with the City Council, the petition will be scheduled for a public hearing before the Public Facilities Committee of City Council. **The petitioner is responsible for insuring that the petition is complete and all required materials are in order for review.** Attached please find the City Engineer's Standard Requirements for Plans and the Department of Public Works Permit Processing brochure.

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1. Applicant submits completed Petition Form and required materials to the City Council
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4. City Council schedules petition for a public hearing before the Public Facilities Committee of the City Council
5. Public Facilities Committee recommendations are forwarded to the City Council for a final decision

I. IDENTIFICATION (Please Type or Print Clearly)

Company Name Comcast Of Massachusetts

Address 440 Myles Standish BLVD Taunton MA

Phone Number 774 644 9104

Fax Number _____

Contact Person Manuel Furtado

Title Project Coordinator

Signature Manuel Furtado Date 10/27/23

Person filing application

If a telecommunications company, indicate how certified by the Department of Telecommunications and Energy: Utilities CO

II. DESCRIPTION OF PROJECT: to be completed by petitioner

- A. Write here or attach a description of the project including, location, proposed time frame for completion, type of materials to be used, benefit provided to the City, project mitigation plan as applicable, street reconstruction plan including timetable for completion.

Comcast Corporation intends to Service 166 Main St new Multi Dwelling Building with Underground Utilities as shown on Attachements

- B. Include or attach a sketch to provide a visual description of the project. If plans are attached, provide:

Title of Plan ___166 Main Street SOW _____ Date of plan 10/27/23

III. PUBLIC WORKS DEPARTMENT REVIEW

Date received by Public Works Department _____

Check One:

Minor Project

☐

Major Project

☐

Lateral

☐

(Refer to City Engineer Standard Requirements for Plans for definition of minor and major project)

Plans Submitted:

Certified Plot Plan

☐

Stamped Plans

☐

DATE AND COMMENTS:

RECOMMENDATIONS:

V. RECOMMENDATION TO PUBLIC FACILITIES COMMITTEE:

Commissioner, Public Works

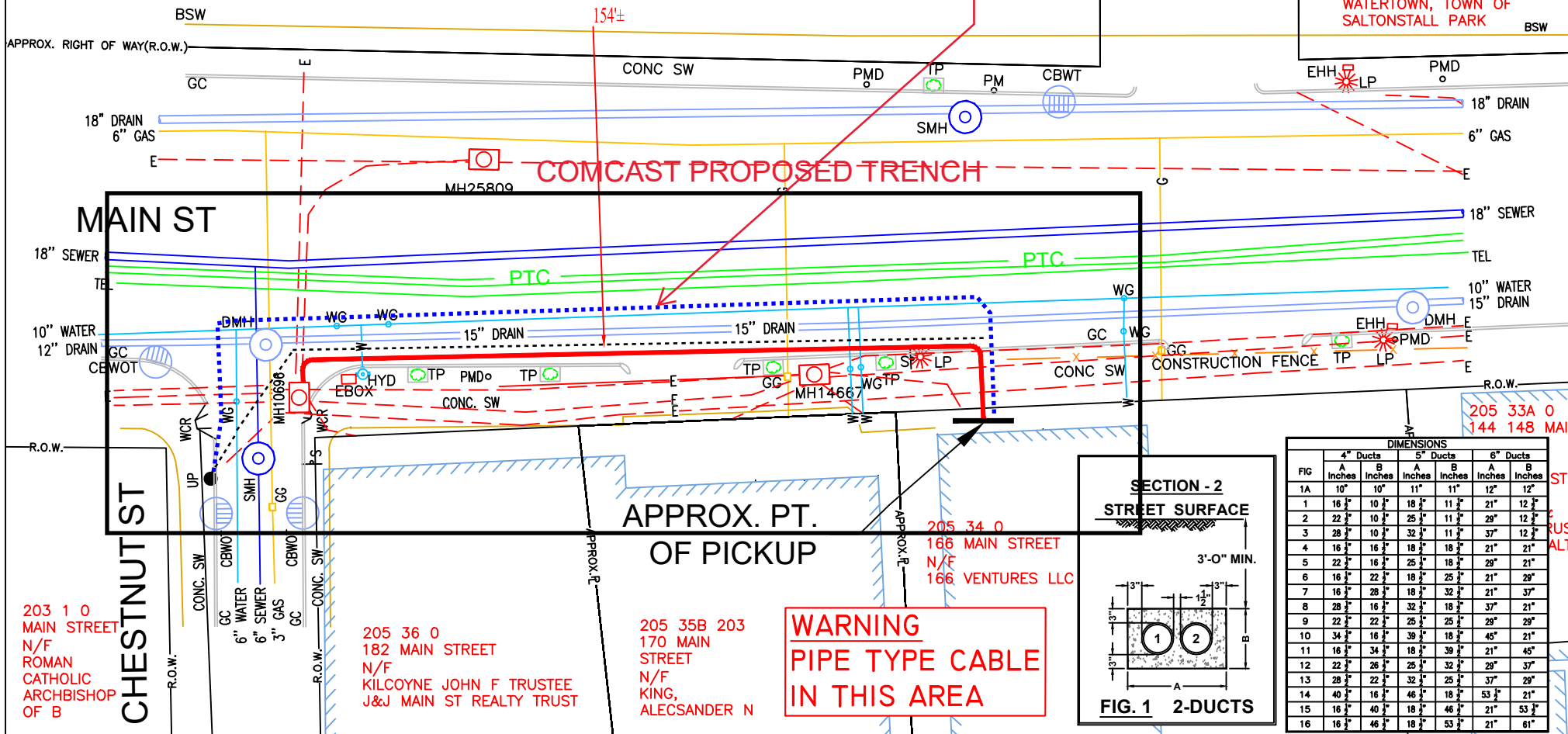
Date

321 1 B
MAIN STREET
N/F
WATERTOWN, TOWN OF
SALTONSTALL PARK

INSTALL 2 - 4" PVC PIPES
TYPE EB IN CONCRETE
SECTION 2 FIG. 1

INSTALL 1X3" SCH40
Conduit for COMCAST

321 1 B
MAIN STREET
N/F
WATERTOWN, TOWN OF
SALTONSTALL PARK



SECTION - 2
STREET SURFACE

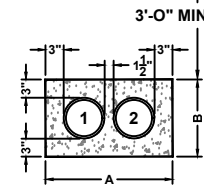
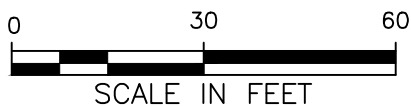


FIG. 1 2-DUCTS

FIG	4" Ducts		5" Ducts		6" Ducts	
	A Inches	B Inches	A Inches	B Inches	A Inches	B Inches
1A	10"	10"	11"	11"	12"	12"
1	16"	10"	18"	11"	21"	12"
2	22"	10"	25"	11"	29"	12"
3	28"	10"	32"	11"	37"	12"
4	16"	16"	18"	18"	21"	21"
5	22"	16"	25"	18"	29"	21"
6	16"	22"	18"	25"	21"	29"
7	16"	28"	18"	32"	21"	37"
8	28"	16"	32"	18"	37"	21"
9	22"	22"	25"	25"	29"	29"
10	34"	16"	39"	18"	45"	21"
11	16"	34"	18"	39"	21"	45"
12	22"	26"	25"	32"	29"	37"
13	28"	22"	32"	25"	37"	29"
14	40"	16"	46"	18"	53"	21"
15	16"	40"	18"	46"	21"	53"
16	16"	46"	18"	53"	21"	61"



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT, TO THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

C# 86-23

Ward #

Work Order # 11120000

Surveyed by: LM/JC/VT

Research by: GR

Plotted by: SJ

Proposed Structures: SJ

Approved: T THIBAUT

P#

NSTAR EVERSOURCE
ELECTRIC
d/b/a

1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of MAIN STREET

WATERTOWN

Showing PROPOSED CONDUIT LOCATION

Scale 1"=30'

Date APRIL 12, 2023

SHEET 1 of 1

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve Ordinance to Revise the City Code to Reflect Adoption of the Municipal Opt-In Specialized Stretch Energy Code.



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

ORDINANCE # 50

2024 – O – 50

AN ORDINANCE TO REVISE THE CITY CODE TO REFLECT ADOPTION OF THE MUNICIPAL OPT-IN SPECIALIZED STRETCH ENERGY CODE.

WHEREAS, the City Council adopted the Municipal Opt-In Specialized Stretch Energy Code, as authorized by G.L. c.25A, §6(14), by vote on January 10, 2023; and

WHEREAS, Title XV, Chapter 150, §150.02 of the City's Code of Ordinances currently states that the Stretch Energy Code and not the Municipal Opt-In Specialized Stretch Energy Code applies in the City of Watertown; and

WHEREAS, the City Council desires to revise the Code of Ordinances to reflect the City Council's prior adoption of the Municipal Opt-In Specialized Stretch Energy Code.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown that Title XV, Chapter 150, §150.02 of the Watertown Code of Ordinances, Building Regulations, is hereby amended by deleting said §150.02 in its entirety and replacing that section with the language as follows:

§ 150.02 Specialized Stretch Energy Code.

(A) The following definitions shall apply to this section:

- *International Energy Conservation Code ("IECC")*: The IECC is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the state Board of Building Regulations and Standards and published in state regulations as part of 780 CMR.
- *Specialized Stretch Energy Code*: Codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, the Specialized Stretch Energy Code adds residential and commercial appendices to the Massachusetts

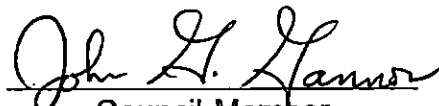
Stretch Energy Code, based on amendments to the respective net-zero appendices of the IECC to incorporate the energy efficiency of the Stretch Energy Code and further reduce the climate impacts of buildings built to this code, with the goal of achieving net-zero greenhouse gas emissions from the buildings sector no later than 2050. The Specialized Stretch Energy Code is authorized pursuant to G.L. c.25A, §6(14).

- *Stretch Energy Code*: Codified by the combination of 225 CMR 22 and 23, not including Appendices RC and CC, the Stretch Energy Code is a comprehensive set of amendments to the IECC seeking to achieve all lifecycle cost-effective energy efficiency in accordance with the state Green Communities Act of 2008, as well as to reduce the climate impacts of buildings built to this code.

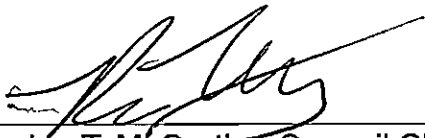
(B) The purpose of 225 CMR 22.00 and 23.00 including Appendices RC and CC, also referred to as the Specialized Stretch Energy Code, is to provide a more energy efficient and low greenhouse gas emissions alternative to the Stretch Energy Code or the baseline Massachusetts Energy Code, applicable to the relevant sections of the building code for both new construction and existing buildings.

(C) The Specialized Stretch Energy Code shall take effect on July 10, 2023. The Specialized Stretch Energy Code applies to residential and commercial buildings.

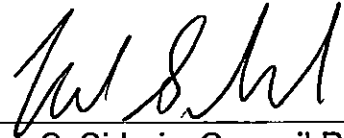
(D) The Specialized Stretch Energy Code, as codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including any future editions, amendments, or modifications, is herein incorporated by reference into this section. The Specialized Stretch Energy Code is enforceable by the Inspector of Buildings.


Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 8 for, 0 against, and 0 present on May 14, 2024.



Brendan T. McCarthy, Council Clerk



Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large
Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor
John G. Gannon,
Councilor At Large
Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large
Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager

Date: April 18, 2024

RE: Agenda Item – An Ordinance to Revise the City Code to Reflect Adoption of the
Municipal Opt-In Specialized Stretch Energy Code.

Attached is draft ordinance formalizing prior acceptance by the City Council of the Specialized Stretch Energy Code. This ordinance references the prior vote taken on January 10, 2023 by the City Council and acts to replace the existing Stretch Energy Code as contained in the City's Code of Ordinances. The prior vote indicated that the Specialized Code would become effective six months after the vote, which would be consistent with the recommendation for adoption as of July 1, 2023, and that date is referenced in the ordinance. The ordinance is based upon the DOER model for such action.

Thank you for your consideration in this matter.



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

AN ORDINANCE TO REVISE THE CITY CODE TO REFLECT ADOPTION OF THE MUNICIPAL OPT-IN SPECIALIZED STRETCH ENERGY CODE.

ORDINANCE #

2024 – O –

WHEREAS, the City Council adopted the Municipal Opt-In Specialized Stretch Energy Code, as authorized by G.L. c.25A, §6(14), by vote on January 10, 2023; and

WHEREAS, Title XV, Chapter 150, §150.02 of the City's Code of Ordinances currently states that the Stretch Energy Code and not the Municipal Opt-In Specialized Stretch Energy Code applies in the City of Watertown; and

WHEREAS, the City Council desires to revise the Code of Ordinances to reflect the City Council's prior adoption of the Municipal Opt-In Specialized Stretch Energy Code.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown that Title XV, Chapter 150, §150.02 of the Watertown Code of Ordinances, Building Regulations, is hereby amended by deleting said §150.02 in its entirety and replacing that section with the language as follows:

§ 150.02 Specialized Stretch Energy Code.

(A) The following definitions shall apply to this section:

- *International Energy Conservation Code ("IECC")*: The IECC is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the state Board of Building Regulations and Standards and published in state regulations as part of 780 CMR.
- *Specialized Stretch Energy Code*: Codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, the Specialized Stretch Energy Code adds residential and commercial appendices to the Massachusetts Stretch Energy Code, based on amendments to the respective net-zero appendices of the IECC to incorporate the energy efficiency of the Stretch Energy Code and further reduce the climate impacts of buildings built to this code, with the goal of achieving net-zero greenhouse gas emissions from the buildings sector no later than 2050. The Specialized Stretch Energy Code is authorized pursuant to G.L. c.25A, §6(14).

- *Stretch Energy Code*: Codified by the combination of 225 CMR 22 and 23, not including Appendices RC and CC, the Stretch Energy Code is a comprehensive set of amendments to the IECC seeking to achieve all lifecycle cost-effective energy efficiency in accordance with the state Green Communities Act of 2008, as well as to reduce the climate impacts of buildings built to this code.

(B) The purpose of 225 CMR 22.00 and 23.00 including Appendices RC and CC, also referred to as the Specialized Stretch Energy Code, is to provide a more energy efficient and low greenhouse gas emissions alternative to the Stretch Energy Code or the baseline Massachusetts Energy Code, applicable to the relevant sections of the building code for both new construction and existing buildings.

(C) The Specialized Stretch Energy Code shall take effect on July 10, 2023. The Specialized Stretch Energy Code applies to residential and commercial buildings.

The Specialized Stretch Energy Code, as codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including any future editions, amendments, or modifications, is herein incorporated by reference into this section. The Specialized Stretch Energy Code is enforceable by the Inspector of Buildings

Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of __ for, __ against, and __ present on ____.

Brendan T. McCarthy, Council Clerk

Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large
Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor
John G. Gannon,
Councilor At Large
Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large
Emily Izzo,
District D Councilor

Order Confirmation

Marilyn Pronvost
Watertown City Council
149 Main Street
Watertown, MA 02472

Thank you for placing your Legal Notice in The Boston Globe.

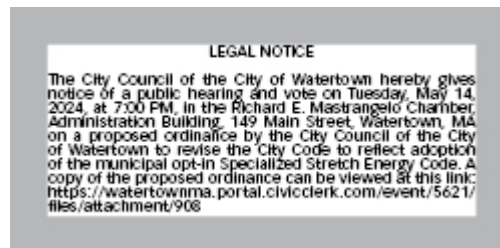
Your order information and a preview of your notice are displayed below for your review. If there are any changes or questions, please contact the Classified Department at 617-929-1314 or email legals@globe.com.

Any and all proposed edits, revisions, and/or other changes to the notice must be communicated to us in writing prior to the deadline specified in the Advertising Specs + Deadlines page located at <https://www.bostonglobemedia.com/specs-deadlines>.

Thank you,
Boston Globe Classified Sales

617-929-1314
Monday - Friday 9:30 am - 4:30 pm
legals@globe.com

Order Number	732755	Order Price	\$304.67
Sales Rep.	Jackson Kocak	PO No.	
Account	3028420	Payment Type	
Publication	Boston Globe	Number of dates	1
First Run Date	04/27/2024	Last Run Date	04/27/2024
Payment Type			

AD PREVIEW:

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve an Amendment to the FY24 Budget to fund the Police Association Collective Bargaining Agreement.



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

ORDER # 51

O-2024-51

ORDER ADOPTING AN AMENDMENT TO THE FISCAL YEAR 2024 BUDGET

BE IT ORDERED: That the City Council of the City of Watertown hereby adopts an amendment to the Fiscal Year 2024 General Budget as attached.

BE IT FURTHER ORDERED: That a copy of said Order be forwarded to the City Auditor and City Treasurer.


Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 8 for, 0 against, and 0 present on May 14, 2024.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large
Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor
John G. Gannon,
Councilor At Large
Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large
Emily Izzo,
District D Councilor

**FISCAL YEAR 2024
BUDGET AMENDMENT**

REVENUE	INCREASE (DECREASE)	TO READ
OTHER FINANCING SOURCES - TRANSFER FROM COLLECTIVE BARGAINING STAB. 00100970-497100	\$ 170,000	\$ 810,550
TOTAL REVENUE ADJUSTMENT	<u>\$ 170,000</u>	

EXPENDITURES	INCREASE (DECREASE)	TO READ
CITY COUNCIL RESERVE 0111152-570780	\$ 170,000	\$ 4,866,385
TOTAL EXPENDITURE ADJUSTMENT	<u>\$ 170,000</u>	



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: April 19, 2024

RE: Proposed Amendment to the Fiscal Year 2024 Budget

I respectfully request your favorable consideration of the attached Proposed Amendment to the Fiscal Year 2024 Budget.

The Proposed Amendment is related to the Memorandum of Agreement Between the City of Watertown and Watertown Police Association for Successor Collective Bargaining Agreement.

I respectfully request this Amendment be placed on the April 23, 2024 City Council Agenda as a First Reading amending the Fiscal Year 2024 Budget.

Thank you for your favorable consideration in this matter.

**FISCAL YEAR 2024
BUDGET AMENDMENT**

REVENUE	INCREASE (DECREASE)	TO READ
OTHER FINANCING SOURCES - TRANSFER FROM COLLECTIVE BARGAINING STAB. \$ 00100970-497100	170,000	\$ 810,550
TOTAL REVENUE ADJUSTMENT	<u>\$ 170,000</u>	

EXPENDITURES	INCREASE (DECREASE)	TO READ
CITY COUNCIL RESERVE 0111152-570780	\$ 170,000	\$ 4,866,385
TOTAL EXPENDITURE ADJUSTMENT	<u>\$ 170,000</u>	



Boston Globe Media

Order Confirmation

Marilyn Pronvost
Watertown City Council
149 Main Street
Watertown, MA 02472

Thank you for placing your advertisement in The Boston Globe.

Your order information and a preview of your advertisement are displayed below for your review. If there are any changes or questions, please contact the Classified Department at 617-929-1500 or email jobs@globe.com.

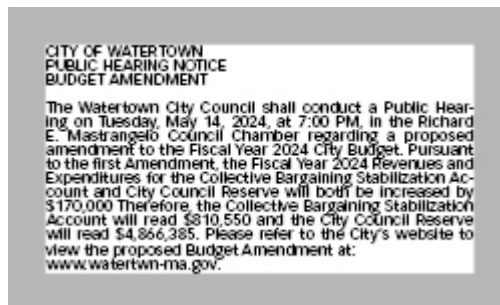
Any and all proposed edits, revisions, and/or other changes to the advertisement must be communicated to us in writing prior to the deadline specified in the Advertising Specs + Deadlines page located at <https://www.bostonglobemedia.com/specs-deadlines>.

