MAY 27, 2025

Watertown City Council

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

CITY COUNCIL MEETING
TUESDAY, MAY 27, 2025, 7:00 P.M.
RICHARD E. MASTRANGELO COUNCIL CHAMBER
ADMINISTRATION BUILIDING, 149 MAIN STREET

MINUTES

ACCESS INFORMATION:
A. This meeting will be held on May 27, 2025 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 (Via Zoom), Lisa J. Feltner, John G. Gannon, Nicole Gardner (Via Zoom), Emily Izzo, Anthony Palomba, Vice President Vincent J. Piccirilli, Jr., and Council President Mark S. Sideris. Also present were George Proakis, City Manager, Mark Reich, City Attorney, Brendan T. McCarthy, Council Clerk, and Doug Newton, Municipal Policy Analyst.

2. PLEDGE OF ALLEGIANCE

3. PUBLIC FORUM

Peter Centola – 25 Thurston Road – Remarked that he hoped everyone enjoyed their Memorial Day weekend and parade, and he expressed his gratitude to the men and women who have made the ultimate sacrifice to support this county. He stated that he is hopeful that there will be a permanent sound system for the Victory Field diamond section, so that there can be a professional sounding system like the rectangular portion of the stadium. He remarked that he did not get confirmation of receipt or any responses from his open forum comments submitted via email from the May 13th meeting. He was thankful for the raise in COLA for retirees, and also said he believes the City Council deserves the raise listed for a first reading on the agenda. He then voiced his support for a second Watertown ambulance, and hopes that it gets funded in this budget cycle. He stated his dismay that installation of exterior AED for every park is being delayed because of budget concerns; he believes it is not line with supporting health and wellness in the community. (full submission of comments is attached).

4. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

A. Minutes from City Council Meeting May 13, 2025

Councilor Piccirilli moved to adopt the minutes and Councilor Feltner seconded.

The motion carried unanimously in a Roll Call Vote.

5. PRESIDENT'S REPORT

A. Blue Ribbon Committee Report

President Sideris stated that the Blue Ribbon Committee was recommended by sub committees to the City Council as a mechanism to examine the salaries of the City Council. For the City Council to implement a raise, it must be done within the first 18 months of the term and be passed via ordinance. He thanked the members of the BRC for their efforts in crafting the report. He then read the recommendations of the report, which was formed from the input of previous councilors, previous auditors, public records of salaries in other communities, and experts from the Edward J. Collins Center for Public Management at UMass Boston. Those recommendations are that council members' salaries be adjusted from $8,900 per year to $15,000 a year and council president's salary from $12,000 to $22,000. The 69% increase is intended to reflect the increased time and complexity of the role, size of the city, and reflect compensation across commensurate communities. Additional recommendations include having a BRC meet every 5 years to review, and consideration of increase in compensation for the City Council President in their role in the School Committee.

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

Councilor Piccirilli remarked that he attended most of the BRC meetings, and that he was impressed with the thoroughness of their meetings and data covering in the meetings.

President Sideris closed by stating that any potential raise would go into effect for the next term of City Council (starting January 2026), that the BRC was comprised of independent members of the community, and that a public hearing will take place at the next meeting to further discuss the item.

The motion carried unanimously in a Roll Call Vote.

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

A. Proclamation Celebrating June 2025 as Pride Month

President Sideris read the proclamation.

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

The motion carried unanimously in a Roll Call Vote.

7. PUBLIC HEARINGS

A. Public Hearing and Vote on Zoning Ordinance amendments to replace, in its entirety, Section 5.06 of the Zoning Ordinance, entitled "Floodplain District", and amend or delete conflicting definitions to ensure that Watertown's floodplain regulations conform to the requirements of the National Flood Insurance Program (NFIP), administered by the Federal Emergency Management Agency (FEMA)

City Manager Proakis remarked that FEMA periodically updates flood maps and regulations and requires an order from local government to remain in compliance in terms of zoning. Before the City Council is a reflection of that compliance to be voted into code.

Assistant City Manager Steve Magoon reiterated the FEMA compliance process. He added that the flood zone in town has not significantly changed, and that this is more of an update of the regulatory language.

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

Councilor Feltner asked if there were notices to only seemingly affected addresses on Pleasant Street and if there was any involvement with the Conservation Commission.

Assistance City Manager Magoon replied that there was involvement with the Conservation Commission through their regularly scheduled meetings, and that the addresses on Pleasant Street did not receive outreach as this is a general ordinance.

The motion carried unanimously in a Roll Call Vote.

8. MOTIONS, ORDINANCES, ORDERS, AND RESOLUTIONS

A. Motion to Ratify, Validate, and Confirm the approved Retirement Board's request to increase a Cost of Living Adjustment (COLA)

President Sideris stated that this item is a confirmation vote for the approved motion of an increased COLA for retirees that passed at the previous meeting. The language of the item at the previous meeting was a little ambiguous, so this confirmatory vote is intended to verify the action of the item.

Councilor Piccirilli moved to approve the confirmatory vote and Councilor Feltner seconded.

The motion carried unanimously in a Roll Call Vote.

B. First Reading on a proposed Ordinance regarding a salary adjustment for the City Council

President Sideris stated that this item was previously discussed, and that its public hearing will be at the following meeting.

C. Resolution Authorizing a Transfer of Funds in the amount of $470,000 from the Fiscal Year 2025 City Council Reserve to Fiscal Year Transfer to Capital Projects/City and Fiscal Year 2025 Capital Projects/Public Buildings Accounts

City Manager Proakis remarked that this transfer represents $400,000 for electric service upgrade and a generator for the Parker Building (originally listed as borrowing items but there is the capacity to transfer from Council Reserves), $40,000 for HVAC at the Ridgelawn Cemetery building, and $30,000 for netting for the John. A Ryan ice rink.

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

President Sideris thanked the City Manager for finding ways to fund projects without borrowing more money.

The motion carried unanimously in a Roll Call Vote.

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D. Consideration and Approval of Exemptions of Interests of Existing City Employees in Contracts with the City Including Summer, Winter, Holiday, and After-School Program Employment Positions in Response to Disclosures Filed with the City Clerk by Prospective Employees and Certification by the Recreation Director that No Employee of that Department is Available to Perform those Services as part of their Regular Duties in Accordance with G.L. c. 268A, sec 20(b)

City Manager Proakis stated that these requests are mostly school workers filling the roles

of summer staff for camps and programs.

Councilor Piccirilli moved to approve the exemptions and Councilor Feltner seconded.

The motion carried unanimously in a Roll Call Vote.

9. REPORTS OF COMMITTEES

A. Committee on Economic Development and Planning Report regarding its meeting on May 15, 2025 - Feltner, Chair

ACTION ITEM:
To recommend that the City Council confirm Samuel Odamah for reappointment as an alternate member of the Zoning Board of Appeals to a term expiring February 15, 2027.

ACTION ITEM:
To recommend that the City Council confirm Melissa Santucci-Rozzi for reappointment as a full member of the Zoning Board of Appeals to a term expiring February 15, 2030

ACTION ITEM:
To recommend that the City Council confirm Abigail Hammett for reappointment as a member of the Planning Board to a term expiring February 15, 2028

ACTION ITEM:
To recommend that the City Council confirm Janet Buck for reappointment as a member of the Planning Board to a term expiring February 15, 2028

Councilor Feltner read the report.

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

The motion carried unanimously in a Roll Call Vote.

Councilor Picirilli moved to approve the first action item and Councilor Feltner seconded.

The motion carried unanimously in a Roll Call Vote.

Councilor Picirilli moved to approve the second action item and Councilor Feltner seconded.

The motion carried unanimously in a Roll Call Vote.

Councilor Picirilli moved to approve the third action item and Councilor Feltner seconded.

The motion carried unanimously in a Roll Call Vote.

Councilor Picirilli moved to approve the fourth action item and Councilor Feltner seconded.

The motion carried unanimously in a Roll Call Vote.

B. Committee on Personnel and City Organization Report regarding its meeting on May 13, 2025 - Bays, Chair

ACTION ITEM:
To recommend that the City Council approve the reorganization plan to create a Health & Human Services Department

Councilor Bays read the report.

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

The motion carried unanimously in a Roll Call Vote.

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

Councilor Feltner asked for clarity, remarking that the agreed upon term was "Human Services" and not "Health and Human Services" in the reorganization chart.

City Manager Proakis replied that Councilor Feltner is correct, and that he believes this to be a small typo in the report.

Councilor Piccirilli modified his motion to reflect the edit and Councilor Feltner seconded.

The motion passed unanimously in a Roll Call Vote.

10. COMMUNICATIONS FROM THE CITY MANAGER

A. City Council Approval of City Attorney

City Manager Proakis cited Town Council Order 2000-40, and requested that the City Council approve the reappointment of KP Law as City Attorney. KP Law has served this role since 1993, and the legal counsel from Attorney Reich and Attorney Fair continues to prove its value through a litany of topics such as issues in zoning, labor, and real estate. He stated that he looks forward to continuing the relationship.

Councilor Piccirilli moved to approve the reappointment and Councilor Feltner seconded.

Councilor Gannon stated that he requested, two years ago, that the City Manager initiate an annual litigation update presented by KP Law. There was an update in 2023, but not one in 2024.

President Sideris replied that that has been in the works, and that there will be an

executive session for it soon.

The motion passed unanimously in a Roll Call Vote.

City Manager Proakis then announced that Watertown has received a AAA Bond Rating, the highest possible rating, from Standard and Poor's. The rating is very important for the financial health of Watertown and enables the continuation of community development projects. The final borrowing figures for Watertown High School came in at just over 4 %, which is very competitive, and is a result of the high rating.

He then announced the Watertown Swap Shop taking place on the first Saturday of each month through October, the Historical Commission 2025 preservation award ceremony on June 5th, and the citywide yard sale on June 7th.

Lastly, he announced that Patrick George, the Veterans Service Officer and ADA coordinator, has accepted another position with the Commonwealth of Massachusetts. He thanked Patrick George for his tremendous work over the years, his initiative to fill in many other positions when needed, and his ability to elevate the level of service of his role to the benefit of the community.

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

There were no requests.

12. ANNOUNCEMENTS

Councilor Izzo announced her annual councilor meeting will take place May 28th in the community room of the police station.

13. PUBLIC FORUM

Peter Centola – 25 Thurston Road – Continued his earlier statement by asking what the status is with pickleball, remarked on tennis enthusiasts takes, and asked when the pickleball courts will be installed. The courts cost $200k which is short money. He then spoke on the Victory Field project, and stated that he hopes the bid isn't going to be $11 million. He shared his dissatisfaction with the process including aspects like lack of parking, artificial turf issues, storage structures, scoreboard status, lack of Wi-Fi and cell phone extenders, ADA violations, removing the pole vault, and the fact that changes were made from the agreed upon plan where the approved plan was not supposed to entertain changes. (full submission attached)

14. RECESS OR ADJOURNMENT

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

The motion was adopted unanimously in a Roll Call Vote.

The meeting adjourned at 7:46 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, and 0 present on June 10, 2025.

Mark S. Sideris, Council President
S://BTM

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

City Council Meeting

Tuesday, May 27, 2025 at 7:00 PM

Richard E. Mastrangelo Council Chamber

Administration Building, 149 Main Street

List of Documents

1. Blue Ribbon Committee Report – Item 5A
2. Pride Proclamation – Item 6A
3. Flood Plain Packet – Item 7A
4. Retiree COLA – Item 8A
5. Transfer of Funds – CC Reserve to Cap Projects City & Buildings – Item 8C
6. Ethics Exemptions – Item 8D
7. Committee on Economic Development & Planning Report – 25-05-15 – Item 9A
8. Committee on Personnel and City Organization Report – 25-05-13 – Item 9B
9. KP Law City Attorney Request – Item 10A
10. Peter Centola Public Comments

ADDENDUM TO THE MINUTES OF THE MAY 27, 2025 CITY COUNCIL MEETING

City Council Meeting

Tuesday, May 27, 2025 at 7:00 PM
Richard E. Mastrangelo Council Chamber

Agenda

ACCESS INFORMATION:

A. This meeting will be held on May 27th, 2025 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

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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 May 13, 2025
5. PRESIDENT'S REPORT
   A. Blue Ribbon Committee Report
6. PRESENTATION OF PETITIONS, PROCLAMATIONS, AND SIMILAR PAPERS AND MATTERS
   A. Proclamation Celebrating June 2025 as Pride Month
7. PUBLIC HEARINGS
   A. Public Hearing and Vote on Zoning Ordinance amendments to replace, in its entirety, Section 5.06 of the Zoning Ordinance, entitled "Floodplain District", and amend or delete conflicting definitions to ensure that Watertown's floodplain regulations conform to the requirements of the National Flood Insurance Program (NFIP), administered by the Federal Emergency Management Agency (FEMA)
8. MOTIONS, ORDINANCES, ORDER, AND RESOLUTIONS
   A. Motion to Ratify, Validate, and Confirm the approved Retirement Board's request to increase a Cost of Living Adjustment (COLA)
   B. First Reading on a proposed Ordinance regarding a salary adjustment for the City

Council

C. Resolution Authorizing a Transfer of Funds in the amount of $470,000 from the Fiscal Year 2025 City Council Reserve to Fiscal Year Transfer to Capital Projects/City and Fiscal Year 2025 Public Buildings, Building Maintenance accounts

D. Consideration and Approval of Exemptions of Interests of Existing City Employees in Contracts with the City Including Summer, Winter, Holiday, and After-School Program Employment Positions in Response to Disclosures Filed with the City Clerk by Prospective Employees and Certification by the Recreation Director that No Employee of that Department is Available to Perform those Services as part of their Regular Duties in Accordance with G.L. c. 268A, sec 20(b)

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A. Committee on Economic Development and Planning Report regarding its meeting on May 15, 2025 - Feltner, Chair

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B. Committee on Personnel and City Organization Report regarding its meeting on May 13, 2025 - Bays, Chair

ACTION ITEM:
To recommend that the City Council approve the reorganization plan to create a Health & Human Services Department

10. COMMUNICATIONS FROM THE CITY MANAGER

A. City Council Approval of City Attorney

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

12. ANNOUNCEMENTS

13. PUBLIC FORUM

14. RECESS OR ADJOURNMENT

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

CITY COUNCIL ATTENDANCE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	X		
CAROLINE BAYS	X(Via Zoom)		
LISA J. FELTNER	X		
JOHN G. GANNON	X		
NICOLE GARDNER	X(Via Zoom)		
EMILY IZZO	X		
ANTHONY PALOMBA	X		
VINCENT J. PICCIRILLI JR.	X		
MARK S. SIDERIS, COUNCIL PRESIDENT	X		

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	X		
CAROLINE BAYS	X(Via Zoom)		
LISA J. FELTNER	X		
JOHN G. GANNON	X		
NICOLE GARDNER	X(Via Zoom)		
EMILY IZZO	X		
ANTHONY PALOMBA	X		
VINCENT J. PICCIRILLI JR.	X		
MARK S. SIDERIS, COUNCIL PRESIDENT	X		

Motion to adopt the minutes from City Council Meeting May 13, 2025

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	X		
CAROLINE BAYS	X(Via Zoom)		
LISA J. FELTNER	X		
JOHN G. GANNON	X		
NICOLE GARDNER	X(Via Zoom)		
EMILY IZZO	X		
ANTHONY PALOMBA	X		
VINCENT J. PICCIRILLI JR.	X		
MARK S. SIDERIS, COUNCIL PRESIDENT	X		

Motion to accept the Blue Ribbon Committee Report

To: Members of the Watertown City Council
From: Blue Ribbon Committee
Date: January 30, 2025
Re: Final recommendations for Council salaries

The members of the Blue Ribbon Committee (BRC) are pleased to present the following recommendations to the City Council regarding councilor compensation. These recommendations were based on extensive research of comparable municipalities, testimony from prior and current councilors, the former auditor, and experts from the Edward J. Collins Center for Public Management at UMass Boston. After this extensive research and deliberation process from July 2024 to January 2025, the seven-member BRC unanimously approved the following recommendations:

Recommendation 1:
The Council member salary should be adjusted from $8,900 per year to $15,000 per year. This 69% adjustment is intended to reflect the increased time and complexity of the role, the size of the city, and compensation across commensurate communities.

Recommendation 2:
The Council President salary should be adjusted from $12,000 per year to $22,000 per year. This adjustment mirrors the 69% increase of Councilor salaries, with an additional increase to reflect the additional responsibilities of chairing Council meetings and otherwise serving as the head of the City Council.

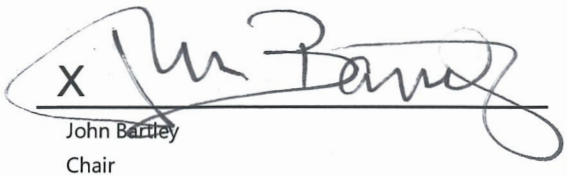
Recommendation 3:
A Blue Ribbon Committee should be convened every 5 years to assess the current relevance of Councilor compensation.

Recommendation 4:
At such time as the School Committee compensation is increased, the City Council President salary should be considered for a commensurate increase, reflecting the role of the Council President as also serving on the School Committee.

As stated above, these recommendations represent the outcome of the BRC's work, following extensive data analysis, interviews, and deliberations. The attached appendices detail the methodologies used and inputs considered to arrive at these recommendations.

It has been our pleasure to serve this Council and the people of the City of Watertown through this committee.

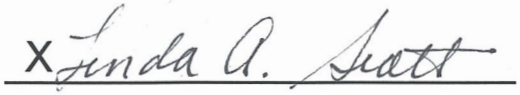
Sincerely,



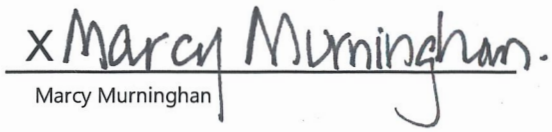
John Bartley
Chair



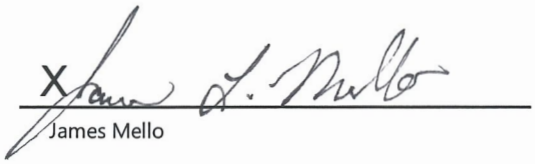
Christine Cole



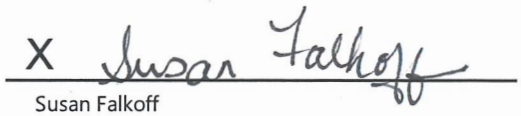
Linda Scott



Marcy Murninghan



James Mello



Susan Falkoff



Sarah Baker

2024-25 Blue Ribbon Committee Supporting Materials

The following are the documents and materials used by the 2024-25 Blue Ribbon Committee in support of its work to recommend a salary adjustment for City Councilors. The materials follow below in the order in which they were discussed at each of the seven meetings which were held from July 2024 to January 2025. Some may be duplicative from one meeting to the next as edits and revisions were made. The documents begin with the Committee's final recommendations to the Council. Committee members were given the option to provide their own commentary to this document, and two members did so. Their thoughts follow the recommendation and precede the documents organized by meeting.

The first slate of documents prior to the July 10th meeting agenda contain work that was done prior to the Blue Ribbon Committee's formation. This includes research done by Municipal Policy Analyst Doug Newton into other cities and towns in early 2024 as well as work that had been done by City Councilors years prior to the Committee's formation. The rest of the documents are divided by the agenda of each meeting to which they pertain:

- July 10th, 2024: This was an introductory meeting for the Committee to select a Chair and receive the basic information they will need to serve.
- August 20th, 2024: Watertown staff as well as individual Committee members conducted research into Councilor salaries and that work is attached following the meeting minutes. The recording for this meeting can be accessed here.
- September 11th, 2024: A proposed list of questions for the Committee to ask of the current City Councilors was discussed and amended at this meeting. The final list of approved questions can be viewed after the agenda for the following meeting at which the interviews took place.
- October 1st, 2024: The primary purpose for this meeting was for the Councilor interviews. Committee members continued to do their own research and the documents they produced are included under this meeting. The Committee also received documents from Watertown's Auditor and Human Resources departments which are included under this meeting. The recording for this meeting can be accessed here.
- November 4th, 2024: Attachments include proposals for salary figures made by some Committee members prior to the meeting as well as supporting research. At this meeting, the Committee voted to approve a salary of $15,000 for City Councilors and tabled a discussion of the Council President's salary to the next meeting. The recording for this meeting can be accessed here.
- December 11th, 2024: This meeting was held to discuss the salary of the Council President. The Committee voted to approve a salary of $22,000 for the Council President. The recording for this meeting can be accessed here.

Please contact Municipal Policy Analyst Doug Newton at dnewton@watertown-ma.gov with any questions.

A Guide to the Evidentiary Documents of the Watertown Blue Ribbon Committee on Councilor Salaries 2024*

Title	Meeting Dates Included	Topic(s)
Town CouncilCommittee on Personnel and Town Organization Report 3/23/2016 Link	7/10, 8/20, 10/1 (2)	Discussion of Salary/Minutes
Memo: Budget and Fiscal Oversight 11/26/12 (Page 2)	7/10, 10/1	Comparison of Council Salary/ minutes
Comparison of Cities with Watertown's form of Government (page 3) Link	7/10, 10/1	Salary comparison data
Comparison of Cities (Minutes) (page 4) Link	7/10 (2), 10/1	Comparison of City Council job description Minutes
Town Council Ordinance #28 4/27/1999 (page 5) Link	7/10, 10/1	Salary Raise Ordinance
Tables comparisons of salary raises 2% and 2.5% (2000 - 2018) (page 6) Link	7/10, 10/1	Salary Projections
Town Council Ordinance #35 2016 Link	7/10 (3), 8/20, 10/1 (3)	Salary Raise Ordinance
Personnel and City Org. Mtg minutes (7/30/2018/ and Report 8/14/2018 Link	7/10, 10/1 (2)	Discussion of Salary Raises
Blank form: Council Clerk Evaluation (page 3) Link	7/10, 10/1	Council Hiring/Evaluations
Blank Form Town Auditor Evaluation (page 4) Link	7/10, 10/1	Council Hiring/Evaluations
Personnel and Town Org Meeting Nov. 26, 2018 read January 22, 2019 Link	7/10, 8/20, 10/1 (2)	Council Salary Discussion
Council Pay Data Spreadsheet Link	7/10, 10/1	Salary comparison data
Personnel and City Org. February 7, 2022 Link	7/10, 10/1	

A Guide to the Evidentiary Documents of the Watertown Blue Ribbon Committee on Councilor Salaries 2024*

Title	Meeting Dates Included	Topic(s)
Council Pay by DOR Revenue Class Link		Comparison of Council Salaries
Personnel and City Org. February 4/13/2022 (page 2) Link	7/10, 10/1	Discussion of City Councilor Compensation
Note to Personnel and City Org Committee Lisa Feltner (page 4) Link	7/10, 10/1	Councilor Duties
Job Posting Municipal Analyst (page 5-6) Link	7/10, 10/1	Council Hiring
Personnel and City Org. November 15, 2022 Link	7/10, 8/20, 10/1 (2)	Vote for a Blue Ribbon Commission
ATTCH:: Comparatives of Councilor Salaries Link	7/10, 8/20, 10/1 (2)	Salary comparison data
ATT: Bubble Chart of Salaries: Selected Municipalities (page 5) Link	7/10, 8/20, 10/1 (2)	Salary comparison data
ATT: Feltner e-mail (pages 6-9) Link	7/10, 8/20, 10/1 (2)	Salary Calculations
ATT: Bays estimate salaries minimum wage (page 29) Link	7/10, 8/20, 10/1 (2)	Minimum Wage as standard
Ordinance # 26 Setting City Councilor Salaries 2023 Link	7/10, 8/20, 10/1 (2)	Salary Raise Ordinance
PowerPoint Intro Municipal Analyst Link	8/20, 10/1	Intro to the BRC and its tasks
Tables: Assessed Real Estate Values Link	8/20, 10/1	Data used to compare communities
City Councilor Health Benefits Link Link2	8/20, 10/1	Councilor Health Benefits
Susan Falkoff Councilor Expectations Link	8/20, 10/1	Council Expectations

A Guide to the Evidentiary Documents of the Watertown Blue Ribbon Committee on Councilor Salaries 2024*

Title	Meeting Dates Included	Topic(s)
Linda Scott Intro and 25 year History of Councilor salaries (pages 1-6) Link	8/20, 10/1	History of Council Salaries
Linda Scott City Council Hours 2023 (pages 13-14) Link	8/.20, 10/1	How many hours councilors spent in City Council Meetings 2023
Linda Scott City Council Committee Hours 2023 (page 15) Link	8/20, 10/1	How many hours councilors spent in Council Committee Meetings 2023
Municipal Employee Salary Study, Comparable Communities (pages 30-31) Link	8/20, 10/1	A study contracted to make City salaries more competitive… communities used for comparison
Linda Scott Letter…Concerns about Process Link	8/20, 10/1	Process Questions
Linda Scott Letter: Questions for Councilors Link	8/20, 10/1	Questions for Councilor Interviews
Linda Scott City Council Hours 2022 (pages 5-6) Link	8/20, 10/1	How many hours Councilors spent in City Council Meetings 2022
Linda Scott City Council Committee Hours 2022 (page 7) Link	8/20, 10/1	How many hours Councilors spent in Committee Meetings 2022
Municipal Employee Salary Study Documents Link1 Link2	8/20	A study contracted to make City salaries more competitive
Proposed Councilor Questions Link	9/11, 10/1	Questions for Councilor Interviews
Jan.31, 2023 Memo to Personnel and City Org by Municipal Analyst Link	10/1	Memo: Council Salary Overview
Linda Scott What do Councilors Do? (Pages 11-12) Link	10/1	Councilor and Council President Job Description

A Guide to the Evidentiary Documents of the Watertown Blue Ribbon Committee on Councilor Salaries 2024*

Title	Meeting Dates Included	Topic(s)
Sarah Baker Council Pay by DOR Revenue Class Link	10/1, 11/4	Comparison of Councilor salaries by City Revenue
Linda Scott, Jimmy Mello, Sarah Baker Proposals Jimmy Mello (page 1) Linda Scott (pages 2-10) Link	11/4	Jimmy Mello: Salary Proposal Linda Scott: Comparison of Councilor salaries using three criteria
Sarah Baker BlueRibbonCommittee_methods_20241101 Link	11/4	Description: Methods for deciding on a Salary Number

*This is a document intended to help guide future committees on this topic through the fact finding documents used in the decisions made by the Watertown Blue Ribbon Committee on Councilor Salaries, 2024.

The decision was made by the Blue Ribbon Committee to present the Watertown City Council with a one or two page summary, itemizing our committee's conclusions. To this summary will be added any commentary by committee members. This is one piece of that commentary.

I have attempted to make future decision-makers' jobs easier by outlining where they can find the documents that we used in our decision-making process in 2024.

Note: One item that is missing and was not included on the meeting website was the written statements that Watertown City Councilors submitted for consideration in this process.

The Fundamental Problems

In the course of my research, it became clear that the evidence of past time-limited Council-appointed committees such as ours has virtually disappeared, with no one site chronicling their work products or research on our Watertown City Website.

Another problem is that as documents are uploaded for use at a particular meeting, it can be sent to different locations,…agenda, agenda packet, minutes, etc. This makes actually finding this information more difficult and time-consuming, and in my opinion, certainly not user-friendly.

The above is an attempt to make this information more readily available, even if there is not one place on the website containing the body of the Blue Ribbon Commission's work.

Blue Ribbon Committee Agendas and Minutes:

July 10, 2024
Agenda: https://watertownma.portal.civicclerk.com/event/6005/files/agenda/10244
Minutes: https://watertownma.portal.civicclerk.com/event/6199/files/attachment/1237

August, 20, 2024
Agenda: https://watertownma.portal.civicclerk.com/event/6110/files/agenda/10353
Minutes: https://watertownma.portal.civicclerk.com/event/6199/files/attachment/1238

September: 11, 2024
Agenda: https://watertownma.portal.civicclerk.com/event/6173/files/agenda/10434
Minutes: https://watertownma.portal.civicclerk.com/event/6199/files/attachment/1285

October 1, 2024
Agenda: https://watertownma.portal.civicclerk.com/event/6199/files/agenda/10493
Minutes: https://watertownma.portal.civicclerk.com/event/6358/files/attachment/1368

November 4, 2024
Agenda: https://watertownma.portal.civicclerk.com/event/6358/files/agenda/10660
Minutes: https://watertownma.portal.civicclerk.com/event/6411/files/attachment/1461

December 11, 2024
Agenda: https://watertownma.portal.civicclerk.com/event/6411/files/agenda/10814

Recordings of Blue Ribbon Committee on Councilor Salaries Meetings:

August 20, 2024:
http://vodwcatv.org/CablecastPublicSite/show/3318?site=1

October 11, 2024:
http://vodwcatv.org/CablecastPublicSite/show/3405?site=1

November 4, 2024:
http://vodwcatv.org/CablecastPublicSite/show/3485?site=1

December 11, 2024:
http://vodwcatv.org/CablecastPublicSite/show/3560?site=1

I hope that this effort will assist future Watertown committees working on this issue.

Proposed Public Statement / Supplement to 2024–25 Blue Ribbon Committee's Final Recommendations

Marcy Murninghan / 30 January 2025

On March 12, 2024 the Watertown City Council authorized the creation of a 2024-25 "Blue Ribbon Committee" (BRC) to: (1) study, via a variety of methods, the salary received by Watertown City Councilors and the City Council President in exchange for their service; (2) make a recommendation by December 10, 2024 on a salary for City Councilors and the Council President that would take effect during the 2026–27 term; and (3) recommend a process and frequency for future salary reviews, affecting both City Councilors and the Council President.[1]

This Supplement to the Watertown Blue Ribbon Committee's final recommendations, made in January 2025, provides a brief overview of how it came into being and performed its work, including its mission and key individuals who helped along the way. It also includes a brief rundown of the seven meetings held to complete the task. The appendix items attached to the Blue Ribbon Committee's final submission to the City Council provide a fuller, more detailed picture.

Background & Purpose: At its February 13, 2024 meeting, Council President Mark Sideris told the Council that the idea for adjusting councilor pay was discussed previously at a City Council meeting held in April 2023. "We had a motion," he said, "and the motion passed that we raise the council salaries by a certain percentage." Changes that affect the next group of city councilors, he said, would have to be approved during a designated period within the Council's current term. "The Committee on Personnel at that time had suggested, and we approved as a City Council, that we create an outside committee to help us look at salaries," he continued, "and make a recommendation to the Committee and then to the City Council.

> Doug [Newton, has been working diligently gathering information to help this Committee with what other cities and towns are doing, [including] cities and towns of similar size, similar budgets, [although] some not exact. He's going to be providing that information to the full City Council, but what I'd like is a referral to the Personnel Committee to discuss the makeup of this committee and how it will be appointed.[2]

[1] See agenda for Watertown City Council meeting, March 12, 2024, https://watertownma.portal.civicclerk.com/event/5618/files/agenda/9747 and clickable transcript, https://watertown.munitrac.ai/transcript?id=2024-03-12_TownMeeting-0u648.mp4 at 36:55.

[2] See agenda for Watertown City Council meeting, February 13, 2024, https://watertownma.portal.civicclerk.com/event/5617/files/agenda/9627 and clickable transcript, https://watertown.munitrac.ai/transcript?id=2024-02-13_TownMeeting-0u588.mp4 at 0:05:56.

Recruitment and Selection: According to the record, the matter subsequently was referred to the Council's Committee on Personnel and City Organization (CPO), chaired by At-Large Councilor Caroline Bays, with At-Large Councilor John G. Gannon, Vice Chair, and District A Councilor Nicole Gardner, Secretary. Formation of the BRC was the only item on the Committee's February 26, 2024 agenda, where in-depth discussion ensued.[3] Two weeks later, on March 12, 2024, Chair Bays reported back to the full City Council with four recommendations about: (1) Blue Ribbon Committee duties and overall qualities that emphasize a "strong commitment to and stake in Watertown's success"[4]; (2) relevant BRC member professional qualifications and experience[5]; (3) BRC size, with seven deemed optimal; and (4) how best to recruit and select committee members. At its March 12 meeting, the Council voted unanimously to approve these recommendations and begin the process immediately.

Beginning March 19, the recruitment process began in earnest. City administration publicized the Blue Ribbon Committee over multiple communications channels, inviting residents to submit their resumés and letters of interest.[6] Meanwhile, a screening committee was established, comprising the three CPO members and Council Vice-President Vincent Piccirilli. It reviewed applications and selected a pool of candidates to be interviewed by Council President Sideris, who did so and made his final decision in late June. The seven Blue Ribbon Committee members were sworn in and met for the first time on July 9, 2024.

BRC Meetings: Typically lasting two or more hours, each early evening meeting was held in City Hall, open to the public, usually recorded, and subject to open meeting laws. The appendices attached to the BRC's recommendations comprise specific materials the BRC used in its deliberations. Appendix B includes research undertaken, at the Council President's request, by Municipal Policy Analyst Doug Newton in early 2024 into policies and practices of other similar Massachusetts cities and towns, along with relevant research undertaken by City Councilors before the Committee was established.[7] Appendix B includes

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[3] See agenda for Council Committee on Personnel and City Organization (CPO) meeting, February 26, 2024, https://watertownma.portal.civicclerk.com/event/5688/files/agenda/9648 and recording made by WCA-TV, http://vodwcatv.org/CablecastPublicSite/show/3043.

[4] Evidence of such commitment includes "a leadership role in local companies, or nonprofits, or service on city boards, commissions and committees," Councilor Bays reported to the full Council at its March 12, 2024 meeting.

[5] Desirable professional experience "includes, but is not limited to, human resources, compensation, law, finance or accounting, municipal government, business leadership, and management consulting," Councilor Bays said. *Ibid*.

[6] See announcement published March 19, 2024 via City email listserv, https://notifications.civicplus.com/message/e52ab591-642a-4cfa-9061-49eda2f7f326/?list=324

[7] Links to these materials are here and here

both the agenda and supportive materials for each of the seven meetings held from July 7, 2024 to January 30, 2025.

- **JULY 10, 2024:** After their swearing in by City Clerk Noelle Gilligan, BRC members heard from City Council President Mark Sideris about the terms and conditions of their assignment. President Sideris provided each member with a summary report, prepared by outside City counsel, on the Commonwealth's open meeting, public records, and conflict of interest laws that govern their deliberations. (See Appendix A.) President Sideris then introduced Municipal Policy Analyst Doug Newton as the BRC's liaison, to help them carry out their duties. Following individual self-introductions, BRC members then elected a chair before turning to a discussion of various substantive and operational requirements that will help it complete its task successfully.

- **AUGUST 20, 2024:** At this second meeting BRC members heard a presentation from Doug Newton, continued discussion of the overall assignment (including its parameters), and shared ideas about how best to proceed—including appropriate questions to ask.[8] Two Committee members shared findings of their independent analysis regarding useful, reliable, comparable, and relevant metrics the Committee might consider. Their work is attached to the 8/20/24 meeting minutes.[9] (See Appendix B / C) *Searchable transcript **here***.

- **SEPTEMBER 11, 2024:** The purpose of this meeting was to discuss, amend, and settle upon a consistent set of questions the Committee would direct to current City Councilors at an upcoming meeting. These questions covered a range of topics, including time spent performing tasks related to the job, how the role and responsibilities of councilors have changed over the years, comparability metrics from communities resembling Watertown that they consider important, and considerations that should be kept in mind. District B Councilor Lisa Feltner was in attendance, and during the public comment period encouraged the Committee to give councilors adequate time to prepare their response. The final list of approved questions was sent to all Councilors and attached to the October 1, 2024 meeting agenda, during which the interviews occurred.

- **OCTOBER 1, 2024:** The primary purpose of this meeting was to conduct councilor interviews and review written answers to the Committee's questions. Council President Mark Sideris and Councilors Caroline Bays, Lisa Feltner, Tony Palomba, and Vincent Piccirilli appeared in person, while Council Vice-President Piccirilli and Councilors Nicole Gardner, Lisa Feltner, John Airasian, John Gannon, and Emily Izzo submitted written

[8] See Appendix B.
[9] See Appendix C.

answers. All described the demands on their time, how the job has changed for those serving more than one term, and ways they stay informed and up-to-date on both policy matters and constituent services.

Near the end of the evening, former longtime City Auditor and interim City Manager Tom Tracy shared insights from his vast institutional knowledge and acknowledged the complexity of the task. Meanwhile, more independent research conducted by Committee members was considered, along with documents provided by the City's Auditor and Human Resources departments. These are included in Appendix C. *Searchable transcript **here***.

• **NOVEMBER 4, 2024:** At this meeting, the Committee heard from Mary Aicardi, former Watertown director of human services who is a Senior Associate at the Edward J. Collins Center for Public Management at UMass Boston. Ms. Aicardi has thirty years of experience in public sector human resources administration and labor relations, telling the BRC she prefers to use the word "stipend" rather than "salary" because elected officials are exempt from salary laws. "I would suggest to you, with all due respect to everybody who did that hard work, to just use your gut and go with what you think is best," she told the Committee. "Not one of the council members are in it for the money because if they were, they wouldn't be doing it because the money is not that great. I do see room for improvement and room to increase it to a certain amount."

Following Ms. Aircardi's testimony public comment, the BRC voted unanimously to approve a stipend of $15,000 for City Councilors and tabled a discussion of the Council President's stipend to the next meeting. Attachments include compensation proposals made by some Committee members prior to the meeting as well as supporting documents. *Searchable transcript **here***.

• **DECEMBER 11, 2024**: The purpose of this meeting was to discuss the stipend for the Council President. The Committee voted to approve a $22,000 salary for the Council President, due to the position's additional responsibilities as a member of the School Committee as set forth in Watertown's Home Rule Charter.[10] *Clickable transcript **here***.

• **JANUARY 30, 2025:** The purpose of this last meeting was to review and comment on any further changes or modifications to the final report before signing the transmittal letter of recommendations, which will be sent to the City Council. *Clickable transcript **here***.

[10] Watertown Home Rule Charter, Section C-2-2 Council President, https://ecode360.com/37967801#37967801

MEMORANDUM

To: Committee on Personnel and City Organization

From: Doug Newton, Municipal Policy Analyst

Date: January 31, 2024

RE: City Councilor Salaries in Watertown

Introduction and Background

Given the upcoming Blue Ribbon Committee set to study the pay of Watertown's City Councilors, I as Municipal Policy Analyst have examined the pay of City and Town Councilors in communities with similar population sizes and budgets. For the most apt comparison, I chose to consider cities with populations ranging from 30,000 to 50,000 across Massachusetts. Of note, some of the communities considered are known as towns but have a form of government that includes a council as opposed to a select board.

Watertown City Council

As of January 1, 2024, Watertown City Councilors earn $8,700 per year with the Council President earning $12,000 per year. This is an increase from $7,500 and $10,500 respectively. In 2025, the Councilors' salary will increase to $8,900 and the Council President's salary will increase to $12,500.

The Council has approved a Blue Ribbon Residents Committee to study the salary and compensation structure for City Councilors and the Council President.

Composition of Blue Ribbon Committees

Newton and Lowell have both employed blue ribbon committees in recent years. Newton's is the most applicable to Watertown due not only to its proximity but its purpose. Lowell established a blue ribbon committee in 2019 to hire its next superintendent, not to examine the pay of elected officials. One other example that could be applicable to Watertown within the United States is Naples, Florida. Naples' city charter mandates the use of a blue ribbon committee every four years to examine the salaries of the council and mayor.

Newton:

In October of 2018, Council President Marc Laredo began to seek volunteers from the business and nonprofit communities to serve on a blue ribbon committee to examine the compensation of Newton's elected officials. The committee was set to compose of between nine and fifteen members. It began its work in January of 2019 and issued a report to the Newton City Council in June of the same year. Its report recommended an increase in the mayor's salary from $125,000 to $140,000 and in the city councilors' salaries from $9,750 to $14,000. The committee was asked to meet once or twice per month. Newton residency was not a requirement of serving on the committee. To apply to serve, anyone interested was asked to send a resume and cover letter to the city clerk. The committee also posted an online questionnaire in which Newton residents could voice their thoughts on compensation for Newton's elected officials. This was a temporary committee which was disbanded following its report to the Newton City Council.

Ultimately, the committee was composed of the following people:

- Claudia Dumond-Henderson, Co-Chair: Chief Human Resources Officer, Boston Globe
- James Simons, Co-Chair: Compensation Specialist currently working as an Independent Consultant. Previously served as Director of Compensation for ModusLink Global Solutions.
- Karen Carroll Bennett: Director of Teaching and Learning at Harvard's Kennedy School of Government & Member of the Day Middle School Council
- Sharon Chan: Human Resources Manager at Dunkin Brands, Inc. and Co-President of the Newton Cantonese School
- Doug Cornelius: Chief Compliance Officer of a financial services firm and a member of the Newton Historical Commission
- Sue Flicop: Boston College TIMMS & PIRLS International Study Center and member of the Newton Historical Commission
- Carolyn Gabbay: Vice President of Legal Affairs and General Counsel at Mount Auburn Cambridge Independent Practice Association
- Timothy Moran: Assistant United States Attorney, District of Massachusetts, Deputy Chief of Organized Crime and Gang Unit and director of the Civil Rights Enforcement Team
- Greg Reibman: President of the Newton-Needham Regional Chamber
- Donald Siegel: Partner, Segal Roitman, LLP
- Andrea Steenstrup: Controller for various local life science startup companies
- John Stewart: Former Alderman At-Large from Newton's Ward 4
- Kathy Sun: Strategy and Operations Business Analyst at Deloitte Consulting

Lowell:

In March of 2019, the Lowell School Committee established a Blue Ribbon Committee to search for their next superintendent. The committee was to consist of the following:

- 4 members from the United Teachers of Lowell
- 3 members of the Lowell School Committee
- 2 members from the Lowell School Administrators Association
- 1 member to be the UMass Lowell President or a designee
- 1 member to be the Middlesex Community College President or a designee
- 1 member to be a school principal
- 3 members to be parents of children in either elementary, middle, or high school
- 1 member from the community at large
- 1 member from the clerical union
- 1 member from the Cambodian community
- 1 member from the African community
- 1 member from the Latino community

The school committee consulted with the Massachusetts Association of School Committees (MASC) on how members of the Blue Ribbon committee would be selected. MASC advised that it be designed to be as collegial as possible and consist of a diverse group of stakeholders. It was also suggested that the committee be kept to 12-13 members to avoid it becoming too large and unmanageable. This advice was apparently not taken. After being selected, the committee received an orientation on March 26, 2019.