Thank you,
Boston Globe Classified Sales

617-929-1500
Monday - Friday 9:30 am - 4:30 pm
jobs@globe.com

Order Number	732752	Order Price	\$405.59
Sales Rep.	Jackson Kocak	PO No.	
Account	3028420	Payment Type	
Publication	Boston Globe	Number of dates	1
First Run Date	04/27/2024	Last Run Date	04/27/2024
Payment Type			

AD PREVIEW:



**CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024**

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve an Amendment to the FY24 Budget to fund the Library Union Collective Bargaining Agreement



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

ORDER # 52

O-2024- 52

ORDER ADOPTING AN AMENDMENT TO THE FISCAL YEAR 2024 BUDGET

BE IT ORDERED: That the City Council of the City of Watertown hereby adopts an amendment to the Fiscal Year 2024 General Budget as attached.

BE IT FURTHER ORDERED: That a copy of said Order be forwarded to the City Auditor and City Treasurer.


Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 8 for, 0 against, and 0 present on May 14, 2024.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large
Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor
John G. Gannon,
Councilor At Large
Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large
Emily Izzo,
District D Councilor

FISCAL YEAR 2024 BUDGET AMENDMENT

REVENUE	INCREASE (DECREASE)	TO READ
OTHER FINANCING SOURCES - TRANSFER FROM COLLECTIVE BARGAINING STAB. 00100970-497100	\$ 50,000	\$ 690,550
TOTAL REVENUE ADJUSTMENT	<u>\$ 50,000</u>	
EXPENDITURES	INCREASE (DECREASE)	TO READ
CITY COUNCIL RESERVE 0111152-570780	\$ 50,000	\$ 4,746,385
TOTAL EXPENDITURE ADJUSTMENT	<u>\$ 50,000</u>	



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: April 19, 2024

RE: Proposed Amendment to the Fiscal Year 2024 Budget

I respectfully request your favorable consideration of the attached Proposed Amendment to the Fiscal Year 2024 Budget.

The Proposed Amendment is related to the Memorandum of Agreement Between the City of Watertown and AFSCME, Council 93 (Library Union) for Successor Collective Bargaining Agreement.

I respectfully request this Amendment be placed on the April 23, 2024 City Council Agenda as a First Reading amending the Fiscal Year 2024 Budget.

Thank you for your favorable consideration in this matter.

FISCAL YEAR 2024
BUDGET AMENDMENT

REVENUE	INCREASE (DECREASE)	TO READ
OTHER FINANCING SOURCES - TRANSFER FROM COLLECTIVE BARGAINING STAB. \$ 00100970-497100	50,000	\$ 690,550
TOTAL REVENUE ADJUSTMENT	\$ 50,000	

EXPENDITURES	INCREASE (DECREASE)	TO READ
CITY COUNCIL RESERVE 0111152-570780	\$ 50,000	\$ 4,746,385
TOTAL EXPENDITURE ADJUSTMENT	\$ 50,000	



Boston Globe Media

Order Confirmation

Marilyn Pronvost
Watertown City Council
149 Main Street
Watertown, MA 02472

Thank you for placing your Legal Notice in The Boston Globe.

Your order information and a preview of your notice are displayed below for your review. If there are any changes or questions, please contact the Classified Department at 617-929-1314 or email legals@globe.com.

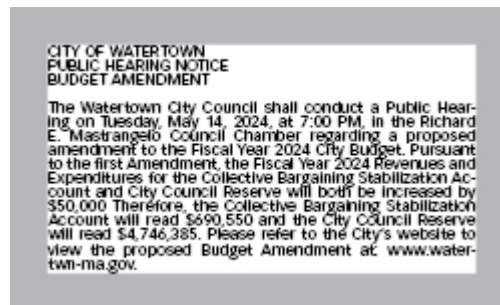
Any and all proposed edits, revisions, and/or other changes to the notice must be communicated to us in writing prior to the deadline specified in the Advertising Specs + Deadlines page located at <https://www.bostonglobemedia.com/specs-deadlines>.

Thank you,
Boston Globe Classified Sales

617-929-1314
Monday - Friday 9:30 am - 4:30 pm
legals@globe.com

Order Number	732754	Order Price	\$405.59
Sales Rep.	Jackson Kocak	PO No.	
Account	3028420	Payment Type	
Publication	Boston Globe	Number of dates	1
First Run Date	04/27/2024	Last Run Date	04/27/2024
Payment Type			

AD PREVIEW:



CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to authorize a Transfer of Funds in the Amount of \$123,700 from the FY24 City Council Reserve to Various Library Department Accounts



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

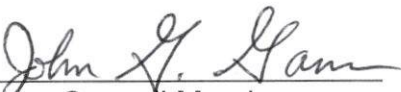
RESOLUTION# 53

2024 – R – 53

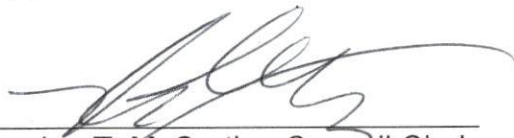
RESOLUTION APPROVING A TRANSFER OF FUNDS FROM FISCAL YEAR 2024 CITY COUNCIL RESERVE TO THE LIBRARY PRIOR YEARS FULL TIME SALARIES ACCOUNT AND VARIOUS OTHER LIBRARY DEPARTMENT ACCOUNTS

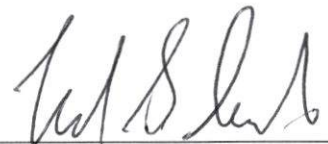
BE IT RESOLVED: That the City Council of Watertown hereby approves the transfer of funds in the amount of \$123,700 from the Fiscal Year 2024 City Council Reserve to Library Prior Years Full Time Salaries Account and various other Library Department Accounts.

BE IT FURTHER RESOLVED: That a copy of said transfer is forwarded to the City Auditor and City Treasurer/Collector.


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 8 for, 0 against, and 0 present on May 14, 2024.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: May 2, 2024

RE: Agenda Item – Transfer of Funds Request

I respectfully request a transfer of funds be placed on the City Council Agenda in order to fund the first year (FY2023) and the second year (FY2024) of the three-year collective bargaining agreement between the City of Watertown and the Library, AFSCME, Council 93 (Library Union) for the period July 1, 2022 to June 30, 2025.

I respectfully request the attached transfer be placed on the May 14, 2024, City Council Agenda.

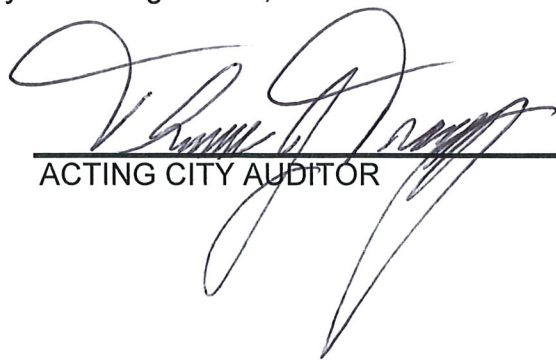
Thank you for your favorable consideration in this matter.

TRANSFER AMOUNT \$123,700

FROM:	FY 24 CITY COUNCIL RESERVE 0111152-570780	\$ 123,700
TO:	LIBRARY PRIOR YEARS FULL TIME SALARIES 0161051-511111	\$ 29,000
	FY 24 LIBRARY FULL TIME SALARIES 0161051-510111	\$ 68,000
	LIBRARY PRIOR YEARS PART TIME SALARIES 0161051-511112	\$ 7,100
	FY 24 LIBRARY PART TIME SALARIES 0161051-510112	\$ 15,800
	LIBRARY PRIOR YEARS OVERTIME 0161051-511130	\$ 1,400
	FY 24 LIBRARY OVERTIME 0161051-510130	\$ 600
	FY 24 MEDICARE TAX 0191200-510178	\$ 1,800

I hereby certify to the availability, authority of funding source, mathematical accuracy and appropriate fiscal year.

5/2/24
DATE



ACTING CITY AUDITOR

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to authorize a Transfer of Funds in the Amount of \$547,000 from the FY24 City Council Reserve to Various Police Department Accounts.



Watertown City Council

Administration Building

149 Main Street

Watertown, MA 02472

Phone: 617-972-6470

RESOLUTION# 54

2024 – R – 54

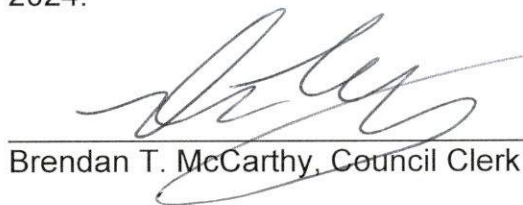
RESOLUTION APPROVING A TRANSFER OF FUNDS FROM FISCAL YEAR 2024 CITY COUNCIL RESERVE TO THE POLICE PRIOR YEARS FULL TIME SALARIES ACCOUNT AND VARIOUS OTHER POLICE DEPARTMENT ACCOUNTS

BE IT RESOLVED: That the City Council of Watertown hereby approves the transfer of funds in the amount of \$547,000 from the Fiscal Year 2024 City Council Reserve to the Police Prior Years Full Time Salaries Account and various other Police Department Accounts.

BE IT FURTHER RESOLVED: That a copy of said transfer is forwarded to the City Auditor and City Treasurer/Collector.


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 8 for, 0 against, and 0 present on May 14, 2024.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: May 2, 2024

RE: Agenda Item – Transfer of Funds Request

I respectfully request a transfer of funds be placed on the City Council Agenda in order to fund the first year (FY2023) and the second year (FY2024) of the three-year collective bargaining agreement between the City of Watertown and the Watertown Police Association for the period July 1, 2022 to June 30, 2025.

I respectfully request the attached transfer be placed on the May 14, 2024, City Council Agenda.

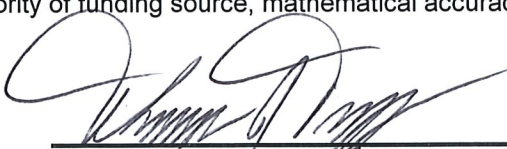
Thank you for your favorable consideration in this matter.

TRANSFER AMOUNT \$547,000

FROM: FY 2024 CITY COUNCIL RESERVE 0111152-570780	\$ 547,000
TO: POLICE PRIOR YEARS FULL TIME SALARIES 0121051-511111	\$ 90,000
FY 2024 POLICE FULL TIME SALARIES 0121051-510111	\$ 182,000
POLICE PRIOR YEARS SPECIALIST PAY 0121051-511122	\$ 500
FY 2024 POLICE SPECIALIST PAY 0121051-510122	\$ 2,800
POLICE PRIOR YEARS OVERTIME 0121051-511130	\$ 15,000
FY 2024 POLICE OVERTIME 0121051-510130	\$ 50,000
POLICE PRIOR YEARS SHIFT DIFFERENTIAL 0121051-511141	\$ 8,000
FY 2024 POLICE SHIFT DIFFERENTIAL 0121051-510141	\$ 23,000
POLICE PRIOR YEARS HOLIDAY 0121051-511142	\$ 13,000
FY 2024 POLICE HOLIDAY 0121051-510142	\$ 24,000
POLICE PRIOR YEARS LONGEVITY 0121051-511143	\$ 3,700
FY 2024 POLICE LONGEVITY 0121051-510143	\$ 3,700
POLICE PRIOR YEARS DEFIB COMPENSATION 0121051-511144	\$ 2,500
FY 2024 POLICE DEFIB COMPENSATION 0121051-510144	\$ 5,000
POLICE PRIOR YEARS CAREER INCENTIVE 0121051-511191	\$ 46,000
FY 2024 POLICE CAREER INCENTIVE 0121051-510191	\$ 70,000
FY 2024 MEDICARE TAX 0191200-510178	\$ 7,800

I hereby certify to the availability, authority of funding source, mathematical accuracy
and appropriate fiscal year.

5/12/24
DATE


ACTING CITY AUDITOR

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to authorize a Transfer of Funds in the Amount of \$80,000 from the FY24 City Council Reserve to the FY24 City Attorney - Litigation/Legal Services Account.



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

RESOLUTION# 55

2024 – R – 55

RESOLUTION APPROVING A TRANSFER OF FUNDS FROM FISCAL YEAR 2024 CITY COUNCIL RESERVE TO THE FISCAL YEAR 2024 CITY ATTORNEY - LITIGATION/LEGAL SERVICES ACCOUNT

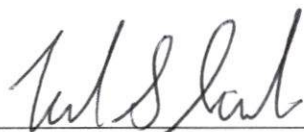
BE IT RESOLVED: That the City Council of Watertown hereby approves the transfer of funds in the amount of \$80,000 from the Fiscal Year 2024 City Council Reserve to the Fiscal Year 2024 City Attorney – Litigation/Legal Services Account.

BE IT FURTHER RESOLVED: That a copy of said transfer is forwarded to the City Auditor and City Treasurer/Collector.


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 8 for, 0 against, and 0 present on May 14, 2024.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council
From: George J. Proakis, City Manager 
Date: May 6, 2024
RE: Agenda Item – Transfer of Funds Request

Attached please find a spreadsheet listing expenditures of \$244,516.97 for the first nine months of the current fiscal year from the City Attorney Litigation and Technical Support Account. All of the services for the expenditures listed in the attached spreadsheet were provided by KP Law. This proposed transfer of funds request to the City Attorney Litigation/Legal Services Fund is necessary to sufficiently fund services for the remainder of Fiscal Year 2024.

Therefore, I respectfully request a transfer of funds be placed on the May 14, 2024 City Council Agenda.

Thank you for your consideration in this matter.

	General Legal	General School	General Labor	By pass, grievances	Collective bargaining	Litigation Matters	Licensing Board	City Council	Misc. Disburs.	Total
July	\$7,122.50	\$1,494.50	\$5,218.50		\$4,165.00	\$1,911.00	\$1,911.00	\$98.00	\$330.36	\$22,250.86
August	\$25,559.50		\$4,067.00		\$5,120.50	\$1,960.00	\$1,739.50	\$833.00	\$6,350.31	\$45,629.81
September	\$2,015.00		\$2,156.00		\$3,283.00	\$2,768.50	\$588.00	\$2,695.00	\$462.58	\$13,968.08
October	\$9,980.50		\$2,695.00		\$5,488.00	\$1,470.00	\$2,271.00	\$1,372.00	\$85.48	\$23,361.98
November	\$5,978.00		\$3,858.75		\$9,138.50	\$2,902.50	\$2,009.00	\$759.50	\$610.45	\$25,256.70
December	\$3,135.00		\$4,336.50		\$9,408.00	\$2,646.00	\$1,764.00	\$49.00	\$549.61	\$21,888.11
January	\$5,397.00		\$7,546.00		\$10,118.50	\$2,254.00	\$2,352.00	\$1,739.50	\$35.35	\$29,442.35
February	\$9,140.50		\$6,100.50		\$6,811.00	\$833.00	\$2,303.00	\$294.00	\$300.35	\$25,782.35
March	\$10,668.50		\$4,875.50		\$14,920.50	\$3,430.00	\$1,445.50	\$539.00	\$1,058.23	\$36,936.73
April										\$0.00
May										\$0.00
June										\$0.00
Totals	\$78,996.50	\$1,494.50	\$40,853.75	\$0.00	\$68,453.00	\$20,175.00	\$16,383.00	\$8,379.00	\$9,782.72	\$244,516.97

TRANSFER AMOUNT \$80,000

FROM: FY 24 CITY COUNCIL RESERVE
0111152-570780

\$ 80,000

TO: FY 24 CITY ATTORNEY - LITIGATION/LEGAL SERVICES
0115152-530309

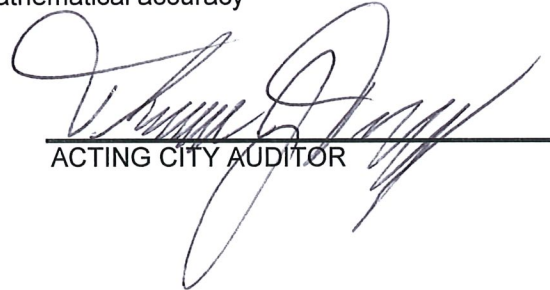
\$ 80,000

I hereby certify to the availability, authority of funding source, mathematical accuracy
and appropriate fiscal year.

DATE

5/2/24

ACTING CITY AUDITOR



CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to authorize a Transfer of Funds in the Amount of \$15,000 from the FY24 City Council Reserve to FY 24 City Manager Contracted Services Account.



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

RESOLUTION# 56

2024 – R – 56

RESOLUTION APPROVING A TRANSFER OF FUNDS FROM FISCAL YEAR 2024 CITY COUNCIL RESERVE TO THE FISCAL YEAR 2024 CITY MANAGER CONTRACTED SERVICES ACCOUNT

BE IT RESOLVED: That the City Council of Watertown hereby approves the transfer of funds in the amount of \$15,000 from the Fiscal Year 2024 City Council Reserve to the Fiscal Year 2024 City Manager Contracted Services Account.

BE IT FURTHER RESOLVED: That a copy of said transfer is forwarded to the City Auditor and City Treasurer/Collector.


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 8 for, 0 against, and 0 present on May 14, 2024.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
Citymgr@watertown-ma.gov

To: Honorable City Council

From: George Proakis, City Manager

Date: May 8, 2024

RE: Agenda Item - Transfer of Funds Request

I respectfully request the attached transfer be considered at the May 14, 2024 City Council meeting. The need for an additional appropriation is to pay for the annual membership fee for the operation of the Metropolitan Mayors Coalition for Fiscal Year 2024.

Thank you for your consideration in this matter.

TRANSFER AMOUNT \$15,000

FROM: FY 24 CITY COUNCIL RESERVE
0111152-570780

\$ 15,000

TO: FY 24 CITY MANAGER - CONTRACTED SERVICES
0112352-530303

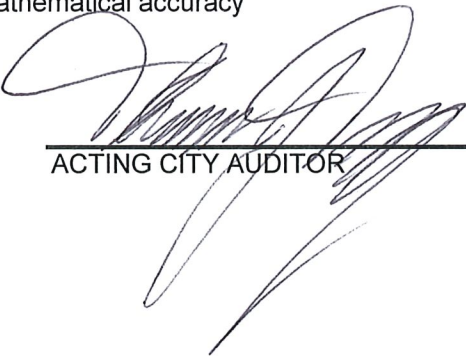
\$ 15,000

I hereby certify to the availability, authority of funding source, mathematical accuracy
and appropriate fiscal year.

DATE

5/8/24

ACTING CITY AUDITOR



**Bill To:**

George Proakis
City Hall
149 Main Street
Watertown, MA 02472

INVOICE**MAPC Project #:** Metropolitan Mayors Coalition**Invoice #:** M1880 - Watertown**Date:** March 27, 2024**Terms:** Due Upon Receipt

Description	Amount
Annual membership fee for the operation of the Metropolitan Mayors Coalition which includes Arlington, Boston, Braintree, Brookline, Cambridge, Chelsea, Everett, Malden, Medford, Melrose, Newton, Quincy, Revere, Somerville, Watertown and Winthrop. This covers the period from July 1, 2023 through June 30, 2024.	\$15,000
TOTAL:	15,000.00

For questions, please contact **Leah Robins** at 617-933-0710 or lrobins@mapc.org.

Please make all checks payable to **Metropolitan Area Planning Council** and include the **MAPC project number M1880**.

Mail payment to:

Metropolitan Area Planning Council
Accounts Receivable
60 Temple Place
Boston, MA 02111

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to authorize a Transfer of Funds in the Amount of \$542,428 from the FY24 Debt Retirement - Planned Debt Account to the FY24 Transfer to Capital Projects - IT Department Account



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

RESOLUTION# 57

2024 – R – 57

RESOLUTION APPROVING A TRANSFER OF FUNDS FROM FISCAL YEAR 2024 DEBT RETIREMENT - PLANNED DEBT ACCOUNT TO THE FISCAL YEAR 2024 TRANSFER TO CAPITAL PROJECTS – IT DEPARTMENT ACCOUNT

BE IT RESOLVED: That the City Council of Watertown hereby approves the transfer of funds in the amount of \$542,428 from the Fiscal Year 2024 Debt Retirement – Planned Debt Account to the Fiscal Year 2024 Transfer to Capital Projects – IT Department Account.

BE IT FURTHER RESOLVED: That a copy of said transfer is forwarded to the City Auditor and City Treasurer/Collector.


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 8 for, 0 against, and 0 present on May 14, 2024.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large
Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large
Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large
Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: May 7, 2024

RE: Agenda Item – Transfer of Funds Request

Attached please find correspondence from Christopher McClure, Chief Information Officer regarding Fiscal Year 2024 Capital Improvement Program - Information Technology funding request.

I respectfully request the attached transfer be placed on the May 14, 2024 City Council Agenda.

Thank you for your consideration in this matter.

Transfer Amount \$542,428

From: FY 2024 Debt Retirement - Planned Debt \$ 542,428
0171000-590927

To: FY 2024 Transfer To Capital Projects - IT Dept. \$ 542,428
0193059-596511

I hereby certify to the availability, authority of funding source, mathematical accuracy and appropriate fiscal year.

5/8/24
Date



Acting City Auditor

Hand, JoAnna

From: McClure, Christopher
Sent: Tuesday, May 7, 2024 12:40 PM
To: Proakis, George
Cc: Hand, JoAnna
Subject: IT Department FY24 Capital Funding Transfer Request
Attachments: InTune Device Management.pdf; Switch-WiFi Cabling.pdf; Library IDF.pdf; Lower Hearing Room Hybrid AV.pdf; Document Management Phase 4.pdf; Permitting Phase 3.pdf; Tyler Content Manager.pdf; Utility Billing Migration.pdf

Narrative:

The IT Department Capital Plan for Fiscal Year 2024 includes \$400,000 for Infrastructure and Cybersecurity. \$261,568 was funded for a comprehensive cybersecurity, continuity, and disaster recovery project in September 2023 leaving \$138,432 unfunded.

We are requesting that **\$134,498.02** be funded to complete:

- Intune Device Management Implementation: **\$29,839.00**.
This allows for advanced policy and device deployment management for all city user devices.
- Wi-Fi/Switching Cabling for additional sites: **\$32,438.26**
New wifi/switching is complete at City Hall, DPW, and Fire Headquarters.
The equipment has arrived to complete: Commander's Mansion, Victory Field, Skating Rink, Senior Center, Fire 2, and Fire 3.
This additional cabling is required to complete these sites.
- Library IDF: **\$16,798.76**
Switch and UPS for new second floor data closet at the library to facilitate future video security and other plans.
- Lower Hearing Room Hybrid: **\$55,422.00**
Upgrade lower hearing room hybrid AV capabilities.

The IT Department Capital Plan for Fiscal Year 2024 includes \$200,000 for document management and scanning.

We are requesting that **\$198,978.00** be funded to complete phase 4 in the document plan:

- Map and Plan Indexed Shelving System
- Building Department Scanning
- Assessor's Department Scanning
- Health Department Scanning
- Audit Department Scanning

The IT Department Capital Plan for Fiscal Year 2024 includes \$150,000 for permitting and transparency.

We are requesting that **\$121,500.00** be funded to complete phase 3 in the permitting plan:

- DPW Permits
- Recreation Permits
- Remaining Data Conversion for Phase 1 and 2
- Additional Resource, Reporting, and Transparency Dashboards

The IT Department Capital Plan for Fiscal Year 2024 includes \$150,000 for Financial System improvements.

We are requesting that **\$86,950.00** funded to complete:

- Tyler Content Manager document Management and Advanced Automated Workflows: \$45,550.00
- Utility Billing Upgrade: \$41,400.00

Total remaining FY24 Capital request: **\$541,926.02**

Thank you.

Christopher McClure

Chief Information Officer

City of Watertown, MA

617-715-8631

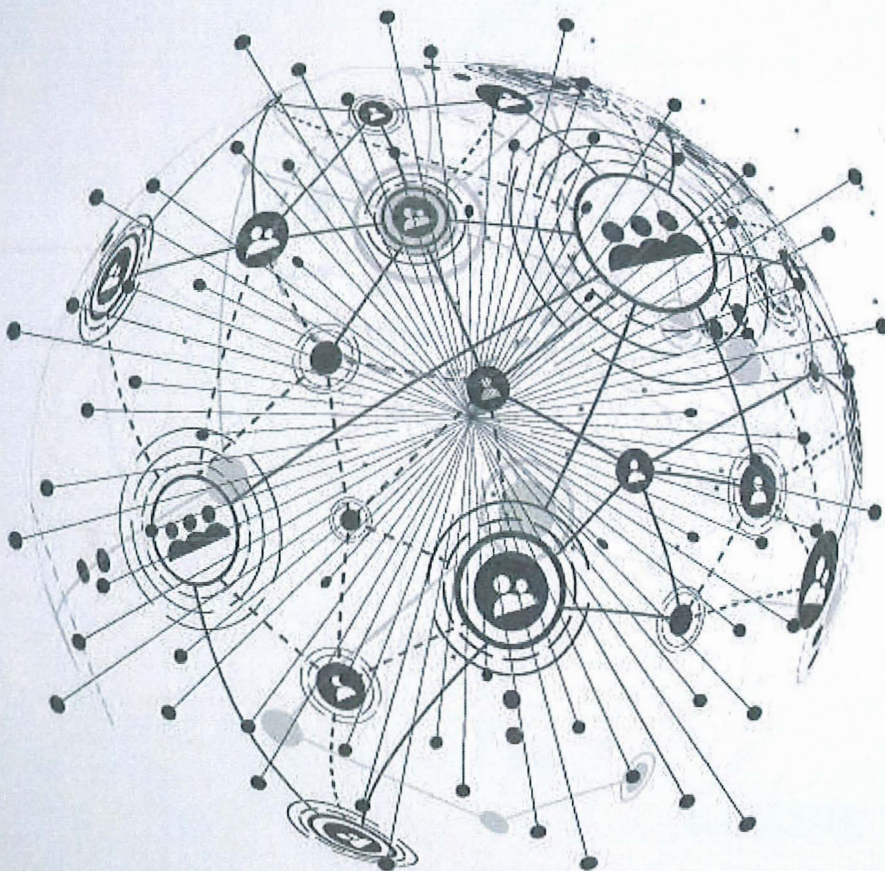
cmcclure@watertown-ma.gov

watertown-ma.gov



44 Norfolk Ave.
South Easton, MA 02375
www.hubtech.com
(508) 238-9887

We have prepared a quote for you



Intune - City Wide Deployment

Quote # 011316
Version 1
Opportunity: 11351

Prepared for:
City Of Watertown

Chris McClure
cmclure@watertown-ma.gov

Prepared by:
Hub Technical Services LLC

Lori Shea
lori@hubtech.com



44 Norfolk Avenue
South Easton, MA 02375
www.hubtech.com
508-238-9887



State Contract ITC 73

Project Overview:

The City of Watertown has requested a statement of work from HUB Tech to configure and deploy Intune to the town users and devices. The City of Watertown would like to take advantage of BitLocker encryption and saving the recovery keys to Entra. Microsoft Intune and Endpoint Manager will allow COW to migrate their local administrator password management from the local active directory to Intune. HUB Tech will work with the COW IT Team and setup policies to deploy town wide and department specific policies for Microsoft Edge favorites. HUB will work with COW IT to create Win32 application deployments. HUB Tech will document and perform a knowledge transfer with the client. At the end of the project the client should be comfortable creating application packages, deploying them through Azure/Intune and managing Windows Devices through Intune.

Project Objectives

- Migrate BitLocker recovery key storage from the on prem AD to Intune.
- Migrate LAPs from the on prem AD to Windows LAPs with Intune.
- Deploy Policies for City domain Windows, MacOS, iOS and Android devices.
- Assing Intune licensing to the entire City.

Scope of Work

1. Pre-Implementation Planning

- The basic infrastructure of Intune has been developed.
- Work with COW IT to gather a list of settings they would like moved to Entra/Intune.
- Get a list of departments COW IT would like to start with.

2. Intune policy configuration for endpoint encryption and Windows LAPs

- Create endpoint encryption policies for the City users.
- Assign these policies to all computers in each domain.
- Convert recovery key back from on prem AD to Entra.
- If computers are already encrypted no changes will be made and only the recovery key will be backed up to Entra.
- Create a policy to move LAPs from AD to Intune Windows LAPs.

3. Create policies to deploy favorites to all City computers.

- Create a town wide favorites folder for Microsoft Edge.
- Working with COW IT to develop policies to deploy favorites to each of the different departments.



44 Norfolk Avenue
South Easton, MA 02375
www.hubtech.com
508-238-9887



4. Migration of group policies to Intune.

- Export existing GPOs that could be moved to Intune to deploy these policies to computers even when not connected to the City networks.
- Run the GPO analyzer to check the validity of moving the GPO to Intune.
- Apply the Intune policy to the same group of users through Intune

5. MDM configuration.

- Create device policies for City owned Android and iOS devices.
- The policies to include:
 - Require PIN
 - Require encryption.
 - Deploy Office applications.
 - Lock down applications to only communicate with policy managed applications. BYOD only.
 - Configured compliance policies to keep the OS up to date.
 - Deploy Office 365 mobile applications.
 - Provide instructions on how to install the company portal application on town owned and personal devices.
 - Allow remote wiping of devices.
 - Mobile device compliance requires an OS no older than 18 months.
- Documentation will be written and provided to the COW IT team on how to deploy the Intune Company Portal applications to devices.

6. Win32 Application deployment.

- Convert applications that are supported to Intune deployment packages to be deployed to new workstations.
- Provide documentation on how to convert applications and how to deploy applications using Intune.

7. Deployment of Windows and MDM policies to City devices.

- Deployment of global policies will be deployed to a small set of users to ensure functionality and then later deployed to the entire organization.

8. Provide support for policies and settings setup during the project and for the roll out to the City devices.

- Deployment of global policies will be deployed to a small set of users to ensure functionality and then later deployed to the entire organization.
- Verify BitLocker recovery keys have been successfully moved to Entra.
- Verify LAPs has been successfully moved to Intune.

Project Deliverables:

- Endpoint encryption policy to deploy BitLocker to machines and backup the encryption key to Entra ID.
 - Different policies will be set up for the Town and Safety devices.



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- Migrate Existing BitLocker recovery keys to Entra ID.
- Configure policy for Windows Local Admin Passwords to be stored in Entra Id/Intune.
- Migrate On Prem LAPs to Windows LAPs.
- Migrate GPOs that can be run through Intune to Intune. ** Some GPOs may not be compatible with Intune and will only run on prem. **
- Create policy for town wide favorites and department specific favorites for Edge.
- Setup MDM for town/safety owned iOS and Android devices.
- Successfully deploy full application list to the test machines for the following applications:
 - Office 365 Suite such as Word, Excel, Teams and OneDrive
- Knowledge transfer and documentation to walk client through setup process of Intune to make sure they are comfortable with the process.

Assumptions:

- The client is responsible for any licensing or subscription costs.
- The list of favorites to be added for the town and individual departments to be created by COW IT.
- All the Windows computers are members of the Watertown or Safety domains, for hybrid join.
- The client is responsible for installing the company portal app on devices using the provided instructions.
- Microsoft Intune will only work on the latest Windows 10/11, MacOS, Android and iOS operating system.
- Custom application deployments dependent on Win32 content tool support.
- Windows computers that are not members of the domain will need to have the company portal application installed to receive Intune policies.
- HUB Tech will need full access to the 365/Azure portal and remote access.
- All work will be done remotely by HUB Tech.

Project Services

Product Details	Qty
Project Management Services	1
Project Management Services	
Project Labor Services	1
Labor Services - Installation, Configuration, & Project Management	

Subtotal: \$29,839.00



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****Optional** Add-Ons - HUB Care Infrastructure Services**

Description	Qty
• 20% off standard HUB Care Monthly Service rates for first year (reflected below) • Billing continues in perpetuity after initial 12 months • No additional onboarding fee for components included in this project proposal <i>**Promotion only available for clients who are new to HUB Care Managed Services</i>	



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Intune - City Wide Deployment

Quote Information:

Quote #: 011316

Version: 1

Delivery Date: 03/18/2024

Expiration Date: 04/15/2024

Prepared for:

City Of Watertown

149 Main Street

Watertown, MA 02472

Chris McClure

16177158631

cmclure@watertown-ma.gov

Prepared by:

Hub Technical Services LLC

Lori Shea

(508) 238-9887 x 4202

lori@hubtech.com

Quote Summary

Description	Amount
Project Services	\$29,839.00
Total: \$29,839.00	

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Hub Technical Services LLC

City Of Watertown

Signature: _____

Name: Lori Shea

Title: Sales Account Manager

Date: 03/18/2024

Signature: _____

Name: Chris McClure

Date: _____



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Terms & Conditions

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Delays which occur due to software application related issues will constitute a "Change of Scope" and will be subject to additional labor hours.

Terms of Sales for Tangible Products



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508-238-9887



Client is responsible for the receipt and safeguarding of all equipment delivered. Client is responsible for judging suitability and appropriateness for any particular purpose. Products, pricing and availability are subject to change without notice. Client understands that HUB Technical Services, LLC is not the manufacturer of the products specified in this proposal and the only warranties offered are those of the manufacturer. All products are sold with the manufacturer's warranty and are covered by their terms. All warranty claims must be submitted directly to the manufacturer. HUB Technical Services, LLC reserves the right to bill and Client agrees to pay for all time spent troubleshooting or repairing equipment under warranty. HUB Technical Services, LLC does not assure compatibility with any existing equipment. HUB Technical Services, LLC shall not be held responsible for any lost time due to DOA, defective or malfunctioning equipment provided by HUB Technical Services, LLC or by others. Product prices do not include set up, installation, configuration or training, unless specifically noted. A quote for these services will be provided upon request. Product totals exclude sales tax and shipping charges which be billed separately. Tax, Freight, Insurance, Delivery, Setup Fees, Storage, Cabling, and Cabling Services Not included unless otherwise stated.

Warranty and Disclaimer

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Limitation of Liability: Notwithstanding any provision contained herein to the contrary, except in case of bodily injury or death where, and then only to the extent that applicable law requires such liability, the maximum liability of HUB Technical Services, LLC to the client, or to any party whatsoever arising out of or in connection with any sale, use, or other application of any product or service delivered to the client hereunder, whether such liability arises from a claim based upon contract, warranty, tort, or otherwise, shall not under any circumstance exceed the actual amount paid by the client for the product or service giving rise to such liability.

Disclaimer of Liability: Except in case of bodily injury or death where, and then only to the extent that, applicable law requires such liability, HUB Technical Services, LLC shall not be liable for any of the client's loss of profits (even if they arise as a direct or immediate consequence of the event that generated the damages). Loss of business, loss of use or loss of data, interruption of business, nor for indirect, special, incidental or consequential damages of any kind whether under this agreement or otherwise, even if HUB Technical Services, LLC has been advised of the possibility of such loss and notwithstanding any failure of essential purpose of any limited remedy, in no case will HUB Technical Services, LLC be liable for any representation or warranty made by client, or any agent of the client.

Service provider indemnity: Client agrees to defend, indemnify and hold harmless HUB Technical Services, LLC from and against any and all damages, liabilities, costs, expenses (including reasonable attorney's fees, expert fees and other legal expenses) in connection with any suit, claim or action by any third party against the client or HUB Technical Services, LLC as a result of the actual or alleged negligence, misrepresentation, error or omission on the part of the client or its representatives relating to or concerning the products or support services provided by HUB Technical Services, LLC.

Returns

HUB Technical Services, LLC Return Policy is as follows: No returns without an RMA#.

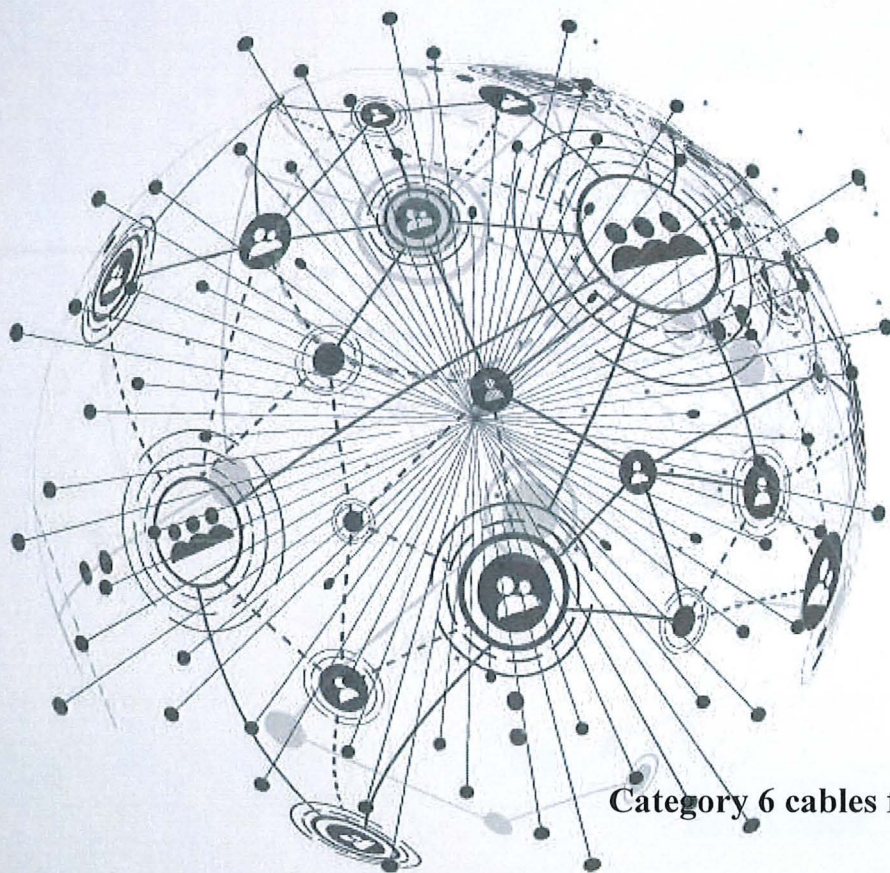
You may return most tangible products only if we are able to return them to our supplier within ten (10) days of your product's shipping date; please refer to the specific details below. All returns require a HUB Technical Return Merchandise Authorization Number (RMA#). We are not responsible for receiving, tracking or crediting any item returned to us without a clearly identifiable RMA# on the packing slip. Many non-discontinued, unopened products may be returned within 10 days of the product's shipping date. Manufacturer return policies vary greatly based on the specific product type. Items must be in original packaging, sealed in as-new condition with the packing slip. Opened computer systems, software, laser printers, inkjet printers and networking equipment are not returnable. Defective merchandise can be returned for repair only to HUB Technical Services, directly to the manufacturer or any authorized service center in your area. In order to return an item, please call 508-238-9887 and contact to our Service Department to obtain a Return Merchandise Authorization Number (RMA#) prior to shipping your product. No returns of any type will be accepted without an RMA#. For faster service, please have the following information available when calling requesting an RMA#: Client name, invoice number or Purchase Order number, serial number and nature of the problem.

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We have prepared a quote for you



Category 6 cables for Wireless Access Points City Wide

Quote # 011249
Version 1
Opportunity: 11400

Prepared for:
City Of Watertown

Chris McClure
cmclure@watertown-ma.gov

Prepared by:
Hub Technical Services LLC

Lori Shea
lori@hubtech.com



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State Contract OFF 50

Scope Of Work

- Furnish and install (42) Category 6 cables for wireless access point as per the walk through.
- Furnish and install 50' conduit Furnish and install liquitight for outdoor location two spots required.
- Test and certify cables.

Fire Orchard St- 7 Access Points

- Site was not walked during site review with Hub.
- Hub has sent Marked up Floor Plans for this site.