From there, it conducted a review of the candidates in April and made a recommendation of three finalists to the school committee on May 1, 2019. This was also a temporary committee and was disbanded following its report to the Lowell School Committee. The names of the individuals who served on the committee are not available publicly. Upon being reached, the Lowell City Clerk was also not able to provide the names of those who served. The candidate who was ultimately chosen, Dr. Joel Boyd, departed from the position in 2023 and the school committee opted not to use a Blue Ribbon Committee to hire its next superintendent.

Naples, Florida:

The Naples City Charter mandates that the city council appoint a Blue Ribbon Committee "from time to time, but no less often than every four (4) years" to examine the salaries of the mayor and council members. This has been in the city's charter since 1997 and a committee was last appointed in 2021. The committee is to consist of seven residents of Naples. Aside from residency, there are no other requirements to serve. Members of the committee are appointed by each of the six city council members as well as the mayor. The committee must make its recommendation to the council no later than three months prior to the date of the next regular municipal election.

The committee established in 2021 consisted of the following members:

- Julie Domenick: Past president of the Bayfront Condominium Association
- Charles Seeger: Attorney
- Clifford Holland: President of the Moorings Property Owners Association
- James Melican: President emeritus of the Gulf Shore Association of Condominiums
- David Feight: President of the Gulf Shore Association of Condominiums and former Chairman of the Planning Advisory Board
- Jerry Brown: Vice President of the Aqualane Shores Association

Ultimately, the committee voted to increase the salaries of the mayor and each council member by 8.2%. The mayor's salary increased from $50,000 to $54,100 and each councilor's salary increased from $40,000 to $43,300. Of note, the committee also voted unanimously to recommend an amendment to the city charter that the council must establish a Blue Ribbon Committee every two years as opposed to every four. This has not yet been adopted. The previous committee, established in 2017, voted 5-2 to recommend a 67% salary increase for the mayor from $30,000 to $50,000 and a 70% increase for each council member from $23,000 to $40,000.

<u>Comparable Councils</u>

I have conducted a study of each city in Massachusetts with a population between 30,000 and 50,000. While Watertown (pop. 35,181) falls on the lower end of this scale, it has the 6th largest budget of the 17 cities in this group. Attachment 1 to this memorandum is a Microsoft Excel spreadsheet featuring all 17 cities in Massachusetts in this population range. It is sorted by population size in Sheet 1 and by the total sum of their FY24 budgets in Sheet 2. For simplicity, I took the base salary for city councilors for all cities even if the Council President earned slightly more. Of the 17 cities in this range, Watertown's City Council salary of $8,900 ranks sixth from the bottom. The average salary in this range is $11,284 and the median salary in this range is $11,205. Franklin and Randolph are in a tie for the lowest council salary, as

both serve without compensation. The highest in this range is Chelsea, whose city councilors earn $28,000.

Table 1 below is a scatter plot illustrating the change in council salaries as population size of the city increases. This shows a loose but not strict correlation. Watertown is shown as the lone red dot in the plot. By population Watertown is slightly above average in our range of data.

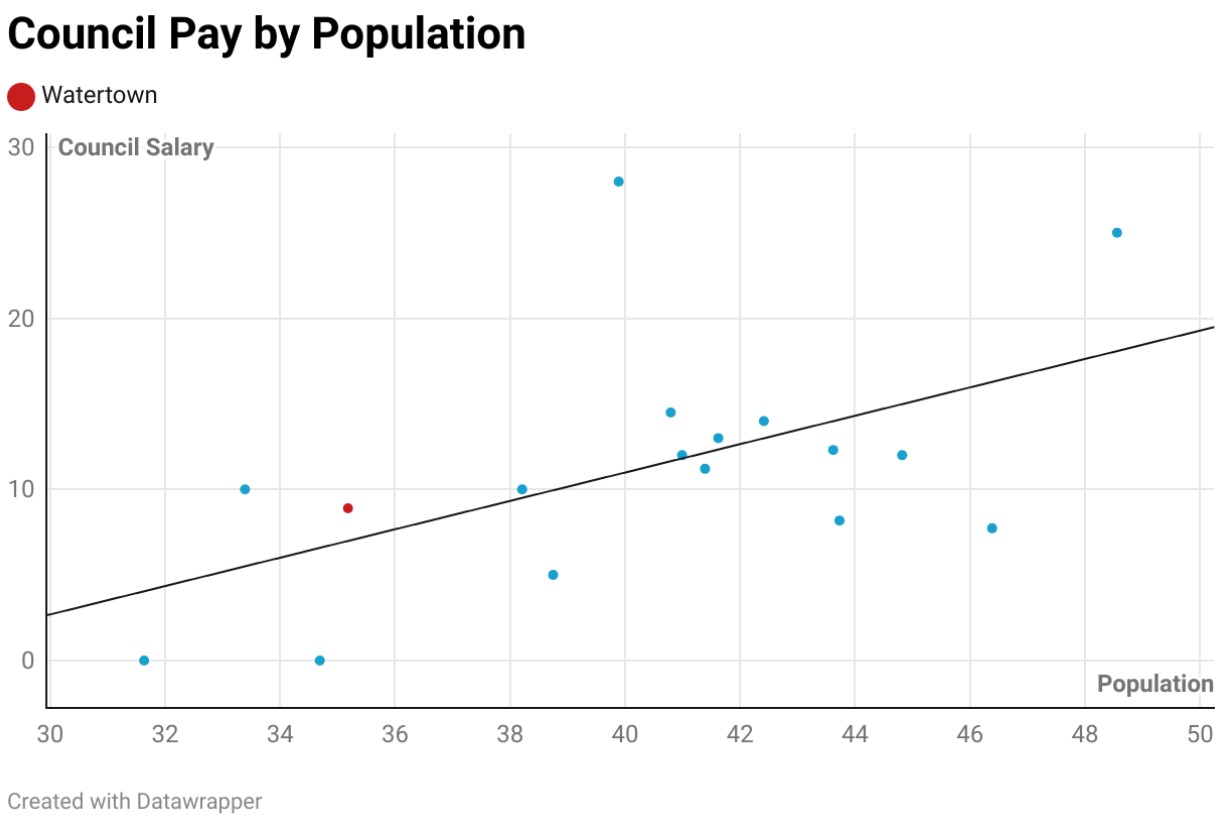
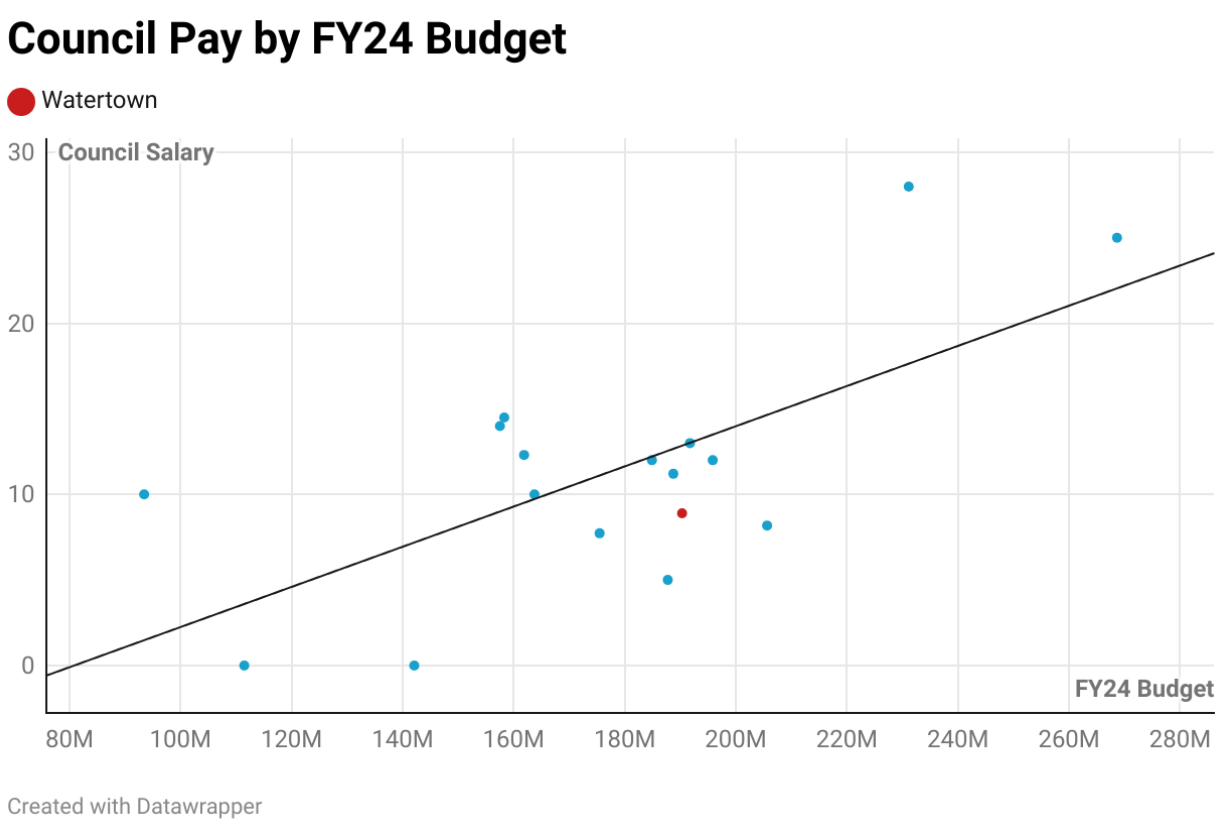


Table 2 below is an additional scatter plot illustrating how council salary changes as the size of a city's budget increases. Watertown is also shown as the lone red dot. This shows that there is a slightly stronger correlation in this group of cities between budget size and council salary than population size and council salary. In this scatter plot, Watertown appears as more of an outlier.



Of the 17 communities studied, only Leominster indexes the salary of councilors to inflation. The Leominster City Charter reads: "Effective January 1, 2009 and on an annual basis thereafter, a percentage increase of the city councilor salary will be established consistent with the annual consumer price index (CPI-U) of the previous calendar year, with a minimum of no increase and a maximum increase of five percent." The base salary was set in 2008 to $8,500, and the salary today amounts to $12,308. Other communities such as Fitchburg and Chelsea have considered adopting this but ultimately decided against it.

Recent Debate in Similar Communities

The City of Fitchburg held a council meeting on June 14, 2022 to discuss raises for both the councilors and the mayor. Minutes for the meeting can be accessed here. One key issue of contention was whether or not councilor pay should be indexed to inflation, as Leominster has implemented. Ultimately, this issue was assigned to a committee. The highest number proposed by a Fitchburg councilor was $18,000, while one councilor suggested no increase over the previous amount but agreed on indexing the salary to inflation. Ultimately, the Fitchburg City Council voted 9-2 to raise the councilors' salary to $13,000 over the previous amount of $10,000.

Randolph considered a proposal to raise its council salary from $0 to $12,000 in January of 2021. The Council President would have earned $15,000 in this proposal. The rationale behind the proposal was to encourage more qualified people to run for local office. Councilor Paul McDermott emphasized that his proposal was similar to surrounding communities, a claim which my research supports. Residents generally expressed opposition to the proposal at council meetings. The proposal was passed along to

the Charter Review Committee of the Randolph City Council and was not advanced. If the full Council had supported the increase, it would have needed to be approved by voters in the subsequent municipal election.

The Chelsea City Council voted in May of 2022 to double its salary from $14,000 to $28,000. It was noted during the debate that the $14,000 figure was significantly lower than that of surrounding communities, though this appears to refer to Boston and Cambridge. Though the raise was approved, the council decided against indexing the salary to inflation or implementing any other automatic pay increase on the principle that any future pay increases should be subject to a vote on the record.

Neighboring Communities

After receiving a recommendation from the Blue Ribbon Committee to increase its salary to $14,000, the Newton City Council voted in 2019 to increase its salary from $9,750 to $15,550. This was the first increase since 1998 and it was noted that this essentially amounts to the CPI increase over that time. That said, the salary was not indexed to the CPI moving forward and the Newton City Council will need to vote on the record for any future salary increase. Waltham City Councilors earn a salary of $22,554 and the Council President earns $23,550. This is a result of the Waltham City Council choosing to link its salary to inflation. The Waltham City Charter reads: “Commencing on January 1, 1998, and continuing on each January 1 thereafter, said “base salary” shall increase or decrease in accordance with the annual US Department of Labor Consumer Price Index for All Urban Consumers (CPI-U) Boston, MA, for the calendar year immediately preceding the beginning of the fiscal year in which said salary is to take effect.” This is similar to Leominster except that Waltham allows councilors’ salaries to decrease if the CPI-U dictates such whereas Leominster has a minimum of no increase with CPI-U. Belmont and Arlington each have a Representative Town Meeting form of government with a select board, and as such are not comparable.

City	Population	FY24 Budget	Council Salary
Franklin	31,635	142,096,989	0
Amherst	33,389	93,457,917	10,000
Randolph	34,691	111,488,657	0
Watertown	35,181	190,325,000	8,900
Holyoke	38,210	163,739,827	10,000
Braintree	38,748	187,749,724	5,000
Chelsea	39,890	231,135,736	28,000
Westfield	40,794	158,303,304	14,500
Woburn	40,992	184,895,462	12,000
Marlborough	41,391	188,751,024	11,205
Fitchburg	41,621	191,741,579	13,000
Beverly	42,414	157,526,500	14,000
Leominster	43,620	161,872,478	12,308
Pittsfield	43,730	205,634,497	8,182
Salem	44,819	195,847,278	12,000
Attleboro	46,384	175,471,353	7,727
Everett	48,557	268,648,686	25,000
			11,284
			11,205

Notes			
President earns $7,500			
Set to increase to $15,000 on 1/1/2026			
President earns $14,000			
President earns $15,000			
President earns $12,500; future increases linked to 10% of the Mayor's salary.			
Personnell Committee in May 2023 voted to increase to $13,727 using Leominster & Salem as comparis			
Members receive a 2% increase for every 2 years they serve.			
Average			
Median			

Information from Councilor Lisa Feltner:

My review (of 2016-2021) found an average for Total hours, which includes for full regular City Council and special and budget, with executive sessions included and not counted separately, and includes committees mtgs. And does not including mtg prep or topic research or minutes/report creation time (or last Charter Review time):

per month, for 10.5 mos per year = 22-26 hours

averaged as per week, for 46 wks per year = 5-6 hours

Another simple way to think about compensation for basic 2 hr mtg time + min. 2 hr prep time, at, say a $25 hourly wage (August not included, with two weeks for Dec):

Per year, for 10.5 months= $13,750

Per week, based on 46 weeks= $298.92

And on #2, I think things that stand out for Watertown are: our growth which is also rapid, in overall budget but also in the type of economic base, the change in demographics -population, type of housing stock including fewer "starter" homes in smaller single family, continued redevelopment of conversions to condos, larger rental housing % than other communities; which also required rapid transition and adaptation needs. We are considered street car suburban, but are in the "inner ring" of Boston with MBTA needs and urban pressure, and we are short on public green space as we have relied on proximity to the Charles River and use of state-controlled properties, e.g. the DCR Dealtry Swimming Pool, etc. We are also unique in our type of Manager-Council form of government with the President elected by the voters, and other matters, with the responsibility of Council providing policy direction which directly informs budget planning and decisions. Council administrative support also differs much from other communities.

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

ORDINANCE #35 **O-2016-35**

AN ORDINANCE ESTABLISHING TOWN COUNCIL SALARIES

WHEREAS, Section 2-3 of the Town of Watertown Home Rule Charter provides that the Town Council may, by ordinance, provide an annual salary for its members.

NOW THEREFORE BE IT ORDAINED by the Town Council of the City Known as the Town of Watertown that the Council hereby establishes the Town Council Salary as follows:

Effective January 2, 2018, the salaries of the Town Council shall be established as follows:

Councilor - $7,500 per annum.

Council President - $10,500 per annum

Susan Falkoff
Council Member

I hereby certify that at a regular meeting of the Town Council for which a quorum was present, the above Order was adopted by a vote of 8 for, 0 against and 0 present on June 14, 2016.

Marilyn W. Pronovost, Council Clerk

Mark S. Sideris, Council President

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

ORDINANCE # 26 **O-2023-** 26

AN ORDINANCE ESTABLISHING CITY COUNCIL SALARIES

WHEREAS, Section 2-3(a) of the City of Watertown Home Rule Charter provides that the City Council may, by ordinance, provide an annual salary for its members.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown that the Council hereby establishes the City Council Salaries as follows:

Effective January 1, 2024, the salaries of the City Council shall be established as follows:

Councilor - $8,700 per annum.

Council President - $12,000 per annum

AND BE IT FURTHER ORDAINED as follows:

Effective January 1, 2025, the salaries of the City Council shall be established as follows:

Councilor - $8,900 per annum.

Council President - $12,500 per annum

John M. Airasian
Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Order was adopted by a vote of 9 for, 0 against and 0 present on May 23, 2023.

Brendan T. McCarthy, Council Clerk

Mark S. Sideris, Council President

Town of Watertown

Town Council Committee on Personnel and Town Organization

Report of the Meeting of March 23, 2016

A meeting of the Personnel and Town Organization committee was held in the Town Council Office on Wednesday, March 23, 2016 at 7:30pm for the purpose of continuing the discussions on Town Council salaries and preparation of committee meeting minutes.

Members in Attendance: Councilor Susan Falkoff, Chair; Councilor Angeline Kounelis, Secretary, and Councilor Michael Dattoli, Vice-Chair. Also in attendance were Councilors Vincent Piccirilli, Ken Woodland, and Lisa Feltner.

The committee discussed current salaries for elected officials in area municipalities with similar forms of government. It was noted that Cambridge should also be added to the list (see attached). Excluding Cambridge, salaries range from $14,000 to volunteer (unpaid) positions.

Councilor Falkoff noted that Watertown has not increased Council salaries since 1999. There was a discussion around what current salaries would be if a 2% raise were applied year-over-year (roughly $7,000).

Members discussed that the scope of the Council's work has changed, as there were not frequent committee meetings occurring at the same level ten to fifteen years ago. Also, in regard to the Council President salary, it was noted that this should include Council pay plus School Committee stipend.

Councilor Dattoli made a motion to refer to the Town Council a recommendation that Councilor salaries be amended to $7,500 per annum. Councilor Kounelis seconded and the motion carried unanimously.

Councilor Dattoli made a motion to refer to the Town Council a recommendation that the Council President salary be amended to $10,500 per annum, which includes School Committee compensation. Councilor Kounelis seconded and the motion carried unanimously.

Regarding meeting minutes, there was a discussion around the City of Waltham and City of Newton policies and procedures for preparing committee meeting minutes (see attached). One option for Watertown might be to record audio and have minutes later transcribed by a clerk. It was agreed that not every Councilor has the skills or technology to record meeting minutes and that people should have options available.

Councilor Kounelis made a motion to recommend to the Town Council that an option be available for committee members that choose not to take their own minutes. If the council approves the idea of alternate ways to do minutes, the committee will re-convene and discuss alternatives. Councilor Dattoli seconded and the motion carried unanimously.

The meeting adjourned at 8:20 pm.

Minutes prepared by Councilor Dattoli.

MEMORANDUM

TO: Budget & Fiscal Oversight Committee

FROM: Angeline B. Kounelis, District "A" Councilor

RE: Town Council Committee Minutes

DATE: November 26, 2012

Herein please find my recommendation for implementation of policy and procedure for the following:

> The designation of a person(s), other than the three Town Councilors appointed to serve on a Town Council Committee, who shall attend the committee meetings of and prepare the minutes of the standing Town Council Committees.

Below is a survey of how other communities with a city form of government address the issue of minutes. Of the five cities surveyed, City Councilors were not responsible for the preparation of committee minutes. All committees meet after the close of City Hall business hours. Most Councils have structured the committee meetings for a specific day of the week or prior to a City Council meeting.

CITY OF NEWTON 24 Aldermen @ $9750/ea per yr., pop 85,146
The office of City Clerk/Clerk of Aldermen has been restructured to include non-union personnel who are responsible for the committee minutes. Compensatory (comp) time is used in lieu of monetary compensation.

CITY OF WALTHAM 7 Councilors @ $16320/ea per yr., pop 60,632
Department Heads receive a stipend between $3500 - $7000 to attend and be responsible for the minutes. A union staff member of the City Clerk's/ Council Clerk's office also has duties for specific meetings.

CITY OF MEDFORD 7 Councilors @ $27529.32/ea per yr., inc. exp. pop 56,173
City Clerk/Council Clerk is responsible for all minutes. Union personnel can perform after hours administrative duties by special C.C. ordinance.

CITY OF WOBURN 9 Aldermen @ $9000/ea per yr., pop 38,120
Minutes are prepared by the Clerk of the Committees who works within the City Clerk's/Council Clerk's office for $45,245/yr.

CITY OF CHELSEA 11 Councilors @ $8000/ea per yr., pop 35,177
Two administrative positions, one is half-time to the City Mgr/Council, the second handles all Council minutes at $461.44/wk for 20 hours.

cc: Honorable Town Council
Michael J. Driscoll, Town Manager
John E. Flynn, Town Clerk
Mark R. Reich, Esq., Kopelman and Paige, P.C.

COMPARISON OF CITIES WITH WATERTOWN'S FORM OF GOVERNMENT

TOWN	POP.	SALARY	MEETINGS PER MONTH	COMMITTEE MINUTES	#MEMBERS
BARNSTABLE	45,193	$8K, VP $10K, Pres 12K	2	Council admin	13
CHELSEA	35,177	$14,000	2	City Clerk	11
FRANKLIN	31,635	Volunteer	2	Yes	9
PALMER	12,140	$1200	1	Yes	7
RANDOLPH	32,112	Volunteer	2	Yes	9
WATERTOWN	31,195	$5000	2	Yes	9
SOUTHBRIDGE	16,719	Volunteer	2	Yes	9
WINTHROP	17,497	$2600 (Pres $5200)	2	Yes, or record for clerk	9

Form of Government and Population information is taken from this website:
https://en.wikipedia.org/wiki/List_of_municipalities_in_Massachusetts#List_of_municipalities (sgf)

Meetings per month, committee minutes & # members provided by Gayle Shattuck

Cities in red have populations most comparable to Watertown

Community	Town Council or Selectmen Salary	FY16	Take own Subcommittee minutes Yes/No	Two Meetings/Month	# of members
Braintree	$7,500 (President); $5,000 (Councilors)	Y	No	2 meetings per month (1 in July 1 in August)	9
Weymouth	$9,500 (President), $7,500 (Councilors)	Y	No, independent contractor	2 meetings per month	11
Franklin	volunteers		Yes	2 meetings per month (1 in summer)	9
Palmer	$1,200 stipend	Y	Yes	1 meeting per month on website	7
Arlington	$3,000 (Selectmen), $3,500 (BOS Chair)	Y	No, they have staff	2 regularly-scheduled on average	5
Lexington	volunteers		N/A (5 selectmen)	2 regularly-scheduled, more if needed	5
Belmont	$4,500 (Selectmen), $5,000 (BOS Chair)	Y	N/A (3 selectmen)	2 regularly-scheduled, more if needed	3
Newton	$9,750		No, they have staff	2 regularly-scheduled	6
Watertown	$6,500 (President), $5,000 (Councilors)	Y	Yes	2 regularly-scheduled	9
Waltham	$18,038 (President), $17,538 (Councilors)	Y	No, most subcommittees have clerks	2 regularly-scheduled (1 in summer)	15
Chelsea	$14,000	Y	No,Clerk to the City Council takes minutes	2 regulary-scheduled except Julyand August	11
Cambridge	$77,934	Y	No, City Clerk or Deputy City Clerk	1 meeting per month plus subcommittee meetings	7
Winthrop	$5,200 (President); $2,600(Councilors)	y	Yes or recorded for clerk to type	2 Meetings per Month plus Subcommittee Meetings	9
Randolph	volunteers	Y	Yes	2 meetings per month	9
Barnstable	$12,000 (President) $10,000 (Vice President) $8,000 (Councilors)	y	Council Administrator takes subcommittee minutes. Town Clerk records T.C. meetings	2 regularly-scheduled (1 in summer)	13
Southbridge	volunteers	Y	Yes chair of subcom. Takes minutes	2 regularly-scheduled	9
NOTE:					
Newton City Council meets as a body of 24 twice a month. Each Councilor serves on two committees which meet two or three times a month depending on the committee.					
Each councilor will have four or five official meetings a month.					

Town Council

TOWN OF WATERTOWN

ADMINISTRATION BUILDING • WATERTOWN, MA 02472-4410
(617)972-6470 • FAX (617)972-6485

Ordinance # 28 O-99-28

AN ORDINANCE SETTING THE SALARY OF MEMBERS OF THE TOWN COUNCIL

Now be it ordained that the Ordinances of the City known as the Town of Watertown are hereby amended by adding a new Chapter XXIV as follows:

CHAPTER XXIV. TOWN COUNCIL SALARIES.

WHEREAS, Section 2-4 of the Home Rule Charter of the City known as the Town of Watertown permits the provision of an annual salary for members of the Town Council by ordinance;

NOW THEREFORE BE IT ORDAINED, that, effective the first secular day of January, 2000, the salary of the members of the Town Council shall be as follows:

(1) the salary of Councillors shall be $5,000.00 per annum;

(2) the salary of the Council President shall be $6,500.00 per annum.

BE IT FURTHER ORDAINED, that a copy of this Ordinance shall be forwarded to the Town Treasurer and Town Auditor forthwith.

Council Member

I hereby certify that at a regular meeting of the Town Council for which a quorum was present, the above Ordinance was adopted by a vote of 9 for 0 against and 0 present on April 27, , 1999.

Valerie Papas
Council Clerk

Clyde L. Younger
Council President

	Increasing yearly at 2%		Increasing yearly at 2.5%	
Calendar Year	Town Councilor	Town Council President	Town Councilor	Town Council President
2000	$ 5,000.00	$ 6,500.00	$ 5,000.00	$ 6,500.00
2001	$ 5,100.00	$ 6,630.00	$ 5,125.00	$ 6,662.50
2002	$ 5,202.00	$ 6,762.60	$ 5,253.13	$ 6,829.06
2003	$ 5,306.04	$ 6,897.85	$ 5,384.45	$ 6,999.79
2004	$ 5,412.16	$ 7,035.81	$ 5,519.06	$ 7,174.78
2005	$ 5,520.40	$ 7,176.53	$ 5,657.04	$ 7,354.15
2006	$ 5,630.81	$ 7,320.06	$ 5,798.47	$ 7,538.01
2007	$ 5,743.43	$ 7,466.46	$ 5,943.43	$ 7,726.46
2008	$ 5,858.30	$ 7,615.79	$ 6,092.01	$ 7,919.62
2009	$ 5,975.46	$ 7,768.10	$ 6,244.31	$ 8,117.61
2010	$ 6,094.97	$ 7,923.46	$ 6,400.42	$ 8,320.55
2011	$ 6,216.87	$ 8,081.93	$ 6,560.43	$ 8,528.56
2012	$ 6,341.21	$ 8,243.57	$ 6,724.44	$ 8,741.78
2013	$ 6,468.03	$ 8,408.44	$ 6,892.56	$ 8,960.32
2014	$ 6,597.39	$ 8,576.61	$ 7,064.87	$ 9,184.33
2015	$ 6,729.34	$ 8,748.14	$ 7,241.49	$ 9,413.94
2016	$ 6,863.93	$ 8,923.11	$ 7,422.53	$ 9,649.29
2017	$ 7,001.21	$ 9,101.57	$ 7,608.09	$ 9,890.52
2018	$ 7,141.23	$ 9,283.60	$ 7,798.29	$ 10,137.78

Committee on Personnel and Town Organization Meeting Minutes

Meeting July 30, 2018; Report August 14, 2018

Chairman Bays called the Committee on Personnel and Town Organization to order on Monday, July 30 at 7:15 PM in the Louis P Andrews Conference Room. Present at the meeting were Councilors Caroline Bays (Chair) Susan Falkoff (Vice Chair), Angeline Kounelis (Secretary), Council President Mark Sideris, Councilor Anthony Donato and Councilor Kenneth Woodland.

Town Council Clerk Evaluation and Salary Adjustment

President Sideris presented background information and a copy of the latest Council Clerk evaluation (attached). Ms. Pronovost, the Council Clerk, began work on January 20, 2016 at a salary of $22.89/hour. She has received no raise since that time. The raise for Town Hall Associates was 2.25% for FY 17 (Ms. Pronovost worked only for half of that FY) and 2.0% for FY 18 and FY 19. He also noted that, in his opinion, she has done a stellar job in her role.

Councilor Falkoff made a motion to ask the council to approve a 2.0 raise for year FY18 and a 2.0 raise for FY 19. Councilor Kounelis seconded and the motion passed unanimously.

Since the proposed raise is not merit-based, it is not necessary to do an evaluation of the clerk at this time.

Town Auditor Evaluation and Salary Adjustment

President Sideris presented the most recent auditor evaluation (attached) and some information about auditor salaries in neighboring towns. Councilor Woodland noted that many Massachusetts towns have auditors who are close to retirement and they have been proving hard to replace. Mr. Tracy's current salary is $126,862 which includes a $15,000 stipend for being the Assistant Town Manager for Finance and a $4000 stipend for being a member of the Retirement Board. President Sideris noted that the retiring and the new School Business Directors are receiving more than this amount. He has not received a raise for years FY 18 or FY 19. Other non-union personnel were granted raises of 2.0-3.53% for FY 18, at the discretion of the Town Manager based on performance measures.

After discussion, Councilor Falkoff made a motion to ask the Council to evaluate the Town Auditor using the most recently-used form. (This form will be voted on by the committee at a brief meeting that will take place before the next Town Council meeting) and decide on an appropriate raise after the evaluations are completed. Councilor Kounelis seconded and the motion carried 3-0.

Town Council Salary

Councilor Kounelis provided the comparative salary information that the Council had reviewed before raising the salary from $5000 to $7500 for the current term. President Sideris noted that the job was so much more time-consuming now that it used to be that he has wondered if the current salary, even though recently raised, is fair. Former Councilor Aaron Dushku had written the committee to argue for a

raise. He estimated that he had spent 10-15 hours on Council business and he provided the following table that suggested a fair range of $13,000-$19,000/year:

hours/week	10	15
dollars/hour	$ 25	$ 25
dollars/week	$ 250	$ 375
annual salary	$ 13,000	$ 19,500

Councilor Woodland calculated that if we spent 20 hours per week on Council business, at minimum wage, that would give us an annual salary of $11,400.

Councilor Falkoff made a motion, seconded by Councilor Kounelis, to ask the Town Council to ask the Personnel Director to provide us with updated salary information for

- The 13 communities with our form of government, noting the 4 other cities with demographics similar to ours
- Communities that abut Watertown,

And to include:

- The number of meetings per month
- The number of councilors or selectmen
- The town population
- The town's annual budget

The motion carried unanimously. The committee will reconvene when this information is available.

The meeting adjourned at approximately 8:30 PM.

Note that the three Action Items resulting from this meeting are noted in Boldface.

Respectfully Submitted,

Susan Falkoff, Vice chair

Town of Watertown

EMPLOYEE PERFORMANCE REVIEW – COUNCIL CLERK

EMPLOYEE INFORMATION

Reviewer:

Date:

GOALS FOR COMING YEAR

1.

2.

3.

EVALUATION

	(1) Unsatisfactory	(2) = Marginal	(3) = Meets Requirements	(4) = Exceeds Expectations	(5) = Exceptional
Demonstrates Required Job Skills And Knowledge	☐	☐	☐	☐	☐
Has The Ability To Learn And Use New Skills	☐	☐	☐	☐	☐
Uses Resources Available In An Effective Manner	☐	☐	☐	☐	☐
Responds Effectively To Assigned Responsibilities	☐	☐	☐	☐	☐
Meets Attendance Requirements	☐	☐	☐	☐	☐
Listens To Direction From Councilors	☐	☐	☐	☐	☐
Takes Responsibility For Actions	☐	☐	☐	☐	☐
Honors Commitments	☐	☐	☐	☐	☐
Demonstrates Problem Solving Skills	☐	☐	☐	☐	☐
Offers Constructive Suggestions For Improvement	☐	☐	☐	☐	☐
Generates Creative Ideas And Solutions	☐	☐	☐	☐	☐
Meets Challenges Head On	☐	☐	☐	☐	☐
Demonstrates Innovative Thinking	☐	☐	☐	☐	☐

Additional Comments:

Town Auditor: Management Performance Evaluation

Watertown, MA

Date: Evaluator:

Rating Scale

5 Excellent
4 Very good/superior
3 Good/Above average
2 Satisfactory
1 Needs improvement
N/A Do not have sufficient information to assess

	5	4	3	2	1	N/A
Leadership Consider leadership effectiveness including roles in working with Council and its Subcommittees on financial and budgeting issues, decision-making, and developing and managing the department						
Quality of Work and Service to Town Assess depth and completeness of the Town Auditor's knowledge of work to be done as it relates to the overall Town financial and budget needs and the established standards and policy guidelines. Assess ability to handle issues and resolve problems efficiently and effectively.						
Productivity Consider the contributions of the Auditor's department to the Town as a whole; and the Town Auditor's role in assisting the department and overall Town staff in working more efficiently and productively.						
Initiative and Creativity Consider willingness to carry out unanticipated tasks. Also consider record of developing and implementing successful new ideas, new solutions, new procedures, or new programs designed to meet Town needs. Consider willingness to go "above and beyond" effort on behalf of the Town.						
Adaptability Consider flexibility in responding to changes in Town's priorities, and ability to maintain effective performance under changing conditions. Evaluate ability to oversee multiple responsibilities and activities.						
Communication Evaluate personal interaction with Council and its subcommittees, other Town staff, supervisor, other Town departments. Consider ability to convey ideas persuasively, either informally or in a prepared presentation. Assess timeliness, appropriateness and clarity of communication with Council.						
Cooperation Consider overall working relationships with Council and its Subcommittees. Evaluate cooperation and support offered to the Council.						

Additional comments (Use reverse if necessary):

Goals for the coming year:

Community	Town Council or Selectmen Salary	FY16	Take own Subcommittee minutes Yes/No	Two Meetings/Month	# of members
Braintree	$7,500 (President); $5,000 (Councilors)	Y	No	2 meetings per month (1 in July 1 in August)	9
Weymouth	$9,500 (President), $7,500 (Councilors)	Y	No, independent contractor	2 meetings per month	11
Franklin	volunteers		Yes	2 meetings per month (1 in summer)	9
Palmer	$1,200 stipend	Y	Yes	1 meeting per month on website	7
Arlington	$3,000 (Selectmen), $3,500 (BOS Chair)	Y	No, they have staff	2 regularly-scheduled on average	5
Lexington	volunteers		N/A (5 selectmen)	2 regularly-scheduled, more if needed	5
Belmont	$4,500 (Selectmen), $5,000 (BOS Chair)	Y	N/A (3 selectmen)	2 regularly-scheduled, more if needed	3
Newton	$9,750		No, they have staff	2 regularly-scheduled	6
Watertown	$6,500 (President), $5,000 (Councilors)	Y	Yes	2 regularly-scheduled	9
Waltham	$18,038 (President), $17,538 (Councilors)	Y	No, most subcommittees have clerks	2 regularly-scheduled (1 in summer)	15
Chelsea	$14,000	Y	No,Clerk to the City Council takes minutes	2 regulary-scheduled except Julyand August	11
Cambridge	$77,934	Y	No, City Clerk or Deputy City Clerk	1 meeting per month plus subcommittee meetings	7
Winthrop	$5,200 (President); $2,600(Councilors)	y	Yes or recorded for clerk to type	2 Meetings per Month plus Subcommittee Meetings	9
Randolph	volunteers	Y	Yes	2 meetings per month	9
Barnstable	$12,000 (President) $10,000 (Vice President) $8,000 (Councilors)	y	Council Administrator takes subcommittee minutes. Town Clerk records T.C. meetings	2 regularly-scheduled (1 in summer)	13
Southbridge	volunteers	Y	Yes chair of subcom. Takes minutes	2 regularly-scheduled	9
NOTE:					
Newton City Council meets as a body of 24 twice a month. Each Councilor serves on two committees which meet two or three times a month depending on the committee.					
Each councilor will have four or five official meetings a month.					

Committee on Personnel and Town Organization
Meeting Date: November 26, 2018
Read: January 22, 2019

The Committee met in the Town Council Office on November 26, 2018 at 7:15 pm. Attending were Caroline Bays, Chair, Susan Falkoff, Vice Chair, and Angeline Kounelis, Secretary. Also attending: Town Council President Mark Sideris, Councilors Anthony Donato and Kenneth Woodland, and resident Elodia Thomas.

I. The committee first discussed whether to increase **Town Council salaries**. The committee reviewed data on salaries from other communities and there was a lively discussion of pros and cons that included the following points:

- Other communities are currently considering raising salaries (Bays)
- Former Councilor Dushku sent a memo suggesting that salaries be raised to professional full-time salary levels (Bays)
- Changing the job to full-time would require a charter change (Sideris)
- The Council has voted down a raise on some occasions and the successful vote to raise salaries was recent (Kounelis)
- If the Councilors were paid at minimum wage for 20 hours/week, the salary would be $11,000. Towns with volunteer government have trouble finding qualified people. (Woodland)
- We have volunteer Boards. If the Councilors get a raise, maybe Board members should too (Kounelis)
- We do have trouble attracting good people for the Boards (Sideris)
- No matter if it is $5,000 or $27,000, the pay is still part-time and so an individual needs another source of income. (Kounelis)
- What if the salary went up every year via a Cost of Living Increase instead of setting a fixed amount? (Bays)
- Since the Charter mandates the Town Council set a salary, a COLA-type system would require a charter change but it would save the trouble of repeating this conversation. We are close to the next Charter Review (Sideris)
- It would be hard for me, as a first-time councilor, to vote yes on a raise (Donato)

Councilor Falkoff made a motion, seconded by Councilor Kounelis, to defer the issue of Council compensation until the next Charter Review. The motion carried 3-0.

II. The Committee next took up the issue of the **Town Auditor's salary.** Councilor Kounelis noted that the Committee had voted to discuss this after the Councilors had completed evaluations on the auditor's job performance. President Sideris said there had been miscommunication about the evaluation and the form would go out ASAP. The committee will reconvene once the evaluations have been compiled and presented.