Fire 3rd Sub Station- 7 Access Points.

- Site Reviewed with Hub. No Floorplans.
- All Cabling to 2nd floor switch/limited space
- AP Locations:
 - Hallway outside Bunk Room, Kitchen, Breakroom/Tv room, Apparatus bay front, Apparatus bay rear, Gym,
 - Work area in basement.

Senior Center- 4 Access Points

- Reviewed with Hub- Floorplan provided onsite.
- IDF on 2nd floor in HVAC area- very tight and limited access to current cable pathways due to HVAC.
- 15Ft drop ceilings.
- AP locations per Floorplans: 2 at Front of building 2 at rear.

Skating Rink: 8 Access points

- SOW has 4 listed but 8 locations reviewed while onsite. (additional 4 gets K&M to SOW total of 54)
- Reviewed with Hub- Floorplans provided while onsite.
- While onsite- K&M to Review the Phone cabling completed prior.
- Switch is located at 2nd Floor office.
- AP Locations: Assistant Directors Office, Director Office, Snack bar, Left Stands x2, Right Stands x2, Locker room #3-4.
- **CP Requested:** Cages for Right Stand/locker room Aps

Victory Press Box- 1 Access point

- Reviewed with Hub- No Floorplans.
- Indoor AP cabled to local switch.
- **CP Requested:** Adding Rack Shelf for Hub switch. Currently only AV Racks that can not be touched.

Victory Watertown- 2 Access Points.

- Reviewed with Hub, only 2 locations confirmed- No Floorplans.
- AP Locations: Snack Shack, Coaches Office



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- **CP Requested:** 9u Enclosed wall mount rack, relocate Router from Snack shack to new rack in attic.

Commanders Mansion- 10 Access Points

- Reviewed with HUB- Floorplans provided while onsite.
- Historic site- they did not want APs in ceiling and do not want any Holes made.
- Hard ceiling, most walls have custom wallpaper/ horsehair plaster.
- Switch is located on 3rd floor with a chase to the attic.
- 2 Exterior locations, no Conduit allowed.
- Anything here will need to be approved to City prior to completing.
- Possible Desktop APs?

Furnish and Install

- (1) Category 6 cable for wireless access point in DPW
- (2) Category 6 cable for wireless access point in Mansion
- (2) Category 6 cable for wireless access point in Cemetery

Project Services

Product Details	Qty
Project Management Services	1
Project Management Services	
Subtotal: \$2,730.00	

Fire Orchard St- 7 Access Points

Product Details	Qty
Services - Labor	1
Labor Services - Installation & Configuration	
Subtotal: \$4,473.60	

Fire 3rd Sub Station- 7 Access Points

Product Details	Qty
Services - Labor	1
Labor Services - Installation & Configuration	
Subtotal: \$4,411.10	



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Senior Center- 4 Access Points

Product Details	Qty
Services - Labor	1
Labor Services - Installation & Configuration	
Subtotal: \$2,646.08	

Skating Rink: 4 Access points

Product Details	Qty
Services - Labor	1
Labor Services - Installation & Configuration	
Subtotal: \$5,090.26	

Victory Press Box- 1 Access point

Product Details	Qty
Services - Labor	1
Labor Services - Installation & Configuration	
Subtotal: \$787.30	

Victory Watertown- 2 Access Points

Product Details	Qty
Services - Labor	1
Labor Services - Installation & Configuration	
Subtotal: \$2,421.48	

Commanders Mansion- 10 Access Points

Product Details	Qty
Services - Labor	1
Labor Services - Installation & Configuration	
Subtotal: \$6,448.00	



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****Optional** Add-Ons - HUB Care Infrastructure Services**

Description	Qty
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DPW

Product Details	Qty
Services - Labor	1
Labor Services - Installation & Configuration	
Subtotal:	
\$737.36	

Commanders Mansion

Product Details	Qty
Services - Labor	1
Labor Services - Installation & Configuration	
Subtotal:	
\$1,346.54	

Cemetery

Product Details	Qty
Services - Labor	1
Labor Services - Installation & Configuration	
Subtotal:	
\$1,346.54	



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Category 6 cables for Wireless Access Points City Wide

Quote Information:

Quote #: 011249

Version: 1

Delivery Date: 04/03/2024

Expiration Date: 05/31/2024

Prepared for:

City Of Watertown

149 Main Street

Watertown, MA 02472

Chris McClure

16177158631

cmcclure@watertown-ma.gov

Prepared by:

Hub Technical Services LLC

Lori Shea

(508) 238-9887 x 4202

lori@hubtech.com

Quote Summary

Description	Amount
Project Services	\$2,730.00
Fire Orchard St- 7 Access Points	\$4,473.60
Fire 3rd Sub Station- 7 Access Points	\$4,411.10
Senior Center- 4 Access Points	\$2,646.08
Skating Rink: 4 Access points	\$5,090.26
Victory Press Box- 1 Access point	\$787.30
Victory Watertown- 2 Access Points	\$2,421.48
Commanders Mansion- 10 Access Points	\$6,448.00
DPW	\$737.36
Commanders Mansion	\$1,346.54
Cemetary	\$1,346.54
Total:	\$32,438.26

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Hub Technical Services LLC

City Of Watertown

Signature: _____

Name: Lori Shea

Title: Sales Account Manager

Date: 04/03/2024

Signature: _____

Name: Chris McClure

Date: _____



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508-238-9887



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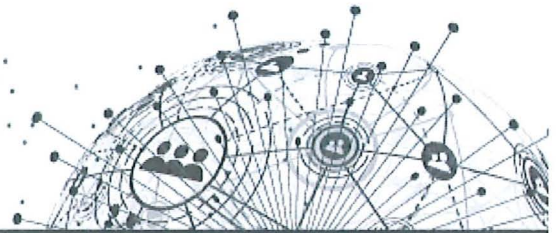
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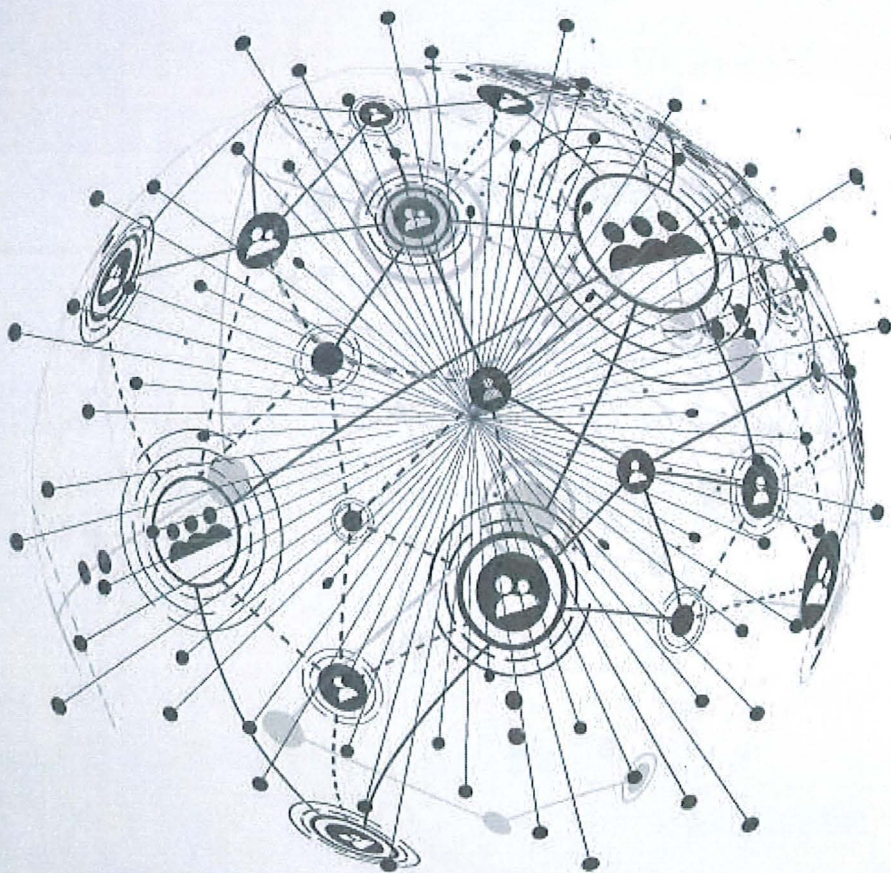
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South Easton, MA 02375
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We have prepared a quote for you



Library IDF Network Equipment

Quote # 011583
Version 1
Opportunity: 11623

Prepared for:
City Of Watertown

Chris McClure
cmcclure@watertown-ma.gov

Prepared by:
Hub Technical Services LLC

Lori Shea
lori@hubtech.com



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South Easton, MA 02375
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State Contract ITC 73

Project Overview:

This project involves the installation of a new Aruba 6200 series network switch and an APC UPS Lithium Ion at the new Library IDF. The Aruba 6200 series switch will have two options, and the selected option will be connected via redundant 10 gigabit fiber back to the MDF (Main Distribution Frame). All networking equipment will be covered by a 3-year support plan.

Option 1: Aruba 6200F Series Switch with 1 Gigabit Ethernet Ports

Install a new Aruba 6200F series network switch with the following specifications:

- 48x 1 gigabit ethernet and 4 SFP+ ports
- Fixed Single Power Supply
- Layer 3 capabilities
- Support for virtual stacking
- 3-year Aruba hardware replacement and software support

Option 2: Aruba 6200M Series Switch with Smart Rate Ports

Install a new Aruba 6200 series network switch with the following specifications:

- 36 1 gigabit ethernet ports and 12 Smart-Rate 1/2.5/5 gigabit ethernet ports for wireless access points and 4 SFP+ ports.
- Ports optimized for Aruba Access Points
- Redundant removable modular power supplies
- Layer 3 capabilities
- Support for virtual stacking
- 3-year Aruba hardware replacement and software support

Common Requirements for Both Options:

Install an APC UPS Lithium Ion with the following specifications:

- 3000VA - Rack-mountable form factor
- Network management capabilities with temperature sensor
- Lithium Ion Batteries have 9-10 year life expectancy



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Networking Switching Configuration:

- Establish redundant 10 Gigabit fiber connections from the new Aruba 6200 series switch to the MDF.
- Configure the new Aruba 6200 series switch according to the existing network standards and best practices.
- Perform comprehensive testing and verification of the new network infrastructure.

Hardware

Description		Price	Qty	Ext. Price
JL727B	HPE Aruba Networking CX 6200F 48G Class4 PoE 4SFP+ 370W Switch	\$5,541.05	1	\$5,541.05
H74R2E	Aruba 3Y FC NBD Exch 6200F 48G CL4 4SFP+ 370W SVC [for JL727B]	\$1,384.56	1	\$1,384.56
J9151E	HPE Aruba Networking 10G SFP+ LC LR 10km SMF Transceiver	\$1,432.20	2	\$2,864.40
SMTL3000RM2 UCNC	APC by Schneider Electric Smart-UPS, Lithium-Ion, 3000VA, 120V with SmartConnect Port and Network Card - 2U Rack-mountable - 2 Hour Recharge - 120 V Input - 120 V AC Output - Sine Wave - 2 x NEMA 5-20R, 6 x NEMA 5-15R - 8 x Battery/Surge Outlet	\$3,819.43	1	\$3,819.43
AP9563	APC Basic Rack 2.4kVA PDU - 10 x NEMA 5-20R - 2.4kVA - 1U 19" Rack-mountable	\$184.32	1	\$184.32

Subtotal: \$13,793.76

Project Services

Product Details	Qty
Project Management Services	1
Project Management Services	
Project Labor Services	1
Labor Services - Installation, Configuration, & Project Management	

Subtotal: \$2,730.00



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****Optional** Add-Ons - HUB Care Infrastructure Services**

Description	Qty
• 20% off standard HUB Care Monthly Service rates for first year (reflected below) • Billing continues in perpetuity after initial 12 months • No additional onboarding fee for components included in this project proposal <i>**Promotion only available for clients who are new to HUB Care Managed Services</i>	





44 Norfolk Avenue
South Easton, MA 02375
www.hubtech.com
508-238-9887



Library IDF Network Equipment

Quote Information:

Quote #: 011583

Version: 1

Delivery Date: 05/06/2024

Expiration Date: 06/03/2024

Prepared for:

City Of Watertown

123 Main Street

Watertown, MA 02472

Chris McClure

16177158631

cmcclure@watertown-ma.gov

Prepared by:

Hub Technical Services LLC

Lori Shea

(508) 238-9887 x 4202

lori@hubtech.com

Quote Summary

Description	Amount
Hardware	\$13,793.76
Project Services	\$2,730.00
Subtotal:	\$16,523.76
Shipping:	\$275.00
Total:	\$16,798.76

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Hub Technical Services LLC

City Of Watertown

Signature: _____

Name: Lori Shea

Title: Sales Account Manager

Date: 05/06/2024

Signature: _____

Name: Chris McClure

Date: _____



44 Norfolk Avenue
South Easton, MA 02375
www.hubtech.com
508-238-9887



Terms & Conditions

Statement of Confidentiality

The contents of this document have been developed by HUB Technical Services, LLC. HUB Technical Services, LLC considers the contents of this document to be proprietary and business confidential information where applicable by law. This information is to be used only in the performance of its intended use. This document may not be released to another vendor, business partner or contractor without prior written consent from HUB Technical Services, LLC. Additionally, no portion of this document may be communicated, reproduced, copied or distributed without the prior consent of the client and HUB Technical Services, LLC.

Quotation Terms

Tax, Freight, Insurance, Delivery, Setup Fees, Cabling and Cabling Services are not included unless specified above. All prices are subject to change without notice. Supply subject to availability.

Terms, Conditions, and Procedures

Change of Scope Procedures

Should the Client require additional services as a result or adjunct to this project, it will be considered a Change of Scope and will result in additional hours and charges. A Change of Scope agreement form must be signed in order for any additional work to be performed. Upon receipt of a purchase order for the Change of Scope, HUB Technical Services will begin work. The service rate is based on installation during the hours of 8:30 AM-5:30 PM; Monday through Friday.

General Terms

This proposal is for a fixed price project. Any deviation from the Scope of Work defined in this proposal will result in a change order which may change the price of the project. HUB technical Services, LLC will monitor the progress of the project and notify the Client of any deviations for discussion and approval before implementation. Client will be invoiced as per Project Milestones.

Payment Terms

Payment is due within thirty (30) days of original invoice date. Tangible products are invoiced on the initial shipment date; services are invoiced as they are performed or at the milestones defined above or in the project plan if applicable. All invoices will include the description of the item and the work being billed. Complete payment in full is due for each invoice within thirty (30) days of invoice date. Payments that are past due will result in a finance charge of one percent {1%} per month on an unpaid balance (twelve percent {12%} per year) or the maximum allowed by law. Tax, Freight, Insurance, Delivery, Setup Fees, Storage, Cabling, and Cabling Services Not Included. Fixed priced projects are invoiced in full and are not eligible for labor rebate.

Terms of Sales for Professional Services

Client will designate primary contact(s) for scheduling installations. Normal service delivery hours are 8:30AM-5:30PM; Monday through Friday. After hours and weekend service will be billed at a higher rate. Travel charges will apply beyond 50 mile radius of Hub Tech's main office. Rates are subject to change with a fifteen-day written notice. Support contracts, support services and related replacement parts may be subject to sales, use or other applicable local taxes and is based on the location to which the parts or services are delivered. Unless otherwise noted, HUB Technical Services, LLC prices does not include taxes. The Client acknowledges it has the responsibility to pay all taxes if applicable.

Warranty: 30 days from date of final signoff by client.

Non-Solicit: Should the Client hire any HUB Technical Services employee during the period of this contract or within 12 months of the expiration of the contract, then the Client shall pay HUB Technical Services an amount equivalent to 26 weeks of the employee's salary to recompense HUB Technical Services for its loss.

Delays which occur due to software application related issues will constitute a "Change of Scope" and will be subject to additional labor hours.

Terms of Sales for Tangible Products



44 Norfolk Avenue
South Easton, MA 02375
www.hubtech.com
508-238-9887



Client is responsible for the receipt and safeguarding of all equipment delivered. Client is responsible for judging suitability and appropriateness for any particular purpose. Products, pricing and availability are subject to change without notice. Client understands that HUB Technical Services, LLC is not the manufacturer of the products specified in this proposal and the only warranties offered are those of the manufacturer. All products are sold with the manufacturer's warranty and are covered by their terms. All warranty claims must be submitted directly to the manufacturer. HUB Technical Services, LLC reserves the right to bill and Client agrees to pay for all time spent troubleshooting or repairing equipment under warranty. HUB Technical Services, LLC does not assure compatibility with any existing equipment. HUB Technical Services, LLC shall not be held responsible for any lost time due to DOA, defective or malfunctioning equipment provided by HUB Technical Services, LLC or by others. Product prices do not include set up, installation, configuration or training, unless specifically noted. A quote for these services will be provided upon request. Product totals exclude sales tax and shipping charges which be billed separately. Tax, Freight, Insurance, Delivery, Setup Fees, Storage, Cabling, and Cabling Services Not included unless otherwise stated.

Warranty and Disclaimer

Warranty: HUB Technical Services, LLC warrants that the services or equipment provided comply with the statements made within this SOW and for a period of thirty (30) days from the date of signoff.

Limitation of Liability: Notwithstanding any provision contained herein to the contrary, except in case of bodily injury or death where, and then only to the extent that applicable law requires such liability, the maximum liability of HUB Technical Services, LLC to the client, or to any party whatsoever arising out of or in connection with any sale, use, or other application of any product or service delivered to the client hereunder, whether such liability arises from a claim based upon contract, warranty, tort, or otherwise, shall not under any circumstance exceed the actual amount paid by the client for the product or service giving rise to such liability.

Disclaimer of Liability: Except in case of bodily injury or death where, and then only to the extent that, applicable law requires such liability, HUB Technical Services, LLC shall not be liable for any of the client's loss of profits (even if they arise as a direct or immediate consequence of the event that generated the damages). Loss of business, loss of use or loss of data, interruption of business, nor for indirect, special, incidental or consequential damages of any kind whether under this agreement or otherwise, even if HUB Technical Services, LLC has been advised of the possibility of such loss and notwithstanding any failure of essential purpose of any limited remedy, in no case will HUB Technical Services, LLC be liable for any representation or warranty made by client, or any agent of the client.

Service provider indemnity: Client agrees to defend, indemnify and hold harmless HUB Technical Services, LLC from and against any and all damages, liabilities, costs, expenses (including reasonable attorney's fees, expert fees and other legal expenses) in connection with any suit, claim or action by any third party against the client or HUB Technical Services, LLC as a result of the actual or alleged negligence, misrepresentation, error or omission on the part of the client or its representatives relating to or concerning the products or support services provided by HUB Technical Services, LLC.

Returns

HUB Technical Services, LLC Return Policy is as follows: No returns without an RMA#.

You may return most tangible products only if we are able to return them to our supplier within ten (10) days of your product's shipping date; please refer to the specific details below. All returns require a HUB Technical Return Merchandise Authorization Number (RMA#). We are not responsible for receiving, tracking or crediting any item returned to us without a clearly identifiable RMA# on the packing slip. Many non-discontinued, unopened products may be returned within 10 days of the product's shipping date. Manufacturer return policies vary greatly based on the specific product type. Items must be in original packaging, sealed in as-new condition with the packing slip. Opened computer systems, software, laser printers, inkjet printers and networking equipment are not returnable. Defective merchandise can be returned for repair only to HUB Technical Services, directly to the manufacturer or any authorized service center in your area. In order to return an item, please call 508-238-9887 and contact to our Service Department to obtain a Return Merchandise Authorization Number (RMA#) prior to shipping your product. No returns of any type will be accepted without an RMA#. For faster service, please have the following information available when calling requesting an RMA#: Client name, invoice number or Purchase Order number, serial number and nature of the problem.