The meeting adjourned at 7:50 pm.
Respectfully submitted, Susan Falkoff

Boys Hamlet 4/13/22

Cities inside 495		County	Form of Government			Founded	Population	Budget	Salary	Notes
Winthrop	City[4]	Suffolk	Council-manager	8.3	2	1852	19,316	36 million	$2,600	
Amesbury	City	Essex	Mayor-council	13.7	12.3	1668	17,366	69 million	3,000	
Framingham	City	Middlesex	Mayor-council	26.5	25	1700	72,362	307 million	5,000	president -7,500
Malden	City	Middlesex	Mayor-council	5.1	5	1649	66,263	188 million	5,000	
Melrose	City	Middlesex	Mayor-council	4.8	4.7	1850	29,817	91 million	5,000	
Randolph	City[4]	Norfolk	Council-manager	10.5	10.1	1793	34,984	33 million	5,000	
Braintree	City[4]	Norfolk	Mayor-council	14.6	13.8	1640	39,143	145 million	7,500	
Watertown	City[4]	Middlesex	Council-manager	4.1	4	1630	35,329	160 million	7,500	
Newburyport	City	Essex	Mayor-council	10.7	8.3	1764	18,289	75 million	9,000	president - 11,000
Methuen	City[4]	Essex	Mayor-council	23	22.2	1725	53,039	170 million	10,000	chair - 15,00
Taunton †	City	Bristol	Mayor-council	48.4	46.7	1639	59,408	162 million	10,000	
Weymouth	City[4]	Norfolk	Mayor-council	21.6	16.8	1635	57,437	183.6 million	10,000	president - 11,000
Marlborough	City	Middlesex	Mayor-council	22.1	20.9	1660	41,793	173 million	10,664	
Peabody	City	Essex	Mayor-council	16.8	16.2	1868	54,481	163 million	11,016	
Woburn	City	Middlesex	Mayor-aldermen	12.9	12.7	1642	40,876	160 million	11,150.00	
Beverly	City	Essex	Mayor-council	22.6	15.1	1668	42,670	144 million	11,733	
Chelsea	City	Suffolk	Council-manager	2.5	2.2	1739	40,787	249 million	14,000	
Salem †	City	Essex	Mayor-council	18.3	8.3	1626	44,480	662 million	14,000	
Revere	City	Suffolk	Mayor-council	10.1	5.7	1846	62,186	241 million	14650	and 5000 stipend
Lawrence †	City	Essex	Mayor-council	7.4	6.9	1847	89,143	103 million	15,000	
Haverhill	City	Essex	Mayor-council	35.7	33	1641	67,787	216 million	15,000	president gets 18,000
Newton	City	Middlesex	Mayor-council[7]	18.2	17.8	1688	88,923	462 million	15,500	
Brockton †	City	Plymouth	Mayor-council	21.5	21.3	1821	105,643	439 million	16,662	
Waltham	City	Middlesex	Mayor-council	13.8	12.7	1738	65,218	299 million	22,554	
Lowell †	City	Middlesex	Mayor-manager-	14.5	13.6	1826	115,554	464 million	25,000	2016
Lynn	City	Essex	Mayor-council	13.5	10.7	1629	101,253	407 million	25,000	
Somerville	City	Middlesex	Mayor-council	4.2	4.1	1842	81,045	286 million	25,000	
Everett	City	Middlesex	Mayor-council	3.7	3.4	1870	49,075	260 million	25,500	has a legislative aid - 54,000
Medford	City	Middlesex	Mayor-council	8.7	8.1	1630	59,659	191 million	29,360	president - 32,000/vp 30,000
Quincy	City	Norfolk	Mayor-council	26.9	16.6	1792	101,636	346 million	35,000	
Cambridge †	City	Middlesex	Mayor-manager-	7.1	6.4	1636	118,403	748 million	83,404	
Boston †[]	City	Suffolk	Mayor-council	89.6	48.3	1630	675,647	3,760 million	103,500	
Bridgewater	City[4]	Plymouth	Council-manager	28.2	27.5	1656	28,633	66 million	0?	

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

Committee on Personnel and City Organization

Monday, February 7, 2022

The Committee on Personnel and City Organization held a public meeting on Monday, February 7, 2022, at 6:00pm.

Committee Chair Bays called the meeting to order at 6:05pm. Attendees included John Gannon, Committee Vice Chair, City Council President Mark Sideris, and City Councilors Tony Palomba and Vinnie Piccirilli. The purpose of the meeting was to initiate a discussion on creating the position of City Council analyst.

As part of the City election vote last November, voters adopted changes to the City Charter. Section 2-7(c) of the amended City Charter provides for the appointment of a council analyst.

Section 2-7(c) of the City Charter reads as follows: (c) Analyst – The city council, by the affirmative vote of at least five members, shall appoint a council analyst, who may serve in a full-time or part-time capacity, for a term of three years. The analyst shall provide assistance with legislative oversight and research, and shall not be involved in the day-to-day administrative detail of the operations of the city. The analyst shall make periodic reports to the council, with such frequency as the council by ordinance, by rule, or by other vote may direct, but not less frequently than quarterly. All officials of the city shall cooperate with the analyst in the performance of this oversight function. The analyst shall have such other powers and duties as may be provided by charter, by ordinance, or by vote of the counsel.

Attendees discussed their individual visions for the duties of the position. Attendees decided that it would be advisable to send out a survey to all councilors seeking each councilor's feedback on job responsibilities they envision for the position, a description of day-to-day work projects to be assigned to the analyst; legislative responsibilities; communication with the council, constituents and city colleagues; involvement with the budget; qualifications; prior work experience; organizational and interpersonal skills needed; the work environment; and supervision and hours worked per week. Chair Bays stated that she would prepare such a survey and send it to councilors. Once the surveys are returned, Chair Bays stated that she would compile and synthesize the results for discussion at a future meeting.

Councilor Gannon made a motion to adjourn,, which was seconded by Chair Bays. The vote was 2-0.

The meeting adjourned at 7:15pm.

Respectfully submitted,
John Gannon, Committee Vice Chair

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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 Personnel and City Organization Committee

Report of the Meeting of April 13, 2022

The Committee convened on Thursday, April 13, 2022 at 7:00 pm in the Phillip Paine Lower Hearing Room. Present were Councilors Caroline Bays, Chair, John Gannon, Vice-Chair, and Nicole Gardner, Secretary.

Also in attendance were Councilors Palomba and Piccirilli. Councilor Feltner sent a note as she was unable to attend in person; her comments on both matters were reviewed during the meeting and are attached.

The purpose of the meeting was to continue the discussion regarding the creation of the City Council Municipal Policy Analyst, and to discuss and recommend City Council Compensation.

Chair Bays called the meeting to order at 6:06 pm.

Discussion of the City Council Municipal Policy Analyst position

Chair Bays provided a draft job posting for the role, based on the discussion at the PCO's March 14th meeting. The Councilors present reviewed the draft job posting and, after some minor edits, agreed to bring the job description to the full City Council, with a recommendation that the Council accept it and approve it for posting.

--> ACTION ITEM: Councilor Gannon made a motion, seconded by Councilor Gardner, to recommend that the City Council accept the job posting for the Municipal Policy Analyst position, and agree to have it published. Voted unanimously 3-0.

Assuming the City Council accepts the recommendation to accept and publish the job posting; the Committee proposes the following administrative process:

1. Chair Bays will work with the Personnel Office to post the job
    a. in all usual places used by the City such as Zip Recruiter or Indeed,
    b. in The Beacon, The State House News Service, and the Master List,
    c. in those places identified by Community Paradigm during the City Manager search as effective channels to reach diverse talent pools, and
    d. At Massachusetts universities with graduate programs in public policy or related fields, including but not limited to Suffolk, Northeastern, BU, Brandeis, and the Kennedy School

2. Applicants will be required to get their cover letters and resumes in by one month from the date of the posting; this will be indicated on the posting
3. The PCO will serve as the Screening Committee, working in Executive Session, and will select finalists to present to the full City Council for interviews
4. The PCO will develop a list of interview questions; all Councilors are invited to submit suggested questions to Councilor Bays by May 30.
5. The finalists will be interviewed in open session

--> ACTION ITEM: Councilor Gannon made a motion, seconded by Councilor Gardner, to recommend that the City Council approve that the PCO Committee serve as the Screening Committee, and agree to the process proposed above. Voted unanimously 3-0.

Discussion of the City Councilor Compensation

Chair Bays began the discussion by handing out benchmarks of compensation for cities located inside of Route 495 and similar to Watertown based on population and annual budget.

After some discussion of the data, it was agreed that further review was required, and that the Committee would then reconvene. In particular:

1. Councilor Gannon volunteered to check the salary data to be sure it is up to date, and to also check on health benefits received, to ensure apples to apples comparisons.
2. Once the data is up to date, Councilor Gardner will graph it.
3. Chair Bays will ask all Councilors to provide her their best estimate of average hours worked per week, in their capacity as a Councilor, including preparing for and attending Council and Committee meetings, preparing for and attending City Board, Commission & Committee meetings, reading to stay current, providing constituent services, preparing communications, and so on.

The Committee began discussing how an appropriate compensation level might be determined. Given the current data, Watertown appears to be behind most other municipalities our size.

Chair Bays proposed as a point of principle that the Councilors should make – at least – the minimum hourly wage in Massachusetts; all agreed that minimum wage should be the floor. There was also a discussion of the fact that the current minimum wage is not considered a living wage. The committee will continue the discussion once we have more certainty on how other municipalities are compensating their Councilors.

Councilor Piccirilli recommended that, as a matter of good governance, the City Council put in place a standing referral to the PCO to review City Council compensation at the start of every new term. The Committee like this proposal and will revisit it at our next meeting.

At 7:51 pm the Committee voted unanimously to adjourn.

Report respectfully prepared by Nicole Gardner

List of Attachments:

1. Email from Councilor Feltner
2. Municipal Policy Analyst Job Posting

Hi Caroline et al,
A quick email to summarize interest in analyst position, and Council compensation, since I can't make it to the meeting tonight in person, for the Personnel & City Organization Committee meeting.

Re: new Analyst position for Council support
-I would advise for flexibility in allowing work to be done remotely as needed, especially given need to attract talent in this position (not usual for most municipalities) and evolving workplace (family work balance), and the requirement to be able to attend evening meetings; it also potentially helps remove some barriers persons with disabilities. There is also the issue of balancing physical space needs. Of course I support local, in person work responsibilities.

-I would support a min. of 1 year related work experience vs. 2 years+.

-To clarify, I don't see this as a "constituent services" position and agree with the draft language under "Explicitly excluded". I do think it's best policy to include, as in current draft "capable of developing collaborative and collegial working relationships across all diverse stakeholders" this advisory position to City Council.

-It's unclear what things made it into the job description based on the minutes, from the preferred skills and other attributes listed in the "combined feedback" and other suggestions, and unanswered questions from last night's Council meeting. But thanks to everyone's efforts on this to date.

Re: Council compensation
-I would hope tonight is a starting point for discussion and that we would be given an opportunity to weigh in on factors other than the "data sheet" that was attached to the Agenda. It could be helpful to hear and learn from some previous-serving councilors' perspectives as well.
-A few reasons for more discussion, beyond say population+budget, and for shared information include ten. of any new implementation being 4 yrs away, realistically probably not going to be re-visited again soon, issues such as growth and impact on town/council business, comparison and level of Council support/s, dynamics of our form of government. Perhaps I'm looking further out than others, while we're at it.
-Of course councilors dedicate varying amounts of time to this service, but I think there should be a more general awareness of bare minimums along with the range of realistic hours and duties that are devoted. And in the spirit of transparency, folks should be aware of what "compensation" means -access to what benefits. I've have tracked much of my time and would like to share this in the near future as possible.

I hope this message makes it to you all in time for deliberations tonight, even as I appreciate talking with you a bit earlier today.
Thanks much, Lisa

Lisa J. Feltner, Watertown Councilor District B
Direct (617) 926-5344; or Council Clerk Office (617) 927-6470

Job Posting - Municipal Policy Analyst
City of Watertown

The City of Watertown is searching for a full-time Municipal Policy Analyst to provide professional research and policy analysis to the City Council.

Responsibilities:

Research - Conduct primary and secondary research in support of City Council Committees or the City Council In Its Entirety, for the purpose of developing ordinances or policies for Watertown, including research on rules and ordinances used by other municipalities, municipal public policy, regulations, best practices and emerging practices.

Analysis - Analyze, document and present findings to the relevant Committee or the full City Council.

Drafting legislation - Prepare draft language for ordinances and resolutions, under the direction of an appropriate Committee Chair as designated by the City Council President.

Communicating with the City Council - Attend City Council and Committee meetings as directed, and keep Committee Chairs up to date on projects they are working on.

Communicating with others - Develop collegial working relationships with City Administration employees and Watertown Boards, Committees & Commissions. They will be expected to develop relationships with relevant professional organizations such Metropolitan Area Planning Council and Massachusetts Municipal Association, and with peer staff in other municipalities.

Budget - Support the Budget & Fiscal Oversight Committee by researching, reviewing, and assisting in drafting the Capital Improvement Program recommendations, and in compiling, researching, and assisting in drafting the Budget Policy Guideline recommendations.

Direct Report - Work collaboratively and closely with the City Council President or designee; report to the City Council President or designee.

Qualifications:

Experience in primary and secondary research, data analysis and interpretation, and data visualization

Strong verbal and written communication skills, including crafting compelling and data driven narratives

Good working knowledge of standard computer programs and productivity tools used in business, i.e. word processing, spreadsheets, slide writing, cloud-based file management

Strong organizational skills and self-management skills; a high degree of initiative

Capable of developing collaborative and collegial working relationships

Must be available to occasionally attend evening Committee or City Council meetings as needed

A Bachelor’s degree, a Master's degree a plus

A minimum of 2 years of relevant experience, such as working on legislation, policy and programs at a municipal, state or federal level, familiarity with municipal budgeting processes, or familiarity with municipal, state or federal law

Available to work in office on a daily basis

Benefits:

Full-time position, but with flexible hours and paid vacation.

Confidential non-union position, salary of $65,000-$75,000 (commensurate with experience) and with a full benefits package

The analyst will have a six-month probationary period followed by a review, and assuming a full time appointment, will then receive annual reviews

The City of Watertown is an Equal Opportunity / Affirmative Action employer.

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Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

Committee on Personnel and City Organization Meeting
November 15, 2022

The Committee convened at 6:30 pm on Tuesday, November 15, 2022 in the Phillip Pane Lower Conference Room, Ground Floor.

Councilors Caroline Bays, Chair, John Gannon, Vice-Chair, and Nicole Gardner, Secretary. Also in attendance were City Council President Mark Sideris, and Councilors Lisa Feltner and Vinnie Piccirilli.

The purpose of this meeting was to discuss potential amendments to City Council Salaries.

Chair Bays called the meeting to order at 6:35 pm and opened the meeting by reminding all present that this was the second meeting of the PCO on this topic.

For context, the salary history for City Councilors is

- From January1999 through December 2018, salaries were $5,000, with no adjustment over 19 years
- In January 2019 salaries were raised to $7,500, where they have remained until present, with no adjustment over 4 years

Chair Bays referred us to an updated chart of councilor salaries in comparative cities, and a graphic of the data. The councilors discussed the data presented and agreed that there were no specific implications or conclusions that could be drawn from the research. Deeper research and analysis is needed, such as the value of pension and medical benefits, and the number of Council meetings per year. In addition it is hard to draw conclusions based on the different political realities in each municipality.

Councilor Feltner shared that she tracks full council meetings, City Council Committee meetings, and some resident board and commission meetings in her calendar. She estimates that for those meetings alone she averages around 120 meetings per year, and 260 hours per year. This estimate substantially underestimates the true hours worked per year, because it excludes time spent on:

- District development project meetings,
- Time spent on creating minutes/reports,
- Meeting prep and research,

- Constituent services in meetings or communications,
- Neighbor or community group meetings
- Time with Watertown staff or other officials,
- Communications such as newsletter, updating web page, etc.
- Other public meetings or time devoted to many topics, such as: Comprehensive. Plan, RMUD, Arsenal Yards, MassDOT Arsenal Corridor, AOTC-AthenaHealth, iCube, Watertown Square Improvements, School Assessments, Airplane Noise, Charter Review Committee, School Building Committee, Complete Streets, Mount Auburn Street redesign, Community Preservation, Bicycle-Pedestrian Plan, Climate-Energy-Resilient Watertown, our MVP Greening, Mass. Municipal Association, MBTA or other state agencies, our capital improvement projects such as Victory Field, Arsenal Park, Filippello Park and lighting
  Councilor Feltner's write up of her research is attached to these minutes.

Chair Bays presented an analysis, attached, showing what councilor salaries would be if they were paid minimum wage per hour, across three estimates of hours worked per year. The estimated annual salary ranges $13,800 to $17,250 per year. Refer to the second ta

Council President Sideris opposed such a big leap in salary, saying it was untenable. Instead, he suggested amending the Councilor Salary Policy to include an automatic annual COLA of 2.5%, to take effect in January 2023.

Councilor Gardner expressed a concern that we need information on what the proper salary should be, in fairness to those who will serve as councilors in the future. She noted that last year the Charter Review Committee was concerned that the Council compensation was too low for two reasons:

- The increased workload, complexity, and scope of the role compared to prior years
- The need to ensure that people are compensated fairly, so that the role can be served for any citizen in Watertown, without undue hardship, not only those with significant savings or high salaries, or who aren't facing expenses such as college for their kids.

Councilor Piccirilli suggested that we could take a first step toward reaching appropriate compensation by applying an annual COLA of 2.5% to the 2018 salary of $7500 and use that to calculate the salary for January 2024.

The Committee calculated that the 2024 and 2025 salaries that would result from this approach would be:

- For Councilors: $8,700 in 2024, and $8,900 in 2025.
- For the Council President: $12,000 in 2024 and $12,500 in 2025.

Chair Bays suggested we could use the COLA approach as a stop gap measure for 2024 and 2025, and that we should create a Blue Ribbon Resident Committee to

review this matter in greater depth and come back with a recommendation to the PCO and ultimately the Council. Other councilors liked this approach.

The Councilors discussed whether a Blue-Ribbon Resident Committee could be selected and convened in time for them to be able to do an in-depth review of councilor compensation in comparable municipalities and come back with a recommendation to the Council for deliberation and decision making by June 2023. There was a consensus that time was too tight.

--> **Action Item:** Councilor Gardner made a motion, seconded by Councilor Gannon, to recommend that the City Council amend the salary for City Councilors to $8,700, effective January 1, 2024, and $8,900 effective January 1 2025. Approved 3-0

--> **Action Item:** Councilor Gardner made a motion, seconded by Councilor Gannon, to recommend that the City Council amend the salary for the Council President to $12,000, effective January 1, 2024, and $12,500 effective January 1, 2025. Approved 3-0

--> **Action Item:** Councilor Gardner made a motion, seconded by Councilor Gannon, that the City Council recommend that the next seated City Council create a Blue-Ribbon Resident Committee whose purpose will be to study compensation and salary structure for the roles of Council and Council President and make recommendations to the City Council. Approved 3-0

At 7:36 p.m. Councilor Gardner made a motion to adjourn, seconded by Councilor Gannon. Approved unanimously.

Report prepared by Nicole Gardner

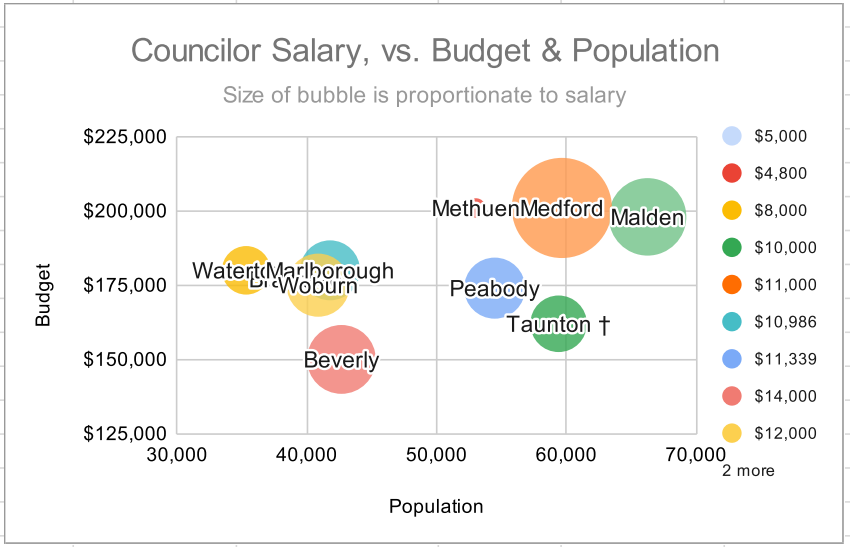
Attachments:
Comparatives for Council Salaries
Bubble Chart of Salaries for Selected Municipalities
Councilor Feltner Email
Councilor Bays Estimates of Salary at Minimum Wage
Ordinance setting Town Councilor Salaries Effective January 2, 2018

Compensation Calculations							
These were prepared by Councilor Bays							
20 hours per week for 42 weeks			20x42=840		20 hours a week except July August		
10 hours a week for 8 weeks			10x8=80		and assumes a 2 week vacation		
			$13,800		assumes $15/hour effective Jan 1 2023		
25 hours per week for 42 weeks			25x42=1050		25 hours a week except July August		
12.5 hours per week for 8 weeks			12.5x8=100				
			17250				
25 hours per week for 36 weeks			25x36=900		25 hours a week but has a longer range of times off		
10 hours per week for 14 weeks			10x14=140				
			15600				

City	Population	Budget '23	Salary	Council President	Health Ins option		County	Form of Government	Area in Square miles		
Braintree	39,143	$177,000	$5,000	$7,500		City[4]	Norfolk	Mayor-council	14.6		
Methuen	53,039	$201,000	$4,800	$6,000	y	City[4]	Essex	Mayor-council	23		
Watertown	35,329	$180,000	$8,000	$2,500	y	City[4]	Middlesex	Council-manager	4.1		
Taunton †	59,408	$162,000	$10,000			City	Bristol	Mayor-council	48.4		
Weymouth	57,437	$264,000	$11,000	$12,000		City[4]	Norfolk	Mayor-council	21.6		
Marlborough	41,793	$180,000	$10,986			City	Middlesex	Mayor-council	22.1		
Peabody	54,481	$174,000	$11,339			City	Essex	Mayor-council	16.8		
Beverly	42,670	$150,000	$14,000	$15,000		City	Essex	Mayor-council	22.6		
Woburn	40,876	$175,000	$12,000	$14,000		City	Middlesex	Mayor-aldermen	12.9		
Malden	66,263	$198,000	$17,500			City	Middlesex	Mayor-council	5.1		
Medford	59,659	$201,000	$29,360	$32,500.00		City	Middlesex	Mayor-council	8.7		

Methuen 2020 effort to raise the salary to $10,000 failed.

Beverly's current salary is $11,733.



Hi Nicole,
If you would be so kind as to include some of my shared information at PCO committee mtg re: Council compensation. I think it would be helpful to have in the records for future consideration on this matter by others.
Best, and thanks! Lisa

I started logging time devoted to Council, because the topic of having some data along with a better understanding of how much commitment may be required to serve was frequently on residents' minds, along with town council compensation, shortly after I was first elected. Below is a limited snapshot of my individual participation from 2016-2021. I've been averaging over 120 mtgs and 260 hrs/yr, which just includes full council, council committees, and some local board/commissions/committees participation. I assigned 3hrs to full council mtgs, and 2hrs to the council committees and local board mtgs.

Personally, I also wanted to check on our assumed busy vs. quiet periods. FYI, I found that August is the least scheduled in all years, with a rather steady flow of commitments in other months. Of course, this is just my experience, based on assigned committees, issues, level of interest, etc. so I focused on what I consider "basic" and required meetings (I did not count council executive sessions separately).

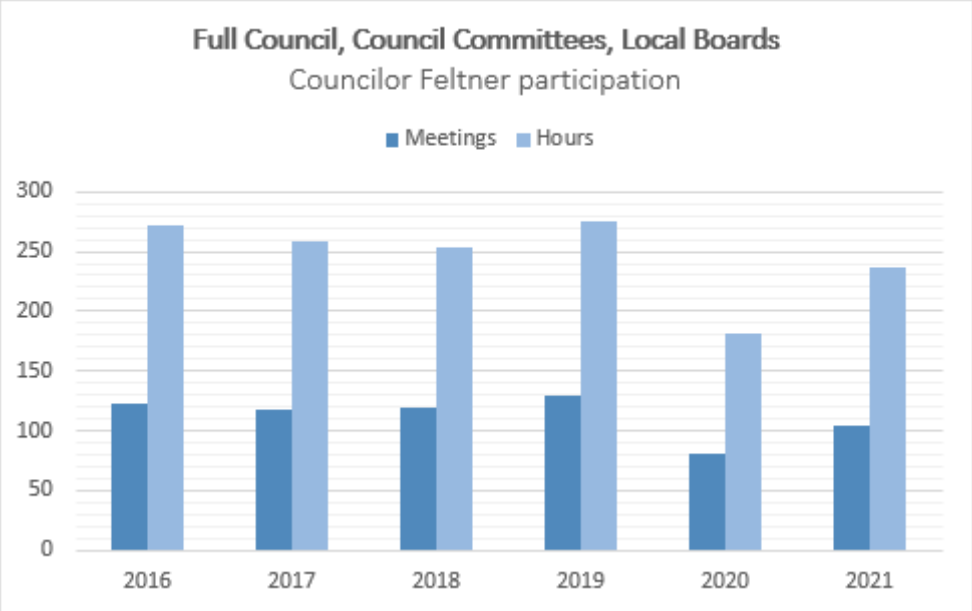
In terms of basic salary or annual compensation, here's what I found and verbally shared with the PCO committee:

Starting with 1980 salary of $4626, a yearly 2.5% increase (not including President):
to 1994 would be $6537, when council was raised to $4500;
In 2010 it would have equaled $9,705, when council was raised to $5000;
In 2018 it would have been $11,824, when council was raised to $7500.
In 2024 it would be $13,713 (2025 $14,055) based on the original 1980 base compensation.

At the Nov 15 meeting, we calculated that a 2.5% increase on current $7500 starting from January 2018, would realize $8698 in 2024 or $8915 in 2025; and based on the current $10,500 for Council Pres, a 2.5% increase would come to $12,177 in 2024 or $12,481 in 2025.

Please note that my tally:
Does not include District development project meetings, or time spent on creating minutes/reports, or meeting prep and research. Does not include constituent services in meetings or communications, nor neighbor or community groups.
Does not include meeting time with Watertown staff or other officials, or evaluations.
Does not include other public meetings or time devoted to many topics, such as: Comp. Plan, RMUD, Arsenal Yards, MassDOT Arsenal Corridor, AOTC-AthenaHealth, iCube, Watertown Square Improvements, School Assessments, Airplane Noise, Charter Review Committee, School Building Committee, Complete Streets, Mount Auburn Street redesign, Community Preservation, Bicycle-Pedestrian Plan, Climate-Energy-Resilient Watertown, our MVP Greening,

Mass. Municipal Association, MBTA or other state agencies, our capital improvement projects such as Victory Field, Arsenal Park, Filippello Park and lighting…



Council Salary	Calendar Year
$7,500	2018
$7,688	2019
$7,880	2020
$8,077	2021
$8,279	2022
$8,486	2023
$8,698	2024
$8,915	2025

President Salary	Calendar Year
$10,500	2018
$10,763	2019
$11,032	2020
$11,307	2021
$11,590	2022
$11,880	2023
$12,177	2024
$12,481	2025

Comment
Current Council Salary established 1/2/18
2.5% increase
2.5% increase
2.5% increase
2.5% increase
2.5% increase
2.5% increase - Propose $8,700 effective 1/1/24
2.5% increase - Propose $8,900 effective 1/1/25

Comment
Current Council Salary established 1/2/18
2.5% increase
2.5% increase
2.5% increase
2.5% increase
2.5% increase
2.5% increase - Propose $12,000 effective 1/1/24
2.5% increase - Propose $12,500 effective 1/1/25

Blue Ribbon Committee Meeting

Wednesday, July 10, 2024 at 6:30 PM
Philip Pane Lower Hearing Room - Lower Level
149 Main Street
Watertown, MA

Agenda

ACCESS INFORMATION:

A. This meeting will be held on July 10, 2024 at 6:30 P.M. Location: Lower Hearing Room

B. Public may comment through email: dnewton@watertown-ma.gov

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1. Swearing In
2. Roll Call
3. Discussion of Selecting a Chair
4. Presentation of Information, Municipal Policy Analyst Doug Newton
5. Discussion Amongst Committee Members
6. Adjournment

Blue Ribbon Committee Meeting Minutes

July 10, 2024

1. Swearing In

The meeting began at 6:30 PM. City Clerk Noelle Gilligan administered the oath to each of the seven members of the Blue Ribbon Committee. All members took and signed the oath and were sworn in as members of the Blue Ribbon Committee.

2. Roll Call

Municipal Policy Analyst Doug Newton called the roll for the Committee. Present were Committee Members Jack Bartley, Linda Scott, Marcy Murninghan, Christine Cole, Sarah Baker, Jimmy Mello, and Susan Falkoff as well as Municipal Policy Analyst Doug Newton. Resident Elodia Thomas and Councilor Vinnie Piccirilli were also present in the audience.

Council President Mark Sideris then spoke to the Committee. He mentioned the role of Municipal Policy Analyst Doug Newton as staff support as well as past research that has been done on the subject of Council salaries. This includes research from Councilor Lisa Feltner which has been sent to the Committee. President Sideris thanked the Committee for their service and expressed that he hopes they enjoy their time. Committee Member Linda Scott asked President Sideris if the Committee is expected to issue a recommendation for future Councils or just the upcoming term. President Sideris answered that it is up to the Committee. Committee Member Jimmy Mello asked if the Committee can consider School Committee salaries as well, which President Sideris said can be considered by the Committee but is not directly related to Council salaries. Committee Member Marcy Murninghan raised the issue of performance based pay for Councilors. President Sideris replied that the Committee may discuss that but suggested a performance based approach may not be best as elected officials answer to the voting public every two years.

Each Committee member introduced themselves to the group. Linda Scott expressed concern that she is seeing a lack of responsiveness in government. She has lived in Watertown since 1977 and has served as a teacher in Boston. Marcy Murninghan told the group that her father served as a mayor and that her life has been spent looking at values in public life, particularly how government and civil society can uphold and enrich public life. She has lived in Watertown for 23 years and co-founded a group called Watertown Forward which helped citizens engage directly in the recent charter review process. Jimmy Mello has lived in Watertown for his entire life and has been active as a town meeting member, planning board member, as well as in several campaigns. He is now a member of the Watertown Housing Authority. Susan Falkoff served as a City Councilor for seven terms and was Chair of the Personnel and Town Organization Committee, which handled issues similar to the one at hand in this Committee. She is a former social worker who has worked in the Boston school system and recently had a practice in Watertown. She has lived in Watertown for 50 years. Jack Bartley has lived in Watertown for 68 years. He is a former town meeting member, legislative aide, legal counsel to the Speaker of the Massachusetts House, and State Representative. He co-chaired a campaign which oversaw renovation of several schools at an efficient cost and served on the School Committee for two terms. He is currently a lobbyist on Beacon Hill with a focus on healthcare advocacy, construction, and other topics. Sarah Baker grew up in Arlington and has worked in China, Afghanistan, and South Asia running microfinance companies. She is

the Founder and COO of Silverside Detectors, which makes nuclear weapon detectors. She manages all hiring and compensation reviews at her company and feels that this Committee aligns with her skillset. She has lived in Watertown with her husband and two young children for two years. Christine Cole has lived in Watertown for roughly twelve years. She is also the daughter of a mayor and has spent the last 40 years of her career in city, county and state government in the criminal justice space. She has also been a hiring manager in nonprofit organizations. She ran a program on criminal justice at the Harvard Kennedy School for nearly a decade and now works for herself across the country on police reform.

Municipal Policy Analyst Doug Newton then gave a brief presentation to the Committee introducing himself and explaining his role on the Committee. He explained that he is available to provide research and guidance to the Committee but that nothing he provides should ever be taken as an opinion nor as guidance from the Council. He also gave a brief overview of the current salaries of City Councilors and the history of research done into the matter, which includes research he has done and provided to the Committee.

3. Discussion of Selecting a Chair

Jack Bartley was elected Chair of the Committee unanimously. He conveyed that he understands the role of Chair and that he comes in with a clean slate and is happy to be a facilitator for the Committee. He said the Committee will have discussions about how to incorporate public input and will follow all applicable rules.

4. Discussion Amongst Committee Members

Sarah Baker expressed that she would like to have available the salaries for city and town managers as well as deputies for comparable municipalities. She would like to consider two to three universal roles relative to the manager and councilor salaries in those communities. She also expressed that the Committee could consider how councilor salaries vary based on an industrial property tax base versus a primarily residential tax base. Linda Scott said that they should consider the work of City Council Committees and would like to know more about how the workload varies between them. Marcy Murninghan suggested that the Committee consider the overall demands and strain on one's time that the role of City Councilor takes. Susan Falkoff suggested that additional information on each city and town in the research done by Doug Newton be added. Each member of the Committee agreed that they would like to review the compensation study that had been conducted and is now being implemented relative to city staff in Watertown. The Committee also agreed that they would like to see a history of raises since the 1990s. In terms of continued research into other cities and towns, the Committee agreed to stay within Massachusetts. Christine Cole conveyed the need for the Committee to stay within its assigned scope and not dive too deep into an issue that is outside of its boundaries. Jack Bartley expressed interest in interviewing City Councilors with a focus not on the specific individuals currently serving but on what the job itself entails. He also suggested using a chart or whiteboard to track the discussions as they take place in future meetings. Susan Falkoff expressed opposition to this idea and it was put aside. Council President Sideris and Councilor Piccirilli confirmed that the work of a Councilor can vary depending on the individual Councilor as well as the issues of the day.

The Committee also considered what exactly it will provide as a deliverable. They were advised by Doug Newton that it must consist of a number but that the Committee may add context beyond that if they would like. Councilor Vinnie Piccirilli then spoke to the Committee and provided further suggestions as to

the deliverable. He also provided additional context on increases since the 1990s and the compensation study. He suggested that what Councilors are paid today essentially amounts to a 2.5% increase per year since 1990. The Committee then considered future meetings, and Jack Bartley suggested that they take place roughly once per month. He advised that he will be rigid about staying within the Committee's allotted time in each meeting. Linda Scott suggested that more meetings could be added as the Committee considers how much time is necessary.

Resident Elodia Thomas then spoke to the Committee. She suggested that the Committee continue having its meetings in the Lower Conference Room as it lends itself to easier conversations between members. She also suggested that the Committee consider the level of staff support received by the Watertown City Council as compared to others. She concluded by asking if Councilors receive a stipend for matters such as attending events or paying living expenses.

The meeting adjourned at 8:30 PM.

Blue Ribbon Committee Introductory Presentation

Doug Newton
Municipal Policy Analyst
dnewton@watertown-ma.gov
617-972-6486 ext. 12108 (w)
857-262-2546 (c)

My Role

- Municipal Policy Analyst
  - Staff contact for Blue Ribbon Committee
- Support for the Committee's work
- Highly invested in the Committee's success, not at all invested in the final recommendation
- Gathering data, organizing meetings with experts, conducting research

The Committee's Role

- The people decide Councilors' pay. Examine whether to adjust the council's salary.
- Set own schedule, though I can assist and facilitate.
- Deliberate amongst yourselves, though can also seek the opinions of others.
- Make official recommendation to the Council by December 10, 2024 Council meeting.

Current Situation

- Current salary is $8,700 per year for Councilors and $12,000 for the Council President. Scheduled increase to $8,900 for Councilors and $12,500 for the Council President in January 2025.
  - Approved in January 2023 along with the formation of what would become this Blue Ribbon Committee

- Key topics in Council Salary Considerations:
  - Roles and responsibilities of councilors and how they vary/change.
  - Comparisons between cities
  - Pros and cons of a higher or lower salary
  - To link to inflation/cost of living or not

Past Research

- Conducted a study of cities with council forms of government and populations between 30k and 50k.
  - Some council-manager, others council-mayor
  - Considered budget size
  - Examined those who have recently adjusted council salary
  - Also considered composition/selection of this committee
  - Starting point, potentially helpful information. Not exhaustive, not in any way limiting.

Findings

- Watertown Council salary slightly below average relative to city budget size, slightly above average relative to city population size
  - Spreadsheets attached, graph in memorandum

- Did not consider:
  - Varying responsibilities of councilors by city; evolving responsibilities over time
  - Limited consideration of pros and cons of higher/lower salaries, whether or not to link to inflation/cost of living.

Public Records & Open Meeting Law

- The Committee is subject to the Open Meeting Law.
  - Presentation from City Attorney Mark Reich
    - Avoid reply-all emails
    - Meetings must be posted 48 hours in advance and open to public
- All communications with myself, councilors, city staff subject to public records law.

I am here to help!

- Never hesitate to reach out to me with any questions or concerns
- Members of the public may do the same

- dnewton@watertown-ma.gov
- 617-972-6486 ext. 12108 or 857-262-2546

Blue Ribbon Committee Meeting

Tuesday, August 20, 2024 at 6:30 PM
Richard E. Mastrangelo Council Chamber - Second Floor

Agenda

Pursuant to Chapter 2 of the Acts of 2023, the meeting and public hearing will be conducted with remote opportunities for participation. Remote participation and access methods include:

ACCESS INFORMATION:

A. This meeting will be held on August 20, 2024 at 6:30 P.M. Location: Richard E. Mastrangelo Council Chambers

B. The meeting will be televised through WCATV (Watertown Cable Access Television): http://vodwcatv.org/CablecastPublicSite/watch-now?site=3

C. Public may comment through email: dnewton@watertown-ma.gov

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1. Roll Call
2. Discussion
   A. Presentation from Municipal Policy Analyst
   B. Committee Discussion on Council Salary and Benefits
3. Public Comment
4. Adjournment

Blue Ribbon Committee Meeting Minutes

August 20, 2024

1. Roll Call

The meeting began at 6:30 PM. Municipal Policy Analyst Doug Newton called the roll. Present were Jack Bartley, Christine Cole, Susan Falkoff, Sarah Baker, Jimmy Mello, Marcy Murninghan, and Linda Scott. Also present were residents Bruce Coltin and Elodia Thomas as well as Councilor Vinnie Piccirilli.

2. Discussion

a. Presentation from Municipal Policy Analyst

Doug Newton began with a brief presentation. He expressed that he has done research at the direction of Committee members into council salaries based on the source of property tax revenue in terms of residential versus commercial. He also noted that he is working to gather information on other benefits in addition to salary received by City Councilors and that other Committee members have been doing independent research. He noted that documents not attached to the agenda will be attached as an addendum to the meeting minutes. Doug conveyed that he examined every city and town in Massachusetts with a council form of government and obtained data on the percentage of their property tax revenue derived from residential and open space properties as compared to commercial and industrial properties. He also examined manager salaries from other cities and towns which use the Council-Manager form of government. He also obtained data on the history of Watertown's Council salaries from Councilor Piccirilli and shared it with the Committee. He also expressed that he has informed the Council of the Committee's interest in interviewing the current members and reached out to the Massachusetts Municipal Association to see if they are aware of a subject matter expert who would like to speak to the Committee.

b. Committee Discussion on Council Salary and Benefits

The Committee began by considering how it will interview the current slate of City Councilors. There was agreement that it would be best if the Committee had a pre-set slate of questions to keep the process simple and consistent. Linda Scott introduced some of the research which she has done leading up to the meeting. This consisted of a calculation of the amount of time spent by City Councilors in formal meetings. She concluded that it amounts to roughly five hours per month based on 2023 in full Council meetings. However, she noted that time spent in Committee meetings will vary significantly based on Committee. She further pointed out that the work of Committees can vary year by year based on the issues at hand. Sarah Baker explained her analysis of council salaries in communities sorted by property values and share of property tax based on residential versus commercial sources. She excluded communities which were 10 percent higher or lower than the average. She concluded that each of these communities have higher Council salaries than Watertown and that Watertown would fit better into a range of $19,000-28,000. Jimmy Mello proposed that raises given to City Councilors should be linked to raises given to unionized city employees.

He proposed that the salary should be $15,000 for Councilors and $10,000 for the School Committee. There was additional discussion on the benefits received by City Councilors as the Committee awaits information from the Auditor. Jimmy Mello expressed that Council members may now need to serve for 25 or 30 years to qualify for benefits. Susan Falkoff suggested that in the Committee's report there should be a statement of expectations for City Councilors and conveyed that there are some Councilors who treat it as a 24/7 endeavor while others do not devote much time at all. A consensus emerged in the Committee that they are indeed considering an increase to Councilor salaries. Jack Bartley proposed not calling this a salary "increase" but rather an "adjustment." Susan Falkoff suggested that perhaps with an increase in salary should come an increase in expectations.

The Committee members began proposing questions to ask City Councilors in a future meeting. The following questions were raised:

- What can the Committee do to make a Councilor's job easier?
- Raise a specific number and ask the Councilors to respond.
- How many hours per week, year, or month would you say you spend on Council duties?
- What should be the future process for determining salary?
- Should future increases be linked to something such as CPI or should Councilors be made to vote on any and all future increases?
- What do you perceive adds complexity to your job? Is it residential versus commercial property tax, population size, budget size?
- What do you wish we had asked, or is there anything else you would like to share?
- Is there another job that you would view as comparable to what your job is as a Councilor?
- What skills does someone need to do the job of a Councilor?
- How has your job changed as time has passed?

Ultimately, the Committee decided to consider the following questions at a future meeting:

1. How many hours per week or month would you say that you spend as a city councilor? If possible, please clarify time spent in Council or Committee meetings as opposed to less formal constituent meetings.
2. What do you believe should be the future process for determining the salary of City Councilors?
3. What do you perceive as adding complexity to the job of a City Councilor? The Committee has discussed a residential vs. commercial tax base, population size, and budget size. Are we missing anything?
4. Is there another job that you view as comparable to the job of a City Councilor in Watertown?
5. What skills does someone need in order to do the job of a City Councilor?
6. How has your job changed over the years?

7. Is there anything else you would like to say or wish we had asked?

   The Committee decided to have a brief meeting in the near future for the sole purposes of finalizing the list of questions to ask. There was additional discussion as to receiving public input. Several members expressed interest in a flash vote or a survey to the public. There was also discussion of having a meeting toward the end of the process primarily devoted to receiving public input. Linda Scott expressed that residents may feel that Council pay is too exorbitant while Marcy Murninghan expressed that many members of the public do not know how little Councilors are paid. Ultimately, the idea of a survey or flash vote was tabled while the importance of public input was emphasized. The Committee then considered potential subject matter experts to contact. Susan Falkoff suggested the Collins Center or former Councilor Ken Woodland.

3. Public Comment

   Resident Elodia Thomas asked Sarah Baker to re-state an earlier point she had made as she had some trouble hearing. She also suggested an expert that the Committee may be interested in contacting. She further questioned if there is a need to meet with the Councilors and expressed concern that union contracts can take so long to settle that it may not make sense to link them to Council salaries. She added that she reviewed council salaries under the following categories: councilor payment, form of government, population, budget, amount of councilor support, size in square miles, and benefits. She also asked if Councilors need stipends for some of their work. She concluded by thanking the Committee.

4. Adjournment

   The meeting adjourned at 8:25 PM.

Blue Ribbon Committee Second Meeting

Doug Newton

Municipal Policy Analyst

dnewton@watertown-ma.gov

857-262-2546

617-972-6486 ext. 12108

Since Last Meeting

- Research on Council salaries compared to property tax revenue derived from commercial/industrial vs. residential/open space properties
- Gathering Information on Councilor Benefits
- Independent research from some Committee members
  - Any documents mentioned will be included as addendum to the minutes

My Research

- Examined every city/town with a council form of government and obtained data on the percentage of their property tax revenue derived from residential and open space properties (R/O) vs. commercial and industrial properties (CIP).
- Manager salaries from Council-Manager cities.
- History on Councilor salaries from Councilor Piccirilli.
  - All documents are attached to the agenda.

Outside Input

- Councilors to be interviewed by the Committee in our next two meetings for 10-15 minutes each.
- Massachusetts Municipal Association (MMA)

Moving Forward

- Meetings to be broadcasted on WCATV
- I will read a Committee report at our next City Council meeting
- Doodle poll for scheduling next two meetings
- Public Comment period at end of each agenda

Municipality	Assessed Value Residential	Assessed Value Open Space	Assessed Value Commercial	Assessed Value Industrial
Waltham	11,237,452,744	0	4,497,140,638	830,585,568
Marlborough	5,642,577,064	0	1,214,003,964	677,928,334
Everett	5,471,993,242	0	766,921,381	715,209,600
Woburn	7,606,203,283	0	1,148,119,001	1,100,811,189
Chelsea	3,886,759,490	0	885,143,510	255,408,600
Watertown	8,100,534,759	0	1,099,728,370	1,464,436,550
Springfield	8,675,183,438	0	1,443,635,062	294,050,400
Taunton	6,398,801,890	0	1,102,150,588	383,023,525
Chicopee	4,075,733,387	0	460,288,935	267,654,700
Braintree	7,164,371,965	0	1,402,084,909	289,157,600
Franklin	5,876,670,670	0	471,504,398	657,052,300
Leominster	4,417,580,914	423,200	511,998,824	286,933,415
Fall River	7,044,931,749	0	776,602,834	444,473,600
New Bedford	7,063,590,736	0	757,454,232	373,341,650
Lawrence	5,664,430,302	0	514,125,079	336,377,951
Peabody	8,518,805,217	0	1,221,095,705	356,421,100
Salem	6,558,258,053	0	641,590,725	375,963,052

Assessed Value Pers Prop	Total Assessed Value	R/O % of Total Value	CIP % of Total Value
645,542,070	17,210,721,020	65.29	34.71
318,891,520	7,853,400,882	71.85	28.15
565,598,700	7,519,722,923	72.77	27.23
591,953,180	10,447,086,653	72.81	27.19
259,910,360	5,287,221,960	73.51	26.49
286,186,179	10,950,885,858	73.97	26.03
861,859,550	11,274,728,450	76.94	23.06
229,702,870	8,113,678,873	78.86	21.14
319,134,170	5,122,811,192	79.56	20.44
132,847,700	8,988,462,174	79.71	20.29
230,354,400	7,235,581,768	81.22	18.78
186,741,300	5,403,677,653	81.76	18.24
343,114,610	8,609,122,793	81.83	18.17
406,097,440	8,600,484,058	82.13	17.87
349,910,790	6,864,844,122	82.51	17.49
157,683,720	10,254,005,742	83.08	16.92
265,961,700	7,841,773,530	83.63	16.37

Form of Government	Council Salary	Rate, excluding x4 or x1/4 of 9000		
COUNCIL AND ALDERMAN	$22,554	0.3775822		0.915851
COUNCIL AND ALDERMAN	$11,205	0.5068246		
COUNCIL AND ALDERMAN	$25,000	1.2208643		
COUNCIL AND ALDERMAN	$10,000	0.3520032		
COUNCIL AND ALDERMAN	$28,000	1.9993395		
COUNCIL AND ALDERMAN	$8,900	0.3122422		
COUNCIL AND ALDERMAN	$28,000	1.0771116		
COUNCIL AND ALDERMAN	$16,631	0.9698072		
COUNCIL AND ALDERMAN	$14,000	1.3370544		
MAYOR	$5,000	0.2741093		
COUNCIL AND ALDERMAN	$0		x	
COUNCIL AND ALDERMAN	$12,308	1.2486893		
COUNCIL AND ALDERMAN	$16,000	1.022893		
COUNCIL AND ALDERMAN	$22,298	1.4508489		
COUNCIL AND ALDERMAN			x	
COUNCIL AND ALDERMAN	$11,339	0.6534691		
COUNCIL AND ALDERMAN	$12,000	0.9349322		

Municipality	Assessed Value Residential	Assessed Value Open Space	Assessed Value Commercial	Assessed Value Industrial
Arlington	12,578,665,911	0	511,501,086	25,403,300
Braintree	7,164,371,965	0	1,402,084,909	289,157,600
Brookline	26,623,129,744	0	2,441,019,555	21,092,200
Burlington	5,367,998,198	0	2,782,585,886	213,606,314
Dedham	5,565,727,722	0	880,547,898	50,562,880
Medford	12,518,031,403	0	1,047,977,797	141,839,500
Natick	8,715,485,212	0	1,671,890,188	53,089,100
Needham	10,715,862,649	0	1,026,136,613	125,420,724
Newton	33,729,173,360	0	2,653,977,440	215,141,400
Norwood	5,270,525,571	0	1,137,996,816	470,833,275
Saugus	5,207,426,438	0	755,608,438	177,162,024
Somerville	18,588,162,698	0	2,830,367,975	433,342,800
Wakefield	6,034,097,729	0	484,367,843	90,219,500
Waltham	11,237,452,744	0	4,497,140,638	830,585,568
Watertown	8,100,534,759	0	1,099,728,370	1,464,436,550
Woburn	7,606,203,283	0	1,148,119,001	1,100,811,189

Assessed Value Pers Prop	Total Assessed Value	R/O % of Total Value	CIP % of Total Value
191,285,110	13,306,855,407	94.53	5.47
132,847,700	8,988,462,174	79.71	20.29
319,160,879	29,404,402,378	90.54	9.46
217,267,970	8,581,458,368	62.55	37.45
208,200,700	6,705,039,200	83.01	16.99
240,804,280	13,948,652,980	89.74	10.26
250,147,510	10,690,612,010	81.52	18.48
380,448,340	12,247,868,326	87.49	12.51
504,991,200	37,103,283,400	90.91	9.09
135,157,970	7,014,513,632	75.14	24.86
149,014,150	6,289,211,050	82.80	17.20
450,822,700	22,302,696,173	83.34	16.66
143,596,280	6,752,281,352	89.36	10.64
645,542,070	17,210,721,020	65.29	34.71
286,186,179	10,950,885,858	73.97	26.03
591,953,180	10,447,086,653	72.81	27.19

Form of Government	Council Salary	9.159E-06
REPRESENTATIVE TOWN MEETING		6,669
MAYOR	$10,000	16,706
REPRESENTATIVE TOWN MEETING		25,472
REPRESENTATIVE TOWN MEETING		29,431
REPRESENTATIVE TOWN MEETING		10,434
COUNCIL AND ALDERMAN	$14,500	13,102
REPRESENTATIVE TOWN MEETING		18,089
REPRESENTATIVE TOWN MEETING		14,031
COUNCIL AND ALDERMAN	$12,000	30,902
REPRESENTATIVE TOWN MEETING		15,972
REPRESENTATIVE TOWN MEETING		9,908
COUNCIL AND ALDERMAN	$5,000	34,020
OPEN TOWN MEETING		6,577
COUNCIL AND ALDERMAN	$10,200	54,706
COUNCIL AND ALDERMAN	$9,000	26,105
COUNCIL AND ALDERMAN	$2,952	26,018

CITY OF WATERTOWN
Auditor
Administration Building
149 Main Street
Watertown, MA 02472-4410

Megan E. Langan
City Auditor

Telephone: (617) 972-6460
Facsimile: (617) 972-6563

OPEN ENROLLMENT
DENTAL, VISION, AFLAC & BOSTON MUTUAL

April 3, 2024

Dear City and School Employee:

This letter is to notify all eligible City employees of the annual open enrollment for **dental, vision, and life insurance**. The benefit fair for DENTAL, VISION, AND LIFE INSURANCE ONLY will be held April 23rd 12:00-4:00. Location will be City Hall, Council Chambers, Second Floor.

The open enrollment period will be from April 3rd- May 1st, 2024.

Please note: GIC Health Insurance Open Enrollment will be. April 3rd-May 1st, 2024. For more GIC information please log on to MYGICLINK to view your health options.

Altus Dental
DMS Network Plan
Altus Dental Plan

Altus Vision

Watertown Municipal Credit Union
Luisa Figueiredo-617-924-0160

Paul McCaffrey or David Grondin
Boston Mutual Life Insurance
AFLAC

Please contact Paul at 508-735-1242
Dave Grondin at 781-710-6316
paul@accessenroll.com
Dave Grondin
david@accessenroll.com

The coverage is effective July 1, 2024

Employees are responsible for submitting their dental and vision application directly to the Auditor's Office no later than May 1st, 2024.

As a reminder, these benefits are only available during the annual benefits open enrollment or within thirty (30) days of date of hire/eligibility.

Sincerely,

Megan E. Langan
Auditor

CITY OF WATERTOWN
Auditor

Administration Building
149 Main Street
Watertown, MA 02472-4410

Megan E. Langan
City Auditor

Telephone: (617) 972-6460
Facsimile: (617) 972-6563

To: All Eligible Town/School Employees

From: Megan E. Langan

Date: April 3, 2024

Subject: Dental, Vision and Life Insurance Rate

The Following is the Fiscal Year 2025 rates for Dental, Vision and Life Insurance.

DMS DENTAL				
	EMPLOYEE'S COST 100%			
DMS Network	26 Week	20 WEEK	MONTHLY	Yearly
EMPLOYEE (2800 &2815)	$11.12	$14.46	$24.10	$289.20
EMPLOYEE PLUS ONE (2805 & 2820)_	$21.94	$28.52	$47.54	$570.48
FULL FAMILY (2810 & 2825)	$32.10	$41.74	$69.56	$834.72
* ALL DENTAL DEDUCTED 1 MONTH IN ADVANCE				
Altus Dental				
EMPLOYEE ()	$20.66	$26.86	$44.76	$537.12
EMPLOYEE PLUS ONE ()	$41.33	$53.73	$89.55	$1,074.60
FULL FAMILY ()	$66.13	$85.97	$143.28	$1,719.36
* ALL VISION DEDUCTED 1 MONTH IN ADVANCE				
Altus Vision				
EMPLOYEE ()	$2.33	$3.03	$5.05	$60.60
EMPLOYEE PLUS ONE ()	$4.66	$6.06	$10.10	$121.20
FULL FAMILY ()	$9.14	$11.89	$19.81	$237.72

BOSTON MUTUAL LIFE INSURANCE			100%	$20.70
BASIC GROUP-50%				
	BI-WEEKLY (2880)	20 WEEK	MONTHLY	YEARLY
	$4.78	$6.21	$10.35	$124.20
VOLUNTARY AND OPTIONAL LIFE		**MUST ALREADY HAVE BASIC LIFE**		
EMPLOYEE PAYS 100% OF PREMIUM				

If you have any further questions, please contact Michelle Persico (617) 972-6460 or mperisco@watertown-ma.gov

The deadline to sign up for dental and vision coverage is May 1st, 2024, with an effective date of coverage: July 1, 2024.

altus dental

Benefits Summary

CITY OF WATERTOWN-ACTIVES

Group Number: 2491-0001

Altus Dental Plus - Includes Connection Dental and DenteMax Networks

Exams, cleanings, bitewing x-rays, single x-rays, fluorides, sealants and full mouth/Panorex x-rays do not count against your annual maximum.

Annual Maximum

$2,250

Maximum Lifetime Cap

Unlimited

Deductible

Individual $50

Family $150

Dependent Coverage

Dependent children are covered under these benefits up until the end of the month that they turn 26.

P **Pre-treatment Estimate Recommended**

A **Prior Authorization Required**

See back page for additional information >

Plan pays 100%; Member Coinsurance 0%

- Oral exam twice per calendar year
- Cleaning three per calendar year
- Fluoride treatment for children under age 19 or Fluoride varnish for all covered members, for a total of two treatments per calendar year.
- Bitewing x-rays one set per calendar year
- Complete x-ray series or panoramic film once every 36 months.
- Single x-rays as required
- Sealants for children under age 16, once every 36 months on unrestored permanent molars
- Space maintainers unilateral space maintainers once per lifetime for lost deciduous (baby) teeth. Bilateral space maintainers once every 60 months for lost deciduous (baby) teeth

Plan pays 80%; Member Coinsurance 20%- (Deductible Applies)

- Palliative treatment (minor procedures necessary to relieve acute pain) twice per calendar year
- Amalgam (silver) fillings and composite (white) fillings
- Repairs to existing partial or complete dentures once per calendar year
- Recementing crowns, onlays or bridges once every 60 months
- Rebasing or relining of partial or complete dentures once every 60 months

Plan pays 50%; Member Coinsurance 50%- (Deductible Applies)

- Extractions and other routine oral surgery when not covered by a patient's medical plan
- General anesthesia or intravenous (I.V.) sedation for certain complex surgical procedures
- Root canal therapy on permanent teeth one procedure per tooth per lifetime.

P • Crowns over natural teeth, build ups, posts and cores replacement limited to once every 60 months

P • Bridges and crowns over implants replacement limited to once every 60 months

P • Partial and complete dentures replacement limited to once every 60 months

P • Root planing and scaling once per quadrant every 24 months

P • Osseous (bone) surgery once per quadrant every 24 months (bone grafts are not covered)

P • Gingivectomies once per site every 24 months

P • Soft tissue grafts once per site every 60 months

P • Crown lengthening once per site every 60 months

P • Surgical placement of endosteal implant and abutment replacement limited to once every 60 months

- Periodontal maintenance following active therapy two per year
- Teeth whitening once per arch every 60 months
- Athletic mouth guards for dependent children under age 19, once every 24 months.

Monthly Rates Effective: 7/1/2024 - 6/30/2025

Individual: $44.76 Two Person: $89.55 Family: $143.28

This is a summary of benefits. The information shown here is not a guarantee of payment. Refer to the Certificate of Coverage for the full plan terms. The Certificate includes any limitations or exclusions not seen here. For a complete listing of frequencies and limitations go to www.altusdental.com/el. To be covered, services must be dentally necessary and appropriate as per our review guidelines.

Note: This plan does not include a missing tooth clause. In addition, if covered, crowns, bridges, partials and complete dentures are paid when the permanent structure is inserted (seated) by the dentist. Member coverage must be active on the date that the permanent structure is inserted and payment is based on benefits available on that day — for example, if the member's annual maximum has been paid prior to the insertion of the permanent structure, the service will not be paid.

* Time limits on services (e.g. 6, 12, 24, 36, or 60 months) are figured to the exact day. Services are then covered the following day. For example, when a service is covered once every 12 months, if the service was done on July 1, it will not be covered again until the following year on July 2 or after.

Out-of-Network Coverage

You have the freedom to choose any dentist, but it is important to know that your out-of-pocket costs may be higher when you visit a dentist who does not participate in our network. Non-participating dentists have not agreed to accept the Altus Dental allowance as payment in full, so services from an out-of-network dentist may cost you more. You may also have to pay the dentist at the time of service and file a claim yourself. To be eligible, all claims must be filed within one year of the date of service. To find a participating dentist near you, use our Find A Dentist tool at www.altusdental.com.

How to Find a Dentist

Choose from Altus Dental's extensive network of dentists, you're sure to find one that's right for you. Visit www.altusdental.com to use our online Find A Dentist tool. You can see if your current dentist participates with us or look for a new dentist by searching by name, location or specialty. Enter your address or other criteria important to you (extended hours, languages spoken, etc.), and our tool will return a list of dentists that meet your needs – as well as maps and driving directions.

Beyond Benefits

When you visit us at www.altusdental.com, you can access a wealth of important dental health information and manage your plan by:

- Checking your benefits and claims
- Reviewing your deductibles and maximums
- Using our Find A dentist tool to find a dentist in your area

Notice of Nondiscrimination and Accessibility Policy

Altus Dental does not discriminate on the basis of race, color, national origin, age, disability, or sex.
Español (Spanish): ATENCIÓN: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-877-223-0588.
Português (Portuguese): ATENÇÃO: Se fala português, encontram-se disponíveis serviços linguísticos, grátis. Ligue para 1-877-223-0588.

Altus Vision™ in partnership with VSP® Vision Care

Benefits Summary: Altus Vision 150

Benefit	Description	Copay
In-Network Coverage with VSP Choice Network: 45,000 Preferred Providers | 117,000 Access Points		
WELLVISION EXAM®		
Exams 1 exam every 12 months	• Comprehensive eye exam to ensure overall visual wellness	$10
PRESCRIPTION GLASSES		
Frames 1 pair every 24 months	• $150 allowance for wide selection of frames • Extra $20 allowance for featured frames[1] • 20% savings on amount over allowance • $80 Walmart/Sam's Club or Costco® Optical frame allowance[2] • Frame allowance backed by a wholesale guarantee	$25
Lenses 1 pair every 12 months	• Single vision, lined bifocal and lined trifocal lenses • Impact-resistant lenses for children	
Lens Enhancements Every 12 months	• Standard Progressive Lenses	$0
	• Premium Progressive Lenses	$95 - $105
	• Custom Progressive Lenses	$150 - $175
	• Average savings of 30% on other lens enhancements, including scratch-resistant or anti-glare coating, tints, UV protection and more	
CONTACT LENSES (instead of glasses)		
Contacts Every 12 months	• Contact lens fitting and evaluation • $150 allowance for contacts (copay does not apply)	Up to $60

Value-added Programs and Extra Savings	
Additional Glasses and Sunglasses	20% savings on additional prescription glasses and/or nonprescription sunglasses from any VSP provider within 12 months of last WellVision Exam
Laser Vision Correction	Average of 15% off regular price; discounts available at contracted facilities
VSP Diabetic Eyecare Plus Program℠	Members with diabetes receive full retinal screening at no cost. Members with diabetic eye disease, glaucoma, and age-related macular degeneration (AMD) receive additional exams and services with $20 copay. Limitations and coordination with medical coverage may apply
TruHearing®[3]	Save up to 60% on the latest brand-name hearing aids. Visit TruHearing.com/VSP or call 877.396.7194 for more information

Monthly Rates		
Employee Only	**Employee Plus One**	**Family**
$5.05	$10.10	$19.81

See reverse side for more information.

Your Coverage with Out-of-Network Providers:

Exam	Up to $55	Lined Bifocal Lenses	Up to $50	Progressive Lenses	Up to $50
Frame	Up to $70–$75	Lined Trifocal Lenses	Up to $65	Elective Contact Lenses	Up to $105–$140
Single Vision Lenses	Up to $30	Lenticular Lenses	Up to $100	Necessary Contact Lenses	Up to $210

Items Not Covered

The following items are excluded under this plan: plano lenses (refractive correction of less than ± .50 diopter); two pairs of glasses instead of bifocals; replacement of lenses, frames, or contacts; medical or surgical treatment; orthoptics, vision training or supplemental testing; local, state and|or federal taxes, except where VSP is required by law to pay.

Items not covered under contact lens coverage: insurance policies or service agreements; artistically painted or non-prescription lenses; re-fitting of contact lenses after the initial (90-day) fitting period; additional office visits for contact lens pathology; contact lens modification, polishing or cleaning.

Dependent Coverage

Dependent children are covered up until the end of the month they turn age 26.

Notice of Nondiscrimination and Accessibility Policy

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Español (Spanish): ATENCIÓN: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística.
Llame al 1-877-223-0588.
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Ligue para 1-877-223-0588.

VSP and WellVision Exam are registered trademarks, VSP Diabetic Eyecare Plus Program is a service mark of Vision Service Plan. Flexon is a registered trademark of Marchon Eyewear, Inc. All other brands or marks are the property of their respective owners.

Coverage with a retail chain may be different or not apply. Log in to vsp.com to check your benefits for eligibility and to confirm in-network locations based on your plan type. VSP guarantees coverage from VSP network providers only. Coverage information is subject to change. In the event of a conflict between this information and your organization's contract with VSP, the terms of the contract will prevail. Based on applicable laws, benefits may vary by location. In the state of Washington, VSP Vision Care, Inc., is the legal name of the corporation through which VSP does business.

1 Extra $20 allowance on featured frame brands, such as bebe, Calvin Klein, Flexon®, Lacoste, Nike, Nine West and more. Only available to VSP members with applicable plan benefits. Frame brands and promotions are subject to change. Savings based on doctor's retail price and vary by plan and purchase selection; average savings determined after benefits are applied. Ask your VSP network doctor for more details. Promotions do not apply at Walmart or Costco Optical.

2 Allowance may differ at Walmart, Sam's Club and Costco® Optical, however it is of equivalent value. The allowance of $70 is equivalent to $130 frame allowance at VSP doctor locations and participating retail chains.

3 VSP is providing information to its members, but does not offer or provide any discount hearing program. The relationship between VSP and TruHearing is that of independent contractors. VSP makes no endorsement, representations, or warranties regarding any products or services offered by TruHearing, a third-party vendor. The vendor is solely responsible for the products or services offered by them. If you have any questions regarding the services offered here, you should contact the vendor directly.

TruHearing offers individuals the opportunity to purchase hearing aids at discounted prices, including individuals covered by self-funded health plans not subject to state insurance or health plan regulations. TruHearing is not insurance and not subject to state insurance regulations. TruHearing provides discounts to certain healthcare groups for hearing aid sales and services; TruHearing provides fitting, programming, and three adjustment visits at no cost; the member is obligated to pay for testing, and all post-fitting hearing care services, but will receive a discount from those healthcare providers who have contracted with TruHearing. Not available directly from VSP in the states of Washington and California.

Altus Vision™ is underwritten by Altus Dental Insurance Company. Claims processing, claims service, and provider network administration for Altus Vision™ are provided under contract by Vision Service Plan Insurance Company ("VSP").

ACCESSENROLL™

City of Watertown: 2024 Employee Benefits Highlights

Supplemental benefits fill the gaps where health insurance leaves off, and unlike traditional health insurance, we pay you, not the doctor or hospital. You control the cash benefits and spend them as you like to meet any financial challenges that an accident or illness could have to your standard of living.

- Choose from a menu of benefits offered to you at group rates. Rates **NEVER increase!**
- Individual, Husband/Wife, One Parent Family and Two Parent Family coverage is available.
- All plans are 100% portable at the same low rates - and guaranteed renewable.
- No coordination of benefits with other plans, which means that you get paid the full benefit, no matter what other coverage you may have.

Short Term Disability Plan

Disability insurance helps replace lost income in the event you become sick or injured and can't work

- $500-$6,000/month benefit
- Guarantee Issue up to $4,000/month
- 3, 6, 12, 18 or 24 months of coverage available
- Covers off-the-job, on-job rider, illnesses and maternity

Group Accident

- Pays cash directly to you in the event of any type of accident. Great plan for active individuals and families.
- $200 for Initial ER Visit
- $2,000 – 1st night hospital benefit, then $500/day
- $125 - $100,000 lump sum injury benefit
- Physical therapy benefit
- $150/day for rehabilitation unit benefit
- Up to $200,000 accidental death insurance

Did you know... Up to 50% of the cost associated with an accident are non-medical and come out of your pocket?

Group Critical Illness Plan

- Pays lump sum cash benefits in amounts from $5,000 to $50,000.
- Guarantee Issue available.
- Covers cancer, heart attack, stroke, coma, paralysis, end stage renal failure and organ transplant.
- Children covered free with adult coverage.

Did you know... Heart disease is one of the leading causes of death in the U.S. and strokes affect about 795,000 people each year.

Cancer Care Plan (Premier)

According to the American Cancer Society, 1 in 2 men, 1 in 3 women will be diagnosed with some form of cancer in their lifetimes.

- $6,000 - $12,000 initial diagnosis benefit
- $900/week chemotherapy benefit
- $500/week radiation benefit
- $300-$500/day hospital confinement
- $500/week for experimental treatment
- Up to $3,000 per event for reconstructive surgery
- $10,000 stem cell and bone marrow transplant benefits

Did you know... One in five people who are diagnosed with cancer use all of most of their savings because of the financial challenges of dealing with cancer.

Hospital Income

- $500 - $2,000 Admission
- $50 - $100 Short Stay
- $100 - $500 daily confinement

Life Insurance

- Term or Whole Life
- Up to $500,000 of coverage
- Guaranteed issue for new hires
- Issue age rate lock

TELADOC / Call A Doctor Plus

- Talk to a doctor in 14 minutes on average
- 4 out of 5 office visits better handled by phone
- No co-pays, deductibles or per call charges
- US based, trained, and certified doctors
- Get PRESCRIPTIONS, diagnosis, and treatment plans.

For questions, coverage options/enrollment, please see Paul McCaffrey: 508-735-1242. paul@accessenroll.com

GIC RATE FOR FISCAL YEAR 2025

07/01/2024-06/30/2025

CITY EMPLOYEES AND TEACHERS RATE SHEET

	EMPLOYEE'S COST 20% HMO'S, PPO'S & POS'S, 40% INDEMNITY		CITY'S COST 80% HMO,PPO'S & POS'S 60% INDEMNITY		FULL COST 100%	ANNUAL COSTS	
	BI-WEEKLY	MONTHLY	BI-WEEKLY	MONTHLY	MONTHLY	EMPLOYEE	CITY
HARVARD PILGRIM EXPLORER-POS							
INDIVIDUAL	$98.57	$213.57	$394.29	$854.30	$1,067.87	$2,562.89	$10,251.55
FAMILY	$244.24	$529.18	$976.95	$2,116.72	$2,645.90	$6,350.16	$25,400.64
HARVARD PILGRIM QUALITY-HMO							
INDIVIDUAL	$72.74	$157.61	$290.97	$630.43	$788.04	$1,891.30	$7,565.18
FAMILY	$185.15	$401.16	$740.61	$1,604.65	$2,005.81	$4,813.94	$19,255.78
HARVARD PILGRIM ACCESS AMERICA-PPO							
INDIVIDUAL	$116.25	$251.88	$465.01	$1,007.51	$1,259.39	$3,022.54	$12,090.14
FAMILY	$259.32	$561.85	$1,037.27	$2,247.41	$2,809.26	$6,742.22	$26,968.90
HEALTH NEW ENGLAND-HMO							
INDIVIDUAL	$72.76	$157.65	$291.05	$630.60	$788.25	$1,891.80	$7,567.20
FAMILY	$172.33	$373.39	$689.34	$1,493.57	$1,866.96	$4,480.70	$17,922.82
MASS GENERAL BRIGHAM COMPLETE-HMO							
INDIVIDUAL	$90.25	$195.53	$360.98	$782.13	$977.66	$2,346.38	$9,385.54
FAMILY	$238.65	$517.08	$954.62	$2,068.34	$2,585.42	$6,205.01	$24,820.03
WELLPOINT TOTAL CHOICE-INDEMNITY *							
INDIVIDUAL	$277.17	$600.54	$415.76	$900.81	$1,501.35	$7,206.48	$10,809.72
FAMILY	$615.09	$1,332.69	$922.63	$1,999.03	$3,331.72	$15,992.26	$23,988.38
WELLPOINT COMMUNITY CHOICE-PPO							
INDIVIDUAL	$68.77	$148.99	$275.07	$595.98	$744.97	$1,787.93	$7,151.71
FAMILY	$170.69	$369.82	$682.74	$1,479.27	$1,849.09	$4,437.82	$17,751.26
WELLPOINT PLUS-PPO							
INDIVIDUAL	$88.49	$191.72	$353.95	$766.90	$958.62	$2,300.69	$9,202.75
FAMILY	$210.84	$456.81	$843.34	$1,827.24	$2,284.05	$5,481.72	$21,926.88

HMO'S , PPO'S & POS'S 80%-20%

*INDEMNITY 60%-40%

4/2/2024

Hello Doug and committee members,

I was thinking that, while we can't link pay to the performance of Councilors, perhaps we could add a statement somewhere about our expectations of them.

The list could include:

Review agenda materials and attend regular and special Council Meetings

Attend meetings of assigned committees

When committee chair, respond to Council referrals in a timely way

Respond in a timely way to constituent communications

Hold an annual meeting with constituents

Observe open meeting law

Be respectful and maintain high ethical standards

Thank you,

Susan

Dear Fellow Blue Ribbon Committee Members

I've put together this Draft "foundational document" for you to consider. Since we are representing the public, I thought that it might be wise to fill them in on the history of this salary issue with documentation and what we're tasked with doing.

As we go along, we could add the tools we end up using, the data we collect, the conclusions that we come to, etc.

This is only a draft! If we as a group choose to use this, it'll be the group's document, not mine.

If you see any errors or things omitted that should be included, just let me know.

Again, we can use this or not. It's up to you! At any rate, I hope that it's helpful in some way!

Thanks!

Linda

Blue Ribbon Committee on Councilor Salaries
An Introduction

Ordinance: Section 2-3 of the Watertown Charter reads as follows:

"Salary - The city council may, by ordinance, provide an annual salary for its members. No ordinance increasing or decreasing such salary shall be effective, however, unless it shall have been adopted during the first eighteen months of the term for which city councilors are elected, and it provides that such salary is to take effect with the organization of the city government following the next biennial election."

Chronology:

On January 24, 2023, the Watertown City Council approved the creation of a Blue Ribbon Committee to study City Councilor and Council President salaries.

On February 26, 2024, the City Council's Committee on Personnel and City Organization created and approved a process to move forward on creating a Blue Ribbon Committee to study Council salaries.

On March 12, 2024, the Watertown City Council voted in favor of establishing a blue ribbon committee on Councilor salaries, based upon the recommendations of the Personnel and City Organization Committee. To view the reading of the recommendations, click **here,** minutes 31:12 - 38:17)

It is to this end that a group of seven Watertown residents were convened in a Blue Ribbon Committee to assess and make salary recommendations to the Watertown City Council. Their first meeting was on July 10, 2024. The chair of this committee was John Bartley. The members: Sarah Baker; Christine Cole; Susan Falkoff; James Mello; Marcy Murningham; Linda Scott, with Doug Newton, Watertown Municipal Policy Analyst, as the staff assigned to assist with this task.

The Mandate:

The Blue Ribbon Committee's duties are:

1. Study the salary and other compensation received by City Councilors and the Council President for their services.
2. Make recommendations on a methodology and process for salaries to be set going forward.
3. Make a recommendation for a salary increase for the Councilors and the Council President for the year 2026-2027

Possible Additions:

One suggestion was made by a member of the Committee for further research:
Developing some sort of way to gauge Councilor involvement

Changes to Watertown's Governance in the year 1980

Proposition 2½ was a Massachusetts law enacted in 1980 that strictly limits the amount of property tax revenue a municipality can raise through real and personal property taxes. This revenue is called the "tax levy." Prop 2½ limits how much the tax levy can be increased from year-to-year.

"On May 5, 1980, Watertown changed its municipal charter from being a town form of government to a city form of government." (See: https://www.watertown-ma.gov/101/About).

This means:

"City Councils act as the legislative branch in communities with a city form of government, as well as the policymaking body. Whereas Town Meeting is a form of direct democracy, the City Council is a representative body, somewhat like a local version of Congress."
Sep 19, 2023. Massachusetts Municipal Association (MMA)

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The Watertown City Council Salary History (2000 - Present)

Watertown City Councilor And Council President Salaries (2000 - 2018)
With Projected Increases
(Yellow Highlighted Cells are Actual Salary)

Year	Salary/ Year (Councilors)	Projected Yearly Councilor Salary Increase at 2%*	Projected Yearly Councilor Salary Increase at 2.5 %**		Salary/ Year (Council President)	Projected Yearly Council President Salary Increase at 2%*	Projected Yearly Council President Salary Increase at 2.5%**
2000	$5000.00				$6500.00		
2001	$5000.00	$5100.00	$5125.00		$6500.00	$6630.00	$6662.50
2002	$5000.00	$5202.00	$5253.13		$6500.00	$6762.60	$6829.06
2003	$5000.00	$5306.04	$5384.45		$6500.00	$6897.85	$6999.79
2004	$5000.00	$5412.16	$5519.06		$6500.00	$7035.81	$7174.78
2005	$5000.00	$5520.40	$5657.04		$6500.00	$7176.53	$7354.15
2006	$5000.00	$5630.81	$5798.47		$6500.00	$7320.06	$7538.01
2007	$5000.00	$5743.43	$5943.43		$6500.00	$7466.46	$7726.46
2008	$5000.00	$5858.30	$6092.03		$6500.00	$7615.79	$7919.62
2009	$5000.00	$5975.46	$6244.31		$6500.00	$7768.10	$8117.61
2010	$5000.00	$6094.97	$6400.42		$6500.00	$7923.46	$8320.55
2011	$5000.00	$6216.87	$6560.43		$6500.00	$8081.93	$8528.56
2012	$5000.00	$6341.21	$6724.44		$6500.00	$8243.57	$8741.78
2013	$5000.00	$6468.03	$6892.56		$6500.00	$8408.44	$8960.32
2014	$5000.00	$6597.39	$7064.87		$6500.00	$8576.61	$9184.33
2015	$5000.00	$6729.34	$7241.49		$6500.00	$8748.14	$9413.94
2016	$5000.00	$6863.93	$7422.53		$6500.00	$8923.11	$9649.29
2017	$5000.00	$7001.21	$7608.09		$6500.00	$9101.57	$9890.50
2018	$7500.00	$7141.23	$7798.29		$10,500.00	$9283.60	$10,137.78

In 1999, the Watertown City Council passed Ordinance #28, which raised City Councilor salaries to $5000.00 and the Council President's salary to $6500.00 starting in January 2000.

In 2016, (Ordinance #35), the City Council gave the Councilors an increase to $7500.00 and the Council President $10,500, beginning in January 2018. This Councilor raise was between 2% and 2 ½ % of what they would have received. For the City Council President, the raise was above the 2 ½%.

Watertown City Councilor Salaries (2019 - 2023)
With Projected Increases
(Yellow Highlighted Cells are Actual Salary)

Year	Salary/ Year (City Councilors)	Projected Yearly Salary Increase at 2%	Projected Yearly Salary Increase at 2.5%		Salary/ Year (Council President)	Projected Yearly Council President Salary Increase at 2%	Projected Yearly Council President Salary Increase at 2.5%
2019	$7500.00	$7650.00	$7687.50		$10,500.00	$10,710.00	$10,762.50
2020	$7500.00	$7803.00	$7879.69		$10,500.00	$10,924.20	$11,031.56
2021	$7500.00	$7959.06	$8076.68		$10,500.00	$11,142.68	$11,307.35
2022	$7500.00	$8118.24	$8278.60		$10,500.00	$11,365.53	$11590.03
2023	$7500.00	$8280.60	$8485.56		$10,500.00	$11,592.84	$11,879.78

In 2023, the City Council, in Ordinance #26, raised City Councilor salaries to $8700.00 and Council President to $12,000, effective January 2024. This was above the equivalent of a 2 ½% raise for both Councilors and the Council President.

In this same ordinance, they raised Councilor salaries to $8900 and the Council President to $12,500, effective January 2025.

Watertown City Councilor Salaries (2024 - 2025)
(Yellow Highlighted Cells are Actual Salary)

Year	Salary/Year Councilors	Salary/Year Council President	Projected Yearly Salary Increase at 2%	Projected Yearly Salary Increase at 2.5%
2024	$8700.00	$12,000.00		
2025	$8900.00	$12,500.00		

Councilor Compensation: Benefits

In the Personnel and City Organization Committee Meeting Minutes of November 15, 2022 (also includes figures and comparisons with other cities), the conclusion reached was that deeper research was required, such as the value of pension and medical benefits as well as the number of meetings attended each year.

We've seen a history of Watertown City Councilor and Council President salary increases up until the year 2025. What do Watertown City Councilors currently receive in benefits and other forms of compensation, and how does this compare to other Massachusetts communities? (Examples: health insurance, dental and vision insurance, life insurance, stipends for optional work, pensions, professional development budgets, mileage etc.)

The benefit figures are not yet available.

Question: How should salaries and benefits between City Councilors and the City Council President correspond? Should the Vice President of the Council's salary be judged differently than the City Councilors?

The Job of this Blue Ribbon Committee

This Blue Ribbon Committee has been tasked with:

1. **Reviewing the Councilors' job requirements/ activities**
As mentioned by several City Councilors at the July 10th meeting, there can be a large discrepancy in the workload assumed by individual councilors, since most of their activities are independently driven. The only "correction" for this is at the ballot box, and last election (November 7, 2023) all 8 councilors ran unopposed.

2. **Determining what criteria should be used in evaluating salary increases, including all benefits, etc. accrued with this position.** (For instance, in the Charter it also states, "Subject to appropriation, the council members shall be entitled to reimbursement of their actual and necessary expenses incurred in the performance of their duties."). Question: Does each Councilor have an annual "allowance" that pays for conferences, mileage, etc.? Is there a group fund?

3. **Gathering and Evaluating data within that criteria.**

4. **Based upon this study, coming up with a culminating report with the "number" that we determined was a fair and equitable salary amount for the year 2026-2027 for both councilors and the council president as well as the citizens of Watertown.**

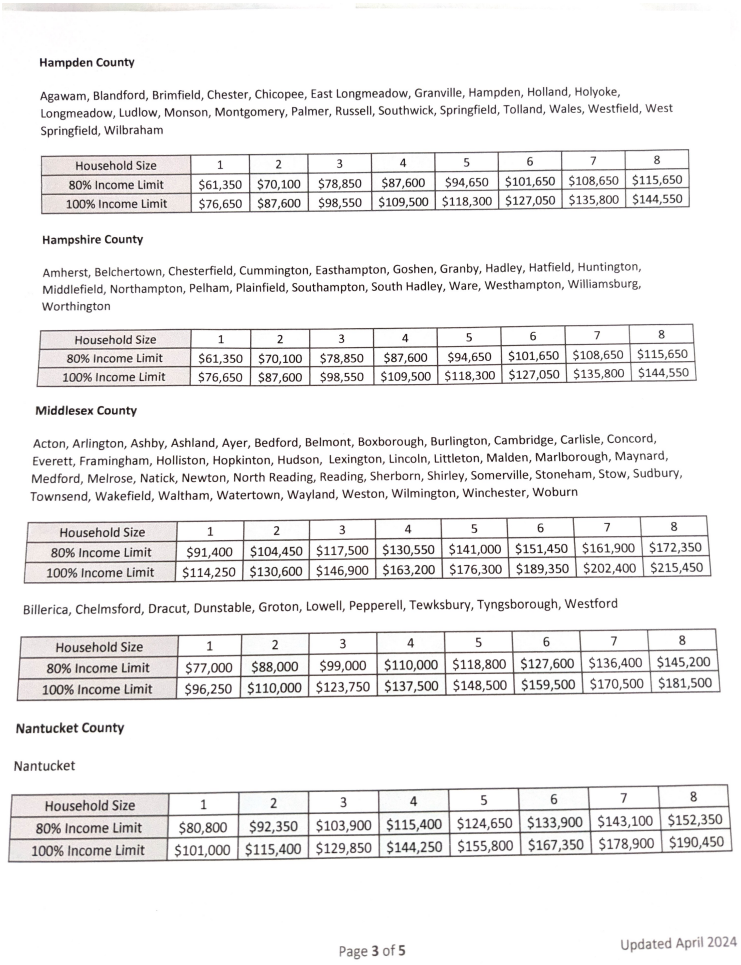
3. **Suggesting a process, a blueprint, for going forward that would assist the City Council with determining future salary increases.**

4. **Possibly suggesting a transparent way that Councilors' efforts can be documented.**

2024 AMI's (Area Median Incomes) for Cities and Counties in Massachusetts

This Committee is cognizant of the fact that living in Massachusetts, and specifically in Middlesex County, where prices have grown at a far more aggressive rate than other parts of the country and state, needs to be taken into account. A note: Watertown (Middlesex County) is comparable to Boston (Suffolk County) and is considered part of the Boston region.

Click here for a full list of 2024 AMI's (Area Median Incomes) for Cities and Counties in Massachusetts, which highlights the large differential in salaries that are needed to live in different Massachusetts counties.