HUB Tech, HUB Tech Services and HUB Technical Services are all protected trademarks of HUB Technical Services, LLC



We have prepared a quote for you

**Watertown City Hall Basement Meeting Room AV
Upgrade**

Quote # 003451
Version 1

Prepared for:

City of Watertown

Main

Christopher McClure
cmclure@watertown-ma.gov

48 Leona Drive
Middleboro, MA 02346
www.ockers.com
(508) 586-4642



Wednesday, March 20, 2024

City of Watertown
Christopher McClure
149 Main Street
Watertown, MA 02472
cmclure@watertown-ma.gov

Proposal prepared under Massachusetts State Contract OFF-50

Gary Pink
Account Executive/Systems Engineer
Middleboro HQ

Hardware

Description		Price	Qty	Ext. Price
BIGTV-86	BIGTV - 86" 4K COMMERCIAL DISPLAY, 1 VGA, 2 HDMI,	\$2,999.00	2	\$5,998.00
TVULTRA86-G4	TOUCHVIEW 86 INCH ULTRA INTERACTIVE PANEL GEN 4-with USB HID, AGG, 40 Points of Touch Ultra HD	\$4,399.00	1	\$4,399.00
TV-I5-PCMODULE-G4	TOUCHVIEW i5 PC Module No Operating System, GEN4, Intel® Core™ i5-1255U 4.4GHz, 16GB DDR4 , 256GB SSD , Ultra HD, for use with TOUCHVIEW INTERACTIVE	\$789.00	1	\$789.00
FQC-10529	Microsoft Windows 11 Pro 64-bit - License - 1 License - OEM - DVD-ROM - PC	\$159.00	1	\$159.00
XTM1U	Chief Fusion X-Large Adjustable Display Wall Mount - For Displays 55-100" - Height Adjustable - 1 Display(s) Supported - 55" to 100" Screen Support - 250 lb Load Capacity	\$364.00	3	\$1,092.00
3ML04AA#ABL	HP Wireless Keyboard And Mouse 300 - USB Wireless 2.40 GHz Keyboard - Black - USB Wireless Mouse - 1600 dpi - Black - Internet Key, Email, Search Hot Key(s) - Symmetrical - AAA	\$49.00	1	\$49.00
60-1741-53	Extron - DTP2 T 201 D - HDMI 4K/60 Wallplate Tx, White – 330 feet (100 m)	\$920.00	1	\$920.00
60-1631-63	Extron - DTP2 R 211 - HDMI 4K/60 DTP2 Receiver with Audio De-Embedding	\$704.00	4	\$2,816.00
60-1631-62	Extron - DTP2 T 211 - HDMI 4K/60 DTP2 Transmitter with Audio Embedding	\$696.00	3	\$2,088.00
60-190-01	Extron Universal Rack Shelf Kit for 9.5" Deep Products	\$139.20	1	\$139.20
60-1608-01	Extron - DA4 HD 4K PLUS - Four Output 4K/60 HDMI Distribution Amplifier	\$1,024.00	1	\$1,024.00
MXA920W-S	Ceiling Array Microphone, Square, White, 24 inch	\$3,938.75	1	\$3,938.75
MXA710W-2FT	LINEAR ARRAY MIC, WHITE, 2 FT	\$2,126.25	1	\$2,126.25
80-0134	Symetrix Radius NX 12x8	\$3,208.00	1	\$3,208.00
XPA1UB	Chief Fusion Ultrawide X-Large Height Adjustable Mobile TV Cart - For Displays 55-100" - Black - 300 lb Capacity - 4 Casters - 44" Width x 14" Depth x 75" Height - Black - For 1 Devices	\$1,930.70	1	\$1,930.70
FCA813	Chief Shelves Series Low-Profile Shelf for 62"-100" AV Displays - Black - Adjustable Height - 100" Screen Support - 2 lb Load Capacity	\$151.00	1	\$151.00

Hardware

Description		Price	Qty	Ext. Price
FHB5077	Chief Fusion Mounting Adapter for Flat Panel Display - Black - 500 x 500	\$58.00	1	\$58.00
PF000611	Powersoft Mezzo 602 A 300w/channel amplifier	\$990.40	1	\$990.40
CONTROL 26CT	Control 26C with Transformer. For use on a 70.7V or 100V Distributed Line, Switchable Taps at 60W, 30W and 15W (Plus 7.5W at 70.7V only), No SonicGuard. Priced as Each, Packed as Pairs. Master Pack Quantity: 4 Pieces.	\$157.10	10	\$1,571.00
GSM4230P-100NAS	Netgear M4250-26G4F-PoE+ AV Line Managed Switch - 24 Ports - Manageable - 3 Layer Supported - Modular - 4 SFP Slots - 35.80 W Power Consumption - 300 W PoE Budget - Optical Fiber, Twisted Pair - PoE Ports - 1U High - Rack-mountable, Table Top - Lifetime L	\$1,147.25	1	\$1,147.25
KT000365	Powersoft Level Volume Control	\$47.75	1	\$47.75
UTAP	AJA SDI to USB3 Encoder	\$411.75	1	\$411.75
DAC-70	Datavideo Up Down Cross Converter - Functions: Signal Conversion, Audio Embedding - 1920 x 1080 - VGA - USB - 1 Pack - Rack-mountable	\$535.00	2	\$1,070.00
PT-WEBCAM-80-v2	PTZOptics Webcam - 2.1 Megapixel - 30 fps -	\$87.50	1	\$87.50
ADPUSBCAU2X2	Audinate ADP-USBC-AU-2X2 Dante AVIO USB-C IO Adapter - 2x2 Audio Channels	\$182.75	1	\$182.75
DWR-16-22PD	MIDDLE ATLANTIC - 16SP/22D WALLRACK W/PLEXI	\$942.40	1	\$942.40
UTR1	Middle Atlantic 1RU Rack Mounted Shelf - Small Device Mounting Shelf - 10in Depth - 19" 1U	\$47.25	3	\$141.75
PD-815SC	MIDDLE ATLANTIC - SLIM PWR STRP,8OUT,15A,W/	\$152.20	1	\$152.20
PD-915R	Middle Atlantic 9-Outlets Power Strip - NEMA 5-15P - 9 x NEMA 5-15R - 9 ft Cord - 15 A Current - 120 V AC Voltage - Rack-mountable - Black Anodized	\$176.00	1	\$176.00
TH-43CQ2U	42-INCH 4K UHD 400CD/M2 ATSC/NTSC/QAM TUNER	\$797.75	1	\$797.75
MTM1U	Chief Fusion Medium Micro-Adjustable Tilt TV Wall Mount - For Displays 32-65" - Black - Height Adjustable - 1 Display(s) Supported - 32" to 65" Screen Support - 125 lb Load Capacity	\$196.00	1	\$196.00
CONVBDC/SDI/HDMI03G/PS	Blackmagic Design CONVBDC/SDI/HDMI03G/PS Micro Converter - BiDirectional SDI/HDMI 3G with Power Supply	\$89.00	4	\$356.00

Hardware

Description		Price	Qty	Ext. Price
USB3-AM-CM-003	Connectronics USB3-AM-CM-003 USB-C Male to USB-A Male USB 3.1 Cable - 3 Foot	\$9.80	4	\$39.20
WP2X4-CA	My Custom Shop WP2X4-CA 2-Gang Clear Anodized Aluminum Wall Plate with 4 D Series Style Cutouts	\$36.40	1	\$36.40
Misc-Materials	Cables connectors and parts	\$1,280.00	1	\$1,280.00

Subtotal: \$40,512.00

Services

Description		Price	Qty	Ext. Price
LABOR-AV	Ockers Classroom Audio Visual Installation Labor Ockers Classroom Audio Visual Installation Labor	\$125.00	1	\$125.00
LABOR-BROADCAST	Ockers Broadcast Installation Labor	\$13,500.00	1	\$13,500.00

Subtotal: \$13,625.00

Watertown City Hall Basement Meeting Room AV Upgrade

Prepared by:

Ockers Company



Gary Pink
7813498823
Fax 508-584-9180
gpink@ockers.com

Prepared for:

City of Watertown

149 Main Street
Watertown, MA 02472
Christopher McClure
(617) 715-8631
cmcclure@watertown-ma.gov

Quote Information:

Quote #: 003451

Version: 1
Delivery Date: 03/20/2024
Expiration Date: 04/26/2024

Quote Summary

Description	Amount
Hardware	\$40,512.00
Services	\$13,625.00
Subtotal:	\$54,137.00
Shipping:	\$1,285.00
Total:	\$55,422.00

Terms and Conditions

This quote is valid for thirty (30) days from the date of issue. Any payments not made within thirty (30) days of the date of the invoice shall be subject to a late payment charge of 1 ½% per month (compounded) on the unpaid balance of any amount then passed due. All products quoted are subject to availability.

Terms for Purchases are NET30 Days from date of invoice. All Services will be invoiced separately and are payable on receipt of Invoice. Any payments not made within thirty (30) days of the date of the invoice shall be subject to a late payment charge of 1½% per month (compounded) on the unpaid balance of any amount then passed due.

Binding Effect of Document:

This document when signed by the client and accepted by the Company shall constitute a binding contract for services described.

Suspension or Cancellation for Non- Payment:

The Company may forthwith suspend or cancel SAAS service upon a written notice if any payment is overdue, in addition to any other right or remedy it may have.

Assignability of Agreement:

Neither this agreement nor the Company's SAAS service are transferable without the Company's written consent.

Returns are allowed for 30 days. Non-defective returns must be unopened, and factory sealed. All merchandise must be returned with original packing, accessories, and instructions. A valid RMA number must be obtained from Ockers Company before a return is allowed. Note - Some manufacturers have special returns policies which may supersede the above.

Custom Orders are not Returnable.

Returns over the 30 days will be subject to the acceptance by the distributor or manufacturer and may require a restocking fee.

Ockers at its discretion may invoice product prior to delivery to client via a Bill and Hold (Transfer of Property) document if required. All stored product will be fully insured. This may occur via a Standard invoice or via a Bill and Hold

Customer responsible for any permit fee costs that may be required. Fees are determined by local municipality and will be billed accordingly.

** For EANS Purchases - Customer is responsible for payment of products and services if EANS order is not approved by the state.

Please email Purchase Order to confirm the order. Thank you.

48 Leona Drive
Middleboro, MA 02346
www.ockers.com
(508) 586-4642



Ockers Company

City of Watertown

Signature: _____

Name: Gary Pink

Title: Account Executive/Systems Engineer

Date: 03/20/2024

Signature: _____

Name: Christopher McClure

Date: _____



KING INFORMATION SYSTEMS, INC.

6 Merchant St Unit 6, Sharon, MA 02067 (781) 762-6477 FAX (781) 769-1236

April 3, 2024

City of Watertown, MA
149 Main Street
Watertown, MA, 02472

Attn: Christopher McClure
Chief Information Officer

Dear Chris:

Per our conversation, please consider this letter as a summary and the estimated costs for the next phase of projects that need to be completed. Included in this proposal is the reorganization of the maps and plans from the old police station and in the city hall building. Also included is scanning of the Building Department, Board of Health, Assessors, and selected files of the Audit Department. We will also microfilm select files that are being scanned by King Information Systems. Below, we have provided detail by project step and department of what to expect in terms of cost and if any "pre-prep" is required.

Map and Plan Indexed Shelving System.

Per our conversation and walkthrough, the third-floor hallway of city hall has been selected for the installation of the indexed map/plan system. Please note that prior to our installation of the shelving below, all of the existing, empty file cabinets will need to be removed. We have not included the removal of the cabinets in our estimate.

All of the following locations of map/plan files will be consolidated into a central database that is an indexed filing system for all the maps/plans on 14 sections of archive shelving.

City Hall: 3rd Floor Storage, City Hall: 3rd Floor Vault
City Hall: 3rd Floor File Room, City Hall: Building Dept
City Hall: CDP Department
Old Police 1: Area 1, Old Police 2: Area 2, Old Police 3: Area 3
Old Police 4: Area 4, Old Police 5: Area 5

The costs to implement our recommendations are as follows:

1. Equipment – 14 sections of archive steel shelving, cost \$638.00 each delivered and installed. Total for shelving - \$8,932.00.
2. Supplies – Map depth boxes, clips, and labels - \$2,500.00, plus shipping.
3. Database – includes all data entry (MS Access) - \$1,500.00.
4. Labor – Archives supervisor for (10) days at \$772.00 per day and one staff person for (30) days at \$640.00 per day. Total cost for labor - \$26,920.00, plus expenses.

The total estimated cost is \$41,000.00, including expenses.

The next project is the digitization of departmental records. Based on our conversations, the order in which the records are to be scanned is as follows:

- A) Building Department
- B) Assessor's Department
- C) Health Department
- D) Audit Department

Building Department Scanning.

The Building Department records to be scanned include Permit Cards, Certificate and Permit files, and older Permit Files. **Not** chosen for scanning at this time are the Pending Files which may not have completed documentation and the Bound Permit Books which will require extensive preparation including removing of bindings and stitching. There are an estimated 85,000 pages of scanning for the Building Department.

The total estimated costs for the Building Department are:

Building prep 8 days = \$8,496.00 Scanning = \$12,750.00 Subtotal = \$21,246.00

Assessor's Department Scanning.

The Assessor's Department records to be scanned include Property, Condo, ABC, exemption, personal property tax, and abatements. There are an estimated 200,000 pages of scanning for the Assessor's department.

The total estimated costs for the Assessor's Department are:

Assessor's prep 17 days = \$18,054.00 Scanning = \$30,000.00 Subtotal = \$48,054.00

Board of Health Department Scanning.

The Board of Health Department records to be scanned include the 10 separate file categories as identified in our master report on Pages 102 through 110. The only files excluded at this time are Personnel, Funeral/Burial and the "hodgepodge" records as further identification is required. There are an estimated 125,000 pages of scanning for the Board of Health.

The total estimated costs for Health Department are:

BOH prep 12 days = \$12,744.00 Scanning = \$18,750.00 Subtotal = \$31,494.00

Audit Department Scanning.

The Audit Department is only scanning the Benefit/Retiree files. The A/P-Audit related files will be addressed in a separate proposal for a shelving-based filing system. There are an estimated 75,000 pages of scanning for the Audit department.

The total estimated costs for the Audit Department are:

Audit prep 7 days = \$7,434.00 Scanning = \$11,250.00 Subtotal = \$18,684.00

Other Costs associate with this phase

The other costs for this phase of the project are the microfilm backup for selected permanent land records and other records identified for back up. Also included below are the transportations costs associated with moving files from the old police station, and boxing and picking up files for scanning. They are estimated below:

- 1) Microfilm backup estimated cost (including shredding): \$31,000.00
- 2) Transportation/Boxing Cost estimate for projects: \$7,500.00

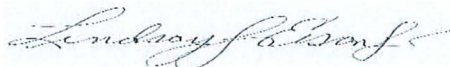
Summary totals by line item and area:

1. Maps and Plans System:	Line-Item amount: \$41,000.00
2. Building Department Scanning:	Line-Item amount: \$21,246.00
3. BOH Scanning:	Line-Item amount: \$31,494.00
4. Assessor's Department Scanning:	Line-Item amount: \$48,054.00
5. Audit Department Scanning:	Line-Item amount: \$18,684.00
6. Microfilm Backup:	Line-Item amount: \$31,000.00
7. Transportation and boxing:	Line-Item amount: \$ 7,500.00

Total for all line-items 1 through 7 above: \$198,978.00

Chris, this addresses all the topics that we discussed and provides you with a plan to move forward upon your approval. Please let us know when to schedule. If you require any additional information, please do not hesitate to contact us.

Very truly yours,
KING INFORMATION SYSTEMS, INC.



Lindsay J. Eisan Jr.
Account Representative

LJE/cb
cc: Patricia M. Tigue
President



OpenGov Inc.
660 3rd Street, Suite 100
San Francisco, CA 94107
United States

Order Number: Q015173
Created On: April 26, 2024
Quote Expiration Date: May 30, 2024
Services Start Date: May 26, 2024

Prepared By: Dominique Paoella
Email: dpaoella@opengov.com
Contract Term: Professional Services

Customer Information

Customer: City of Watertown, MA
Bill To/Ship To: 149 Main St
Watertown, MA US

Contact Name: Christopher McClure
Email: it@watertown-ma.gov
Phone: 617-972-6463

Order Details

Billing Frequency: Upfront

Payment Terms: Net 30

PROFESSIONAL SERVICES:

Product / Service	Start Date	Total Amount
Professional Services Deployment - Prepaid	May 26, 2024	\$121,500.00
Services Total Amount		\$121,500.00

Order Form Legal Terms

Welcome to OpenGov!

This Order Form incorporates the OpenGov Master Services Agreement ("MSA") attached here or available at <https://opengov.com/terms-of-service/master-services-agreement/>. The "Agreement" between OpenGov and the entity identified above ("Customer") consists of the Order Form, MSA, and, if Professional Services are purchased, the Statement of Work. Unless otherwise specified above, fees for the Software Services and Professional Services shall be due and payable, in advance, 30 days from receipt of the invoice. By signing this Agreement, Customer acknowledges that it has reviewed, and agrees to be legally bound by the Agreement. Each party's acceptance of this Agreement is conditional upon the other's acceptance of the Agreement to the exclusion of all other terms.

City of Watertown, MA	OpenGov, Inc.
Signature:	Signature:
Name:	Name:
Title:	Title:
Date:	Date:



Statement of Work

City of Watertown, MA

Creation Date: 3/21/2024
Document Number: PS-05226
Version Number: 2
Created by: Dean Simpson

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1. Overview and Approach

1.1. Agreement

This Statement of Work ("SOW") identifies services that OpenGov, Inc. ("OpenGov" or "we") will perform for City of Watertown, MA ("Customer" or "you") pursuant to that order for Professional Services entered into between OpenGov and the Customer ("Order Form") which references the Master Services Agreement or other applicable agreement entered into by the parties (the "Agreement").

- Customer acknowledges and agrees that this Statement of Work is subject to the confidentiality obligations set forth in the Agreement between OpenGov and Customer.
- The Deliverables listed in [Appendix B](#) are the single source of the truth of the deliverables to be provided.
- Customer's use of the Professional Services is governed by the Agreement and not this SOW.
- Upon execution of the Order Form or other documentation referencing the SOW, this SOW shall be incorporated by reference into the Agreement.
- In the event of any inconsistency or conflict between the terms and conditions of this SOW and the Agreement, the terms and conditions of this SOW shall govern with respect to the subject matter of this SOW only. Unless otherwise defined herein, capitalized terms used in this SOW shall have the meaning defined in the Agreement.
- This SOW may not be modified or amended except in a written agreement signed by a duly authorized representative of each party.
- OpenGov will be deployed as is, Customer has access to all functionality available in the current release.

2. Statement of Work

This SOW is limited to the Implementation of the OpenGov Permitting & Licensing as defined in the OpenGov Responsibilities section of this document ([Section 2.5](#)). Any additional services or support will be considered out of scope.

2.1. Project Scope

Under this project, OpenGov will deliver cloud based Permitting & Licensing solutions to help the Customer power a more effective and accountable government. OpenGov's estimated charges and schedule are based on performance of the activities listed in the "OpenGov Responsibilities" section below. Deviations that arise during the project will be managed through the procedure described in [Appendix A-2: Change Order Process](#), and may result in adjustments to the Project Scope, Estimated Schedule, Charges and other terms. These adjustments may include charges on a time-and-materials or fixed-fee basis using OpenGov's standard rates in effect from time to time for any resulting additional work or waiting time.

2.2. Facilities and Hours of Coverage

OpenGov will:

- A. Perform the work under this SOW remotely, except for any project-related activity which OpenGov determines would be best performed at your facility in order to complete its responsibilities under this SOW.
- B. Provide the Services under this SOW during normal business hours, 8:30am to 6:00pm local time, Monday through Friday, except holidays.
- C. Use personnel and resources located across the United States, and may also include OpenGov-trained staffing contractors to support the delivery of services.