Hampden County

Agawam, Blandford, Brimfield, Chester, Chicopee, East Longmeadow, Granville, Hampden, Holland, Holyoke, Longmeadow, Ludlow, Monson, Montgomery, Palmer, Russell, Southwick, Springfield, Tolland, Wales, Westfield, West Springfield, Wilbraham

Household Size	1	2	3	4	5	6	7	8
80% Income Limit	$61,350	$70,100	$78,850	$87,600	$94,650	$101,650	$108,650	$115,650
100% Income Limit	$76,650	$87,600	$98,550	$109,500	$118,300	$127,050	$135,800	$144,550

Hampshire County

Amherst, Belchertown, Chesterfield, Cummington, Easthampton, Goshen, Granby, Hadley, Hatfield, Huntington, Middlefield, Northampton, Pelham, Plainfield, Southampton, South Hadley, Ware, Westhampton, Williamsburg, Worthington

Household Size	1	2	3	4	5	6	7	8
80% Income Limit	$61,350	$70,100	$78,850	$87,600	$94,650	$101,650	$108,650	$115,650
100% Income Limit	$76,650	$87,600	$98,550	$109,500	$118,300	$127,050	$135,800	$144,550

Middlesex County

Acton, Arlington, Ashby, Ashland, Ayer, Bedford, Belmont, Boxborough, Burlington, Cambridge, Carlisle, Concord, Everett, Framingham, Holliston, Hopkinton, Hudson, Lexington, Lincoln, Littleton, Malden, Marlborough, Maynard, Medford, Melrose, Natick, Newton, North Reading, Reading, Sherborn, Shirley, Somerville, Stoneham, Stow, Sudbury, Townsend, Wakefield, Waltham, Watertown, Wayland, Weston, Wilmington, Winchester, Woburn

Household Size	1	2	3	4	5	6	7	8
80% Income Limit	$91,400	$104,450	$117,500	$130,550	$141,000	$151,450	$161,900	$172,350
100% Income Limit	$114,250	$130,600	$146,900	$163,200	$176,300	$189,350	$202,400	$215,450

Billerica, Chelmsford, Dracut, Dunstable, Groton, Lowell, Pepperell, Tewksbury, Tyngsborough, Westford

Household Size	1	2	3	4	5	6	7	8
80% Income Limit	$77,000	$88,000	$99,000	$110,000	$118,800	$127,600	$136,400	$145,200
100% Income Limit	$96,250	$110,000	$123,750	$137,500	$148,500	$159,500	$170,500	$181,500

Nantucket County

Nantucket

Household Size	1	2	3	4	5	6	7	8
80% Income Limit	$80,800	$92,350	$103,900	$115,400	$124,650	$133,900	$143,100	$152,350
100% Income Limit	$101,000	$115,400	$129,850	$144,250	$155,800	$167,350	$178,900	$190,450

Page 3 of 5 Updated April 2024

These numbers are provided by the Massachusetts Housing Partnership. They derive their numbers through the US Department of Housing and Urban Development (HUD).

Six Resources to Guide Us:

Resource 1: The City of Watertown Massachusetts Rules of the City Council (Approved April 23, 2024): To get a sense of the responsibilities of the elected City Council members, click here.

Resource 2: A synopsis of a memo sent to this committee by Councilor Lisa Feltner, District B.

Resource 3: Interviews with Watertown City Councilors and the Council President. (To be included at a later date).

Resource 4: Charts accounting for actual City Council meetings and Committee meetings in 2023 as an indication of hours spent in official meetings.

Resource 5: Comparisons to other communities.

Resource 6: The City of Watertown Employee Classification and Compensation Study.

Councilor Duties

What does a Watertown City Councilor and Council President Do?

To evaluate future City Councilor and Council President salaries, we must compile and evaluate Councilor and Council President duties.

As our city grows, the increased duties of the City Council needs to be taken into account.

There is no specific job description for Watertown City Councilors. Here is a general description of their job:

In Watertown, our Councilors:

- Hire the City Manager
- Pass ordinances, approve regulations and zoning laws.
- Review and approve the budget.

Our Watertown City Council President:

In addition to Councilor duties, sets the agenda and runs City Council meetings and serves on the School Committee.

What Do Councilors Do?

(Based upon a memo from Councilor Feltner)

Council-related Meetings:
City Council Executive Sessions (scheduled as needs arise)
City Council Meetings (twice a month, except for July, August, December)
City Council Committee meetings (as scheduled, depending on current topic)
One Councilor /public meeting per year (as mandated by the City Charter).

Recent example of compulsory joint meeting: The Watertown Square Area Plan Meetings (June-July 2024 @ 10 hours) that they shared with the Planning Board

Other Meetings (Optional):
District Development project meetings
With Watertown Staff, officials, evaluators
Other Public Meetings (Comprehensive Plan, etc.)
Councilors may also choose to attend any meeting called by the any of the 33 Watertown Boards, Commissions and Committees.

Recent meeting topics (note: not all councilors attend these meetings, and some attend, but not for the whole meeting). Here's a recent (past two years) sampling of the topics of these meetings: Comprehensive Plan and Watertown Square Area Plan

Constituent Services
Neighbor and community group meetings
Telephone calls/e-mails/letters/meetings

Paperwork, Prep and Research
Creating minutes/reports.
Note: Minutes are very time-consuming. Should there be an AI solution for this or part-time employee with these duties, etc.?

Charting City Council Meetings
(In Actual Time)
January 1, 2023 - December 31, 2023

In 2023, Watertown City Council members attended 59 hours of meetings, or about 5 hours/month. On average, each meeting was slightly under two hours.

Date	Time	Comment	Other
1/4	2:07	Special Meeting Interviews	
1/10	1:43		
1/24	:59		
1/26	1:45		
2/14	1:07		
2/21	1:47		
2/28	3:20		
3/14	:45		
3/16	1:34		
3/28	:54		
4/11	2:17		
4/25	1:21		
5/2	1:52	Special Meeting Interviews	
5/9	1:37		
5/23	:31	Budget	Combined
5/23	2:13	Budget	Combined
5/25	:54	Budget	
6/6	1:29	Budget	

Date	Time	Comment	Other
6/13	1:56		
6/27	2:10	With Exec Session	
7/11	2:34	With Exec Session	
8/8	2:26		
8/22	1:19		
9/12	1:29		
9/26	2:35		
10/10	2:25	With Exec Session	
10/24	1:02		
11/8	3:30	Whole/Exec	
11/9	3:30	Whole/Exec	
11/14	2:55		
11/27	1:33		
12/12	:59		

Methodology

Taking all of the City Council meetings in 2023 (televised, using the timer, and untelevised, using the unconfirmed time on the agenda), we added them to the minute and divided by 60.

Charting City Council Committee Meetings
(In Actual Time)
January 1, 2023 - December 31, 2023

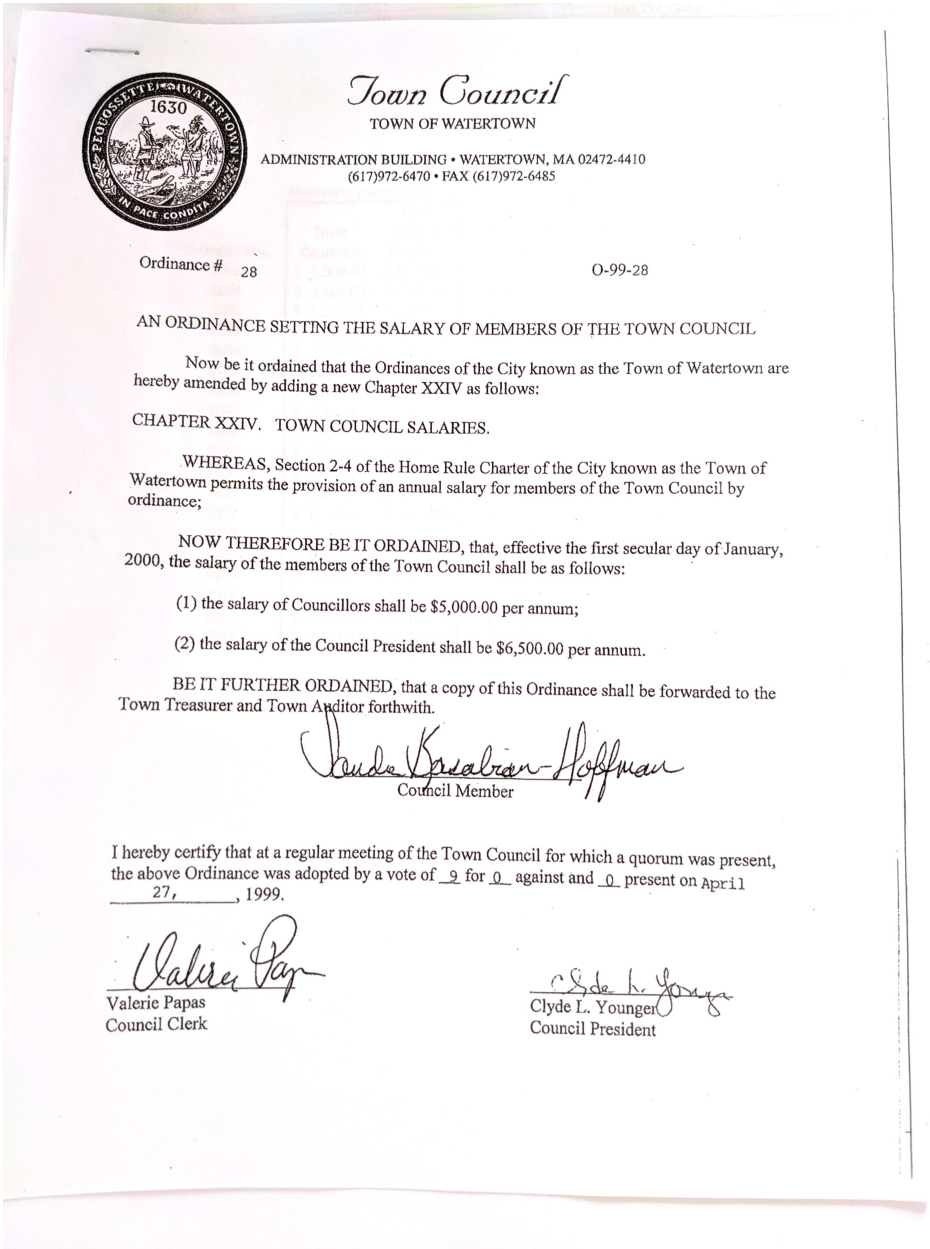
Committee	# of Meetings	Time	
Budget and Fiscal Oversight	13	22 hours	
Rules and Ordinances	11	21.5 hours	
Climate and Energy	3	5 hours	
Economic development and Planning	12	17 hours	
Education and School System	1	:45	
Human Services	9	15 hours	
Parks and Recreation	4	7.5 hours	
Personnel and City Organization	4	4.5 hours	
Public Safety	3	2.5 hours	
Public Works	3	8.5 hours	
State, Federal and Regional Government	1	1.5 hours	

Note: Not all City Councilors attend all of these committee meetings. There are a select few who are mandated to attend these meetings (assigned by the Council President). At times, other City Councilors will choose to attend.

Question: How do Watertown City Councilor and Council President duties compare with other councilors in other communities? Do they or other communities have support staff?

Appendix A
Council Ordinances, Minutes, Memos and Letters

Ordinance #28. 1999



Town Council

TOWN OF WATERTOWN

ADMINISTRATION BUILDING • WATERTOWN, MA 02472-4410
(617)972-6470 • FAX (617)972-6485

Ordinance # 28 O-99-28

AN ORDINANCE SETTING THE SALARY OF MEMBERS OF THE TOWN COUNCIL

Now be it ordained that the Ordinances of the City known as the Town of Watertown are hereby amended by adding a new Chapter XXIV as follows:

CHAPTER XXIV. TOWN COUNCIL SALARIES.

WHEREAS, Section 2-4 of the Home Rule Charter of the City known as the Town of Watertown permits the provision of an annual salary for members of the Town Council by ordinance;

NOW THEREFORE BE IT ORDAINED, that, effective the first secular day of January, 2000, the salary of the members of the Town Council shall be as follows:

(1) the salary of Councillors shall be $5,000.00 per annum;

(2) the salary of the Council President shall be $6,500.00 per annum.

BE IT FURTHER ORDAINED, that a copy of this Ordinance shall be forwarded to the Town Treasurer and Town Auditor forthwith.

Linda Scibran-Hoffman
Council Member

I hereby certify that at a regular meeting of the Town Council for which a quorum was present, the above Ordinance was adopted by a vote of 9 for 0 against and 0 present on April 27, , 1999.

Valerie Papas
Council Clerk

Clyde L. Younger
Council President

Ordinance # 35, 2016

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

ORDINANCE #35 **O-2016-**35

AN ORDINANCE ESTABLISHING TOWN COUNCIL SALARIES

WHEREAS, Section 2-3 of the Town of Watertown Home Rule Charter provides that the Town Council may, by ordinance, provide an annual salary for its members.

NOW THEREFORE BE IT ORDAINED by the Town Council of the City Known as the Town of Watertown that the Council hereby establishes the Town Council Salary as follows:

Effective January 2, 2018, the salaries of the Town Council shall be established as follows:

Councilor - $7,500 per annum.

Council President - $10,500 per annum

Susan Falkoff
Council Member

I hereby certify that at a regular meeting of the Town Council for which a quorum was present, the above Order was adopted by a vote of 8 for, 0 against and 0 present on June 14, 2016.

Marilyn W. Pronovost, Council Clerk

Mark S. Sideris, Council President

Ordinance #26. 2023

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

ORDINANCE # 26 **O-2023-** 26

AN ORDINANCE ESTABLISHING CITY COUNCIL SALARIES

WHEREAS, Section 2-3(a) of the City of Watertown Home Rule Charter provides that the City Council may, by ordinance, provide an annual salary for its members.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown that the Council hereby establishes the City Council Salaries as follows:

Effective January 1, 2024, the salaries of the City Council shall be established as follows:

Councilor - $8,700 per annum.

Council President - $12,000 per annum

AND BE IT FURTHER ORDAINED as follows:

Effective January 1, 2025, the salaries of the City Council shall be established as follows:

Councilor - $8,900 per annum.

Council President - $12,500 per annum

John M. Airasian
Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Order was adopted by a vote of 9 for, 0 against and 0 present on May 23, 2023.

Brendan T. McCarthy, Council Clerk

Mark S. Sideris, Council President

Town Council Committee on Personnel and Town Organization

Report of the Meeting of March 23, 2016

A meeting of the Personnel and Town Organization committee was held in the Town Council Office on Wednesday, March 23, 2016 at 7:30pm for the purpose of continuing the discussions on Town Council salaries and preparation of committee meeting minutes.

Members in Attendance: Councilor Susan Falkoff, Chair; Councilor Angeline Kounelis, Secretary, and Councilor Michael Dattoli, Vice-Chair. Also in attendance were Councilors Vincent Piccirilli, Ken Woodland, and Lisa Feltner.

The committee discussed current salaries for elected officials in area municipalities with similar forms of government. It was noted that Cambridge should also be added to the list (see attached). Excluding Cambridge, salaries range from $14,000 to volunteer (unpaid) positions.

Councilor Falkoff noted that Watertown has not increased Council salaries since 1999. There was a discussion around what current salaries would be if a 2% raise were applied year-over-year (roughly $7,000).

Members discussed that the scope of the Council's work has changed, as there were not frequent committee meetings occurring at the same level ten to fifteen years ago. Also, in regard to the Council President salary, it was noted that this should include Council pay plus School Committee stipend.

Councilor Dattoli made a motion to refer to the Town Council a recommendation that Councilor salaries be amended to $7500 per annum. Councilor Kounelis seconded and the motion carried unanimously.

Regarding meeting minutes, there was a discussion around the City of Waltham and City of Newton policies and procedures for preparing committee meeting minutes (see attached). One option for Watertown might be to record audio and have minutes later transcribed by a clerk. It was agreed that not every Councilor has the skills or technology to record meeting minutes and that people should have options available.

Councilor Kounelis made a motion to recommend to the Town Council that an option be available for committee members that choose not to take their own minutes. If the council approves the idea of alternate ways to do minutes, the committee will re-convene and discuss alternatives. Councilor Dattoli seconded and the motion carried unanimously.

The meeting adjourned at 8:20 pm. Minutes prepared by Councilor Dattoli.

Committee on Personnel and Town Organization
Meeting Date: November 26, 2018
Read: January 22, 2019

The Committee met in the Town Council Office on November 26, 2018 at 7:15 pm. Attending were Caroline Bays, Chair, Susan Falkoff, Vice Chair, and Angeline Kounelis, Secretary. Also attending: Town Council President Mark Sideris, Councilors Anthony Donato and Kenneth Woodland, and resident Elodia Thomas.

I. The committee first discussed whether to increase **Town Council salaries**. The committee reviewed data on salaries from other communities and there was a lively discussion of pros and cons that included the following points:

- Other communities are currently considering raising salaries (Bays)
- Former Councilor Dushku sent a memo suggesting that salaries be raised to professional full-time salary levels (Bays)
- Changing the job to full-time would require a charter change (Sideris)
- The Council has voted down a raise on some occasions and the successful vote to raise salaries was recent (Kounelis)
- If the Councilors were paid at minimum wage for 20 hours/week, the salary would be $11,000. Towns with volunteer government have trouble finding qualified people. (Woodland)
- We have volunteer Boards. If the Councilors get a raise, maybe Board members should too (Kounelis)
- We do have trouble attracting good people for the Boards (Sideris)
- No matter if it is $5,000 or $27,000, the pay is still part-time and so an individual needs another source of income. (Kounelis)
- What if the salary went up every year via a Cost of Living Increase instead of setting a fixed amount? (Bays)
- Since the Charter mandates the Town Council set a salary, a COLA-type system would require a charter change but it would save the trouble of repeating this conversation. We are close to the next Charter Review (Sideris)
- It would be hard for me, as a first-time councilor, to vote yes on a raise (Donato)

Councilor Falkoff made a motion, seconded by Councilor Kounelis, to defer the issue of Council compensation until the next Charter Review. The motion carried 3-0.

II. The Committee next took up the issue of the **Town Auditor's salary.** Councilor Kounelis noted that the Committee had voted to discuss this after the Councilors had completed evaluations on the auditor's job performance. President Sideris said there had been miscommunication about the evaluation and the form would go out ASAP. The committee will reconvene once the evaluations have been compiled and presented.

The meeting adjourned at 7:50 pm.
Respectfully submitted, Susan Falkoff

Watertown City Council
Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470
Committee on Personnel and City Organization Meeting
November 15, 2022

The Committee convened at 6:30 pm on Tuesday, November 15, 2022 in the Phillip Pane Lower Conference Room, Ground Floor.
Councilors Caroline Bays, Chair, John Gannon, Vice-Chair, and Nicole Gardner, Secretary. Also in attendance were City Council President Mark Sideris, and Councilors Lisa Feltner and Vinnie Piccirilli.
The purpose of this meeting was to discuss potential amendments to City Council Salaries.
Chair Bays called the meeting to order at 6:35 pm and opened the meeting by reminding all present that this was the second meeting of the PCO on this topic.
For context, the salary history for City Councilors is
• From January1999 through December 2018, salaries were $5,000, with no adjustment over 19 years
• In January 2019 salaries were raised to $7,500, where they have remained until present, with no adjustment over 4 years
Chair Bays referred us to an updated chart of councilor salaries in comparative cities, and a graphic of the data. The councilors discussed the data presented and agreed that there were no specific implications or conclusions that could be drawn from theresearch. Deeper research and analysis is needed, such as the value of pension and medical benefits, and the number of Council meetings per year. In addition it is hard to draw conclusions based on the different political realities in each municipality.
Councilor Feltner shared that she tracks full council meetings, City Council Committee meetings, and some resident board and commission meetings in her calendar. She estimates that for those meetings alone she averages around 120 meetings per year, and 260 hours per year. This estimate substantially underestimates the true hours worked per year, because it excludes time spent on:
• District development project meetings,
• Time spent on creating minutes/reports,
• Meeting prep and research,
Constituent services in meetings or communications,

• Neighbor or community group meetings
• Time with Watertown staff or other officials,
• Communications such as newsletter, updating web page, etc.
• Other public meetings or time devoted to many topics, such as: Comprehensive.
Plan, RMUD, Arsenal Yards, MassDOT Arsenal Corridor, AOTC-AthenaHealth, iCube, Watertown Square Improvements, School Assessments, Airplane Noise, Charter Review Committee, School Building Committee, Complete Streets, Mount Auburn Street redesign, Community Preservation, Bicycle-Pedestrian Plan, Climate-Energy-Resilient Watertown, our MVP Greening, Mass. Municipal Association, MBTA or other state agencies, our capital improvement projects such as Victory Field, Arsenal Park, Filippello Park and lighting.
Councilor Feltner's write up of her research is attached to these minutes.
Chair Bays presented an analysis, attached, showing what councilor salaries would be if they were paid minimum wage per hour, across three estimates of hours worked per year. The estimated annual salary ranges $13,800 to $17,250 per year. Refer to the second table. Council President Sideris opposed such a big leap in salary, saying it was untenable. Instead, he suggested amending the Councilor Salary Policy to include an automatic annual COLA of 2.5%, to take effect in January 2023.
Councilor Gardner expressed a concern that we need information on what the proper salary should be, in fairness to those who will serve as councilors in the future. She noted that last year the Charter Review Committee was concerned that the Council compensation was too low for two reasons:
• The increased workload, complexity, and scope of the role compared to prior years
• The need to ensure that people are compensated fairly, so that the role can be served for any citizen in Watertown, without undue hardship, not only those with significant savings or high salaries, or who aren’t facing expenses such as college for their kids.
Councilor Piccirilli suggested that we could take a first step toward reaching appropriate compensation by applying an annual COLA of 2.5% to the 2018 salary of $7500 and use that to calculate the salary for January 2024.
The Committee calculated that the 2024 and 2025 salaries that would result from this approach would be:
• For Councilors: $8,700 in 2024, and $8,900 in 2025.
• For the Council President: $12,000 in 2024 and $12,500 in 2025.

Chair Bays suggested we could use the COLA approach as a stop gap measure for 2024 and 2025, and that we should create a Blue Ribbon Resident Committee to review this matter in greater depth and come back with a recommendation to the PCO and ultimately the Council. Other councilors liked this approach. The Councilors discussed whether a Blue-Ribbon Resident Committee could be selected and convened in time for them to be able to do an in-depth review of councilor compensation in comparable municipalities and come back with a recommendation to the Council for deliberation and decision making by June 2023. There was a consensus that time was too tight.

--> **Action Item:** Councilor Gardner made a motion, seconded by Councilor Gannon, to recommend that the City Council amend the salary for City Councilors to $8,700, effective January 1, 2024, and $8,900 effective January 1 2025. Approved 3-0

--> **Action Item:** Councilor Gardner made a motion, seconded by Councilor Gannon, to recommend that the City Council amend the salary for the Council President to $12,000, effective January 1, 2024, and $12,500 effective January 1, 2025. Approved 3-0

--> **Action Item:** Councilor Gardner made a motion, seconded by Councilor Gannon, that the City Council recommend that the next seated City Council create a Blue-Ribbon Resident Committee whose purpose will be to study compensation and salary structure for the roles of Council and Council President and make recommendations to the City Council. Approved 3-0

At 7:36 p.m. Councilor Gardner made a motion to adjourn, seconded by Councilor Gannon. Approved unanimously.

Report prepared by Nicole Gardner

Attachments:

Comparatives for Council Salaries

Bubble Chart of Salaries for Selected Municipalities

Councilor Feltner Email

Councilor Bays Estimates of Salary at Minimum Wage

Comparatives of Council Salaries

Burgs Handout 4/13/22

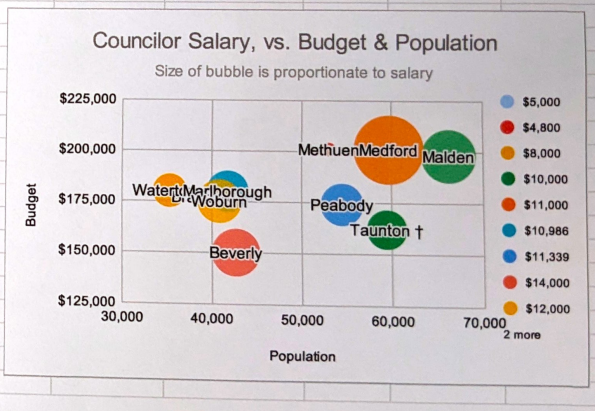
Cities inside 495		County	Form of Government			Founded	Population	Budget	Salary	Notes
Winthrop	City[4]	Suffolk	Council-manager	8.3	2	1852	19,316	36 million	$2,600	
Amesbury	City	Essex	Mayor-council	13.7	12.3	1668	17,366	69 million	3,000	
Framingham	City	Middlesex	Mayor-council	26.5	25	1700	72,362	307 million	5,000	president -7,500
Malden	City	Middlesex	Mayor-council	5.1	5	1649	66,263	188 million	5,000	
Melrose	City	Middlesex	Mayor-council	4.8	4.7	1850	29,817	91 million	5,000	
Randolph	City[4]	Norfolk	Council-manager	10.5	10.1	1793	34,984	33 million	5,000	
Braintree	City[4]	Norfolk	Mayor-council	14.6	13.8	1640	39,143	145 million	7,500	
Watertown	City[4]	Middlesex	Council-manager	4.1	4	1630	35,329	160 million	7,500	
Newburyport	City	Essex	Mayor-council	10.7	8.3	1764	18,289	75 million	9,000	president - 11,000
Methuen	City[4]	Essex	Mayor-council	23	22.2	1725	53,039	170 million	10,000	chair - 15,00
Taunton †	City	Bristol	Mayor-council	48.4	46.7	1639	59,408	162 million	10,000	
Weymouth	City[4]	Norfolk	Mayor-council	21.6	16.8	1635	57,437	183.6 million	10,000	president - 11,000
Marlborough	City	Middlesex	Mayor-council	22.1	20.9	1660	41,793	173 million	10,684	
Peabody	City	Essex	Mayor-council	16.8	16.2	1868	54,481	163 million	11,016	
Woburn	City	Middlesex	Mayor-aldermen	12.9	12.7	1642	40,876	160 million	11,150.00	
Beverly	City	Essex	Mayor-council	22.6	15.1	1668	42,670	144 million	11,733	
Chelsea	City	Suffolk	Council-manager	2.5	2.2	1739	40,787	249 million	14,000	
Salem †	City	Essex	Mayor-council	18.3	8.3	1626	44,480	662 million	14,000	
Revere	City	Suffolk	Mayor-council	10.1	5.7	1846	62,186	241 million	14650	and 5000 stipend
Lawrence †	City	Essex	Mayor-council	7.4	6.9	1847	89,143	103 million	15,000	
Haverhill	City	Essex	Mayor-council	35.7	33	1641	67,787	216 million	15,000	president gets 18,000
Newton	City	Middlesex	Mayor-council[7	18.2	17.8	1688	88,923	462 million	15,500	
Brockton †	City	Plymouth	Mayor-council	21.5	21.3	1821	105,643	439 million	16,662	
Waltham	City	Middlesex	Mayor-council	13.8	12.7	1738	65,218	299 million	22,554	
Lowell †	City	Middlesex	Mayor-manager-	14.5	13.6	1826	115,554	464 million	25,000	2016
Lynn	City	Essex	Mayor-council	13.5	10.7	1629	101,253	407 million	25,000	
Somerville	City	Middlesex	Mayor-council	4.2	4.1	1842	81,045	286 million	25,000	
Everett	City	Middlesex	Mayor-council	3.7	3.4	1870	49,075	260 million	25,500	has a legislative aid - 54,000
Medford	City	Middlesex	Mayor-council	8.7	8.1	1630	59,659	191 million	29,360	president - 32,000/vp 30,000
Quincy	City	Norfolk	Mayor-council	26.9	16.6	1792	101,636	346 million	35,000	
Cambridge †	City	Middlesex	Mayor-manager-	7.1	6.4	1636	118,403	748 million	83,404	
Boston ††	City	Suffolk	Mayor-council	89.6	48.3	1630	675,647	3,760 million	103,500	
Bridgewater	City[4]	Plymouth	Council-manager	28.2	27.5	1656	28,633	66 million	0?	

Comparatives for Council Salaries
Bubble Chart of Salaries for Selected Municipalities

Sheet1

City	Population	Budget '23	Salary	Council President	Health Ins option		County	Form of Government	Area in Square miles
Braintree	39,143	$177,000	$5,000	$7,500		City[4]	Norfolk	Mayor-council	14.6
Methuen	53,039	$201,000	$4,800	$6,000	y	City[4]	Essex	Mayor-council	23
Watertown	35,329	$180,000	$8,000	$2,500	y	City[4]	Middlesex	Council-manager	4.1
Taunton †	59,408	$162,000	$10,000			City	Bristol	Mayor-council	48.4
Weymouth	57,437	$264,000	$11,000	$12,000		City[4]	Norfolk	Mayor-council	21.6
Marlborough	41,793	$180,000	$10,986			City	Middlesex	Mayor-council	22.1
Peabody	54,481	$174,000	$11,339			City	Essex	Mayor-council	16.8
Beverly	42,670	$150,000	$14,000	$15,000		City	Essex	Mayor-council	22.6
Woburn	40,876	$175,000	$12,000	$14,000		City	Middlesex	Mayor-aldermen	12.9
Malden	66,263	$198,000	$17,500			City	Middlesex	Mayor-council	5.1
Medford	59,659	$201,000	$29,360	$32,500.00		City	Middlesex	Mayor-council	8.7

Methuen 2020 effort to raise the salary to $10,000 failed.
Beverly's current salary is $11,733.



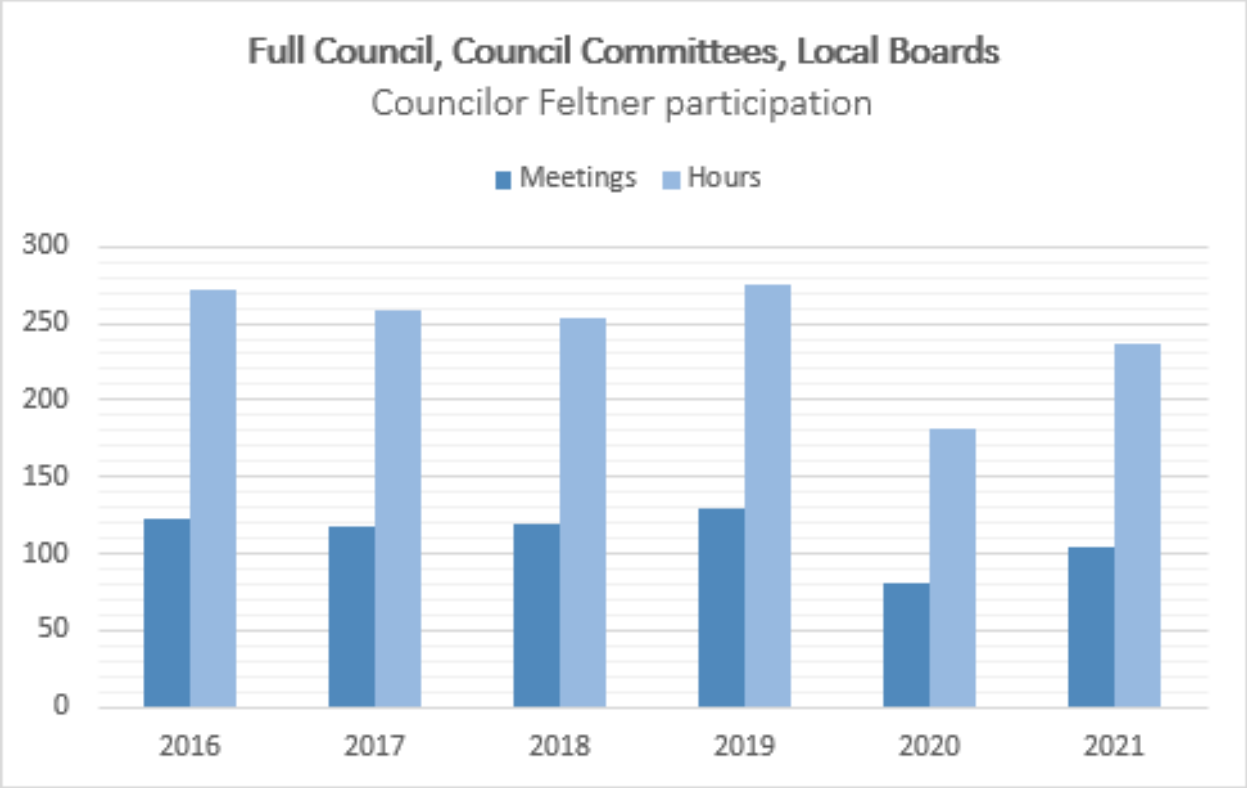
Councilor Feltner's Letter

In terms of basic salary or annual compensation, here's what I found and verbally shared with the PCO committee:

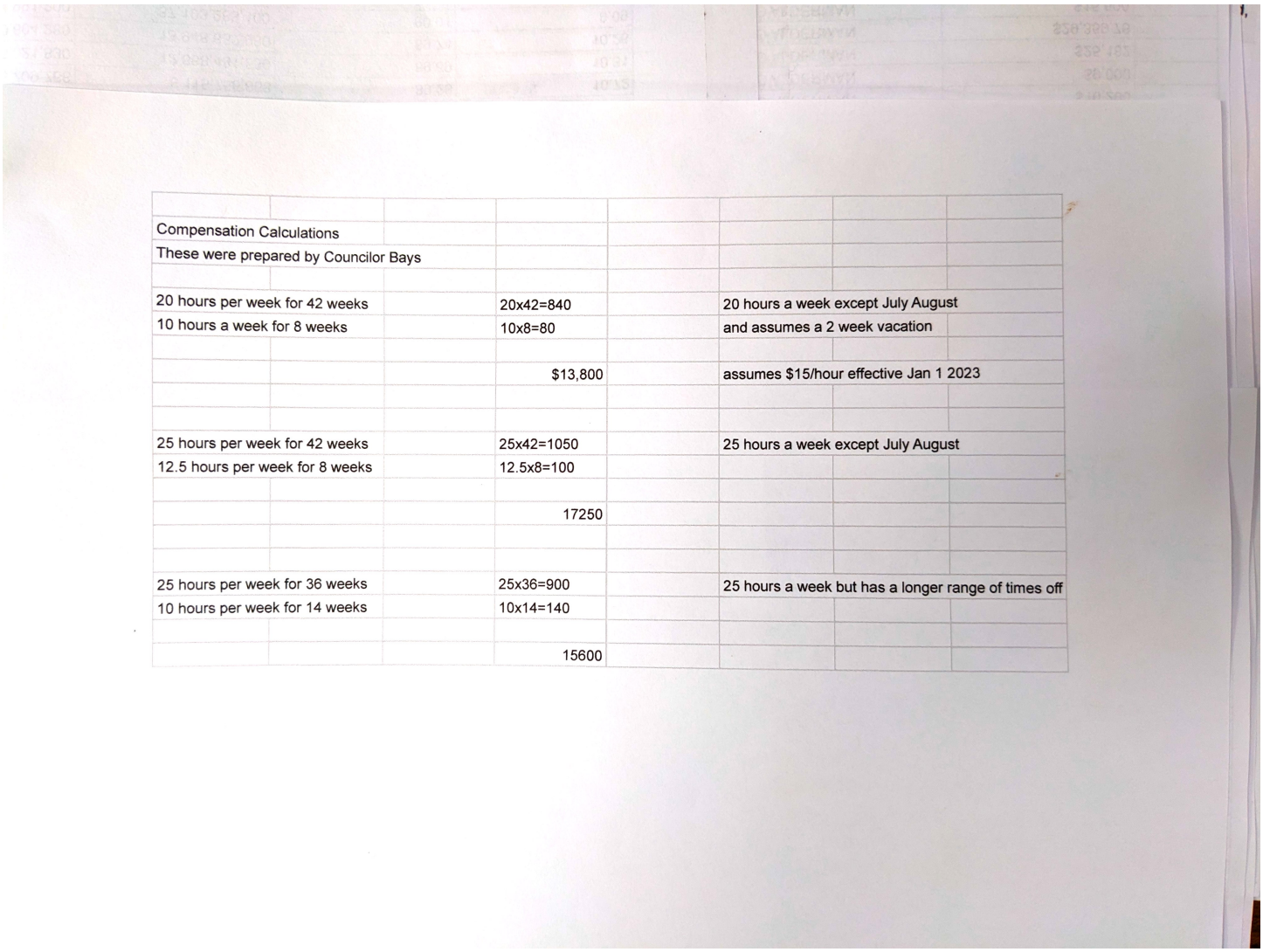
Starting with 1980 salary of $4626, a yearly 2.5% increase (not including President):
to 1994 would be $6537, when council was raised to $4500;
In 2010 it would have equaled $9,705, when council was raised to $5000;
In 2018 it would have been $11,824, when council was raised to $7500.
In 2024 it would be $13,713 (2025 $14,055) based on the original 1980 base compensation.

At the Nov 15 meeting, we calculated that a 2.5% increase on current $7500 starting from January 2018, would realize $8698 in 2024 or $8915 in 2025; and based on the current $10,500 for Council Pres, a 2.5% increase would come to $12,177 in 2024 or $12,481 in 2025.

Please note that my tally:
Does not include District development project meetings, or time spent on creating minutes/reports, or meeting prep and research. Does not include constituent services in meetings or communications, nor neighbor or community groups.
Does not include meeting time with Watertown staff or other officials, or evaluations.
Does not include other public meetings or time devoted to many topics, such as: Comp. Plan, RMUD, Arsenal Yards, MassDOT Arsenal Corridor, AOTC-AthenaHealth, iCube, Watertown Square Improvements, School Assessments, Airplane Noise, Charter Review Committee, School Building Committee, Complete Streets, Mount Auburn Street redesign, Community Preservation, Bicycle-Pedestrian Plan, Climate-Energy-Resilient Watertown, our MVP Greening, Mass. Municipal Association, MBTA or other state agencies, our capital improvement projects such as Victory Field, Arsenal Park, Filippello Park and lighting…


Full Council, Council Committees, Local Boards
Councilor Feltner participation
Meetings
Hours
300
250
200
150
100
50
0
2016
2017
2018
2019
2020
2021

Estimates of Salaries at Minimum Wage



Compensation Calculations		
These were prepared by Councilor Bays		
20 hours per week for 42 weeks	20x42=840	20 hours a week except July August
10 hours a week for 8 weeks	10x8=80	and assumes a 2 week vacation
	$13,800	assumes $15/hour effective Jan 1 2023
25 hours per week for 42 weeks	25x42=1050	25 hours a week except July August
12.5 hours per week for 8 weeks	12.5x8=100	
	17250	
25 hours per week for 36 weeks	25x36=900	25 hours a week but has a longer range of times off
10 hours per week for 14 weeks	10x14=140	
	15600	

:
To: Watertown staff whose positions are included in the Classification & Compensation Study
From: Emily Monea, Deputy City Manager
Date: April 13, 2023
Re: Comparable communities methodology and results

A key component of the Classification & Compensation Study is establishing a list of comparable communities to gather salary data from so that the City's consultant, GovHR, can ensure that our Classification and Compensation Plan is externally equitable (i.e., that Watertown's salaries are in line with our peer communities).

GovHR's methodology for selecting comparable communities relies on evaluating how similar other Massachusetts communities are to Watertown on seven criteria: population, income per capita, equalized valuations (EQV) per capita, total assessed value, tax levy, total budget, and state aid. The Community Comparison Report from the Division of Local Services (DLS) of the Department of Revenue (DOR) is the data source for all of these criteria: https://dlsgateway.dor.state.ma.us/reports/rdPage.aspx?rdReport=Community_Comparison_Report. GovHR also considers distance from Watertown as a criterion.

The City Manager's Office added two additional criteria to the comparable community analysis – population density and commercial, industrial, and personal property (CIP) assessed value – since we feel both capture the complexity of our work in Watertown.

To get to a list of comparable communities using these criteria, we applied a factor of 4, meaning we allowed for communities that are 1⁄4 of the size of Watertown's number on the relevant criteria up to communities that are 4 times the size of Watertown's number. For example: according to the DLS Community Comparison Report, Watertown's 2021 population was 35,149, so our methodology allowed for a community that had a population between 35,149/4 and 35,149*4, or between 8,787 and 140,596.

To be considered a comparable community, a community needed to 1) fall within the relevant range on all nine criteria and 2) be within 20 miles from Watertown.

This methodology produced the following list of comparable communities:

1. Arlington 2. Braintree 3. Brookline 4. Burlington 5. Dedham 6. Medford 7. Natick 8. Needham 9. Newton 10. Norwood 11. Saugus 12. Somerville 13. Wakefield 14. Waltham 15. Woburn

Hello Doug,

Below are my thoughts on this process thus far and my response to the questions that you sent us. Please share this with the rest of the committee.

Some thoughts:

First, I'd like to say that I have a renewed appreciation for our cable station that accurately records all meetings and stores them in a logical, transparent manner. I also appreciate the 32 citizen boards and commissions that have to fill in, doing City work where the City Council leaves off.

I set to work trying to gather information for City Council meetings and Council Committee meetings in 2022 (see pages 5 to 7) to see if the numbers were significantly different. They weren't. If anything, they were a bit lower. I was unable to get the total picture, because finding the minutes for those meetings to ascertain their length was far harder than for 2023. The problem:

Many of those 2022 meetings were not recorded on cable, and each Committee's minutes are not located on the City website under each committee's name. For instance, if you go to the city site, click on the "Government" link, then go the the "City Council Committee Assignments, Meeting Minutes and Agendas, Meeting Videos" link, that takes you to the City Calendar. There you can click on a meeting which might give you two categories to download: Agenda and Agenda Packet. These are generated before the meeting. Neither one would have a copy of the minutes for that meeting. To sum up, there are no "minutes" in the "City Council Committee Assignments, Meeting Minutes and Agendas, Meeting Videos" link!

The only place that I could access the minutes for meetings was when they were presented to the City Council, and even then, there were irregularities in format (some didn't include an adjournment time, for instance).

Here's an example of how all-over-the-place and inscrutable this system is: at the City Council meeting on May 10, 2022, the Personnel and City Organization Committee meeting minutes/ reports were presented for their meetings dated December 12, 2020, June 28, 2021, February 7, 2022, and April 13, 2022.

This leads me to an important question for you regarding our Committee:

We had several requests from members to have our minutes and all information shared to be on the City website in a timely manner. There was an assumption that there was a link entitled "Blue Ribbon Committee on Councilor Salaries" on the City site. It doesn't seem to be there yet. If/when this link is added to the City site, (hopefully within the next few weeks), please be sure that the whole title is included, not just "Blue Ribbon Committee," to assure transparency. I understand that we are awaiting Committee approval for minutes, but other documents could be there already.

More thoughts on the actual work:

If we can get an approval from our Blue Ribbon Committee members for the first pages of the draft document that I put together, giving the history of Council salaries, I can send that part to you, minus my name, to be stored with you for our final report.

As I look ahead:

At present, we are doing some fact-finding on:

1. What does a councilor's job entail?
So far, this involves:

Our research
Councilor questionnaires
15 minute interviews
Possibly a presentation by a councilor

We've repeatedly referred to how the job has "changed," but we've never specified how. We have to look no further than one of our Blue Ribbon Committee members, Susan Falkoff, for some information on that, if this is something that she'd be willing to do. We might want to ask a few former and current councilors for their thoughts on this as well.

We also might want to include a question on the history of City Council Committee work (when the committees were formed and why). That may give us some insight into when and how Councilor workload increased and/or became more complex.

2. How should we approach the problem of councilor salary adjustment and salaries going forward?

Our task is not just to find "the number for the year 2026-2027."

As the Personnel and City Organization Committee states, "Duty one of the Blue Ribbon Committee is to study the salaries received by councilors and the council president for their services and to make recommendations of methodologies and the process for salaries to be set going forward." (Click **here,** minutes 31:12 - 38:17)

Full Compensation Package:

As a pre-requisite for doing this, we need to develop a full, comprehensive picture of councilor compensation (salary and benefits). City Council members' requested that be done to get an in-depth picture. I believe that I requested councilor benefits information in late July.

In your message to me in the first week in August, you communicated that the City Auditor was working on this. I'm very concerned that we won't have "the full picture" until the very last minute. We're now almost halfway through our meeting times!

It would be good if you could please send the benefit information out to us the minute you receive it. Waiting for the next meeting to occur could waste valuable time for us to review this information for our open meeting discussion. The December deadline is coming on quickly.

Additionally, we've been talking about furthering our mission by including a statement of council expectations and looking at barriers to their success, and ways for the council to "up their game." And, I believe from our conversations, underlying all of this is the concept of making the City Council position one that would encourage more citizens to consider running for office.

Response to Our Questions (by the way…great job synthesizing all of our thoughts, Doug):

1. How many hours per week would you say that you spend as a city councilor? If possible, please clarify time spent in Council or Committee meetings as opposed to less formal constituent meetings.

Alternatively:

1. This is a list of potential activities that you would be responsible for as a Watertown City Councilor in an average month. If we've missed any activities, please add them below in the "Other" spaces. Then number them 1 to ?, 1 being the activity you generally do the most in a month to the activity you do the least.

_____ City Council Meetings

_____ City Council Committee meetings

_____ Other meetings (with City staff, boards and commissions, etc.)

_____ Constituent services (telephone calls, e-mails, etc.)

_____ Research on City topics

_____ Paperwork (minutes, reports, etc.)

Other:
_____

_____

_____

On average, how many hours per month do you spend on councilor activities?

2. What do you believe should be the future process for determining the salary of City Councilors?

I think that question two is probably fine the way it is.

3. What do you perceive as adding complexity to the job of a City Councilor? The Committee has discussed a residential vs. commercial tax base, population size, and budget size. Are we missing anything?

How about adding population density to the "complexity" issues?

4. Is there another job that you view as comparable to the job of a City Councilor in Watertown?

I'd change to "job or jobs"

Questions 5 - 7 seem fine. Possibly add: Are you responsible for developing informational materials for the public? If so, is that at your own expense or does the City reimburse you for that activity?

Also, as mentioned above, maybe a question on when and why City Council committees were added?

Thanks, again, Doug! This is a lot of work, and I appreciate your efforts!!

Linda

Please see data collected on 2022 City Council meetings below.

Charting City Council Meetings* (In Actual Time) January 1, 2022 - December 31, 2022

Date	Time	Comment	Other
1/11	3:05	Exec Session	
1/25	3:30	Exec Session	
2/8	1:08		
2/23	:52		
3/8	1:25		
3/22	1:42		
4/12	1:28		
4/26	1:47		
4/27	:33	Announce CM Finalists	
5/10	1:30		
5/12	3:14	Special CC Meeting	
5/24	1:11	Special Meeting	
5/31	1:49	Budget Hearing	
6/2	1:35	Budget Hearing	
6/7	1:34	Budget Hearing	
6/14	2:16	Exec Session	
6/21	2:17	Special Meeting	
6/28	2:09	Exec Session	
7/12	1:48		
8/9	3:00	Exec Session	

Date	Time	Comment	Other
9/13	1:43	Exec Session	
9/27	1:17	Exec Session	
10/11	1:57		
10/25	1:06		
11/9	1:31		
11/22	1:48		
12/13	1:39		
12/29		Entire meeting exec session	

Total: 49 hours (missing time for 12/29 meeting

***More Committees**

By my count, there were at least 3 adhoc committees working in 2022:

Adhoc Subcommittee for the City Manager Search
I roughly counted 5 meetings with no times specified and no members listed

Adhoc Career Tech, Vocational Education Committee (CVTE)
Rough count: 7 meetings, no times or members listed

Adhoc Subcommittee on Auditor Search
One meeting?

Also:
Preliminary screening for Library Director: 3 meetings, and Budget and Finance Subcommittee: 2 meetings

Not sure how involved the City Council members are in these. I'm guessing, at least in the City Manager search, very involved. It would help if I could find minutes for these meetings. I'll continue to look into these.

Charting City Council Committee Meetings
(In Actual Time)
January 1, 2022 - December 31, 2022

Committee	# of Meetings	Time	
Budget and Fiscal Oversight	7	13 hours*	* Minutes for 1 meeting not found
Rules and Ordinances	4	7.25 hours*	*Minutes for 1 meeting not found
Climate and Energy	3	6.5 hours	
Economic development and Planning	7	7.25 hours	
Education and School System	1	2.5 hours	
Human Services	8	8 hours*	*Minutes for 1 meeting not found; minutes of one meeting do not include time
Parks and Recreation	2	.5 hours*	*Minutes for 1 meeting do not include time
Personnel and City Organization	9	10 hours*	*Minutes of 2 meetings don't include time
Public Safety	1	48 minutes	
Public Works	7	6.5 hours*	*Minutes not found for 2 meetings; 1 meeting minutes didn't include time
State, Federal and Regional Government	2	1 hour	

*If minutes were not found or didn't include an adjournment time, the hours spent in those meetings could not be included.

Watertown:

Watertown: $226,200

Amherst: $192,801

Barnstable: $231,537.34

Bridgewater: $194,061

Chelsea: $247,500

East Longmeadow: $129,615

Franklin: $205,791

North Attleboro: $191,375

Palmer: $121,925

Randolph: $204,206

Southbridge: $162,500

Winthrop: $205,000

To: Watertown staff whose positions are included in the Classification & Compensation Study

From: Emily Monea, Deputy City Manager

Date: April 13, 2023

Re: Comparable communities methodology and results

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This methodology produced the following list of comparable communities:

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4. Burlington
5. Dedham
6. Medford
7. Natick
8. Needham
9. Newton
10. Norwood
11. Saugus
12. Somerville
13. Wakefield
14. Waltham
15. Woburn

Position:	Proposed Title	Dept	Division	Skill Level	Current Grade	New Grade	Salary Survey Data 75th Percentile		Current Salary Range		Proposed Salary Range	
Directors and Senior Managers				**770 - 795**		**17**						
Assistant City Manager for CDP		CDP			M5	**17**	110,977	177,301	118,193	161,576	153,224	210,344
Deputy City Manager		City Manager			M5	**17**	144,192	184,279	118,193	161,576		
				740 - 765		**16**						
Chief Financial Officer		Finance			M5	**16**	136,373	203,114	118,193	161,576	142,866	196,125
Chief Information Officer		IT			M5	**16**	120,818	160,150	118,193	161,576		
Director of Public Buildings		Public Buildings			M4	**16**	109,610	159,933	102,776	140,501		
Superintendent of Public Works		DPW			M5	**16**	132,816	169,815	118,193	161,576		
				710 - 735		**15**						
Assistant Superintendent - Utilities		DPW	Utilities		THA 15	**15**	102,422	131,175	82,298	101,219	133,209	182,867
Building Commissioner		CDP	Building		M4	**15**	115,483	147,039	102,776	140,501		
City Engineer		DPW	Engineering		M4	**15**	119,656	156,174	102,776	140,501		
Human Resources Director		HR			M4	**15**			102,776	140,501		
Library Director		Library			M4	**15**	114,302	151,696	102,776	140,501		
				680 - 705		**14**						
City Clerk		City Clerk			M3	**14**	114,302	145,489	89,761	122,709	124,204	170,505
Director of Public Health		Health			M4	**14**	110,682	148,410	102,776	140,501		
Recreation Director		Recreation			M3	**14**	99,077	138,288	89,761	122,709		
				650 - 675		**13**						
Assistant Director for Operations		Public Buildings			M3	**13**			89,761	122,709	115,808	158,979
Assistant Library Director		Library			M3	**13**			89,761	122,709		
Chief Procurement Officer		Finance	Procurement		M3	**13**	97,285	133,559	89,761	122,709		
City Assessor/Chair of the Board of Assessors		Finance	Assessing		M4	**13**	101,088	153,349	102,776	140,501		
Director of Administration & Finance		DPW	Admin		M4	**13**	89,793	116,587	102,776	140,501		
DPW Supervisor - Forestry / Tree Warden		DPW	Forestry		THA 14	**13**	94,223	131,175	78,755	96,861		
DPW Supervisor - Highway		DPW	Highway		THA 14	**13**	94,223	131,175	78,755	96,861		
DPW Supervisor - Parks & Cemeteries		DPW	Parks & Cemeteries		THA 14	**13**	94,223	131,175	78,755	96,861		
DPW Supervisor - Sewer		DPW	Utilities - Sewer		THA 13	**13**	94,223	131,175	75,362	92,688		
DPW Supervisor - Water		DPW	Utilities - Water		THA 13	**13**	94,223	131,175	75,362	92,688		
Senior Services Director		Senior Services			M2	**13**	90,861	133,559	77,380	105,783		
Treasurer/Collector		Treasurer/Collector			M4	**13**	114,230	146,727	102,776	140,501		
				620 - 645		**12**						
Assistant Auditor		Auditing			M2	**12**			77,380	105,783	107,979	148,232
Director of Constituent Services		Constituent Services			M3	**12**	87,819	134,388	89,761	122,709		
DPW Supervisor - Central Motors	DPW Supervisor - Fleet	DPW	Central Motors		THA 14	**12**	94,223	131,175	78,755	96,861		
DPW Supervisor - Street Lighting & Wiring		DPW	Street Lighting & Wiring		THA 14	**12**	94,223	131,175	78,755	96,861		
DPW Supervisor - Traffic Control		DPW	Traffic Control		THA 14	**12**	94,223	131,175	78,755	96,861		
Skating Rink Manager		Skating Rink			M2	**12**			77,380	105,783		
Supervisor of Project Literacy	Director of Project Literacy	Library			L4	**12**			68,215	81,523		
Supervisors and Advanced Technical				**590 - 615**		**11**						
Assistant Planning Director		CDP	Planning		THA 14	**11**			78,755	96,861	100,680	132,845
CEHO/Assistant Health Director		Health			M2	**11**			77,380	105,783		
Project Engineer	Assistant City Engineer	DPW	Engineering		M3	**11**	86,736	120,091	89,761	122,709		
Supervisor of Access Services		Library			L4	**11**	72,906	96,704	68,215	81,523		
Supervisor of Adult Services	Supervisor of Reference Services	Library			L4	**11**	72,906	96,704	68,215	81,523		
Supervisor of Children's Services		Library			L4	**11**	72,906	96,704	68,215	81,523		
Supervisor of Teen Services		Library			L4	**11**	72,906	96,704	68,215	81,523		
Veterans Service Officer		Veterans Services			M2	**11**	86,595	118,876	77,380	105,783		
				560 - 585		**10**						
Assistant City Clerk		City Clerk			M2	**10**	80,157	118,032	77,380	105,783	93,874	123,865
Assistant Recreation Director		Recreation			THA 9	**10**	92,874	111,101	63,196	77,726		
Energy Manager		Public Buildings			M3	**10**			89,761	122,709		
Financial Systems Administrator		IT			M2	**10**			77,380	105,783		
Network Manager		IT			THA 13	**10**	84,722	119,477	75,362	92,688		
				530 - 555		**9**						
Assistant Assessor		Finance	Assessing		M2	**9**	77,878	120,903	77,380	105,783	87,528	115,492
Assistant Building Inspector	Local Building Inspector	CDP	Building		THA 13	**9**			75,362	92,688		
Assistant Procurement Director		Finance	Procurement		M2	**9**			77,380	105,783		
Assistant Treasurer/Collector		Finance	Treasurer/Collector		M2	**9**	93,497	120,177	77,380	105,783		
Community Wellness Program Manager		CDP			THA 10	**9**			66,041	81,224		
Function Facility Manager	Events Manager	CDP	Events		THA 7	**9**			57,870	71,175		
Hatch Coordinator		Library			L3	**9**			57,673	68,925		
Plumbing and Gas Inspector		CDP	Building		THA 13	**9**	80,422	98,262	75,362	92,688		
Project Manager - Public Buildings		Public Buildings			M3	**9**			89,761	122,709		
Senior Planner		CDP	Planning		THA 10	**9**	82,294	115,500	66,041	81,224		
Systems Administrator		IT			THA 11	**9**	94,791	128,429	69,012	84,879		
Wiring Inspector		CDP	Building		THA 13	**9**			75,362	92,688		
Zoning Enforcement Officer		CDP	Planning		THA 13	**9**	84,356	115,463	75,362	92,688		

				500 - 525		8						
Assistant Director for Administration & Finance		Public Buildings			M2	8			77,380	105,783	81,611	107,685
Assistant Director of Administration & Finance		DPW	Admin		M2	8			77,380	105,783		
Electrician		Public Buildings			ELEC	8			62,088	75,504		
HVAC Technician		Public Buildings			ELEC	8			62,088	75,504		
Plumber		Public Buildings			PLUMB	8			62,088	75,504		
Project Manager - Engineering		DPW	Engineering		THA 15	8	87,496	121,736	82,298	101,219		
Public Arts and Culture Planner		CDP	Planning		THA 7	8	78,178	112,460	57,870	71,175		
Public Health Nurse		Health			THA 10	8	76,285	99,347	66,041	81,224		
Recycling Coordinator		DPW	Admin		M1	8			58,400	79,836		
Social Media and Web Coordinator	Digital Media Manager	City Manager			THA 5	8	76,550	102,038	52,994	65,178		
Staff Engineer		DPW	Engineering		THA 14	8	87,496	121,736	78,755	96,861		
Working Foreman	Crew Leader	DPW	Multiple		DPW 5	8	64,813	82,930	58,793	69,546		
				470 - 495		7						
Community Engagement Specialist		City Manager			M1	7			58,400	79,836	76,095	100,405
Confidential Administrative Assistant	Assistant to the City Manager	City Manager			THA 5	7	69,395	94,822	52,994	65,178		
Conservation Agent/Environmental Planner		CDP	Planning		THA 7	7			57,870	71,175		
Construction Permit Inspector		DPW	Engineering		M2	7			77,380	105,783		
Dispatcher		Police			THA 5	7	62,556	71,526	52,994	65,178		
Linesman	Junior Electrician	DPW	Street Lighting & Wiring		THA 5	7			52,994	65,178		
Payroll Specialist	Payroll Manager	Auditing			THA 5	7	65,209	88,000	52,994	65,178		
Police Building/Vehicle Maintenance		Police			THA 5	7			52,994	65,178		
Print and Digital Promotion Specialist	Communications and Design Specialist	Library			L2	7			47,276	56,499		
Working Foreman - Water Quality Division	Water Quality Specialist	DPW	Utilities - Water		DPW 5	7	64,813	82,930	58,793	69,546		
				440 - 465		6						
Assistant Skating Rink Manager		Skating Rink			THA 6	6			55,378	68,110	70,951	93,618
Confidential Administrative Assistant	Executive Assistant	City Manager			THA 5	6	69,395	94,822	52,994	65,178		
Head Clerk - IT	Office Manager - IT	IT			THA 4	6			50,712	62,371		
Head Clerk - Police	Office Manager - Police	Police			THA 4	6			50,712	62,371		
Heavy Equipment Operator		DPW	Multiple		DPW 4	6	55,312	71,100	54,947	64,996		
Library Technology Operations Assistant	Library Technology Specialist	Library			L1	6			42,437	51,786		
Recreation Supervisor	Recreation Program Coordinator	Recreation			THA 5	6	70,087	91,907	52,994	65,178		
Senior Services Case Worker		Senior Services			THA 7	6	64,946	88,000	57,870	71,175		
Administrative and Technical				405 - 435		5						
Adult Services Librarian	Reference Services Librarian	Library			L3	5	62,886	82,900	57,673	68,925	66,154	87,289
Adult Services Librarian - Digital Services	Reference Services Librarian - Digital Services	Library			L3	5	62,886	82,900	57,673	68,925		
Adult Services Librarian - Programming	Reference Services Librarian - Programming	Library			L3	5	62,886	82,900	57,673	68,925		
Animal Control Officer		Health			THA 7	5	62,506	84,147	57,870	71,175		
Associate Assessor		Finance	Assessing		THA 9	5			63,196	77,726		
Associate Auditor		Auditing			THA 9	5			63,196	77,726		
Carpenter		Public Buildings			CARP	5			56,285	68,474		
Children's Librarian		Library			L3	5	64,487	87,068	57,673	68,925		
Code Enforcement Officer		CDP	Planning		THA 10	5			66,041	81,224		
Community Preservation Coordinator		CDP			THA 10	5			66,041	81,224		
Food Pantry Coordinator		Senior Services			THA 6	5			55,378	68,110		
Function Facility Assistant	Events Coordinator	CDP	Events		THA 5	5			52,994	65,178		
Health Officer		Health			THA 10	5	64,487	93,330	66,041	81,224		
Help Desk Technician		IT			THA 10	5	70,353	90,584	66,041	81,224		
Local History Librarian		Library			L3	5			57,673	68,925		
Outreach Librarian		Library			L3	5			57,673	68,925		
Preventative Maintenance Technician		Public Buildings			MECHANIC	5			55,474	67,496		
Principal Account Clerk - Building	Permit Technician	CDP	Building		THA 3	5			48,528	59,685		
Principal Account Clerk - Elections	Elections Coordinator	City Clerk			THA 3	5			48,528	59,685		
Senior Services Program Coordinator		Senior Services			THA 7	5	55,314	82,336	57,870	71,175		
Teen Librarian		Library			L3	5			57,673	68,925		
Weights & Measures/Meter Collection & Repair		Finance & DPW	Treasurer-Collector & Traffic Control		THA 7	5			57,870	71,175		
				370 - 400		4						
Head Clerk - CDP	Principal Department Assistant - CDP	CDP			THA 4	4	58,393	77,176	50,712	62,371	61,682	81,389
Head Clerk - City Clerk	Principal Department Assistant - City Clerk	City Clerk			THA 4	4			50,712	62,371		
Head Clerk - DPW	Principal Department Assistant - DPW	DPW	Admin		THA 4	4			50,712	62,371		
Head Clerk - Fire	Principal Department Assistant - Fire	Fire			THA 4	4	57,130	77,603	50,712	62,371		
Head Clerk - Health	Principal Department Assistant - Health	Health			THA 4	4			50,712	62,371		
Head Clerk - Library	Principal Department Assistant - Library	Library			THA 4	4			50,712	62,371		
Head Clerk - Recreation	Principal Department Assistant - Recreation	Recreation			THA 4	4			50,712	62,371		
Motor Equipment Operator	Equipment Operator	DPW	Multiple		DPW 2	4	52,582	64,064	47,993	56,770		
Parking Control Officer		Finance	Treasurer/Collector		THA 1	4	48,916	67,056	44,438	54,655		
Principal Account Clerk - Senior Services	Principal Department Assistant - Senior Services	Senior Services			THA 3	4			48,528	59,685		
Project Literacy Tutor Coordinator		Library			L1	4			42,437	51,786		
Skilled Craftsman		DPW	Multiple		DPW 3	4	55,338	74,166	51,352	60,744		
Technical Services Assistant		Library			L1	4	48,804	60,336	42,437	51,786		

				335 - 365		3						
Administrative Assistant - Commanders Mansion	Administrative Specialist - Events	CDP	Events			3					57,513	75,887
Principal Account Clerk - Accounts Payable	Financial Specialist - Accounts Payable	Auditing			THA 3	3			48,528	59,685		
Principal Account Clerk - Assessing	Financial Specialist - Assessing	Finance	Assessing		THA 3	3			48,528	59,685		
Principal Account Clerk - Benefits	Administrative Specialist - Benefits	Auditing			THA 3	3			48,528	59,685		
Principal Account Clerk - Building	Administrative Specialist - Permit Administration	CDP	Building		THA 3	3			48,528	59,685		
Principal Account Clerk - CDP	Administrative Specialist - Zoning & Code Enforcement	CDP	Zoning		THA 3	3			48,528	59,685		
Principal Account Clerk - CDP	Administrative Specialist - Conservation & Preservation	CDP	Planning		THA 3	3			48,528	59,685		
Principal Account Clerk - Licensing	Administrative Specialist - Licensing	City Clerk			THA 3	3	59,546	76,427	48,528	59,685		
Principal Account Clerk - Parking	Financial Specialist - Treasurer/Collector	Finance	Treasurer/Collector		THA 3	3			48,528	59,685		
Principal Account Clerk - Procurement	Financial Specialist - Procurement	Finance	Procurement		THA 3	3			48,528	59,685		
Principal Account Clerk - Treasurer/Collector	Financial Specialist - Treasurer/Collector	Finance	Treasurer/Collector		THA 3	3			48,528	59,685		
Principal Account Clerk - Water Billing	Financial Specialist - Utility Billing	DPW	Admin		THA 3	3			48,528	59,685		
Principal Clerk - Fire	Administrative Specialist - Fire Prevention	Fire			THA 1	3			44,438	54,655		
Senior Services Program Services Assistant		Senior Services			THA 1	3			44,438	54,655		
				300 - 330		2						
Circulation Assistant		Library			L1	2	51,475	69,469	42,437	51,786	53,625	70,757
Constituent Services Representative		Constituent Services			n/a	2	50,351	64,666	n/a	n/a		
General Maintenance Helper - Craftsman	Trades Helper	Public Buildings			HLPR	2	59,989	74,571	45,906	55,827		
Principal Account Clerk - DPW	Administrative Assistant - DPW	DPW	Admin		THA 3	2			48,528	59,685		
Principal Account Clerk - DPW	Financial Assistant - DPW	DPW	Admin		THA 3	2			48,528	59,685		
Principal Account Clerk - Police	Financial Assistant - Police	Police			THA 3	2	54,284	68,781	48,528	59,685		
Principal Account Clerk - Police CSD	Administrative Assistant - Police CSD	Police			THA 3	2	54,284	68,781	48,528	59,685		
Principal Clerk - Police Records	Administrative Assistant - Police Records	Police			THA 1	2	54,284	68,781	44,438	54,655		
				Up to 295		1						
Crew Member/Laborer		DPW			DPW 1	1			44,853	53,056	50,000	65,974
Custodian		Public Buildings			THA 4	1	48,489	60,627	50,712	62,371		

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GovTEMPS USA

City of Watertown

Employee Classification and Compensation Study

Draft Report Presentation

October 2023

630 Dundee Road, Suite 225, Northbrook, IL 60062
847.380.3240 info@govhrusa.com GovHRUSA.com

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Outline

- Scope of Work
- Job Evaluation
- Proposed Classification Plan
- Compensation Survey
- Proposed Compensation Plan
- Future Administration of the System
- Implementation of Classification and Compensation Plan
- Questions

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Scope of Work and Process

- Job Evaluation Analysis and Job Classification System
  - Study preparation and project meetings
  - Determination of comparable municipalities by Watertown
  - Distribution of materials and employee meetings
  - Job evaluation analysis and establishment of job classification system
- Compensation Analysis
- Draft and Final Report Preparation
  - Presentation to City regarding Draft Report
  - Finalize report

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Job Evaluation

- 148 Positions were reviewed using the following nine job factors to establish Internal Equity:
  - Education – Required Preparation and Training
  - Work Experience – Years of Experience Needed to Perform Job
  - Decision Making and Independent Judgment
  - Responsibility for Policy Development
  - Planning of Work
  - Contact with Others
  - Work of Others (Supervision Exercised)
  - Working Conditions
  - Use of Technology/Specialized Equipment

EM0

Slide 4

EM0 I removed 2 positions from the spreadsheet: 1) Human Resources Systems Administrator (I should've taken this off earlier - it doesn't exist yet); and 2) Principal Department Assistant - Treasurer/Collector (George raised this last week, and after some thought, I think it's best to negotiate an upgrade of one of the Financial Assistant - T/C positions to the PDA.

Emily Monea, 2023-10-16T17:53:05.414

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Job Evaluation

- Positions were evaluated based on the information received by the City and as a result of virtual interviews with at least one employee in each position.
- The Classification Plan was developed based on Internal Equity – meaning how positions relate to one another in Watertown.
- New position titles are recommended in some instances.
- Table 1 – Classification Plan – 17 Grades

EM0

Slide 5

EM0 I think we should reference the JAQs specifically here.
Emily Monea, 2023-10-16T17:24:41.140

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Comparable Communities

- Arlington
- Braintree
- Brookline
- Burlington
- Dedham
- Medford
- Natick
- Needham
- Newton
- Norwood
- Saugus
- Somerville
- Wakefield
- Waltham
- Woburn

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Salary Survey

- Data is collected through the use of a survey
  - Each position is defined to assist in gathering accurate data.
  - Salary data are reviewed to determine if information gathered is appropriate for the position surveyed.
  - Salary ranges are the preferred method to gather salary data.
  - Salary data gathered is the current market for the positions.
  - Union contracts were also gathered to supplement the data set.

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Proposed Compensation Plan

- Compensation rates are calculated based on the 75th percentile of the salaries of the communities surveyed – Table 2.
- Pay ranges and pay plans have been calculated based on the 75th percentile – Table 3.
- Seventeen compensation grades/ranges established across three bands:
  - Grades 1 – 5: Administrative and Technical
  - Grades 6 – 11: Supervisors and Advanced Technical
  - Grades 12 – 17: Directors and Senior Managers

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Proposed Compensation Plan

- All grades have a 7.25% gradation.

- A defined increment (step) plan is recommended.
  - Grades 1 – 5 have fifteen 2% increments.
  - Grades 6 – 11 have fifteen 2% increments.
  - Grades 12 – 17 have seventeen 2% increments.

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Future Administration of System Classification/Compensation

- Classification
  - Review classifications each year to respond to changing conditions (tools provided)
    - Create, adjust and/or abolish classifications as needed
- Compensation
  - Survey communities for salary changes; look at CPI
  - Adjust pay ranges
  - Consider pay adjustments for employees

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Implementation Recommendations

- Employees whose present compensation is below the minimum compensation of the range for their classification should be raised to the minimum of the range.
- The compensation of employees whose present compensation is within the range for their classification should be slotted into the new Compensation Plan to the closest increment (step) at their current pay rate, without losing pay.
- The compensation of employees whose present compensation is above the maximum compensation of the range should be held at their present rate, without a reduction in compensation, until such time that further market analysis indicates commensurate alignment with the marketplace.

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City of Watertown

Employee Classification and Compensation Study

Questions?

630 Dundee Road, Suite 225, Northbrook, IL 60062
847.380.3240 info@govhrusa.com GovHRUSA.com

Blue Ribbon Committee Meeting

Wednesday, September 11, 2024 at 6:30 PM
Richard E. Mastrangelo Council Chamber - Second Floor

Agenda

Pursuant to Chapter 2 of the Acts of 2023, the meeting and public hearing will be conducted with remote opportunities for participation. Remote participation and access methods include:

ACCESS INFORMATION:

A. This meeting will be held on September 11, 2024 at 6:30 P.M. Location: Third Floor Conference Room

B. Public may comment through email: dnewton@watertown-ma.gov

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1. Roll Call
2. Discussion
   A. Discussion of Questions to ask City Councilors
3. Public Comment
4. Adjournment

Blue Ribbon Committee Meeting Minutes

September 11, 2024

1. Roll Call

   The Committee convened at 6:30 PM. Present were Committee Chair Jack Bartley and Members Sarah Baker, Jimmy Mello, Susan Falkoff, Linda Scott, and Marcy Murninghan. Also present were Municipal Policy Analyst Doug Newton and City Councilor Lisa Feltner in the audience.

2. Discussion

The Committee began by discussing its proposed questions to ask City Councilors at a subsequent meeting. The proposed questions were the following:

1. *How many hours per week or month would you say that you spend as a city councilor? If possible, please clarify time spent in Council or Committee meetings as opposed to less formal constituent meetings.*
2. *What do you believe should be the future process for determining the salary of City Councilors?*
3. *What do you perceive as adding complexity to the job of a City Councilor? The Committee has discussed a residential vs. commercial tax base, population size, and budget size. Are we missing anything?*
4. *Is there another job that you view as comparable to the job of a City Councilor in Watertown?*
5. *What skills does someone need in order to do the job of a City Councilor?*
6. *How has your job changed over the years?*
7. *Is there anything else you would like to say or wish we had asked?*

As to Question 1, Linda Scott proposed adopting a list of Councilor activities so that Councilors can essentially fill in the blank to indicate how many hours they spend on each. Sarah Baker expressed willingness to adopt this approach, and Marcy Murninghan agreed. Jack Bartley said that this open-ended approach is helpful in allowing the Councilors to respond as they see fit. Susan Falkoff suggested that the Committee add "community meetings" to Linda's list. There was consideration given to instructing Councilors to exclude political matters, but this was put aside. Ultimately, the Committee unanimously approved the following question:

How many hours per week or month would you estimate that you spend as a city councilor?

This is a list of potential activities that you would be responsible for as a Watertown City Councilor in an average month. If we've missed any activities, please add them below in the "other" spaces:

City Council Meetings

City Council Committee Meetings

Other meetings (with city staff, boards and commissions; community activities and outreach, etc.)

Constituent services (telephone calls, e-mails, etc.)

Research on City Topics

Paperwork (minutes, reports, etc.)

As to Question 2,the Committee discussed avoiding a "gotcha" question that puts Councilors on the spot. Sarah Baker mentioned that the Committee has considered factors such as inflation and a recurring Blue Ribbon Committee for future determinations of Council salary. Ultimately, the Committee unanimously decided not to ask Councilors this question.

As to Question 3, Linda Scott suggested adding population density to the list of factors. Various ways of phrasing this question were proposed. Ultimately, the Committee decided to ask: *We have been looking at what other communities with similar forms of government pay their elected officials. What variables make a community relevant for comparison? For example, a residential vs. commercial tax base, population size, and budget size?*

As to Question 4, the Committee unanimously agreed to strike this question.

The same decision was made to Question 5, as it was removed. The Committee reasoned that any member of the public can run for Councilor if they so desire, and as such this question is not necessary. Marcy Murninghan dissented, asserting that public discussion of the types of knowledge and competence necessary for high City Councilor performance, including a willingness to learn, helps increase and improve relevant voter information so voters can make better decisions.

For Question 6, the Committee opted to simplify the language as members were uncertain how actionable specific points would be. The following language was unanimously approved: *How have you seen the roles and responsibilities of a Councilor change during your tenure?*

Question 7 was kept on as a final “catch-all” question which would give the Councilors the opportunity to voice any other suggestions they may have.

The Committee concluded with a brief discussion of scheduling its next meeting in late September or early October. The Committee also approved allowing Councilors to respond to these questions in writing if they choose.

3. Public Comment

   Councilor Lisa Feltner suggested that the Committee make sure Councilors have adequate time to prepare responses to each of these questions.

4. Adjournment:

   The meeting adjourned at 7:22 PM.

1. How many hours per week or month would you say that you spend as a city councilor? If possible, please clarify time spent in Council or Committee meetings as opposed to less formal constituent meetings.
2. What do you believe should be the future process for determining the salary of City Councilors?
3. What do you perceive as adding complexity to the job of a City Councilor? The Committee has discussed a residential vs. commercial tax base, population size, and budget size. Are we missing anything?
4. Is there another job that you view as comparable to the job of a City Councilor in Watertown?
5. What skills does someone need in order to do the job of a City Councilor?
6. How has your job changed over the years?
7. Is there anything else you would like to say or wish we had asked?

Blue Ribbon Committee Meeting

Tuesday, October 1, 2024 at 6:30 PM
Richard E. Mastrangelo Council Chamber - Second Floor

Agenda

ACCESS INFORMATION:

A. This meeting will be held on October 1, 2024 at 6:30 PM. Location: City Council Chamber

B. The meeting will be televised through WCATV (Watertown Cable Access Television): http://vodwcatv.org/CablecastPublicSite/watch-now?site=3

C. Public may comment through email: dnewton@watertown-ma.gov

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1. Roll Call
2. Examination of Minutes
   A. Minutes 7.10.24
   B. Minutes 8.20.24
   C. Minutes 9.11.24
3. City Councilor Interviews
   A. Approved Councilor Questions
4. Scheduling of Future Meetings
5. New Business
6. Public Comment
7. Adjournment

Blue Ribbon Committee Meeting Minutes

October 1, 2024

1. Roll Call

The meeting began at 6:30. Present were Linda Scott, Jack Bartley, Marcy Murninghan, Susan Falkoff, Jimmy Mello, and Sarah Baker. Christine Cole had informed the Committee prior to the meeting that she would not be able to attend. Also present as staff for the Committee was Municipal Policy Analyst Doug Newton.

2. Examination of Minutes

The minutes were approved with the following edits:

7/10 meeting:

- Identify minutes by committee, type of document, and date.
- No beginning time noted
- Typo of "soth" to "south" under roll call
- Note under discussion that Council President Sideris and Councilor Piccirilli confirmed that work can vary depending on councilors and issues to be dealt with.
- Add under paragraph two that Linda Scott suggested that more meetings can be added as we see what time is necessary.

8/20 meeting:

- Same formatting as noted above
- Remove apostrophe for "benefits'"
- Missed Bruce Coltin in list of attendees
- No beginning time for meeting
- Note under discussion that Jack Bartley suggested not referring to a salary "increase" but a salary "adjustment." Also add that Susan Falkoff suggested that possibly with an increase in salary should come an increase in expectations.
- Under public comment, add that Elodia Thomas added that she has reviewed council salaries under the following categories: councilor payment, form of government, population, budget, amount of councilor support, size in square miles, benefits. She also asked if the Councilors receive stipends for some of their work.

9/11 meeting

- Add beginning time
- Note that Marcy Murninghan dissented as to the removal of Question 5. She asserted that public discussion of the types of knowledge and competence necessary for high City Councilor performance, including a willingness to learn, helps increase and improve relevant voter information so voters can make better decisions.

3. City Councilor Interviews

Municipal Policy Analyst Doug Newton began by reading the questions that the Committee agreed to ask each Councilor:

1. How many hours per week or month would you estimate that you spend as a city councilor?

This is a list of potential activities that you would be responsible for as a Watertown City Councilor in an average month. If we've missed any activities, please add them below in the "other" spaces:

City Council Meetings

City Council Committee Meetings

Other meetings (with city staff, boards and commissions; community activities and outreach, etc.)

Constituent services (telephone calls, e-mails, etc.)

Research on City Topics

Paperwork (minutes, reports, etc.)

2. We have been looking at what other communities with similar forms of government pay their elected officials. What variables make a community relevant for comparison? For example, a residential vs. commercial tax base, population size, and budget size?

3. How have you seen the roles and responsibilities of a Councilor change during your tenure?

4. Is there anything else you would like to say or wish we had asked?

Council President Sideris was the first Councilor to be interviewed. He began by speaking about his role as Council President. He listed out several duties including supervising the four employees of the City Council: the auditor, the manager, the council clerk and the council analyst. He added that as president he takes regular meetings with city staff including the manager. Further, the Council President also serves on the School Committee which adds numerous other duties. He said that it is difficult to estimate how many hours he spends per week because some in the summer can be as low as 6-8 but other weeks it can take up so much time that he cannot do anything in his day to day job, up to 30-40 hours. He noted that he takes pride in providing constituent services and keeping aware of challenges his constituents are facing such as the condition of roads. He added that while he is not on any subcommittees he does attend some of the meetings, particularly those of the Budget & Fiscal Oversight Committee. He currently meets weekly with the team constructing the new Watertown High School. He noted that the role has evolved a great deal since he began, as initially there was little other responsibility beyond attending meetings of the Council. The city's budget has increased from $53M when he first started on the Council to over $200M today.

Marcy Murninghan asked President Sideris of the most complicated issue he has confronted as Council President and he noted the ongoing issue of Watertown Square. He also mentioned collective bargaining challenges that have occurred over the years. He noted that the most difficult issue he has ever handled was when the Council denied an arbitration award that the firefighters union had been granted which led to large scale protests by the union. Linda Scott asked if there is anything he could think of to make the job of a Councilor easier to which he answered that there is not. Susan Falkoff asked if the role of the Council President could perhaps be spread out more widely. He replied that some have suggested having another Councilor sit on the School Committee but that the School Committee very much appreciates having the Council President there. Sarah Baker asked how he would weigh the time he spends in roles unique to being the Council President against roles on subcommittees

that he does not have. He noted that there are some Committees who take on significant amounts of work and others where it is less. He clarified that he thinks the Committee should not consider a salary that would enable Councilors to quit their jobs and to not consider the current slate of Councilors in their deliberations. Jimmy Mello asked how much time he and other Councilors spend working with other elected and appointed officials, to which he replied that not a lot of time is spent on that, though he did give some examples.

Councilor Caroline Bays then began speaking. She said that the amount of hours spent will be varied between Councilors and over time. She noted that another responsibility Councilors take on is sending out newsletters, which also varies between Councilors. She noted that as chair of the Personnel and City Organization Committee she is quite busy and has had that Committee since beginning on the Council. She gave an example of the recent Charter Review which was a great deal of work but was a relatively unique and rare event. She noted that Councilors in a form of government such as Watertown take on more responsibility than Councilors in a city with a mayor. This is primarily due to Councilors in Watertown being the manager's boss. She noted that Councilors are on call all the time and that she takes calls on vacation, at night, and during other life activities. She suggested that the Blue Ribbon Committee could consider how their recommendation could lead to a more diverse council overall, including people with odd work schedules or those with children.

Jimmy Mello asked Councilor Bays how the Council could be made more diverse when they are elected. She explained that there may be ways to make it more appealing for people from certain groups to take on the job. Sarah Baker asked if Councilor Bays has anything to add to the responsibilities of the Councilors in a manager form of government as opposed to a mayor. She opined that the responsibilities are not offset and it is definitely more work with a manager than with a mayor. Linda Scott asked about the benefits received by City Councilors and what might change if more residents knew about them. Councilor Bays suggested that it may be beneficial for more residents to be aware of that. Marcy Murninghan asked if any perks or additional benefits could be offered to help Councilors. She responded that most of the benefits she listed out are not currently offered and suggested that we have a good Council as is despite the relatively low salary.

Councilor Lisa Feltner then spoke. She explained that she has done research in the past tallying the hours spent by City Councilors which came to somewhere between 22-26 hours per month on average. She emphasized that the City has changed a great deal since she came on the Council with several large development projects which have involved a lot of time. She also noted that her district is very diverse and covers some of the wealthiest parts of Watertown as well as subsidized housing. She noted that changes in staff such as the Council Clerk can complicate the job, and that the job has not slowed down in her years on the Council since 2016. She noted that she has worked on numerous holidays over the years. She added that zoom has made the job both harder and easier.

Marcy Murninghan asked if she feels as though she works with other elected and appointed officials frequently. Councilor Feltner answered that it can be helpful to speak to other Councilors when starting on the Council particularly about issues such as the Open Meeting Law.

Councilor Tony Palomba then spoke. He said it can be difficult to estimate how long a City Council meeting will be. He added that Committee meetings typically go from 1-2 hours. He further added that the total volume of meetings a Councilor could conceivably attend is quite large, especially when considering boards and commissions. Which meetings a Councilor attends in part depends on his or her

interests. He said that it is very difficult to put a number on hours worked as a Councilor. He explained that At-large Councilors do provide constituent services and that he personally does quite a lot even when he is not sure if he will be able to help the constituent. He suggested looking at population data as well as the structure of government and staff in terms of comparison to other Committees. He cited Cambridge as an example where Councilors have much more staff than most others. He suggested that the size of budget may not be the most important factor. He explained that additions in staff have been helpful to the Council. He noted zoning and assessing as two policy areas which are quite dense and at times difficult for Councilors to understand.