2.3. Key Assumptions

The SOW and OpenGov estimates are based on the following key assumptions. Deviations that arise during the proposed project will be managed through the [Appendix A-2: Change Order Process](#), and may result in adjustments to the Project Scope, Estimated Schedule, Charges, and other terms.

General:

- A. Individual software modules are configured based on discussions between OpenGov and Customer.
- B. All training, working sessions, and configuration is completed remotely, unless otherwise specified in appendix
- C. Customer will gather and provide all applicable Prerequisite Data Checklist items prior to the first project working session being held.
- D. Customer's source data will be provided in accordance with [Appendix C: Technical Requirements](#).
- E. Customer will validate and sign off on each deliverable in [Appendix B: Deliverables](#).
- F. Go Live date will be agreed and signed off between the Customer and OpenGov project manager during project planning.
- G. Customer will sign off on the Solution Acceptance prior to Go Live.
- H. The project plan assumes one Go-Live event and cutover unless otherwise specified in [Appendix B: Deliverables](#).
- I. OpenGov best practice is to not exceed tested limits of the product.

Data and Document Migrations:

- J. Migrations are completed using flat files provided and mapped by the Customer, unless otherwise specified in [Appendix B: Deliverables](#).
- K. Customer configured Record Types are expected to comply with the Project Plan's Go Live and cutover to ensure the migration encompasses all records from the legacy system.
- L. Customer shall complete the OpenGov provided data templates with three (3) weeks of request.
- M. Customer shall validate data deliverables within three (3) weeks of request
- N. During implementation, OpenGov will provide up to two (2) format changes for each integration file, allowing for necessary edits to be made during the testing and validation process.

2.4. Exclusions

- A. Implementation of any custom modification or integration developed by OpenGov; your internal staff; or any third-party is not included in the scope of this project unless specifically listed in Appendix B.
- B. Any service items discussed during demonstrations; conference calls; or other events are not included in the scope of this project unless specifically listed in Appendix B.
- C. Historical data migration does not:
 - i. Exceed 250,000 records unless otherwise specified in Appendix B: Deliverables.
 - ii. Include database backup files unless otherwise specified in Appendix B: Deliverables.
 - iii. Include cleansing of corrupt data, creation or linking of applicant accounts, integration of historical fees and payments into workflow or financial reports, logs of permit changes, migration of data into the workflow, permit attachments, import of contractor database, or hierarchical relationships between records.
- D. Document Migration does not exceed 1TB unless otherwise specified in Appendix B: Deliverables.

2.5. OpenGov Responsibilities

2.5.1. Activity 1 – Project Management

OpenGov will provide project management for the OpenGov responsibilities in this SOW. The purpose of this activity is to provide direction to the OpenGov project personnel and to provide a framework for project planning, communications, reporting, procedural and contractual activity. This activity is composed of the following tasks:

Planning

OpenGov will:

- A. Review the SOW, contract and project plan with Customer's Project Manager and key stakeholders to ensure alignment and agreed upon timelines;
- B. Coordinate a go live planning and data workshop to plan data integrations and migrations;
- C. Maintain project communications through your Project Manager;
- D. Establish documentation and procedural standards for deliverable Materials; and
- E. Assist your Project Manager to prepare and maintain the project plan for the performance of this SOW which will include the activities, tasks, assignments, and project milestones.

Project Tracking and Reporting

OpenGov will:

- A. Review project tasks, schedules, and resources and make changes or additions, as appropriate. Measure and evaluate progress against the project plan with your Project Manager;
- B. Work with your Project Manager to address and resolve deviations from the project plan;
- C. Conduct regularly scheduled project status meetings; and
- D. Administer the Appendix A-2: Change Order Process with your Project Manager.

Completion Criteria:

This is an on-going activity which will be considered complete at the end of the Services

Deliverable Materials:

- Planning and Data Workshop
- Project Plan and Timeline
- Weekly Status Reports
- Go Live Checklist
- Risk, Action, Issues and Decisions Register (RAID)
- Project Charter

2.5.2. Activity 2 – Initialization

OpenGov will provide the following:

- A. Customer Entity configuration
- B. System Administrators creation
- C. Solution Blueprint creation
- D. Data Validation strategy

Completion Criteria:

This activity will be considered complete when:

- Customer Entity is created
- System Administrators have access to Customer Entity
- Solution Blueprint is presented to Customer

Deliverable Materials:

- Solution Blueprint
- Sign-off of Initial Draft Solution Blueprint

2.5.3. Activity 3 – OpenGov Use Cases

Use cases:

OpenGov will provide the following:

Community Development: Code Enforcement; Public Works: Right-of-Way Permits, Waste/Water Management, etc; Parks and Recreation

Completion Criteria:

This activity will be considered complete when:

- Deliverables are configured/completed

Deliverable Materials:

- Formal sign off document

2.5.4. Activity 4 – Training

Training will be provided in instructor-led virtual sessions unless otherwise specified in Appendix B. For any instructor-led virtual sessions, the class size is recommended to be 10, for class sizes larger than 10 it may be necessary to have more than one instructor.

Completion Criteria:

- Training is provided

Deliverable Materials:

- Formal sign off document

2.6. Your Responsibilities

The completion of the proposed scope of work depends on the full commitment and participation of your management and personnel. The responsibilities listed in this section are in addition to those responsibilities specified in the Agreement and are to be provided at no charge to OpenGov. OpenGov's performance is predicated upon the following responsibilities being managed and fulfilled by you. Delays in performance of these responsibilities may result in delay of the completion of the project and will be handled in accordance with Appendix A-2: Change Order Process.

2.6.1. Your Project Manager

Prior to the start of this project, you will designate a person called your Project Manager who will be the focal point for OpenGov communications relative to this project and will have the authority to act on behalf of you in all matters regarding this project.

Your Project Manager's responsibilities include the following:

- A. Manage your personnel and responsibilities for this project (for example: ensure personnel complete any self-paced training sessions, configuration, validation or user acceptance testing);
- B. Serve as the interface between OpenGov and all your departments participating in the project;
- C. Administer the Appendix A-2: Change Order Process with the Project Manager;
- D. Participate in project status meetings;
- E. Obtain and provide information, data, and decisions within five (5) business days of OpenGov's request unless you and OpenGov agree in writing to a different response time;

- F. Resolve deviations from the estimated schedule, which may be caused by you;
- G. Help resolve project issues and escalate issues within your organization, as necessary; and
- H. Create, with OpenGov's assistance, the project plan for the performance of this SOW which will include the activities, tasks, assignments, milestones, estimates, and duration.

2.7. Completion Criteria

OpenGov will have fulfilled its obligations under this SOW when any of the following first occurs:

- A. OpenGov accomplishes the activities set forth in "OpenGov responsibilities" section and delivers the Materials listed, if any; or
- B. The End Date, as agreed upon between the Customer and OpenGov during project planning, is reached.

2.8. Estimated Schedule

OpenGov will schedule resources for this project upon signature of the order form. Unless specifically noted, the OpenGov assigned project manager will work with Customer Project Manager to develop the project schedule for all requested deliverables under this SOW. OpenGov reserves the right to adjust the schedule based on the availability of OpenGov resources and/or Customer resources, and the timeliness of deliverables provided by the Customer.

The Services are currently estimated to start within two (2) weeks but no later than four (4) weeks from signatures, unless otherwise agreed upon between the Customer and OpenGov, and have an estimated end date of nine (9) months after kick-off ("Estimated End Date"). The End Date will be agreed between Customer and OpenGov during project planning.

2.9. Illustrative Project Timelines

The typical project timelines are for illustrative purposes only and may not reflect your use cases.

Permitting & Licensing Illustrative Timeline		Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8
Data Framework									
Historical Data Migration									
Document Migration									
	Requirements and Discovery								
	Initiate*								
	Configure*								
	Validation^								
Permitting & Licensing Suite	Go-Live								
Reporting & Transparency									
*Timeline is dependent on the number of service areas and record types.									
^Validation includes data integration and migration									
	OpenGov Configuration								
	Customer Validation								
	Go Live Event								

2.10. Travel Expenses

There is no travel expected in this project. Should travel be requested, Customer shall reimburse OpenGov for reasonable out-of-pocket expenses OpenGov incurs providing Professional Services. Reasonable expenses include, but are not limited to, travel, lodging, and meals. Expenses are billed based on actual costs incurred.

2.11. Offer Expiration Date

This offer will expire on June 21, 2024 unless extended by OpenGov in writing.

Appendix A: Engagement Charter

A-1: Communication and Escalation Procedure

Active engagement throughout the implementation process is the foundation of a successful deployment. To help assess progress, address questions, and minimize risk during the course of deployment both parties agree to the following:

- **Regular communication** aligned to the agreed upon project plan and timing.
 - OpenGov expects our customers to raise questions or concerns as soon as they arise. OpenGov will do the same, in order to be able to address items when known.
- **Executive involvement**
 - Executives may be called upon to clarify expectations and/or resolve confusion.
 - Executives may be needed to steer strategic items to maximize the value through the deployment.
- **Escalation Process:**
 - OpenGov and Customer agree to raise concerns and follow the escalation process, resource responsibility, and documentation in the event an escalation is needed to support issues raised
 - Identification of an issue impeding deployment progress, outcome or capturing the value proposition, that is not acceptable.
 - Customer or OpenGov Project Manager summarizes the problem statement and impasse.
 - Customer and OpenGov Project Managers jointly will outline solution, acceptance or schedule Executive review.
 - Resolution will be documented and signed off following Executive review.
- **Phase Sign-Off**
 - OpenGov requests sign-offs at various stages during the implementation of the project. Once the Customer has signed-off, any additional changes requested by Customer on that stage will require a paid change order for additional hours for OpenGov to complete the requested changes.

A-2: Change Order Process

This SOW and related efforts are based on the information provided and gathered by OpenGov. Customers acknowledge that changes to the scope may require additional effort or time, resulting in additional cost. Any change to scope must be agreed to in writing or email, by both Customer and OpenGov, and documented as such via a:

- **Change Order** - Work that is added to or deleted from the original scope of this SOW. Depending on the magnitude of the change, it may or may not alter the original contract amount or completion date and be paid for by Customer. Changes might include:
 - Timeline for completion
 - Sign off process
 - Cost of change and Invoice timing
 - Amending the SOW to correct an error.

- o Extension of work as the complexity identified exceeds what was expected by Customer or OpenGov.
- o Change in type of OpenGov resources to support the SOW.

A-3: Deliverable Materials Acceptance Procedure

Deliverable Materials as defined herein will be reviewed and accepted in accordance with the following procedure:

- The deliverable material will be submitted to your Project Manager.
- Your Project Manager will have decision authority to approve/reject all project Criteria, Phase Acceptance and Engagement Acceptance.
- Within five (5) business days of receipt, your Project Manager will either accept the deliverable Material or provide OpenGov's Project Manager a written list of requested revisions. If OpenGov receives no response from your Project Manager within five (5) business days, then the deliverable Material will be deemed accepted. The process will repeat for the requested revisions until acceptance.
- All acceptance milestones and associated review periods will be tracked on the project plan.
- Both OpenGov and Customer recognize that failure to complete tasks and respond to open issues may have a negative impact on the project.
- For any tasks not yet complete, OpenGov and/or Customer will provide sufficient resources to expedite completion of tasks to prevent negatively impacting the project.
- Any conflict arising from the deliverable Materials Acceptance Procedure will be addressed as specified in the Escalation Procedure set forth in Appendix A-1: Communication and Escalation Procedure . As set forth in the "Customer Delays" provision of the Agreement, if there are extended delays (greater than 10 business days) in Customer's response for requested information or deliverable; OpenGov may opt to put the project on an "On Hold" status. After the Customer has fulfilled its obligations, Professional Services can be resumed and the project will be taken off the "On-Hold" status.
- Putting a project "on Hold" may have several ramifications including, but not restricted, to the following:
 - o Professional Services to the customer could be stopped;
 - o Delay to any agreed timelines; or
 - o Not having the same Professional Services team assigned.

Appendix B: Deliverables

B-1: Data Deliverables

Autofill Integration

- OpenGov will:
 - Provide up to five (5) Autofills, using source data from OpenGov or provided by the Customer.
- Customer will:
 - Provide the source data, if applicable.
 - Agree upon specifications prior to upload.

Data Migration

OpenGov will:

- Perform historic data migration from PeopleGIS using flat files provided by and mapped by the customer.
- Set up historical record types, historical data will be migrated prior to the initial data load.
- Provide a report of unmatched locations
- Provide instructions for customer validation of data migration.

Customer will:

- Sign off on data load.

Document Migration

OpenGov will:

- Migrate documents attached to either migrated permits or locations provided through a Master Address Table (MAT) integration

B-2: Record Type Deliverables

OpenGov will configure the following standard record type drafts of Customer's record types in the Permitting & Licensing system including Form, Workflow, Output Document and Fees:

Public Works Service Area

Seventeen (17) record types from the following list:

- Trench Permit
- Address Request Form
- Certificate of Occupancy
- Backflow Device Design Data and Plumbing Plan
- Construction Permit
- Irrigation Meter
- Service Application/Frozen Meter
- Street and Sidewalk Permit
- Stormwater and Erosion and Sediment Control Permit
- Use of Hydrant
- Utility Excavation Permit
- Water/Sewer Change Form
- Driveway Permit

- Final Meter Read Process
- General Service Application/Sewer
- General Service Application/Water
- Site Plan Approval

Code Service Area

Two (2) record types from the following list:

- Code Complaint
- Code Violation

Parks and Recreation Service Area

Five (5) record types from the following list:

- Picnic Facility Permit Application
- Field/Court/Track/Outdoor Rink Permit Application
- Application for Employment
- Disclosure by Municipal Employee of Financial Interest in a Municipal Contract
- Block Reservations Permit

Customer will:

- Attend working sessions to validate, review, and iterate upon draft records.
- Test all configured record types

B-3: Training Deliverables

OpenGov will:

Administrator Training

- Provide up to twenty (20) hours of Permitting & Licensing system administrator training to enable system administrators on the following topics:
 - Setting up the public portal
 - Employee app settings
 - Creating and editing record types
 - Managing Forms
 - Editing Documents
 - Creating Workflows
 - Setting up Inspections
- Provide up to eight (8) hours of Reporting & Transparency administrator training, to enable system administrators on the following topics:
 - Download and upload data to Reporting & Transparency
 - How to create reports and dashboards

End User Training

- Provide up to ten (10) hours of end-user trainings designed for Plan Review, Inspectors, Finance Staff, etc. to cover the following topics:
 - Navigation of the system
 - Manage inbox and tasks
 - Take payments
 - Conduct inspections
 - Create records

Customer will:

- Identify the relevant participants to attend each training session.

Appendix C: Technical Requirements

Current application forms, workflows, fee structures, and output documents

- PDF, Word, .csv, .xls, .xlsx with headers

Autofills using Customer source data

- Flat file, .csv, .xls, .xlsx, .txt with headers

Historical Data

- Flat file, .csv, .xlsx with headers
- Record type and status mapping using OpenGov template

Historical Documents

- Flat file, .csv, .xlsx with headers
- One row per document. All rows must be tied back to the MAT's unique ID field and have a file path or publicly accessible URL.



Quoted By: Susan Sturgis
 Quote Expiration: 05/19/24
 Quote Name: Town of Watertown-ERP-TCM

Sales Quotation For:
 City of Watertown
 149 Main St
 Watertown MA 02472-4410

Tyler License Fees and Related Services

Description	Qty	License	Hours	Module Total	Year One Maintenance
Content Management					
Content Manager Core includes Onboarding	1	\$ 30,000.00	48	\$ 30,000.00	\$ 5,400.00
		<i>Sub-Total</i>		\$ 30,000.00	\$ 5,400.00
		<i>Less Discount</i>		\$ 0.00	\$ 5,400.00
	TOTAL	\$ 30,000.00	48	\$ 30,000.00	\$ 0.00

Tyler Annual Services

Description	QTY	Imp. Hours	Annual Fee
Recurring Services			
System Management Services Contract	1	0	\$ 1,350.00
	TOTAL:	0	\$ 1,350.00

Professional Services

Description	Quantity	Unit Price	Ext Discount	Extended Price	Maintenance
2023-439894-K2Z5T3					

CONFIDENTIAL

Content Manager Enterprise Forms GoDocs Upgrade	1	\$ 3,000.00	\$ 0.00	\$ 3,000.00	\$ 0.00
Project Management	8	\$ 200.00	\$ 0.00	\$ 1,600.00	\$ 0.00
Remote Implementation	48	\$ 200.00	\$ 0.00	\$ 9,600.00	\$ 0.00
TOTAL				\$ 14,200.00	\$ 0.00

Summary	One Time Fees	Recurring Fees
Total Tyler License Fees	\$ 30,000.00	\$ 0.00
Total SaaS	\$ 0.00	\$ 0.00
Total Tyler Services	\$ 14,200.00	\$ 1,350.00
Total Third-Party Hardware, Software, Services	\$ 0.00	\$ 0.00
Summary Total	\$ 44,200.00	\$ 1,350.00
Contract Total	\$ 45,550.00	

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
 - Implementation and other professional services fees shall be invoiced as delivered.
 - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion module, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion module.
 - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
 - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
 - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the Agreement.
- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these

factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than four (4) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Standard Project Management responsibilities include project plan creation, initial stakeholder presentation, bi-weekly status calls, updating of project plan task statuses, and go-live planning activities.

Tyler's System Management Services is calculated at 25% of the Enterprise ERP annual maintenance. There is a \$2,500 minimum annual fee. Systems Management Services are invoiced when you sign this sales quotation and are provided in accordance with the terms of service for Tyler Systems Management found here: <https://www.tylertech.com/terms/tyler-systems-management-terms-of-service>.

In the event Client acquires from Tyler any edition of Content Manager software other than Enterprise Edition, the license for Content Manager is restricted to use with Tyler applications only. If Client wishes to use Content Manager software with non-Tyler applications, Client must purchase or upgrade to Content Manager Enterprise Edition.

First year maintenance waived.



Quoted By: Susan Sturgis
 Quote Expiration: 07/31/24
 Quote Name: Town of Watertown - ERP - UBCIS Migration

Sales Quotation For:
 City of Watertown
 149 Main St
 Watertown MA 02472-4410

Tyler License Fees and Related Services

Description	Qty	License	Hours	Module Total	Year One Maintenance
Revenue Management					
Utility Billing CIS	1	\$ 14,571.00	152	\$ 0.00	\$ 5,805.00
		<i>Sub-Total</i>		<i>\$ 0.00</i>	<i>\$ 5,805.00</i>
		<i>Less Discount</i>		<i>\$ 14,571.00</i>	<i>\$ 5,805.00</i>
		TOTAL	152	\$ 0.00	\$ 0.00

Professional Services

Description	Quantity	Unit Price	Ext Discount	Extended Price	Maintenance
Forms UBCIS Forms Upgrade	1	\$ 3,000.00	\$ 0.00	\$ 3,000.00	\$ 0.00
Project Management	20	\$ 200.00	\$ 0.00	\$ 4,000.00	\$ 0.00
Utility Billing CIS History Clean-up	1	\$ 1,000.00	\$ 0.00	\$ 1,000.00	\$ 0.00
Utility Billing CIS Migration	1	\$ 2,000.00	\$ 0.00	\$ 2,000.00	\$ 0.00
Utility Billing CIS Rate Consolidation	1	\$ 1,000.00	\$ 0.00	\$ 1,000.00	\$ 0.00
Remote Implementation	152	\$ 200.00	\$ 0.00	\$ 30,400.00	\$ 0.00
	TOTAL			\$ 41,400.00	\$ 0.00

Summary	One Time Fees	Recurring Fees
Total Tyler License Fees	\$ 0.00	\$ 0.00
Total SaaS	\$ 0.00	\$ 0.00
Total Tyler Services	\$ 41,400.00	\$ 0.00
Total Third-Party Hardware, Software, Services	\$ 0.00	\$ 0.00
Summary Total	\$ 41,400.00	\$ 0.00
Contract Total	\$ 41,400.00	

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____
Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

Tyler License Fee Discount Detail (Excludes Optional Products)

Description	License	License Discount	License Net	Maintenance Basis	Year One Maint Discount	Year One Maint Net
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Revenue Management						
Utility Billing CIS	\$ 14,571.00	\$ 14,571.00	\$ 0.00	\$ 5,805.00	\$ 5,805.00	\$ 0.00
TOTAL	\$ 14,571.00	\$ 14,571.00	\$ 0.00	\$ 5,805.00	\$ 5,805.00	\$ 0.00

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
 - Implementation and other professional services fees shall be invoiced as delivered.
 - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion module, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion module.
 - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
 - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
 - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the

Agreement.

- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than four (4) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Standard Project Management responsibilities include project plan creation, initial stakeholder presentation, bi-weekly status calls, updating of project plan task statuses, and go-live planning activities.

Utility billing library includes: standard Utility bill, standard UB receipt, standard UB delinquent notice, standard door hanger and standard final utility bill.

Utility Billing CIS replaces Utility Billing Legacy in annual maintenance.

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve an Acceptance of Gifts of Funds Totaling \$475 from Greg Lichniak, Watertown Resident; Dr. Diane Ah-Kine', Gaze Optical ;and Tammy Mckenna Events Coordinator to Offset Expenditures of the Watertown Pride 2024 Events



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

RESOLUTION # 58

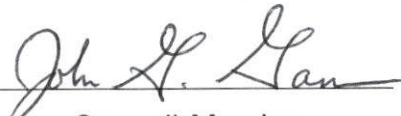
R-2024 - 58

RESOLUTION APPROVING THE ACCEPTANCE AND EXPENDITURE OF GIFTS OF FUNDS

WHEREAS: From time to time, this community is the beneficiary of a gift donated towards improving the quality and spirit of its inhabitants' lives; and

WHEREAS: Generous donations from Greg Lichniak, Watertown Resident, Dr. Diane Ah- Kine of Gaze Optical, and Tammy McKenna, Events Manager, totaling \$475.00 to offset expenditures related to the Watertown Pride 2024 event on June 2nd Loud Proud Island-Bound Parade and Festival at Saltonstall Park and on June 23rd Topsy Tea Party at the Commander's Mansion.

NOW THEREFORE BE IT RESOLVED: That the City Council of Watertown, hereby accepts and appropriates, pursuant to Massachusetts General Laws Chapter 44, Section 53A, monetary gifts totaling \$475 received to offset expenditures related to the Watertown Pride 2024 Events.


Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 8 for, 0 against, and 0 present on May 14, 2024.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large
Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor
John G. Gannon,
Councilor At Large
Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large
Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager

Date: May 2, 2024

RE: Agenda Item – Approval and Acceptance of Gifts of Funds and Expenditures

I am pleased to inform you that we received generous donations totaling \$475.00 to offset expenditures related to the Watertown Pride 2024 events that take place in June 2024. The Watertown Pride events lineup includes the June 2nd Loud Proud Island-Bound Parade and Festival at Saltonstall Park and on June 23rd Tipsy Tea Party at the Commander's Mansion.

The donations are as follows:

- Greg Lichniak, Watertown Resident \$150.00
- Dr. Diane Ah-Kiné, Gaze Optical \$200.00
- Tammy McKenna, Events Manager \$125.00

Pursuant to Massachusetts General Laws Chapter 44, Section 53A, any expenditure of gifts of funds needs the approval and acceptance of the City Manager and City Council.

I respectfully request the attached Resolution approving this gifts of funds and expenditures be placed on the May 14, 2024, City Council Agenda.

Thank you for your consideration and action on this matter.

Resolution #

R – 2024 -

Resolution approving the Acceptance and Expenditure of Gifts of Funds

WHEREAS: From time to time, this community is the beneficiary of a gift donated towards improving the quality and spirit of its inhabitants' lives; and

WHEREAS: Generous donations from Greg Lichniak, Watertown Resident, Dr. Diane Ah-Kiné of Gaze Optical, and Tammy McKenna, Events Manager, totaling \$475.00 to offset expenditures related to the Watertown Pride 2024 event on June 2nd Loud Proud Island-Bound Parade and Festival at Saltonstall Park and on June 23rd Topsy Tea Party at the Commander's Mansion.

NOW THEREFORE BE IT RESOLVED: That the City Council of Watertown, hereby accepts and appropriates, pursuant to Massachusetts General Laws Chapter 44, Section 53A, monetary gifts totaling \$475 received to offset expenditures related to the Watertown Pride 2024 Events.

Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of ____ for, ____ against and ____ present on May 14, 2024.

Brendan McCarthy, Council Clerk

Mark S. Sideris, Council President

Osmond, Marsha

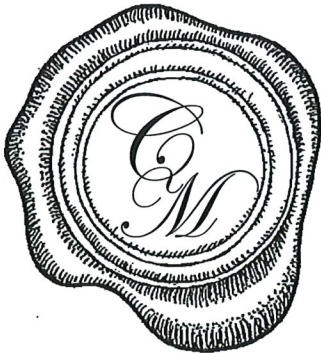
From: Fernandez-McKenna, Tammy
Sent: Wednesday, April 3, 2024 12:59 PM
To: Osmond, Marsha; Hand, JoAnna
Cc: Magoon, Steve
Subject: Council acknowledgment

Let me know if this works - thanks

We would like to thank and acknowledge Greg Lichniak, a local Watertown resident. He has graciously donated \$150.00 to be added to the Watertown Pride 2024 fund.

This will go towards both the June 2nd kick-off Loud Proud Island-Bound parade & festival at Saltonstall Park and the Tippy Tea Party on June 23rd at the Commander's Mansion.

Tammy F. McKenna
Events Manager, City of Watertown
& Commander's Mansion



Commander's Mansion
City of Watertown
440 Talcott Avenue | Watertown, MA | 02472
617.926.7755 | info@commandersmansion.com
www.commandersmansion.com

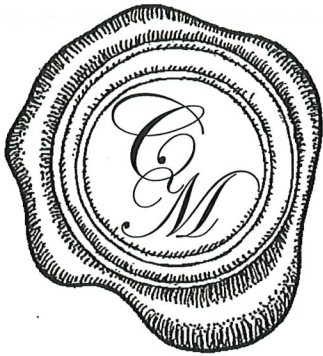
Follow us on [Instagram](#) & [Facebook](#) Websites: [Watertown Pride](#) & [Faire on the Square](#)

Osmond, Marsha

From: Fernandez-McKenna, Tammy
Sent: Wednesday, May 1, 2024 5:31 PM
To: Magoon, Steve
Cc: Osmond, Marsha; Hand, JoAnna
Subject: council/acceptance

Thank you Dr. Diane Ah-Kiné of [Gaze Optical](#), (a local Watertown business, located on Arsenal St.) for your generous sponsorship of \$200.00 for one of the drag performances for the Topsy Tea Party on June 23rd at the Commander's Mansion!

Tammy F. McKenna
Events Manager, City of Watertown
& Commander's Mansion



Commander's Mansion
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440 Talcott Avenue | Watertown, MA | 02472
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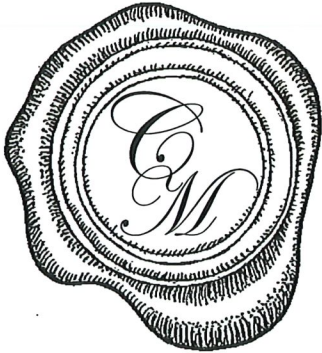
Follow us on [Instagram](#) & [Facebook](#) Websites: [Watertown Pride](#) & [Faire on the Square](#)

Osmond, Marsha

From: Fernandez-McKenna, Tammy
Sent: Thursday, May 2, 2024 10:38 AM
To: Magoon, Steve
Cc: Osmond, Marsha; Hand, JoAnna
Subject: council/acceptance

Tammy McKenna, the City Event's Manager has purchased branded banners to hang through the City to promote the Pride kick-off event on June 2nd. A value of \$125.00 (\$126.15) – this purchase helps to get the word out throughout the City in a fun visible way, and can be reused next year by changing the date decal!

Tammy F. McKenna
Events Manager, City of Watertown
& Commander's Mansion



Commander's Mansion
City of Watertown
440 Talcott Avenue | Watertown, MA | 02472
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Follow us on [Instagram](#) & [Facebook](#) Websites: [Watertown Pride](#) & [Faire on the Square](#)



George J. Proakis
City Manager

CITY OF
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Office of the City Manager

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149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager

Date: May 6, 2024

RE: Agenda Item – Hours of Operation of City Buildings

As a follow up to an item that I introduced during the Communications from the City Manager at the March 12, 2024 City Council Meeting regarding City Hall, Parker Annex and Senior Center modified hours of operation, attached please find a draft ordinance for your review.

The Committee on Personnel and City Organization met on Thursday, April 18th regarding the above mentioned matter. At that meeting, the Committee voted to recommend the City Council approve the proposed change to a year round short Friday / extended Tuesday schedule for employees in City Hall, Parker Annex, and the Senior Center.

If the Honorable City Council adopts the Committee on Personnel and City Organization recommendation, I respectfully request a First Reading on Proposed Ordinance to Modify Hours of Operation of City Buildings be placed on the May 14, 2024 City Council Agenda.

Thank you for your consideration and favorable action on this matter.

ORDINANCE #

2024-O-

AN ORDINANCE TO MODIFY HOURS OF OPERATION OF CITY BUILDINGS

WHEREAS, the provisions of Chapter 30, § 30.03 of the City of Watertown Code of Ordinances addresses the hours of operation for all offices in the Administration Building; and,

WHEREAS, the City Council has regularly authorized temporary modified summer hours for the operation of the Administration Building; and

WHEREAS, the City Manager seeks to standardize operating hours for the Administration Building and as well as the City-owned Parker Annex and Senior Center buildings for the benefit of both City personnel and the public.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown that Chapter 30, § 30.03 of the City of Watertown Code of Ordinances is amended by deleting the language contained in this section in its entirety and replacing it with the following language:

(A) The City buildings known as the City Hall Administration Building, the Parker Annex, and the Senior Center, including all offices contained therein, as used for City and public business, shall be open to the public for the transaction of business on the following schedule:

Monday, Wednesday, Thursday 8:30 AM to 5:00 PM
Tuesday 8:30 AM to 7:00 PM
Friday 8:30 AM to 12:30 PM
Saturdays, Sundays and legal holidays - closed

(B) The City Manager, after reasonable notice to the public, may by appropriate order direct that the listed City-owned buildings be closed on any day preceding or following a legal holiday or on any other day when, in their judgement, it is deemed expedient, necessary, or advisable.

(C) The Building Inspector's Office located within the Administration Building shall continue to be open for the transaction of business beginning at 7:30 a.m. until 5:00 p.m. or 7:00 p.m., when all offices in the Administration Building are open. This Subsection (C) can be rescinded at the discretion of the City Manager.

Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Ordinance was adopted by a vote of ___ for, ___ against, and ___ present on May __, 2024.

Brendan McCarthy, Council Clerk

Mark S. Sideris, Council President

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to accept the Committee on Personnel and City Organization report from its April 18, 2024 meeting.



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

Report of the Committee on Personnel and City Organization

Meeting Date: April 18, 2024

The Committee convened on Thursday, April 19, at 6 pm in the Richard E. Mastrangelo Council Chambers, with remote participation by Zoom.

Present were Councilors Caroline Bays, chair; John Gannon, vice chair; and Nicole Gardner, secretary. Staff present were City Manager George Proakis and HR Director Colleen Doyle. Also present were Councilor Vinnie Piccirilli in person and Council President Mark Sideris by zoom.

Chair Bays called the meeting to order at 6:05. pm. The purposes of the meeting were

1. To consider the proposed changes in hours of operation in City Hall, the Parker Annex, and the Senior Center, and
2. To discuss accessibility and accommodations for volunteer residents serving on City Boards, Commissions and Committees.

Discussion of proposed change in hours of operation

Chair Bays began by asking the Manager to discuss the proposed change of hours (Attachment A).

Mr Proakis and Ms. Doyle shared the following points over the course of the discussion:

The City is proposing that the Council approve a permanent change in hours for employees working in City Hall, the Parker Annex, and the Senior Center as follows:

- Monday, Wednesday and Thursday: 8:30am to 5pm
- Tuesday: an extended day, 8:30am to 7pm
- Fridays: a shortened day, 8:30am to 12:30pm

Note: all employees will continue to work the same number of hours each week, and the hours open to the community per week would change from 42.5 to 40 per week.

In evaluating this proposed change, the Administration conducted research on what neighboring and comparable municipalities are doing. 12 of the 18 already have year-round half Fridays. 10 of the 18 are open to the public 40 hours per week or less.

The City also tracked the number of visitors to the Treasurer/Collector and Assessors offices on Fridays between 12:30 pm and 5 pm for the last 5 weeks. These are the biggest “drop-in” customer service offices. For four weeks, the average number of visitors across both offices was 9. On one Friday, when Excise bills were due on the Friday and Water/Sewer bills were due the following Monday, there were a total of 70 visitors.

The Watertown Municipal Employees Union originally requested that the City move to a year round schedule of half day Fridays and extended Tuesdays, for reasons of employee work life balance, and because it gives employees the opportunity to run errands that must be done during the traditional work week without having to take time off.

The Administration and the Union are aligned on benefits that would come from this proposed change.

The Administration sees this as a powerful and needed recruitment and retention tool, at a time when it is increasingly difficult to recruit and retain staff to municipal roles. In addition, the City has had a long and successful history of closing early on Friday afternoons and staying open late on Tuesday nights during the summer months. Residents who work during the traditional work week benefit from this kind of schedule, because they would be able to visit City offices on Tuesday evenings year round instead of only in the summer.

Regarding concerns around customer service during peak workload days, such as during elections or when tax bills are due, the Manager said that appropriate adjustments would be made in scheduling to be sure residents and businesses had the access they need.

If approved by the City Council, the next steps would be to

- Map out what this would mean for each affected employee,
- Formalize an agreement with the union,

- Develop and implement a robust communication plan, so that residents and businesses are aware of the change prior to implementation, and
- Implement, ideally by Memorial Day

The members of the PCO Committee and councilors in attendance expressed support for the proposal.

Discussion of accessibility and accommodations for volunteer residents serving on City Boards, Commissions and Committees.

The discussion began by reviewing suggestions from a resident on ways that the City could improve accessibility and accommodations. The potential barriers to participation fell into three broad categories:

- Reimbursing certain out of pocket costs such as child care or transportation, which could broaden the pool of candidates by enabling parents of young children, for example, to serve their community without having to pay to do so
- Ensuring access to written information and oral communications in meetings for persons who may need translation (including ASL), which could broaden the pool of candidates by enabling people who may not be fluent in English or who access information through ASL interpreters, to serve their community
- Supporting members with help, such training or mentoring, as needed

The Manager noted that the Charter Preamble names “equity and diversity” as a guiding principle. He commended the Resident Advisory Committee, created during the last Charter Review, for making steady progress at nominating more diverse candidates for the City’s 24 Boards, Commissions, and Committees.

During the discussion of how the City might reimburse certain expenses, it was recognized that there could be people with highly valuable skills and lived experiences who currently are unable to volunteer given the financial burden that serving would create. The costs of childcare per meeting are significantly higher than the costs of transportation, and so the Committee honed in on that idea. Councilor Gannon noted that the City of Brookline is also looking into this for childcare, and is now seeking legal counsel on how this might be implemented. Councilor Gardner noted that the earliest budget cycle for which new policy guidelines can be provided is FY2026, so we have time to research and carefully evaluate this.

After discussion the Committee agreed on the following:

1. It would like to see research by the Council Analyst into municipalities in the Commonwealth or elsewhere in the US that currently reimburse childcare. If any are found, the Committee would like to understand who is doing it, what was the reason it was put in place and when did that happen, how the program works operationally, what impacts positive or negative have been observed, and so on.
2. It will follow what Brookline learns and does in this area, before developing any proposal for the City Council to consider.
3. The Committee will reconvene on this idea over the course of the next year as information becomes available.

During the discussion of ensuring access to information, it was noted that all materials on the City website are accessible to persons using screen reader technology and, through online translation apps, to people not fluent in English. As for access during meetings, the Manager said that should the highest qualified person for an appointment require ASL or a language translator, the City would find a way to do that. It is worth noting that Watertown faces particular challenges here, given the number of languages spoken. It was agreed after Committee discussion that there is no further action needed in this area.

During the discussion of coaching, training, mentoring and so on, the Manager Proakis noted that board staff already do onboarding as new members are appointed. Experienced members will often spend time with new members, answering questions and helping them get familiar with how the Committee works. In addition, the City recently provided training on Ethics and Open Meeting Law to all members of Boards Commissions and Committees, for the first time. This training was recorded and is publicly available to anyone interested in learning more. The Administration will repeat the training every 2 years, to ensure all volunteers have the training they need. The Committee saw no further action needed in this area.

→ **Action Item:** Councilor Gardner made a motion, seconded by Councilor Gannon, that the PCO recommend the City Council approve the proposed change to a year round short Friday / extended Tuesday schedule for employees in City Hall, Parker Annex, and the Senior Center. The motion was approved unanimously.

The meeting adjourned at 7:04pm.

Report prepared by Nicole Gardner

ELECTED OFFICIALS

Caroline Bays,
Chair

John G. Gannon,
Vice Chair

Nicole Gardner,
Secretary



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

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Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager

Date: May 6, 2024

RE: Agenda Item – Hours of Operation of City Buildings

As a follow up to an item that I introduced during the Communications from the City Manager at the March 12, 2024 City Council Meeting regarding City Hall, Parker Annex and Senior Center modified hours of operation, attached please find a draft ordinance for your review.

The Committee on Personnel and City Organization met on Thursday, April 18th regarding the above mentioned matter. At that meeting, the Committee voted to recommend the City Council approve the proposed change to a year round short Friday / extended Tuesday schedule for employees in City Hall, Parker Annex, and the Senior Center.

If the Honorable City Council adopts the Committee on Personnel and City Organization recommendation, I respectfully request a First Reading on Proposed Ordinance to Modify Hours of Operation of City Buildings be placed on the May 14, 2024 City Council Agenda.

Thank you for your consideration and favorable action on this matter.

ORDINANCE #

2024-O-

AN ORDINANCE TO MODIFY HOURS OF OPERATION OF CITY BUILDINGS

WHEREAS, the provisions of Chapter 30, § 30.03 of the City of Watertown Code of Ordinances addresses the hours of operation for all offices in the Administration Building; and,

WHEREAS, the City Council has regularly authorized temporary modified summer hours for the operation of the Administration Building; and

WHEREAS, the City Manager seeks to standardize operating hours for the Administration Building and as well as the City-owned Parker Annex and Senior Center buildings for the benefit of both City personnel and the public.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown that Chapter 30, § 30.03 of the City of Watertown Code of Ordinances is amended by deleting the language contained in this section in its entirety and replacing it with the following language:

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Tuesday 8:30 AM to 7:00 PM
Friday 8:30 AM to 12:30 PM
Saturdays, Sundays and legal holidays - closed

(B) The City Manager, after reasonable notice to the public, may by appropriate order direct that the listed City-owned buildings be closed on any day preceding or following a legal holiday or on any other day when, in their judgement, it is deemed expedient, necessary, or advisable.

(C) The Building Inspector's Office located within the Administration Building shall continue to be open for the transaction of business beginning at 7:30 a.m. until 5:00 p.m. or 7:00 p.m., when all offices in the Administration Building are open. This Subsection (C) can be rescinded at the discretion of the City Manager.

Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Ordinance was adopted by a vote of ___ for, ___ against, and ___ present on May __, 2024.

Brendan McCarthy, Council Clerk

Mark S. Sideris, Council President

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to accept the Committee on Public Safety Report from its May 7, 2024 meeting

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to accept the Action Item from the Committee on Public Safety Report from its May 7, 2024 meeting

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 14, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to revoke prior acceptance of GL Chapter 31, the Civil Service Law, for all positions of the rank of Patrol Officer within the Police Department



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

RESOLUTION # 59

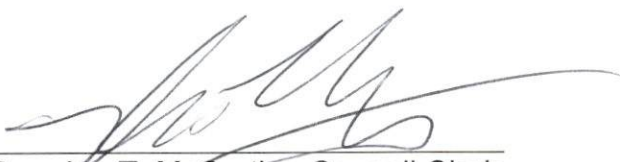
2024 – R - 59

RESOLUTION CONFIRMING THE REAPPOINTMENT OF ROBERT AIRASIAN TO THE TRAFFIC COMMISSION

BE IT RESOLVED: That pursuant to the provisions of the Watertown Home Rule Charter, the City Council of the City of Watertown hereby confirms the reappointment of Robert Airasian to Traffic Commission for a term to expire on May 15, 2026.


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the about Resolution was adopted by a vote of 8 for, 0 against, and 0 present on May 14, 2024


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon,
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

Report of the Committee on Public Safety Meeting Date: May 7, 2024

The Committee convened on Tuesday May 7, 2024 at 5:30 pm in the City Council Office. Present were John Airasian, chair; Emily Izzo, vice chair; and Vincent Piccirilli, secretary. The purpose of the meeting was to conduct an interview for the Traffic Commission.

Robert Airasian is seeking reappointment to Traffic Commission, having served since 2022. As a life-long resident, and a real estate agent who works in Watertown, he has a deep understanding of Watertown and its traffic issues. The biggest problem right now is complaints about all the different road projects going on at the same time, and lack of notification about the work. This is especially true with traffic pattern changes from developer mitigation projects, which sometimes happen years after the projects were originally approved and publicized. He also said the Commission's Wednesday afternoon meeting times was good for staff, but often not too convenient for residents, but they do try to schedule evening meetings when there is an issue with lots of public interest.

➔ **Action Item:** Councilor Piccirilli made a motion, seconded by Councilor Izzo, to recommend that the City Council confirm Robert Airasian for reappointment to the Traffic Commission for a term to expire May 15, 2026. Voted 3-0.

Note: For the record, Councilor Airasian disclosed that Robert Airasian is his brother, and that stated there was no conflict of interest, as the position on the Traffic Commission is that of an unpaid volunteer.

The meeting adjourned at 5:44 pm.

Report prepared by Vincent Piccirilli



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
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citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager

Date: May 6, 2024

RE: Administrative Reorganization Plan

Attached please find excerpt pages from the Fiscal Year 2025 Budget that was submitted on April 30, 2024.

I will bring this up under Communications from the City Manager at the May 14, 2024 City Council Meeting and respectfully request the matter be referred to Committee for further review and consideration.



George J. Proakis
City Manager

CITY OF WATERTOWN

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TO: Honorable City Council

FROM: George Proakis, City Manager

DATE: April 30, 2024

SUBJECT: FY 2025 ORGANZATIONAL CHANGES – EXPLANITORY MESSAGE

Pursuant to the provisions of Article 6, Section 6-2 of the City of Watertown Home Rule Charter, I herewith present the attached Administrative Reorganization Plan for the administrative reorganization of City departments by administrative code. This Administrative Reorganization Plan shall be subject to the referral, public hearing, report, and approval process as specified in Section 6-2 of the Home Rule Charter as further explained below.

1. Reorganization Plan by Administrative Code – City Charter Process

As noted above, this Administrative Reorganization Plan is being submitted pursuant to Article 6, Section 6-2 of the City of Watertown Home Rule Charter. This provision of the Charter authorizes the City Manager to “from time to time prepare and submit to the city council reorganization plans which may, unless prohibited by general law or the charter, reorganize, consolidate, or abolish any existing city agency in whole or in part, establish new city agencies, and prescribe the functions of any city agency.”

The process for consideration of such a reorganization by administrative code is as follows:

- A. The City Manager may submit a reorganization plan to the City Council with an explanatory note
- B. Upon receipt of the plan by the City Council, City Council shall refer plan to an appropriate standing committee for study and report.
- C. Within thirty days of such referral a public hearing on the plan would be held either before the standing committee or the full City Council.
- D. Within fourteen days following conclusion of the public hearing, a report of the standing committee would be filed, either approving or disapproving the plan.
- E. Upon the ninetieth day following City Council receipt of the plan (unless the plan itself specifies a later date) the plan becomes effective unless disapproved by the City Council.
- F. A reorganization plan submitted by administrative code may not be amended by the City Council but shall either be approved or disapproved in the form as submitted.

2. Explanatory Note

Article 3, Section 3-2 of the City of Watertown Home Rule Charter designates the City Manager as the City's chief administrative officer. The powers and duties of the City Manager include administration of all officers appointed by the City Manager and their respective agencies. The City Manager is also responsible for the coordination of activities of all agencies under his control with the activities of all other City agencies, whether elected or appointed by other elected officials. This Administrative Reorganization Plan is submitted pursuant to and in fulfillment of the duties and responsibilities of the City Manager and in the interest of improving the effectiveness of the City's administration. This plan is hereby offered to the City Council for action in accordance with Article 6, Section 6-2 of the City's Home Rule Charter.

3. Reorganization Plan

Included with this Explanatory Message is the proposed Administrative Reorganization Plan submitted to the City Council by the City Manager pursuant to Article 6, Section 6-2 of the City's Home Rule Charter. With the honorable City Council's approval of the organizational changes contained in the Administrative Reorganization Plan pursuant to the Charter procedures outlined above, and in accordance with the FY 25 budget submission, the City Departments will operate with the following organizational changes:

Assistant City Manager for Finance

The position noted in the FY 2024 organizational chart as Chief Financial Officer will be known as the Assistant City Manager for Finance. The Assistant City Manager for Finance will be a part of the City Manager's office, and will supervise direct staff, including but not limited to the Management & Grant Analyst, and will also become the direct supervisor of:

- City Treasurer / Collector
- Chief Assessor
- Procurement Director

The Treasury Department, Assessing Department and Procurement Departments will be city departments (not divisions), as initially planned in the FY 2024 budget and administrative ordinance.

Community Development & Planning

Community Development & Planning will be reorganized, to be divided into three divisions and four teams, as follows

- Inspectional Services Division
- Community Design Division
- Planning & Zoning Division
- Events Team
- Wellness Team
- Zoning & Code Enforcement Team
- Sustainability Team

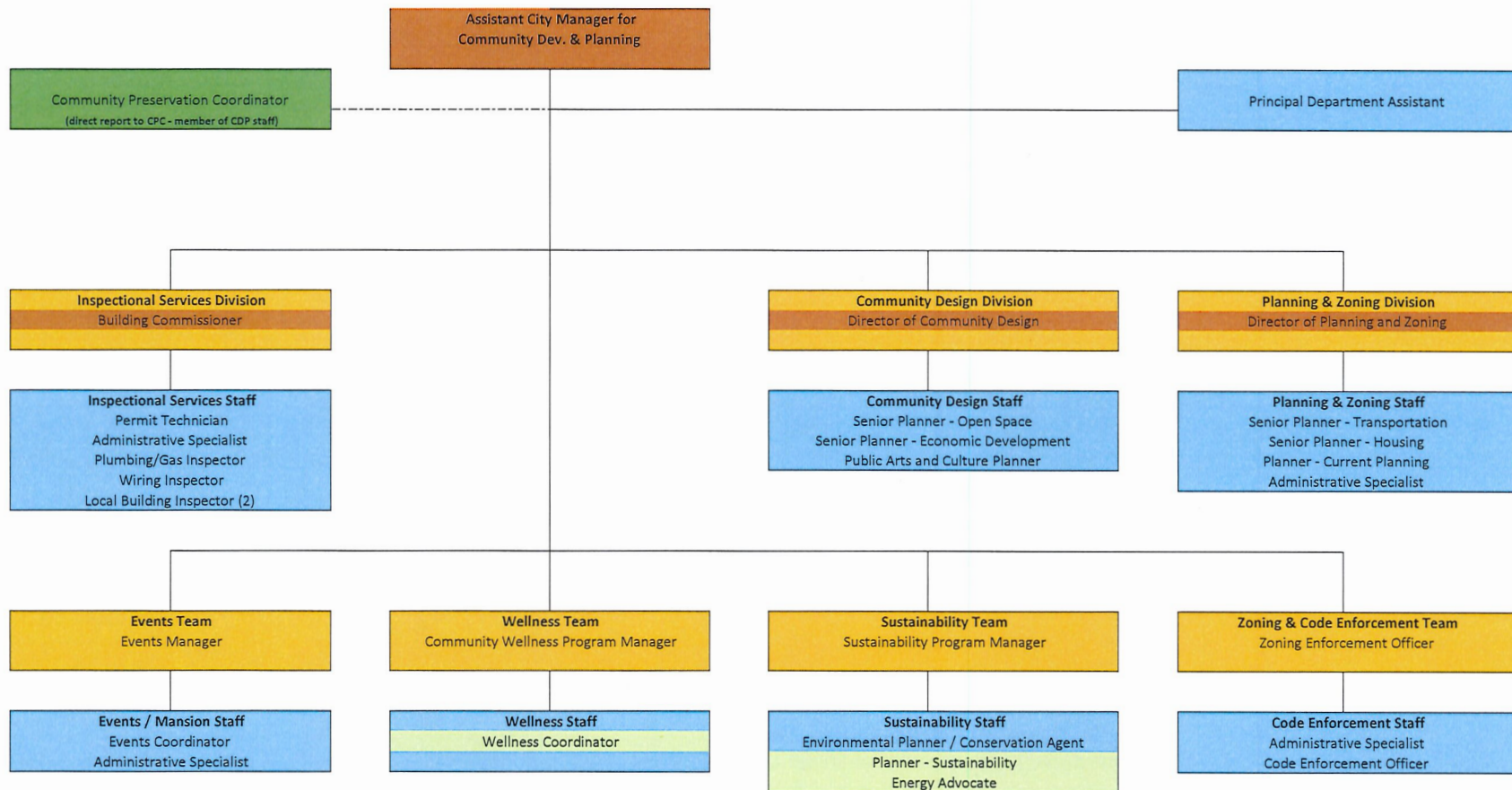
Public Buildings

Public Buildings will have four divisions, one of which includes four teams:

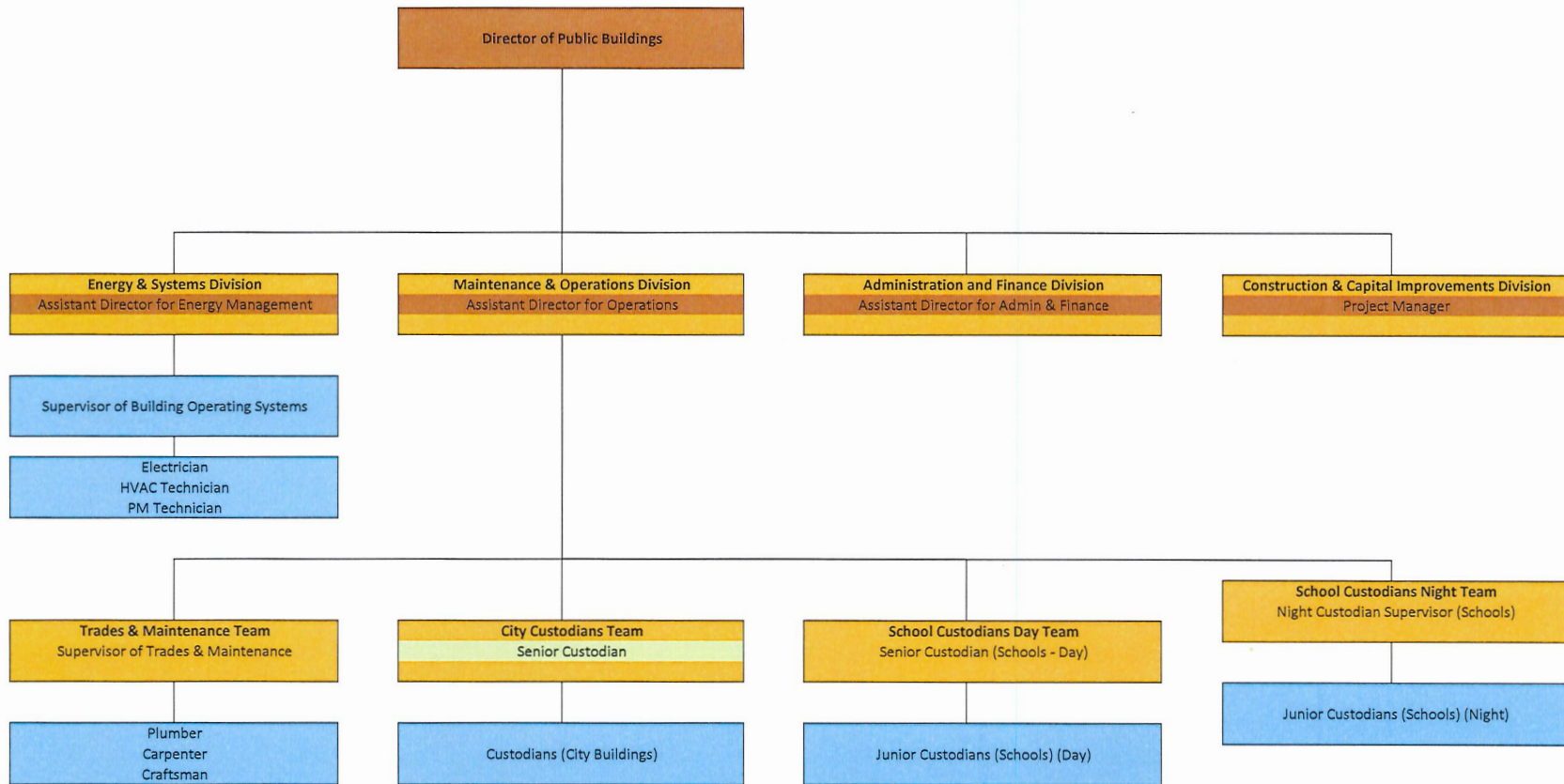
- Administration & Finance Division
- Construction & Capital Improvements Division
- Energy & Systems Division
- Maintenance and Operations Division, with the following teams: Trades & Maintenance Team; City Custodians Team; School Custodians Day Team; School Custodians Night Team

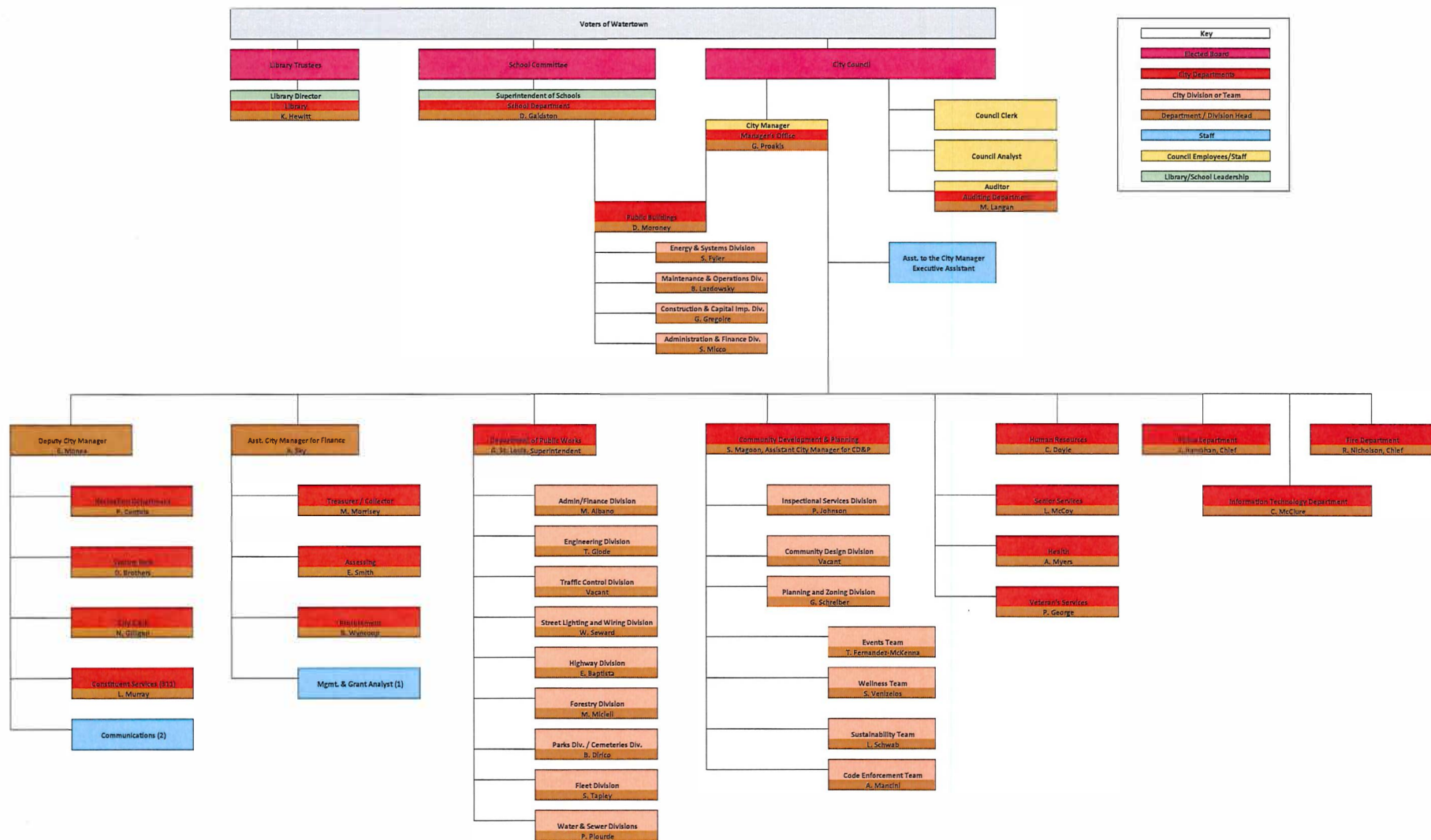
All other organization of departments will remain as established in the FY 2024 Organizational Message.

Community Development and Planning - Proposed Amended Organization



Public Buildings - Proposed Amended Organization





Keith Miller
Keithmiller911@aol.com

Beaverbrook STEP

Ginny statement:

Wheelchair access to condominium building #170 Main Street

needs to be protected during any telecommunications wiring

installation going on for improvement on Main Street in

Watertown. In the front unit of 170 Main St live 3 men who use wheelchairs and or walkers for compromised ambulation. Also in the rear of the 1st floor, there are three women who all use manual and electric wheelchairs. Please let me know what full accommodations they will have for daily access and what safety protections they will have. Also, the 3 women use a large wheelchair van which often transports them, and which utilizes the accessible wheelchair space on the street immediately in front of the building. Beaverbrook STEP provides services to people with developmental disabilities.

Keith's Questions:

1. How long is this processing going to be happening?
 - a.
2. What is the working time of this?
 - a.
3. Will they be able to access their units they need to use the walkway and street in front of the building.
 - a.
4. Who is the contact person for this project?
 - a.

5. How are people going to get into/out of 170 there are about 17 Units that need to be able to go in and out as well as our two sites at 170.

a.

D. Public Hearing and Vote on a Petition from Comcast for a Grant of Location in Main Street to install and maintain approximately 154 linear feet of 3-inch conduit in Main Street. This work is necessary to provide telecommunications service to 166 Main Street. The recommendations and conditions set out by the Department of Public Works shall be required upon approval of this application.