Councilor Piccirilli then spoke. He said that he came up with about 30 hours per week on average for the amount of time he spends as a Councilor. He said that he still answers emails and phone calls even on vacation. He said that the job has changed dramatically since he joined the Council, saying that Councilors took a more passive role back in 2005-2007. All Councilors today are community activists who were deeply involved in the community prior to running for office. He explained that today most agenda items come from suggestions from the Council whereas in the past virtually all of items came from the manager. He said that Watertown has come to accomplish so much more than neighboring communities that meeting with other communities is less useful today. He did suggest that the Council should have a second council clerk whose sole responsibility is to support committees. He said that most Councilors struggle with Committee reports and that they are a great deal of work which can take several hours. Committee meetings themselves also take several hours for preparation. He reminded the Committee to keep in mind Proposition 2/12. Sarah Baker asked Councilor Piccirilli to explain why Proposition 2/12 is significant to the work of the Committee given the small size of the Council's budget. He elaborated that the limits it places on a budget without new growth impact everything a municipality does.

4. Public Comment

Linda Scott made a motion that public comment be taken out of order, which was agreed to unanimously. Tom Tracy spoke to the Committee. Mr. Tracy noted that he served as auditor for Watertown for 29 years and as interim manager in between Michael Driscoll and George Proakis. He said that Councilors spend numerous hours involved in the community and agreed with Councilors that years ago the role of Councilor involved much less time than it does today. He opined that Councilors deserve a raise. He explained that benefits are generally covered under state law and cannot be changed by the Committee. He suggested that the Committee try to build in automatic adjustments based on some metric such as consumer price index to avoid the need for another Blue Ribbon Committee in the future.

5. New Business

No Committee member raised any new business.

6. Scheduling of Future Meetings

Doug Newton noted that some Committee members had expressed to him an interest in having another meeting in October and perhaps two in November. He offered to send out a doodle poll including such dates if it is the will of the Committee. Sarah Baker expressed that more meetings could make the

process go longer and that she does not anticipate deep disagreement among the Committee. She added that it would be difficult for her to make multiple meetings per month work. Marcy Murninghan expressed that she would like the Committee to come up with a work plan for its progress moving forward. The Committee agreed to follow its normal procedure involving a doodle poll. Linda Scott and Marcy Murninghan expressed concern that the Committee is on a tight timeline and will need a plan to complete its work.

7. Adjournment

The meeting adjourned at 9:02 PM.

Blue Ribbon Committee Questions for City Councilors:

1. How many hours per week or month would you estimate that you spend as a city councilor? This is a list of potential activities that you would be responsible for as a Watertown City Councilor in an average month. If we've missed any activities, please add them below in the "other" spaces:

- City Council Meetings
- City Council Committee Meetings
- Other meetings (with city staff, boards and commissions; community activities and outreach, etc.)
- Constituent services (telephone calls, e-mails, etc.)
- Research on City Topics
- Paperwork (minutes, reports, etc.)

2. We have been looking at what other communities with similar forms of government pay their elected officials. What variables make a community relevant for comparison? For example, a residential vs. commercial tax base, population size, and budget size?

3. How have you seen the roles and responsibilities of a Councilor change during your tenure?

4. Is there anything else you would like to say or wish we had asked?

Hello Doug,

Below are my thoughts on this process thus far and my response to the questions that you sent us. Please share this with the rest of the committee.

Some thoughts:

First, I'd like to say that I have a renewed appreciation for our cable station that accurately records all meetings and stores them in a logical, transparent manner. I also appreciate the 32 citizen boards and commissions that have to fill in, doing City work where the City Council leaves off.

I set to work trying to gather information for City Council meetings and Council Committee meetings in 2022 (see pages 5 to 7) to see if the numbers were significantly different. They weren't. If anything, they were a bit lower. I was unable to get the total picture, because finding the minutes for those meetings to ascertain their length was far harder than for 2023. The problem:

Many of those 2022 meetings were not recorded on cable, and each Committee's minutes are not located on the City website under each committee's name. For instance, if you go to the city site, click on the "Government" link, then go the the "City Council Committee Assignments, Meeting Minutes and Agendas, Meeting Videos" link, that takes you to the City Calendar. There you can click on a meeting which might give you two categories to download: Agenda and Agenda Packet. These are generated before the meeting. Neither one would have a copy of the minutes for that meeting. To sum up, there are no "minutes" in the "City Council Committee Assignments, Meeting Minutes and Agendas, Meeting Videos" link!

The only place that I could access the minutes for meetings was when they were presented to the City Council, and even then, there were irregularities in format (some didn't include an adjournment time, for instance).

Here's an example of how all-over-the-place and inscrutable this system is: at the City Council meeting on May 10, 2022, the Personnel and City Organization Committee meeting minutes/ reports were presented for their meetings dated December 12, 2020, June 28, 2021, February 7, 2022, and April 13, 2022.

This leads me to an important question for you regarding our Committee:

We had several requests from members to have our minutes and all information shared to be on the City website in a timely manner. There was an assumption that there was a link entitled "Blue Ribbon Committee on Councilor Salaries" on the City site. It doesn't seem to be there yet. If/when this link is added to the City site, (hopefully within the next few weeks), please be sure that the whole title is included, not just "Blue Ribbon Committee," to assure transparency. I understand that we are awaiting Committee approval for minutes, but other documents could be there already.

More thoughts on the actual work:

If we can get an approval from our Blue Ribbon Committee members for the first pages of the draft document that I put together, giving the history of Council salaries, I can send that part to you, minus my name, to be stored with you for our final report.

As I look ahead:

At present, we are doing some fact-finding on:

1. What does a councilor's job entail?
So far, this involves:

Our research
Councilor questionnaires
15 minute interviews
Possibly a presentation by a councilor

We've repeatedly referred to how the job has "changed," but we've never specified how. We have to look no further than one of our Blue Ribbon Committee members, Susan Falkoff, for some information on that, if this is something that she'd be willing to do. We might want to ask a few former and current councilors for their thoughts on this as well.

We also might want to include a question on the history of City Council Committee work (when the committees were formed and why). That may give us some insight into when and how Councilor workload increased and/or became more complex.

2. How should we approach the problem of councilor salary adjustment and salaries going forward?

Our task is not just to find "the number for the year 2026-2027."

As the Personnel and City Organization Committee states, "Duty one of the Blue Ribbon Committee is to study the salaries received by councilors and the council president for their services and to make recommendations of methodologies and the process for salaries to be set going forward." (Click **here,** minutes 31:12 - 38:17)

Full Compensation Package:

As a pre-requisite for doing this, we need to develop a full, comprehensive picture of councilor compensation (salary and benefits). City Council members' requested that be done to get an in-depth picture. I believe that I requested councilor benefits information in late July.

In your message to me in the first week in August, you communicated that the City Auditor was working on this. I'm very concerned that we won't have "the full picture" until the very last minute. We're now almost halfway through our meeting times!

It would be good if you could please send the benefit information out to us the minute you receive it. Waiting for the next meeting to occur could waste valuable time for us to review this information for our open meeting discussion. The December deadline is coming on quickly.

Additionally, we've been talking about furthering our mission by including a statement of council expectations and looking at barriers to their success, and ways for the council to "up their game." And, I believe from our conversations, underlying all of this is the concept of making the City Council position one that would encourage more citizens to consider running for office.

Response to Our Questions (by the way…great job synthesizing all of our thoughts, Doug):

1. How many hours per week would you say that you spend as a city councilor? If possible, please clarify time spent in Council or Committee meetings as opposed to less formal constituent meetings.

Alternatively:

1. This is a list of potential activities that you would be responsible for as a Watertown City Councilor in an average month. If we've missed any activities, please add them below in the "Other" spaces. Then number them 1 to ?, 1 being the activity you generally do the most in a month to the activity you do the least.

_____ City Council Meetings

_____ City Council Committee meetings

_____ Other meetings (with City staff, boards and commissions, etc.)

_____ Constituent services (telephone calls, e-mails, etc.)

_____ Research on City topics

_____ Paperwork (minutes, reports, etc.)

Other:
_____

_____

_____

On average, how many hours per month do you spend on councilor activities?

2. What do you believe should be the future process for determining the salary of City Councilors?

I think that question two is probably fine the way it is.

3. What do you perceive as adding complexity to the job of a City Councilor? The Committee has discussed a residential vs. commercial tax base, population size, and budget size. Are we missing anything?

How about adding population density to the "complexity" issues?

4. Is there another job that you view as comparable to the job of a City Councilor in Watertown?

I'd change to "job or jobs"

Questions 5 - 7 seem fine. Possibly add: Are you responsible for developing informational materials for the public? If so, is that at your own expense or does the City reimburse you for that activity?

Also, as mentioned above, maybe a question on when and why City Council committees were added?

Thanks, again, Doug! This is a lot of work, and I appreciate your efforts!!

Linda

Please see data collected on 2022 City Council meetings below.

Charting City Council Meetings* (In Actual Time) January 1, 2022 - December 31, 2022

Date	Time	Comment	Other
1/11	3:05	Exec Session	
1/25	3:30	Exec Session	
2/8	1:08		
2/23	:52		
3/8	1:25		
3/22	1:42		
4/12	1:28		
4/26	1:47		
4/27	:33	Announce CM Finalists	
5/10	1:30		
5/12	3:14	Special CC Meeting	
5/24	1:11	Special Meeting	
5/31	1:49	Budget Hearing	
6/2	1:35	Budget Hearing	
6/7	1:34	Budget Hearing	
6/14	2:16	Exec Session	
6/21	2:17	Special Meeting	
6/28	2:09	Exec Session	
7/12	1:48		
8/9	3:00	Exec Session	

Date	Time	Comment	Other
9/13	1:43	Exec Session	
9/27	1:17	Exec Session	
10/11	1:57		
10/25	1:06		
11/9	1:31		
11/22	1:48		
12/13	1:39		
12/29		Entire meeting exec session	

Total: 49 hours (missing time for 12/29 meeting

***More Committees**

By my count, there were at least 3 adhoc committees working in 2022:

Adhoc Subcommittee for the City Manager Search
I roughly counted 5 meetings with no times specified and no members listed

Adhoc Career Tech, Vocational Education Committee (CVTE)
Rough count: 7 meetings, no times or members listed

Adhoc Subcommittee on Auditor Search
One meeting?

Also:
Preliminary screening for Library Director: 3 meetings, and Budget and Finance Subcommittee: 2 meetings

Not sure how involved the City Council members are in these. I'm guessing, at least in the City Manager search, very involved. It would help if I could find minutes for these meetings. I'll continue to look into these.

Charting City Council Committee Meetings
(In Actual Time)
January 1, 2022 - December 31, 2022

Committee	# of Meetings	Time	
Budget and Fiscal Oversight	7	13 hours*	* Minutes for 1 meeting not found
Rules and Ordinances	4	7.25 hours*	*Minutes for 1 meeting not found
Climate and Energy	3	6.5 hours	
Economic development and Planning	7	7.25 hours	
Education and School System	1	2.5 hours	
Human Services	8	8 hours*	*Minutes for 1 meeting not found; minutes of one meeting do not include time
Parks and Recreation	2	.5 hours*	*Minutes for 1 meeting do not include time
Personnel and City Organization	9	10 hours*	*Minutes of 2 meetings don't include time
Public Safety	1	48 minutes	
Public Works	7	6.5 hours*	*Minutes not found for 2 meetings; 1 meeting minutes didn't include time
State, Federal and Regional Government	2	1 hour	

*If minutes were not found or didn't include an adjournment time, the hours spent in those meetings could not be included.

Hello Doug and committee members,

I was thinking that, while we can't link pay to the performance of Councilors, perhaps we could add a statement somewhere about our expectations of them.

The list could include:

Review agenda materials and attend regular and special Council Meetings

Attend meetings of assigned committees

When committee chair, respond to Council referrals in a timely way

Respond in a timely way to constituent communications

Hold an annual meeting with constituents

Observe open meeting law

Be respectful and maintain high ethical standards

Thank you,

Susan

Dear Fellow Blue Ribbon Committee Members

I've put together this Draft "foundational document" for you to consider. Since we are representing the public, I thought that it might be wise to fill them in on the history of this salary issue with documentation and what we're tasked with doing.

As we go along, we could add the tools we end up using, the data we collect, the conclusions that we come to, etc.

This is only a draft! If we as a group choose to use this, it'll be the group's document, not mine.

If you see any errors or things omitted that should be included, just let me know.

Again, we can use this or not. It's up to you! At any rate, I hope that it's helpful in some way!

Thanks!

Linda

Blue Ribbon Committee on Councilor Salaries
An Introduction

Ordinance: Section 2-3 of the Watertown Charter reads as follows:

"Salary - The city council may, by ordinance, provide an annual salary for its members. No ordinance increasing or decreasing such salary shall be effective, however, unless it shall have been adopted during the first eighteen months of the term for which city councilors are elected, and it provides that such salary is to take effect with the organization of the city government following the next biennial election."

Chronology:

On January 24, 2023, the Watertown City Council approved the creation of a Blue Ribbon Committee to study City Councilor and Council President salaries.

On February 26, 2024, the City Council's Committee on Personnel and City Organization created and approved a process to move forward on creating a Blue Ribbon Committee to study Council salaries.

On March 12, 2024, the Watertown City Council voted in favor of establishing a blue ribbon committee on Councilor salaries, based upon the recommendations of the Personnel and City Organization Committee. To view the reading of the recommendations, click **here,** minutes 31:12 - 38:17)

It is to this end that a group of seven Watertown residents were convened in a Blue Ribbon Committee to assess and make salary recommendations to the Watertown City Council. Their first meeting was on July 10, 2024. The chair of this committee was John Bartley. The members: Sarah Baker; Christine Cole; Susan Falkoff; James Mello; Marcy Murningham; Linda Scott, with Doug Newton, Watertown Municipal Policy Analyst, as the staff assigned to assist with this task.

The Mandate:

The Blue Ribbon Committee's duties are:

1. Study the salary and other compensation received by City Councilors and the Council President for their services.
2. Make recommendations on a methodology and process for salaries to be set going forward.
3. Make a recommendation for a salary increase for the Councilors and the Council President for the year 2026-2027

Possible Additions:

One suggestion was made by a member of the Committee for further research:
Developing some sort of way to gauge Councilor involvement

Changes to Watertown's Governance in the year 1980

Proposition 2½ was a Massachusetts law enacted in 1980 that strictly limits the amount of property tax revenue a municipality can raise through real and personal property taxes. This revenue is called the "tax levy." Prop 2½ limits how much the tax levy can be increased from year-to-year.

"On May 5, 1980, Watertown changed its municipal charter from being a town form of government to a city form of government." (See: https://www.watertown-ma.gov/101/About).

This means:

"City Councils act as the legislative branch in communities with a city form of government, as well as the policymaking body. Whereas Town Meeting is a form of direct democracy, the City Council is a representative body, somewhat like a local version of Congress."
Sep 19, 2023. Massachusetts Municipal Association (MMA)

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The Watertown City Council Salary History (2000 - Present)

Watertown City Councilor And Council President Salaries (2000 - 2018)
With Projected Increases
(Yellow Highlighted Cells are Actual Salary)

Year	Salary/ Year (Councilors)	Projected Yearly Councilor Salary Increase at 2%*	Projected Yearly Councilor Salary Increase at 2.5 %**		Salary/ Year (Council President)	Projected Yearly Council President Salary Increase at 2%*	Projected Yearly Council President Salary Increase at 2.5%**
2000	$5000.00				$6500.00		
2001	$5000.00	$5100.00	$5125.00		$6500.00	$6630.00	$6662.50
2002	$5000.00	$5202.00	$5253.13		$6500.00	$6762.60	$6829.06
2003	$5000.00	$5306.04	$5384.45		$6500.00	$6897.85	$6999.79
2004	$5000.00	$5412.16	$5519.06		$6500.00	$7035.81	$7174.78
2005	$5000.00	$5520.40	$5657.04		$6500.00	$7176.53	$7354.15
2006	$5000.00	$5630.81	$5798.47		$6500.00	$7320.06	$7538.01
2007	$5000.00	$5743.43	$5943.43		$6500.00	$7466.46	$7726.46
2008	$5000.00	$5858.30	$6092.03		$6500.00	$7615.79	$7919.62
2009	$5000.00	$5975.46	$6244.31		$6500.00	$7768.10	$8117.61
2010	$5000.00	$6094.97	$6400.42		$6500.00	$7923.46	$8320.55
2011	$5000.00	$6216.87	$6560.43		$6500.00	$8081.93	$8528.56
2012	$5000.00	$6341.21	$6724.44		$6500.00	$8243.57	$8741.78
2013	$5000.00	$6468.03	$6892.56		$6500.00	$8408.44	$8960.32
2014	$5000.00	$6597.39	$7064.87		$6500.00	$8576.61	$9184.33
2015	$5000.00	$6729.34	$7241.49		$6500.00	$8748.14	$9413.94
2016	$5000.00	$6863.93	$7422.53		$6500.00	$8923.11	$9649.29
2017	$5000.00	$7001.21	$7608.09		$6500.00	$9101.57	$9890.50
2018	$7500.00	$7141.23	$7798.29		$10,500.00	$9283.60	$10,137.78

In 1999, the Watertown City Council passed Ordinance #28, which raised City Councilor salaries to $5000.00 and the Council President's salary to $6500.00 starting in January 2000.

In 2016, (Ordinance #35), the City Council gave the Councilors an increase to $7500.00 and the Council President $10,500, beginning in January 2018. This Councilor raise was between 2% and 2 ½ % of what they would have received. For the City Council President, the raise was above the 2 ½%.

Watertown City Councilor Salaries (2019 - 2023)
With Projected Increases
(Yellow Highlighted Cells are Actual Salary)

Year	Salary/ Year (City Councilors)	Projected Yearly Salary Increase at 2%	Projected Yearly Salary Increase at 2.5%		Salary/ Year (Council President)	Projected Yearly Council President Salary Increase at 2%	Projected Yearly Council President Salary Increase at 2.5%
2019	$7500.00	$7650.00	$7687.50		$10,500.00	$10,710.00	$10,762.50
2020	$7500.00	$7803.00	$7879.69		$10,500.00	$10,924.20	$11,031.56
2021	$7500.00	$7959.06	$8076.68		$10,500.00	$11,142.68	$11,307.35
2022	$7500.00	$8118.24	$8278.60		$10,500.00	$11,365.53	$11590.03
2023	$7500.00	$8280.60	$8485.56		$10,500.00	$11,592.84	$11,879.78

In 2023, the City Council, in Ordinance #26, raised City Councilor salaries to $8700.00 and Council President to $12,000, effective January 2024. This was above the equivalent of a 2 ½% raise for both Councilors and the Council President.

In this same ordinance, they raised Councilor salaries to $8900 and the Council President to $12,500, effective January 2025.

Watertown City Councilor Salaries (2024 - 2025)
(Yellow Highlighted Cells are Actual Salary)

Year	Salary/Year Councilors	Salary/Year Council President	Projected Yearly Salary Increase at 2%	Projected Yearly Salary Increase at 2.5%
2024	$8700.00	$12,000.00		
2025	$8900.00	$12,500.00		

Councilor Compensation: Benefits

In the Personnel and City Organization Committee Meeting Minutes of November 15, 2022 (also includes figures and comparisons with other cities), the conclusion reached was that deeper research was required, such as the value of pension and medical benefits as well as the number of meetings attended each year.

We've seen a history of Watertown City Councilor and Council President salary increases up until the year 2025. What do Watertown City Councilors currently receive in benefits and other forms of compensation, and how does this compare to other Massachusetts communities? (Examples: health insurance, dental and vision insurance, life insurance, stipends for optional work, pensions, professional development budgets, mileage etc.)

The benefit figures are not yet available.

Question: How should salaries and benefits between City Councilors and the City Council President correspond? Should the Vice President of the Council's salary be judged differently than the City Councilors?

The Job of this Blue Ribbon Committee

This Blue Ribbon Committee has been tasked with:

1. **Reviewing the Councilors' job requirements/ activities**
As mentioned by several City Councilors at the July 10th meeting, there can be a large discrepancy in the workload assumed by individual councilors, since most of their activities are independently driven. The only "correction" for this is at the ballot box, and last election (November 7, 2023) all 8 councilors ran unopposed.

2. **Determining what criteria should be used in evaluating salary increases, including all benefits, etc. accrued with this position.** (For instance, in the Charter it also states, "Subject to appropriation, the council members shall be entitled to reimbursement of their actual and necessary expenses incurred in the performance of their duties."). Question: Does each Councilor have an annual "allowance" that pays for conferences, mileage, etc.? Is there a group fund?

3. **Gathering and Evaluating data within that criteria.**

4. **Based upon this study, coming up with a culminating report with the "number" that we determined was a fair and equitable salary amount for the year 2026-2027 for both councilors and the council president as well as the citizens of Watertown.**

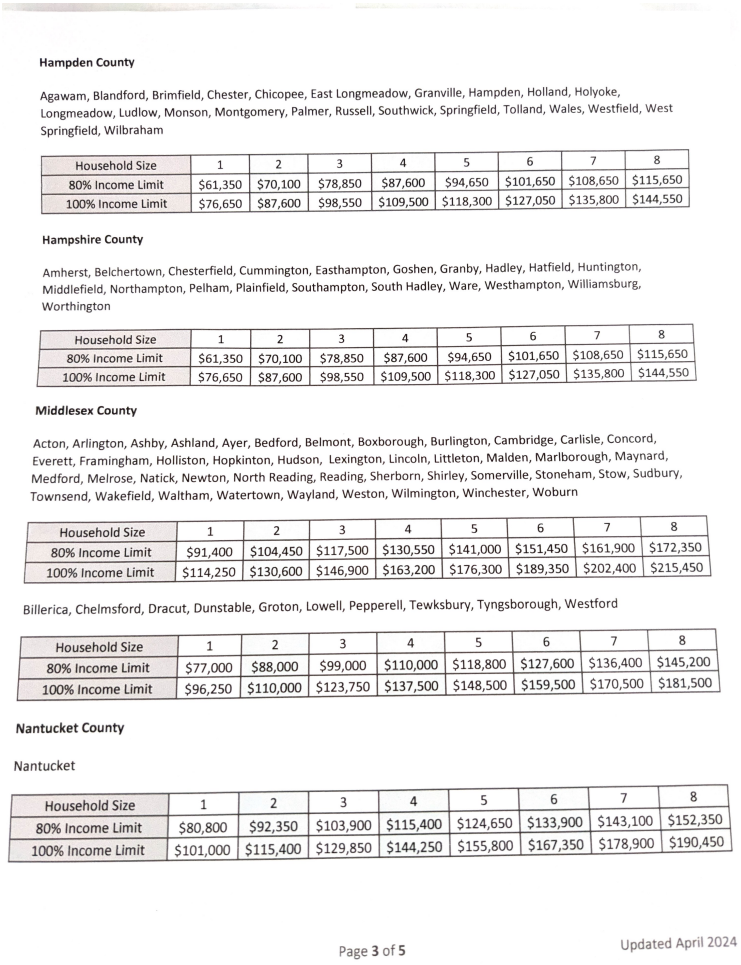
3. **Suggesting a process, a blueprint, for going forward that would assist the City Council with determining future salary increases.**

4. **Possibly suggesting a transparent way that Councilors' efforts can be documented.**

2024 AMI's (Area Median Incomes) for Cities and Counties in Massachusetts

This Committee is cognizant of the fact that living in Massachusetts, and specifically in Middlesex County, where prices have grown at a far more aggressive rate than other parts of the country and state, needs to be taken into account. A note: Watertown (Middlesex County) is comparable to Boston (Suffolk County) and is considered part of the Boston region.

Click here for a full list of 2024 AMI's (Area Median Incomes) for Cities and Counties in Massachusetts, which highlights the large differential in salaries that are needed to live in different Massachusetts counties.



Hampden County

Agawam, Blandford, Brimfield, Chester, Chicopee, East Longmeadow, Granville, Hampden, Holland, Holyoke, Longmeadow, Ludlow, Monson, Montgomery, Palmer, Russell, Southwick, Springfield, Tolland, Wales, Westfield, West Springfield, Wilbraham

Household Size	1	2	3	4	5	6	7	8
80% Income Limit	$61,350	$70,100	$78,850	$87,600	$94,650	$101,650	$108,650	$115,650
100% Income Limit	$76,650	$87,600	$98,550	$109,500	$118,300	$127,050	$135,800	$144,550

Hampshire County

Amherst, Belchertown, Chesterfield, Cummington, Easthampton, Goshen, Granby, Hadley, Hatfield, Huntington, Middlefield, Northampton, Pelham, Plainfield, Southampton, South Hadley, Ware, Westhampton, Williamsburg, Worthington

Household Size	1	2	3	4	5	6	7	8
80% Income Limit	$61,350	$70,100	$78,850	$87,600	$94,650	$101,650	$108,650	$115,650
100% Income Limit	$76,650	$87,600	$98,550	$109,500	$118,300	$127,050	$135,800	$144,550

Middlesex County

Acton, Arlington, Ashby, Ashland, Ayer, Bedford, Belmont, Boxborough, Burlington, Cambridge, Carlisle, Concord, Everett, Framingham, Holliston, Hopkinton, Hudson, Lexington, Lincoln, Littleton, Malden, Marlborough, Maynard, Medford, Melrose, Natick, Newton, North Reading, Reading, Sherborn, Shirley, Somerville, Stoneham, Stow, Sudbury, Townsend, Wakefield, Waltham, Watertown, Wayland, Weston, Wilmington, Winchester, Woburn

Household Size	1	2	3	4	5	6	7	8
80% Income Limit	$91,400	$104,450	$117,500	$130,550	$141,000	$151,450	$161,900	$172,350
100% Income Limit	$114,250	$130,600	$146,900	$163,200	$176,300	$189,350	$202,400	$215,450

Billerica, Chelmsford, Dracut, Dunstable, Groton, Lowell, Pepperell, Tewksbury, Tyngsborough, Westford

Household Size	1	2	3	4	5	6	7	8
80% Income Limit	$77,000	$88,000	$99,000	$110,000	$118,800	$127,600	$136,400	$145,200
100% Income Limit	$96,250	$110,000	$123,750	$137,500	$148,500	$159,500	$170,500	$181,500

Nantucket County

Nantucket

Household Size	1	2	3	4	5	6	7	8
80% Income Limit	$80,800	$92,350	$103,900	$115,400	$124,650	$133,900	$143,100	$152,350
100% Income Limit	$101,000	$115,400	$129,850	$144,250	$155,800	$167,350	$178,900	$190,450

Page 3 of 5 Updated April 2024

These numbers are provided by the Massachusetts Housing Partnership. They derive their numbers through the US Department of Housing and Urban Development (HUD).

Six Resources to Guide Us:

Resource 1: The City of Watertown Massachusetts Rules of the City Council (Approved April 23, 2024): To get a sense of the responsibilities of the elected City Council members, click here.

Resource 2: A synopsis of a memo sent to this committee by Councilor Lisa Feltner, District B.

Resource 3: Interviews with Watertown City Councilors and the Council President. (To be included at a later date).

Resource 4: Charts accounting for actual City Council meetings and Committee meetings in 2023 as an indication of hours spent in official meetings.

Resource 5: Comparisons to other communities.

Resource 6: The City of Watertown Employee Classification and Compensation Study.

Councilor Duties

What does a Watertown City Councilor and Council President Do?

To evaluate future City Councilor and Council President salaries, we must compile and evaluate Councilor and Council President duties.

As our city grows, the increased duties of the City Council needs to be taken into account.

There is no specific job description for Watertown City Councilors. Here is a general description of their job:

In Watertown, our Councilors:

- Hire the City Manager
- Pass ordinances, approve regulations and zoning laws.
- Review and approve the budget.

Our Watertown City Council President:

In addition to Councilor duties, sets the agenda and runs City Council meetings and serves on the School Committee.

What Do Councilors Do?

(Based upon a memo from Councilor Feltner)

Council-related Meetings:
City Council Executive Sessions (scheduled as needs arise)
City Council Meetings (twice a month, except for July, August, December)
City Council Committee meetings (as scheduled, depending on current topic)
One Councilor /public meeting per year (as mandated by the City Charter).

Recent example of compulsory joint meeting: The Watertown Square Area Plan Meetings (June-July 2024 @ 10 hours) that they shared with the Planning Board

Other Meetings (Optional):
District Development project meetings
With Watertown Staff, officials, evaluators
Other Public Meetings (Comprehensive Plan, etc.)
Councilors may also choose to attend any meeting called by the any of the 33 Watertown Boards, Commissions and Committees.

Recent meeting topics (note: not all councilors attend these meetings, and some attend, but not for the whole meeting). Here's a recent (past two years) sampling of the topics of these meetings: Comprehensive Plan and Watertown Square Area Plan

Constituent Services
Neighbor and community group meetings
Telephone calls/e-mails/letters/meetings

Paperwork, Prep and Research
Creating minutes/reports.
Note: Minutes are very time-consuming. Should there be an AI solution for this or part-time employee with these duties, etc.?

Charting City Council Meetings
(In Actual Time)
January 1, 2023 - December 31, 2023

In 2023, Watertown City Council members attended 59 hours of meetings, or about 5 hours/month. On average, each meeting was slightly under two hours.

Date	Time	Comment	Other
1/4	2:07	Special Meeting Interviews	
1/10	1:43		
1/24	:59		
1/26	1:45		
2/14	1:07		
2/21	1:47		
2/28	3:20		
3/14	:45		
3/16	1:34		
3/28	:54		
4/11	2:17		
4/25	1:21		
5/2	1:52	Special Meeting Interviews	
5/9	1:37		
5/23	:31	Budget	Combined
5/23	2:13	Budget	Combined
5/25	:54	Budget	
6/6	1:29	Budget	

Date	Time	Comment	Other
6/13	1:56		
6/27	2:10	With Exec Session	
7/11	2:34	With Exec Session	
8/8	2:26		
8/22	1:19		
9/12	1:29		
9/26	2:35		
10/10	2:25	With Exec Session	
10/24	1:02		
11/8	3:30	Whole/Exec	
11/9	3:30	Whole/Exec	
11/14	2:55		
11/27	1:33		
12/12	:59		

Methodology

Taking all of the City Council meetings in 2023 (televised, using the timer, and untelevised, using the unconfirmed time on the agenda), we added them to the minute and divided by 60.

Charting City Council Committee Meetings
(In Actual Time)
January 1, 2023 - December 31, 2023

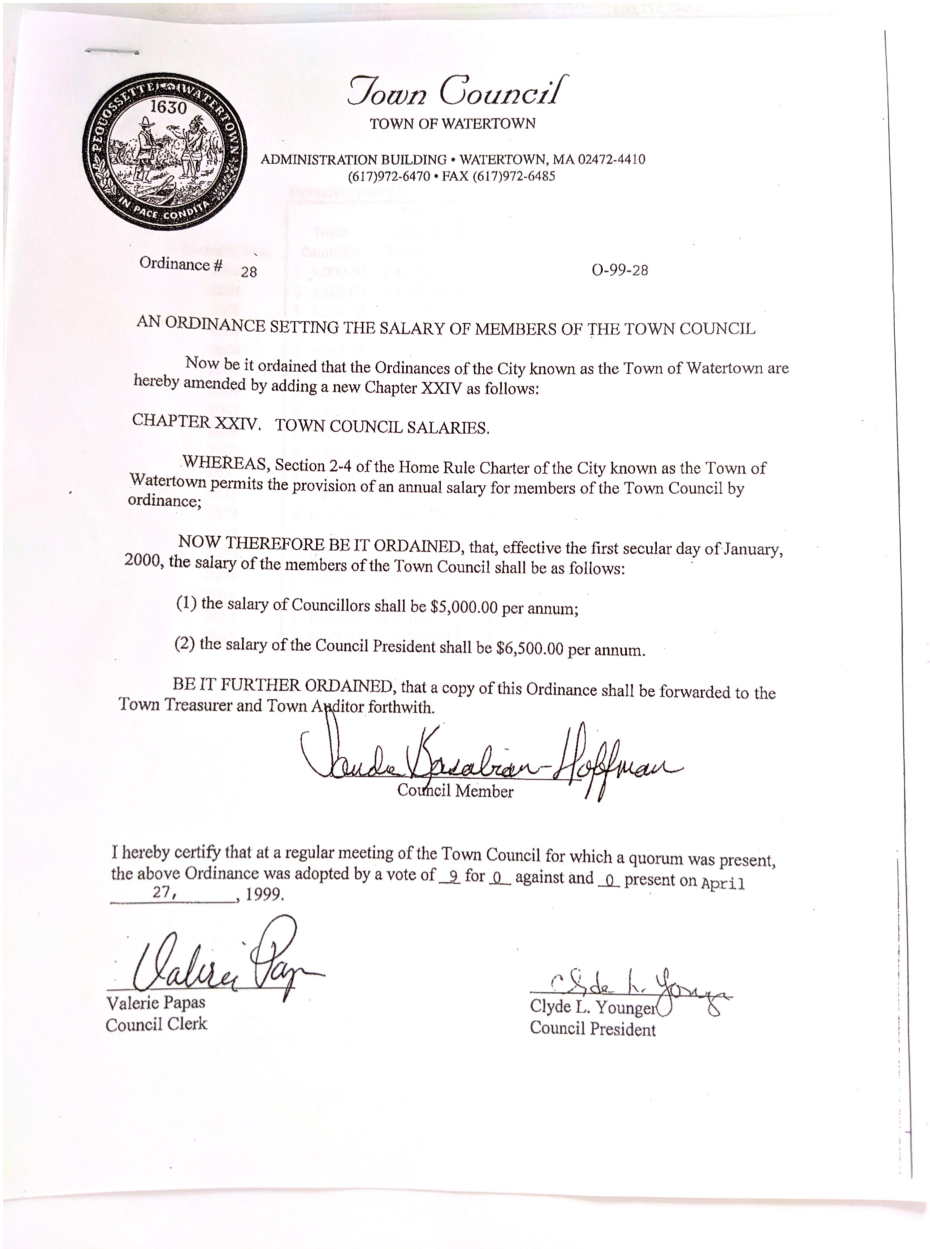
Committee	# of Meetings	Time	
Budget and Fiscal Oversight	13	22 hours	
Rules and Ordinances	11	21.5 hours	
Climate and Energy	3	5 hours	
Economic development and Planning	12	17 hours	
Education and School System	1	:45	
Human Services	9	15 hours	
Parks and Recreation	4	7.5 hours	
Personnel and City Organization	4	4.5 hours	
Public Safety	3	2.5 hours	
Public Works	3	8.5 hours	
State, Federal and Regional Government	1	1.5 hours	

Note: Not all City Councilors attend all of these committee meetings. There are a select few who are mandated to attend these meetings (assigned by the Council President). At times, other City Councilors will choose to attend.

Question: How do Watertown City Councilor and Council President duties compare with other councilors in other communities? Do they or other communities have support staff?

Appendix A
Council Ordinances, Minutes, Memos and Letters

Ordinance #28. 1999



Town Council

TOWN OF WATERTOWN

ADMINISTRATION BUILDING • WATERTOWN, MA 02472-4410
(617)972-6470 • FAX (617)972-6485

Ordinance # 28 O-99-28

AN ORDINANCE SETTING THE SALARY OF MEMBERS OF THE TOWN COUNCIL

Now be it ordained that the Ordinances of the City known as the Town of Watertown are hereby amended by adding a new Chapter XXIV as follows:

CHAPTER XXIV. TOWN COUNCIL SALARIES.

WHEREAS, Section 2-4 of the Home Rule Charter of the City known as the Town of Watertown permits the provision of an annual salary for members of the Town Council by ordinance;

NOW THEREFORE BE IT ORDAINED, that, effective the first secular day of January, 2000, the salary of the members of the Town Council shall be as follows:

(1) the salary of Councillors shall be $5,000.00 per annum;

(2) the salary of the Council President shall be $6,500.00 per annum.

BE IT FURTHER ORDAINED, that a copy of this Ordinance shall be forwarded to the Town Treasurer and Town Auditor forthwith.

Linda Scibran-Hoffman
Council Member

I hereby certify that at a regular meeting of the Town Council for which a quorum was present, the above Ordinance was adopted by a vote of 9 for 0 against and 0 present on April 27, , 1999.

Valerie Papas
Council Clerk

Clyde L. Younger
Council President

Ordinance # 35, 2016

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

ORDINANCE #35 **O-2016-**35

AN ORDINANCE ESTABLISHING TOWN COUNCIL SALARIES

WHEREAS, Section 2-3 of the Town of Watertown Home Rule Charter provides that the Town Council may, by ordinance, provide an annual salary for its members.

NOW THEREFORE BE IT ORDAINED by the Town Council of the City Known as the Town of Watertown that the Council hereby establishes the Town Council Salary as follows:

Effective January 2, 2018, the salaries of the Town Council shall be established as follows:

Councilor - $7,500 per annum.

Council President - $10,500 per annum

Susan Falkoff
Council Member

I hereby certify that at a regular meeting of the Town Council for which a quorum was present, the above Order was adopted by a vote of 8 for, 0 against and 0 present on June 14, 2016.

Marilyn W. Pronovost, Council Clerk

Mark S. Sideris, Council President

Ordinance #26. 2023

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

ORDINANCE # 26 **O-2023-** 26

AN ORDINANCE ESTABLISHING CITY COUNCIL SALARIES

WHEREAS, Section 2-3(a) of the City of Watertown Home Rule Charter provides that the City Council may, by ordinance, provide an annual salary for its members.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown that the Council hereby establishes the City Council Salaries as follows:

Effective January 1, 2024, the salaries of the City Council shall be established as follows:

Councilor - $8,700 per annum.

Council President - $12,000 per annum

AND BE IT FURTHER ORDAINED as follows:

Effective January 1, 2025, the salaries of the City Council shall be established as follows:

Councilor - $8,900 per annum.

Council President - $12,500 per annum

John M. Airasian
Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Order was adopted by a vote of 9 for, 0 against and 0 present on May 23, 2023.

Brendan T. McCarthy, Council Clerk

Mark S. Sideris, Council President

Town Council Committee on Personnel and Town Organization

Report of the Meeting of March 23, 2016

A meeting of the Personnel and Town Organization committee was held in the Town Council Office on Wednesday, March 23, 2016 at 7:30pm for the purpose of continuing the discussions on Town Council salaries and preparation of committee meeting minutes.

Members in Attendance: Councilor Susan Falkoff, Chair; Councilor Angeline Kounelis, Secretary, and Councilor Michael Dattoli, Vice-Chair. Also in attendance were Councilors Vincent Piccirilli, Ken Woodland, and Lisa Feltner.

The committee discussed current salaries for elected officials in area municipalities with similar forms of government. It was noted that Cambridge should also be added to the list (see attached). Excluding Cambridge, salaries range from $14,000 to volunteer (unpaid) positions.

Councilor Falkoff noted that Watertown has not increased Council salaries since 1999. There was a discussion around what current salaries would be if a 2% raise were applied year-over-year (roughly $7,000).

Members discussed that the scope of the Council's work has changed, as there were not frequent committee meetings occurring at the same level ten to fifteen years ago. Also, in regard to the Council President salary, it was noted that this should include Council pay plus School Committee stipend.

Councilor Dattoli made a motion to refer to the Town Council a recommendation that Councilor salaries be amended to $7500 per annum. Councilor Kounelis seconded and the motion carried unanimously.

Regarding meeting minutes, there was a discussion around the City of Waltham and City of Newton policies and procedures for preparing committee meeting minutes (see attached). One option for Watertown might be to record audio and have minutes later transcribed by a clerk. It was agreed that not every Councilor has the skills or technology to record meeting minutes and that people should have options available.

Councilor Kounelis made a motion to recommend to the Town Council that an option be available for committee members that choose not to take their own minutes. If the council approves the idea of alternate ways to do minutes, the committee will re-convene and discuss alternatives. Councilor Dattoli seconded and the motion carried unanimously.

The meeting adjourned at 8:20 pm. Minutes prepared by Councilor Dattoli.

Committee on Personnel and Town Organization
Meeting Date: November 26, 2018
Read: January 22, 2019

The Committee met in the Town Council Office on November 26, 2018 at 7:15 pm. Attending were Caroline Bays, Chair, Susan Falkoff, Vice Chair, and Angeline Kounelis, Secretary. Also attending: Town Council President Mark Sideris, Councilors Anthony Donato and Kenneth Woodland, and resident Elodia Thomas.

I. The committee first discussed whether to increase **Town Council salaries**. The committee reviewed data on salaries from other communities and there was a lively discussion of pros and cons that included the following points:

- Other communities are currently considering raising salaries (Bays)
- Former Councilor Dushku sent a memo suggesting that salaries be raised to professional full-time salary levels (Bays)
- Changing the job to full-time would require a charter change (Sideris)
- The Council has voted down a raise on some occasions and the successful vote to raise salaries was recent (Kounelis)
- If the Councilors were paid at minimum wage for 20 hours/week, the salary would be $11,000. Towns with volunteer government have trouble finding qualified people. (Woodland)
- We have volunteer Boards. If the Councilors get a raise, maybe Board members should too (Kounelis)
- We do have trouble attracting good people for the Boards (Sideris)
- No matter if it is $5,000 or $27,000, the pay is still part-time and so an individual needs another source of income. (Kounelis)
- What if the salary went up every year via a Cost of Living Increase instead of setting a fixed amount? (Bays)
- Since the Charter mandates the Town Council set a salary, a COLA-type system would require a charter change but it would save the trouble of repeating this conversation. We are close to the next Charter Review (Sideris)
- It would be hard for me, as a first-time councilor, to vote yes on a raise (Donato)

Councilor Falkoff made a motion, seconded by Councilor Kounelis, to defer the issue of Council compensation until the next Charter Review. The motion carried 3-0.

II. The Committee next took up the issue of the **Town Auditor's salary.** Councilor Kounelis noted that the Committee had voted to discuss this after the Councilors had completed evaluations on the auditor's job performance. President Sideris said there had been miscommunication about the evaluation and the form would go out ASAP. The committee will reconvene once the evaluations have been compiled and presented.

The meeting adjourned at 7:50 pm.
Respectfully submitted, Susan Falkoff

Watertown City Council
Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470
Committee on Personnel and City Organization Meeting
November 15, 2022

The Committee convened at 6:30 pm on Tuesday, November 15, 2022 in the Phillip Pane Lower Conference Room, Ground Floor.
Councilors Caroline Bays, Chair, John Gannon, Vice-Chair, and Nicole Gardner, Secretary. Also in attendance were City Council President Mark Sideris, and Councilors Lisa Feltner and Vinnie Piccirilli.
The purpose of this meeting was to discuss potential amendments to City Council Salaries.
Chair Bays called the meeting to order at 6:35 pm and opened the meeting by reminding all present that this was the second meeting of the PCO on this topic.
For context, the salary history for City Councilors is
• From January1999 through December 2018, salaries were $5,000, with no adjustment over 19 years
• In January 2019 salaries were raised to $7,500, where they have remained until present, with no adjustment over 4 years
Chair Bays referred us to an updated chart of councilor salaries in comparative cities, and a graphic of the data. The councilors discussed the data presented and agreed that there were no specific implications or conclusions that could be drawn from theresearch. Deeper research and analysis is needed, such as the value of pension and medical benefits, and the number of Council meetings per year. In addition it is hard to draw conclusions based on the different political realities in each municipality.
Councilor Feltner shared that she tracks full council meetings, City Council Committee meetings, and some resident board and commission meetings in her calendar. She estimates that for those meetings alone she averages around 120 meetings per year, and 260 hours per year. This estimate substantially underestimates the true hours worked per year, because it excludes time spent on:
• District development project meetings,
• Time spent on creating minutes/reports,
• Meeting prep and research,
Constituent services in meetings or communications,

• Neighbor or community group meetings
• Time with Watertown staff or other officials,
• Communications such as newsletter, updating web page, etc.
• Other public meetings or time devoted to many topics, such as: Comprehensive.
Plan, RMUD, Arsenal Yards, MassDOT Arsenal Corridor, AOTC-AthenaHealth, iCube, Watertown Square Improvements, School Assessments, Airplane Noise, Charter Review Committee, School Building Committee, Complete Streets, Mount Auburn Street redesign, Community Preservation, Bicycle-Pedestrian Plan, Climate-Energy-Resilient Watertown, our MVP Greening, Mass. Municipal Association, MBTA or other state agencies, our capital improvement projects such as Victory Field, Arsenal Park, Filippello Park and lighting.
Councilor Feltner's write up of her research is attached to these minutes.
Chair Bays presented an analysis, attached, showing what councilor salaries would be if they were paid minimum wage per hour, across three estimates of hours worked per year. The estimated annual salary ranges $13,800 to $17,250 per year. Refer to the second table. Council President Sideris opposed such a big leap in salary, saying it was untenable. Instead, he suggested amending the Councilor Salary Policy to include an automatic annual COLA of 2.5%, to take effect in January 2023.
Councilor Gardner expressed a concern that we need information on what the proper salary should be, in fairness to those who will serve as councilors in the future. She noted that last year the Charter Review Committee was concerned that the Council compensation was too low for two reasons:
• The increased workload, complexity, and scope of the role compared to prior years
• The need to ensure that people are compensated fairly, so that the role can be served for any citizen in Watertown, without undue hardship, not only those with significant savings or high salaries, or who aren’t facing expenses such as college for their kids.
Councilor Piccirilli suggested that we could take a first step toward reaching appropriate compensation by applying an annual COLA of 2.5% to the 2018 salary of $7500 and use that to calculate the salary for January 2024.
The Committee calculated that the 2024 and 2025 salaries that would result from this approach would be:
• For Councilors: $8,700 in 2024, and $8,900 in 2025.
• For the Council President: $12,000 in 2024 and $12,500 in 2025.

Chair Bays suggested we could use the COLA approach as a stop gap measure for 2024 and 2025, and that we should create a Blue Ribbon Resident Committee to review this matter in greater depth and come back with a recommendation to the PCO and ultimately the Council. Other councilors liked this approach. The Councilors discussed whether a Blue-Ribbon Resident Committee could be selected and convened in time for them to be able to do an in-depth review of councilor compensation in comparable municipalities and come back with a recommendation to the Council for deliberation and decision making by June 2023. There was a consensus that time was too tight.

--> **Action Item:** Councilor Gardner made a motion, seconded by Councilor Gannon, to recommend that the City Council amend the salary for City Councilors to $8,700, effective January 1, 2024, and $8,900 effective January 1 2025. Approved 3-0

--> **Action Item:** Councilor Gardner made a motion, seconded by Councilor Gannon, to recommend that the City Council amend the salary for the Council President to $12,000, effective January 1, 2024, and $12,500 effective January 1, 2025. Approved 3-0

--> **Action Item:** Councilor Gardner made a motion, seconded by Councilor Gannon, that the City Council recommend that the next seated City Council create a Blue-Ribbon Resident Committee whose purpose will be to study compensation and salary structure for the roles of Council and Council President and make recommendations to the City Council. Approved 3-0

At 7:36 p.m. Councilor Gardner made a motion to adjourn, seconded by Councilor Gannon. Approved unanimously.

Report prepared by Nicole Gardner

Attachments:

Comparatives for Council Salaries

Bubble Chart of Salaries for Selected Municipalities

Councilor Feltner Email

Councilor Bays Estimates of Salary at Minimum Wage

Comparatives of Council Salaries

Burgs Handout 4/13/22

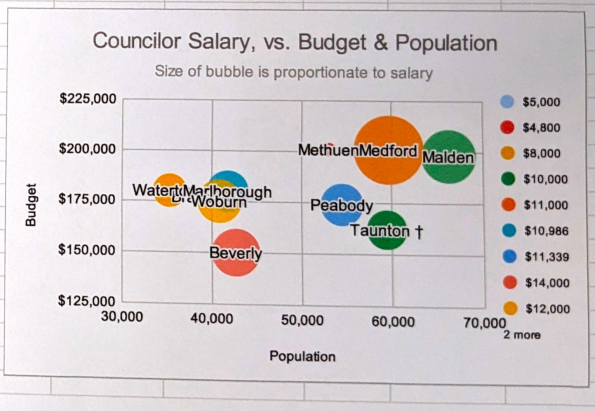
Cities inside 495		County	Form of Government			Founded	Population	Budget	Salary	Notes
Winthrop	City[4]	Suffolk	Council-manager	8.3	2	1852	19,316	36 million	$2,600	
Amesbury	City	Essex	Mayor-council	13.7	12.3	1668	17,366	69 million	3,000	
Framingham	City	Middlesex	Mayor-council	26.5	25	1700	72,362	307 million	5,000	president -7,500
Malden	City	Middlesex	Mayor-council	5.1	5	1649	66,263	188 million	5,000	
Melrose	City	Middlesex	Mayor-council	4.8	4.7	1850	29,817	91 million	5,000	
Randolph	City[4]	Norfolk	Council-manager	10.5	10.1	1793	34,984	33 million	5,000	
Braintree	City[4]	Norfolk	Mayor-council	14.6	13.8	1640	39,143	145 million	7,500	
Watertown	City[4]	Middlesex	Council-manager	4.1	4	1630	35,329	160 million	7,500	
Newburyport	City	Essex	Mayor-council	10.7	8.3	1764	18,289	75 million	9,000	president - 11,000
Methuen	City[4]	Essex	Mayor-council	23	22.2	1725	53,039	170 million	10,000	chair - 15,00
Taunton †	City	Bristol	Mayor-council	48.4	46.7	1639	59,408	162 million	10,000	
Weymouth	City[4]	Norfolk	Mayor-council	21.6	16.8	1635	57,437	183.6 million	10,000	president - 11,000
Marlborough	City	Middlesex	Mayor-council	22.1	20.9	1660	41,793	173 million	10,684	
Peabody	City	Essex	Mayor-council	16.8	16.2	1868	54,481	163 million	11,016	
Woburn	City	Middlesex	Mayor-aldermen	12.9	12.7	1642	40,876	160 million	11,150.00	
Beverly	City	Essex	Mayor-council	22.6	15.1	1668	42,670	144 million	11,733	
Chelsea	City	Suffolk	Council-manager	2.5	2.2	1739	40,787	249 million	14,000	
Salem †	City	Essex	Mayor-council	18.3	8.3	1626	44,480	662 million	14,000	
Revere	City	Suffolk	Mayor-council	10.1	5.7	1846	62,186	241 million	14650	and 5000 stipend
Lawrence †	City	Essex	Mayor-council	7.4	6.9	1847	89,143	103 million	15,000	
Haverhill	City	Essex	Mayor-council	35.7	33	1641	67,787	216 million	15,000	president gets 18,000
Newton	City	Middlesex	Mayor-council[7	18.2	17.8	1688	88,923	462 million	15,500	
Brockton †	City	Plymouth	Mayor-council	21.5	21.3	1821	105,643	439 million	16,662	
Waltham	City	Middlesex	Mayor-council	13.8	12.7	1738	65,218	299 million	22,554	
Lowell †	City	Middlesex	Mayor-manager-	14.5	13.6	1826	115,554	464 million	25,000	2016
Lynn	City	Essex	Mayor-council	13.5	10.7	1629	101,253	407 million	25,000	
Somerville	City	Middlesex	Mayor-council	4.2	4.1	1842	81,045	286 million	25,000	
Everett	City	Middlesex	Mayor-council	3.7	3.4	1870	49,075	260 million	25,500	has a legislative aid - 54,000
Medford	City	Middlesex	Mayor-council	8.7	8.1	1630	59,659	191 million	29,360	president - 32,000/vp 30,000
Quincy	City	Norfolk	Mayor-council	26.9	16.6	1792	101,636	346 million	35,000	
Cambridge †	City	Middlesex	Mayor-manager-	7.1	6.4	1636	118,403	748 million	83,404	
Boston ††	City	Suffolk	Mayor-council	89.6	48.3	1630	675,647	3,760 million	103,500	
Bridgewater	City[4]	Plymouth	Council-manager	28.2	27.5	1656	28,633	66 million	0?	

Comparatives for Council Salaries
Bubble Chart of Salaries for Selected Municipalities

Sheet1

City	Population	Budget '23	Salary	Council President	Health Ins option		County	Form of Government	Area in Square miles
Braintree	39,143	$177,000	$5,000	$7,500		City[4]	Norfolk	Mayor-council	14.6
Methuen	53,039	$201,000	$4,800	$6,000	y	City[4]	Essex	Mayor-council	23
Watertown	35,329	$180,000	$8,000	$2,500	y	City[4]	Middlesex	Council-manager	4.1
Taunton †	59,408	$162,000	$10,000			City	Bristol	Mayor-council	48.4
Weymouth	57,437	$264,000	$11,000	$12,000		City[4]	Norfolk	Mayor-council	21.6
Marlborough	41,793	$180,000	$10,986			City	Middlesex	Mayor-council	22.1
Peabody	54,481	$174,000	$11,339			City	Essex	Mayor-council	16.8
Beverly	42,670	$150,000	$14,000	$15,000		City	Essex	Mayor-council	22.6
Woburn	40,876	$175,000	$12,000	$14,000		City	Middlesex	Mayor-aldermen	12.9
Malden	66,263	$198,000	$17,500			City	Middlesex	Mayor-council	5.1
Medford	59,659	$201,000	$29,360	$32,500.00		City	Middlesex	Mayor-council	8.7

Methuen 2020 effort to raise the salary to $10,000 failed.
Beverly's current salary is $11,733.



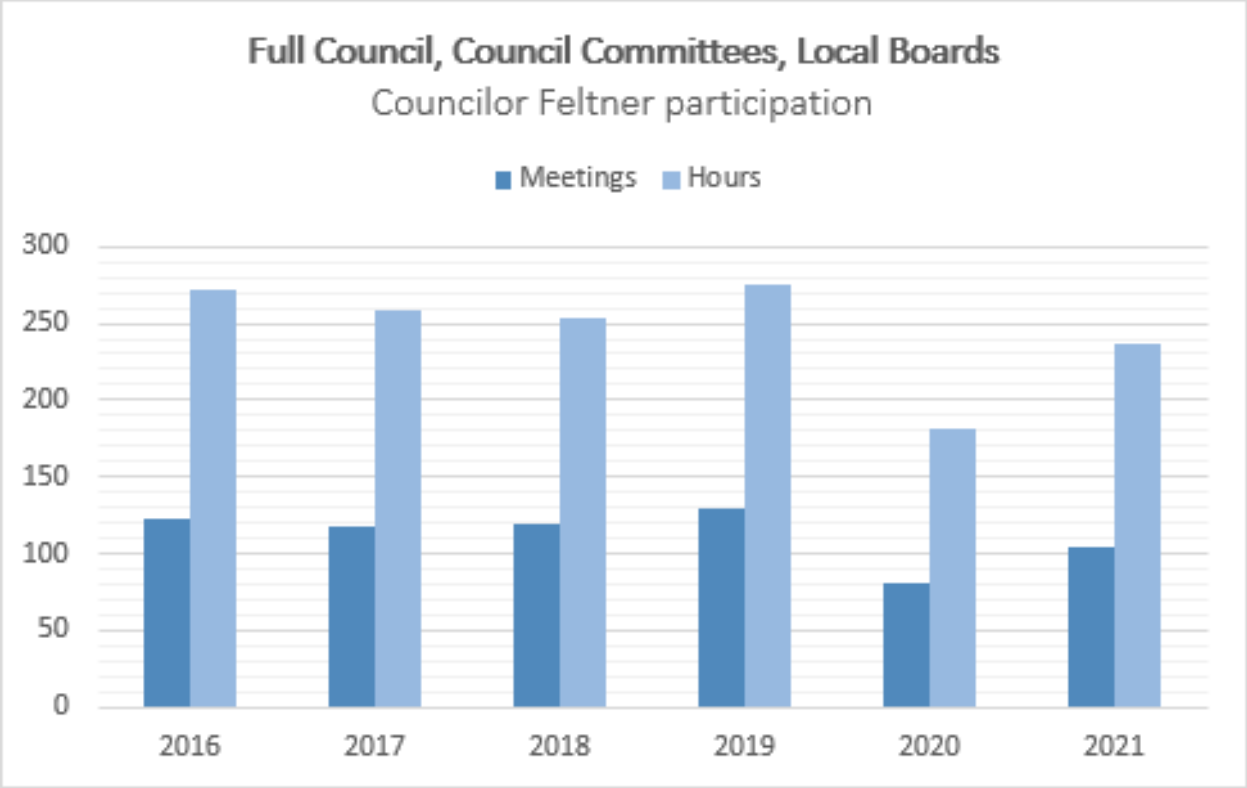
Councilor Feltner's Letter

In terms of basic salary or annual compensation, here's what I found and verbally shared with the PCO committee:

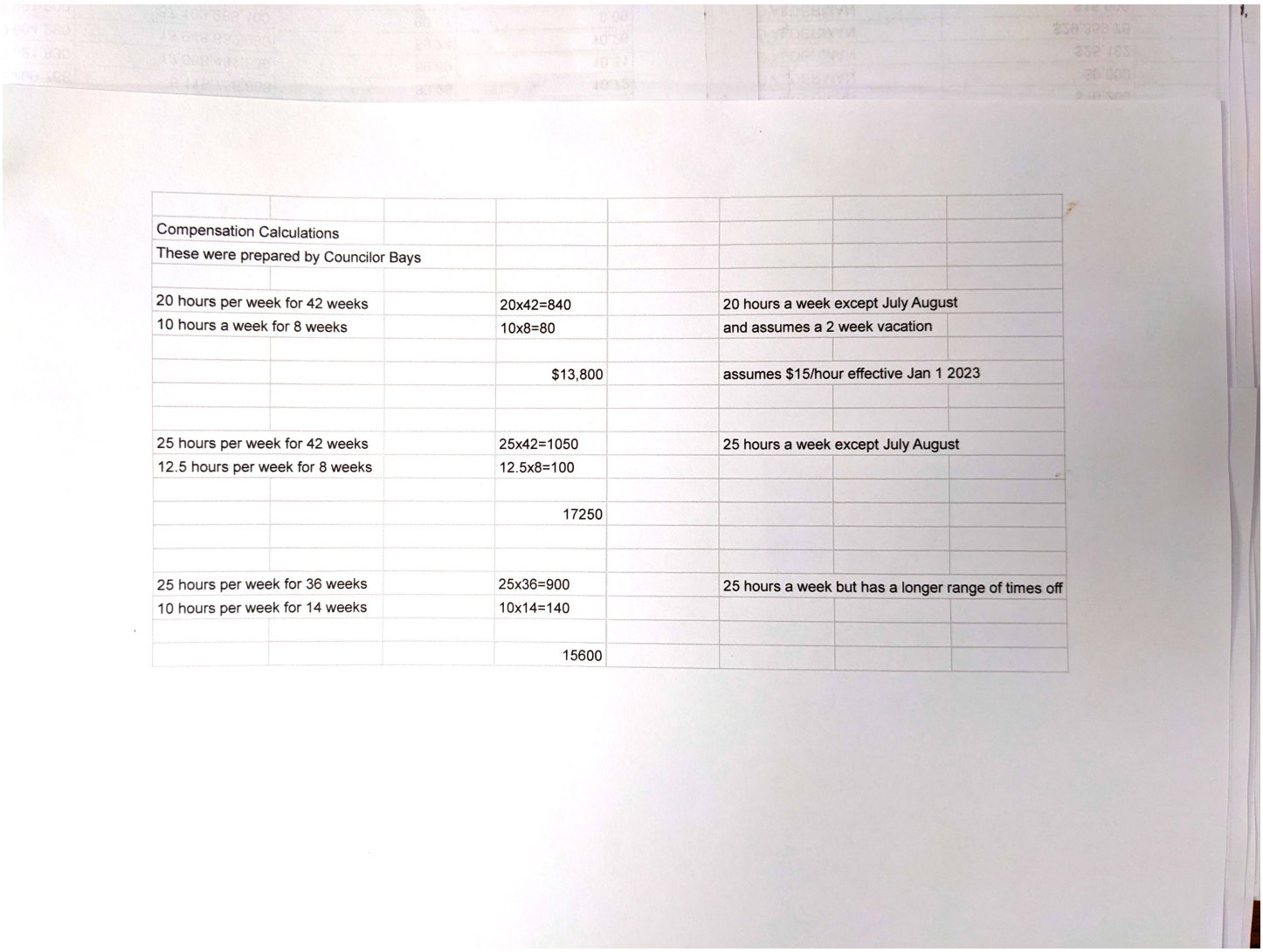
Starting with 1980 salary of $4626, a yearly 2.5% increase (not including President):
to 1994 would be $6537, when council was raised to $4500;
In 2010 it would have equaled $9,705, when council was raised to $5000;
In 2018 it would have been $11,824, when council was raised to $7500.
In 2024 it would be $13,713 (2025 $14,055) based on the original 1980 base compensation.

At the Nov 15 meeting, we calculated that a 2.5% increase on current $7500 starting from January 2018, would realize $8698 in 2024 or $8915 in 2025; and based on the current $10,500 for Council Pres, a 2.5% increase would come to $12,177 in 2024 or $12,481 in 2025.

Please note that my tally:
Does not include District development project meetings, or time spent on creating minutes/reports, or meeting prep and research. Does not include constituent services in meetings or communications, nor neighbor or community groups.
Does not include meeting time with Watertown staff or other officials, or evaluations.
Does not include other public meetings or time devoted to many topics, such as: Comp. Plan, RMUD, Arsenal Yards, MassDOT Arsenal Corridor, AOTC-AthenaHealth, iCube, Watertown Square Improvements, School Assessments, Airplane Noise, Charter Review Committee, School Building Committee, Complete Streets, Mount Auburn Street redesign, Community Preservation, Bicycle-Pedestrian Plan, Climate-Energy-Resilient Watertown, our MVP Greening, Mass. Municipal Association, MBTA or other state agencies, our capital improvement projects such as Victory Field, Arsenal Park, Filippello Park and lighting…


Full Council, Council Committees, Local Boards
Councilor Feltner participation
Meetings
Hours
300
250
200
150
100
50
0
2016
2017
2018
2019
2020
2021

Estimates of Salaries at Minimum Wage



Compensation Calculations		
These were prepared by Councilor Bays		
20 hours per week for 42 weeks	20x42=840	20 hours a week except July August
10 hours a week for 8 weeks	10x8=80	and assumes a 2 week vacation
	$13,800	assumes $15/hour effective Jan 1 2023
25 hours per week for 42 weeks	25x42=1050	25 hours a week except July August
12.5 hours per week for 8 weeks	12.5x8=100	
	17250	
25 hours per week for 36 weeks	25x36=900	25 hours a week but has a longer range of times off
10 hours per week for 14 weeks	10x14=140	
	15600	

:
To: Watertown staff whose positions are included in the Classification & Compensation Study
From: Emily Monea, Deputy City Manager
Date: April 13, 2023
Re: Comparable communities methodology and results

A key component of the Classification & Compensation Study is establishing a list of comparable communities to gather salary data from so that the City's consultant, GovHR, can ensure that our Classification and Compensation Plan is externally equitable (i.e., that Watertown's salaries are in line with our peer communities).

GovHR's methodology for selecting comparable communities relies on evaluating how similar other Massachusetts communities are to Watertown on seven criteria: population, income per capita, equalized valuations (EQV) per capita, total assessed value, tax levy, total budget, and state aid. The Community Comparison Report from the Division of Local Services (DLS) of the Department of Revenue (DOR) is the data source for all of these criteria: https://dlsgateway.dor.state.ma.us/reports/rdPage.aspx?rdReport=Community_Comparison_Report. GovHR also considers distance from Watertown as a criterion.

The City Manager's Office added two additional criteria to the comparable community analysis – population density and commercial, industrial, and personal property (CIP) assessed value – since we feel both capture the complexity of our work in Watertown.

To get to a list of comparable communities using these criteria, we applied a factor of 4, meaning we allowed for communities that are 1⁄4 of the size of Watertown's number on the relevant criteria up to communities that are 4 times the size of Watertown's number. For example: according to the DLS Community Comparison Report, Watertown's 2021 population was 35,149, so our methodology allowed for a community that had a population between 35,149/4 and 35,149*4, or between 8,787 and 140,596.

To be considered a comparable community, a community needed to 1) fall within the relevant range on all nine criteria and 2) be within 20 miles from Watertown.

This methodology produced the following list of comparable communities:

1. Arlington 2. Braintree 3. Brookline 4. Burlington 5. Dedham 6. Medford 7. Natick 8. Needham 9. Newton 10. Norwood 11. Saugus 12. Somerville 13. Wakefield 14. Waltham 15. Woburn

CITY OF WATERTOWN
Auditor
Administration Building
149 Main Street
Watertown, MA 02472-4410

Megan E. Langan
City Auditor

Telephone: (617) 972-6460
Facsimile: (617) 972-6563

OPEN ENROLLMENT
DENTAL, VISION, AFLAC & BOSTON MUTUAL

April 3, 2024

Dear City and School Employee:

This letter is to notify all eligible City employees of the annual open enrollment for **dental, vision, and life insurance**. The benefit fair for DENTAL, VISION, AND LIFE INSURANCE ONLY will be held April 23rd 12:00-4:00. Location will be City Hall, Council Chambers, Second Floor.

The open enrollment period will be from April 3rd- May 1st, 2024.

Please note: GIC Health Insurance Open Enrollment will be. April 3rd-May 1st, 2024. For more GIC information please log on to MYGICLINK to view your health options.

Altus Dental
DMS Network Plan
Altus Dental Plan

Altus Vision

Watertown Municipal Credit Union
Luisa Figueiredo-617-924-0160

Paul McCaffrey or David Grondin
Boston Mutual Life Insurance
AFLAC

Please contact Paul at 508-735-1242
Dave Grondin at 781-710-6316
paul@accessenroll.com
Dave Grondin
david@accessenroll.com

The coverage is effective July 1, 2024

Employees are responsible for submitting their dental and vision application directly to the Auditor's Office no later than May 1st, 2024.

As a reminder, these benefits are only available during the annual benefits open enrollment or within thirty (30) days of date of hire/eligibility.

Sincerely,

Megan E. Langan
Auditor

CITY OF WATERTOWN
Auditor

Administration Building
149 Main Street
Watertown, MA 02472-4410

Megan E. Langan
City Auditor

Telephone: (617) 972-6460
Facsimile: (617) 972-6563

To: All Eligible Town/School Employees

From: Megan E. Langan

Date: April 3, 2024

Subject: Dental, Vision and Life Insurance Rate

The Following is the Fiscal Year 2025 rates for Dental, Vision and Life Insurance.

DMS DENTAL				
	EMPLOYEE'S COST 100%			
DMS Network	26 Week	20 WEEK	MONTHLY	Yearly
EMPLOYEE (2800 &2815)	$11.12	$14.46	$24.10	$289.20
EMPLOYEE PLUS ONE (2805 & 2820)_	$21.94	$28.52	$47.54	$570.48
FULL FAMILY (2810 & 2825)	$32.10	$41.74	$69.56	$834.72
* ALL DENTAL DEDUCTED 1 MONTH IN ADVANCE				
Altus Dental				
EMPLOYEE ()	$20.66	$26.86	$44.76	$537.12
EMPLOYEE PLUS ONE ()	$41.33	$53.73	$89.55	$1,074.60
FULL FAMILY ()	$66.13	$85.97	$143.28	$1,719.36
* ALL VISION DEDUCTED 1 MONTH IN ADVANCE				
Altus Vision				
EMPLOYEE ()	$2.33	$3.03	$5.05	$60.60
EMPLOYEE PLUS ONE ()	$4.66	$6.06	$10.10	$121.20
FULL FAMILY ()	$9.14	$11.89	$19.81	$237.72

BOSTON MUTUAL LIFE INSURANCE			100%	$20.70
BASIC GROUP-50%				
	BI-WEEKLY (2880)	20 WEEK	MONTHLY	YEARLY
	$4.78	$6.21	$10.35	$124.20
VOLUNTARY AND OPTIONAL LIFE		**MUST ALREADY HAVE BASIC LIFE**		
EMPLOYEE PAYS 100% OF PREMIUM				

If you have any further questions, please contact Michelle Persico (617) 972-6460 or mperisco@watertown-ma.gov

The deadline to sign up for dental and vision coverage is May 1st, 2024, with an effective date of coverage: July 1, 2024.

altus dental

Benefits Summary

CITY OF WATERTOWN-ACTIVES

Group Number: 2491-0001

Altus Dental Plus - Includes Connection Dental and DenteMax Networks

Exams, cleanings, bitewing x-rays, single x-rays, fluorides, sealants and full mouth/Panorex x-rays do not count against your annual maximum.

Annual Maximum

$2,250

Maximum Lifetime Cap

Unlimited

Deductible

Individual $50

Family $150

Dependent Coverage

Dependent children are covered under these benefits up until the end of the month that they turn 26.

P **Pre-treatment Estimate Recommended**

A **Prior Authorization Required**

See back page for additional information >

Plan pays 100%; Member Coinsurance 0%

- Oral exam twice per calendar year
- Cleaning three per calendar year
- Fluoride treatment for children under age 19 or Fluoride varnish for all covered members, for a total of two treatments per calendar year.
- Bitewing x-rays one set per calendar year
- Complete x-ray series or panoramic film once every 36 months.
- Single x-rays as required
- Sealants for children under age 16, once every 36 months on unrestored permanent molars
- Space maintainers unilateral space maintainers once per lifetime for lost deciduous (baby) teeth. Bilateral space maintainers once every 60 months for lost deciduous (baby) teeth

Plan pays 80%; Member Coinsurance 20%- (Deductible Applies)

- Palliative treatment (minor procedures necessary to relieve acute pain) twice per calendar year
- Amalgam (silver) fillings and composite (white) fillings
- Repairs to existing partial or complete dentures once per calendar year
- Recementing crowns, onlays or bridges once every 60 months
- Rebasing or relining of partial or complete dentures once every 60 months

Plan pays 50%; Member Coinsurance 50%- (Deductible Applies)

- Extractions and other routine oral surgery when not covered by a patient's medical plan
- General anesthesia or intravenous (I.V.) sedation for certain complex surgical procedures
- Root canal therapy on permanent teeth one procedure per tooth per lifetime.

P • Crowns over natural teeth, build ups, posts and cores replacement limited to once every 60 months

P • Bridges and crowns over implants replacement limited to once every 60 months

P • Partial and complete dentures replacement limited to once every 60 months

P • Root planing and scaling once per quadrant every 24 months

P • Osseous (bone) surgery once per quadrant every 24 months (bone grafts are not covered)

P • Gingivectomies once per site every 24 months

P • Soft tissue grafts once per site every 60 months

P • Crown lengthening once per site every 60 months

P • Surgical placement of endosteal implant and abutment replacement limited to once every 60 months

- Periodontal maintenance following active therapy two per year
- Teeth whitening once per arch every 60 months
- Athletic mouth guards for dependent children under age 19, once every 24 months.

Monthly Rates Effective: 7/1/2024 - 6/30/2025

Individual: $44.76 Two Person: $89.55 Family: $143.28

This is a summary of benefits. The information shown here is not a guarantee of payment. Refer to the Certificate of Coverage for the full plan terms. The Certificate includes any limitations or exclusions not seen here. For a complete listing of frequencies and limitations go to www.altusdental.com/el. To be covered, services must be dentally necessary and appropriate as per our review guidelines.

Note: This plan does not include a missing tooth clause. In addition, if covered, crowns, bridges, partials and complete dentures are paid when the permanent structure is inserted (seated) by the dentist. Member coverage must be active on the date that the permanent structure is inserted and payment is based on benefits available on that day — for example, if the member's annual maximum has been paid prior to the insertion of the permanent structure, the service will not be paid.

* Time limits on services (e.g. 6, 12, 24, 36, or 60 months) are figured to the exact day. Services are then covered the following day. For example, when a service is covered once every 12 months, if the service was done on July 1, it will not be covered again until the following year on July 2 or after.

Out-of-Network Coverage

You have the freedom to choose any dentist, but it is important to know that your out-of-pocket costs may be higher when you visit a dentist who does not participate in our network. Non-participating dentists have not agreed to accept the Altus Dental allowance as payment in full, so services from an out-of-network dentist may cost you more. You may also have to pay the dentist at the time of service and file a claim yourself. To be eligible, all claims must be filed within one year of the date of service. To find a participating dentist near you, use our Find A Dentist tool at www.altusdental.com.

How to Find a Dentist

Choose from Altus Dental's extensive network of dentists, you're sure to find one that's right for you. Visit www.altusdental.com to use our online Find A Dentist tool. You can see if your current dentist participates with us or look for a new dentist by searching by name, location or specialty. Enter your address or other criteria important to you (extended hours, languages spoken, etc.), and our tool will return a list of dentists that meet your needs – as well as maps and driving directions.

Beyond Benefits

When you visit us at www.altusdental.com, you can access a wealth of important dental health information and manage your plan by:

- Checking your benefits and claims
- Reviewing your deductibles and maximums
- Using our Find A dentist tool to find a dentist in your area

Notice of Nondiscrimination and Accessibility Policy

Altus Dental does not discriminate on the basis of race, color, national origin, age, disability, or sex.
Español (Spanish): ATENCIÓN: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-877-223-0588.
Português (Portuguese): ATENÇÃO: Se fala português, encontram-se disponíveis serviços linguísticos, grátis. Ligue para 1-877-223-0588.

Altus Vision™ in partnership with VSP® Vision Care

Benefits Summary: Altus Vision 150

Benefit	Description	Copay
In-Network Coverage with VSP Choice Network: 45,000 Preferred Providers | 117,000 Access Points		
WELLVISION EXAM®		
Exams 1 exam every 12 months	• Comprehensive eye exam to ensure overall visual wellness	$10
PRESCRIPTION GLASSES		
Frames 1 pair every 24 months	• $150 allowance for wide selection of frames • Extra $20 allowance for featured frames[1] • 20% savings on amount over allowance • $80 Walmart/Sam's Club or Costco® Optical frame allowance[2] • Frame allowance backed by a wholesale guarantee	$25
Lenses 1 pair every 12 months	• Single vision, lined bifocal and lined trifocal lenses • Impact-resistant lenses for children	
Lens Enhancements Every 12 months	• Standard Progressive Lenses	$0
	• Premium Progressive Lenses	$95 - $105
	• Custom Progressive Lenses	$150 - $175
	• Average savings of 30% on other lens enhancements, including scratch-resistant or anti-glare coating, tints, UV protection and more	
CONTACT LENSES (instead of glasses)		
Contacts Every 12 months	• Contact lens fitting and evaluation • $150 allowance for contacts (copay does not apply)	Up to $60

Value-added Programs and Extra Savings	
Additional Glasses and Sunglasses	20% savings on additional prescription glasses and/or nonprescription sunglasses from any VSP provider within 12 months of last WellVision Exam
Laser Vision Correction	Average of 15% off regular price; discounts available at contracted facilities
VSP Diabetic Eyecare Plus Program℠	Members with diabetes receive full retinal screening at no cost. Members with diabetic eye disease, glaucoma, and age-related macular degeneration (AMD) receive additional exams and services with $20 copay. Limitations and coordination with medical coverage may apply
TruHearing®[3]	Save up to 60% on the latest brand-name hearing aids. Visit TruHearing.com/VSP or call 877.396.7194 for more information

Monthly Rates		
Employee Only	**Employee Plus One**	**Family**
$5.05	$10.10	$19.81

See reverse side for more information.

Your Coverage with Out-of-Network Providers:

Exam	Up to $55	Lined Bifocal Lenses	Up to $50	Progressive Lenses	Up to $50
Frame	Up to $70–$75	Lined Trifocal Lenses	Up to $65	Elective Contact Lenses	Up to $105–$140
Single Vision Lenses	Up to $30	Lenticular Lenses	Up to $100	Necessary Contact Lenses	Up to $210

Items Not Covered

The following items are excluded under this plan: plano lenses (refractive correction of less than ± .50 diopter); two pairs of glasses instead of bifocals; replacement of lenses, frames, or contacts; medical or surgical treatment; orthoptics, vision training or supplemental testing; local, state and|or federal taxes, except where VSP is required by law to pay.

Items not covered under contact lens coverage: insurance policies or service agreements; artistically painted or non-prescription lenses; re-fitting of contact lenses after the initial (90-day) fitting period; additional office visits for contact lens pathology; contact lens modification, polishing or cleaning.

Dependent Coverage

Dependent children are covered up until the end of the month they turn age 26.

Notice of Nondiscrimination and Accessibility Policy

Altus Dental does not discriminate on the basis of race, color, national origin, age, disability, or sex.
Español (Spanish): ATENCIÓN: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística.
Llame al 1-877-223-0588.
Português (Portuguese): ATENÇÃO: Se fala português, encontram-se disponíveis serviços linguísticos, grátis.
Ligue para 1-877-223-0588.

VSP and WellVision Exam are registered trademarks, VSP Diabetic Eyecare Plus Program is a service mark of Vision Service Plan. Flexon is a registered trademark of Marchon Eyewear, Inc. All other brands or marks are the property of their respective owners.

Coverage with a retail chain may be different or not apply. Log in to vsp.com to check your benefits for eligibility and to confirm in-network locations based on your plan type. VSP guarantees coverage from VSP network providers only. Coverage information is subject to change. In the event of a conflict between this information and your organization's contract with VSP, the terms of the contract will prevail. Based on applicable laws, benefits may vary by location. In the state of Washington, VSP Vision Care, Inc., is the legal name of the corporation through which VSP does business.

1 Extra $20 allowance on featured frame brands, such as bebe, Calvin Klein, Flexon®, Lacoste, Nike, Nine West and more. Only available to VSP members with applicable plan benefits. Frame brands and promotions are subject to change. Savings based on doctor's retail price and vary by plan and purchase selection; average savings determined after benefits are applied. Ask your VSP network doctor for more details. Promotions do not apply at Walmart or Costco Optical.

2 Allowance may differ at Walmart, Sam's Club and Costco® Optical, however it is of equivalent value. The allowance of $70 is equivalent to $130 frame allowance at VSP doctor locations and participating retail chains.

3 VSP is providing information to its members, but does not offer or provide any discount hearing program. The relationship between VSP and TruHearing is that of independent contractors. VSP makes no endorsement, representations, or warranties regarding any products or services offered by TruHearing, a third-party vendor. The vendor is solely responsible for the products or services offered by them. If you have any questions regarding the services offered here, you should contact the vendor directly.

TruHearing offers individuals the opportunity to purchase hearing aids at discounted prices, including individuals covered by self-funded health plans not subject to state insurance or health plan regulations. TruHearing is not insurance and not subject to state insurance regulations. TruHearing provides discounts to certain healthcare groups for hearing aid sales and services; TruHearing provides fitting, programming, and three adjustment visits at no cost; the member is obligated to pay for testing, and all post-fitting hearing care services, but will receive a discount from those healthcare providers who have contracted with TruHearing. Not available directly from VSP in the states of Washington and California.

Altus Vision™ is underwritten by Altus Dental Insurance Company. Claims processing, claims service, and provider network administration for Altus Vision™ are provided under contract by Vision Service Plan Insurance Company ("VSP").

ACCESSENROLL™

City of Watertown: 2024 Employee Benefits Highlights

Supplemental benefits fill the gaps where health insurance leaves off, and unlike traditional health insurance, we pay you, not the doctor or hospital. You control the cash benefits and spend them as you like to meet any financial challenges that an accident or illness could have to your standard of living.

- Choose from a menu of benefits offered to you at group rates. Rates **NEVER increase!**
- Individual, Husband/Wife, One Parent Family and Two Parent Family coverage is available.
- All plans are 100% portable at the same low rates - and guaranteed renewable.
- No coordination of benefits with other plans, which means that you get paid the full benefit, no matter what other coverage you may have.

Short Term Disability Plan

Disability insurance helps replace lost income in the event you become sick or injured and can't work

- $500-$6,000/month benefit
- Guarantee Issue up to $4,000/month
- 3, 6, 12, 18 or 24 months of coverage available
- Covers off-the-job, on-job rider, illnesses and maternity

Group Accident

- Pays cash directly to you in the event of any type of accident. Great plan for active individuals and families.
- $200 for Initial ER Visit
- $2,000 – 1st night hospital benefit, then $500/day
- $125 - $100,000 lump sum injury benefit
- Physical therapy benefit
- $150/day for rehabilitation unit benefit
- Up to $200,000 accidental death insurance

Did you know... Up to 50% of the cost associated with an accident are non-medical and come out of your pocket?

Group Critical Illness Plan

- Pays lump sum cash benefits in amounts from $5,000 to $50,000.
- Guarantee Issue available.
- Covers cancer, heart attack, stroke, coma, paralysis, end stage renal failure and organ transplant.
- Children covered free with adult coverage.

Did you know... Heart disease is one of the leading causes of death in the U.S. and strokes affect about 795,000 people each year.

Cancer Care Plan (Premier)

According to the American Cancer Society, 1 in 2 men, 1 in 3 women will be diagnosed with some form of cancer in their lifetimes.

- $6,000 - $12,000 initial diagnosis benefit
- $900/week chemotherapy benefit
- $500/week radiation benefit
- $300-$500/day hospital confinement
- $500/week for experimental treatment
- Up to $3,000 per event for reconstructive surgery
- $10,000 stem cell and bone marrow transplant benefits

Did you know... One in five people who are diagnosed with cancer use all of most of their savings because of the financial challenges of dealing with cancer.

Hospital Income

- $500 - $2,000 Admission
- $50 - $100 Short Stay
- $100 - $500 daily confinement

Life Insurance

- Term or Whole Life
- Up to $500,000 of coverage
- Guaranteed issue for new hires
- Issue age rate lock

TELADOC / Call A Doctor Plus

- Talk to a doctor in 14 minutes on average
- 4 out of 5 office visits better handled by phone
- No co-pays, deductibles or per call charges
- US based, trained, and certified doctors
- Get PRESCRIPTIONS, diagnosis, and treatment plans.

For questions, coverage options/enrollment, please see Paul McCaffrey: 508-735-1242. paul@accessenroll.com

GIC RATE FOR FISCAL YEAR 2025

07/01/2024-06/30/2025

CITY EMPLOYEES AND TEACHERS RATE SHEET

	EMPLOYEE'S COST 20% HMO'S, PPO'S & POS'S, 40% INDEMNITY		CITY'S COST 80% HMO,PPO'S & POS'S 60% INDEMNITY		FULL COST 100%	ANNUAL COSTS	
	BI-WEEKLY	MONTHLY	BI-WEEKLY	MONTHLY	MONTHLY	EMPLOYEE	CITY
HARVARD PILGRIM EXPLORER-POS							
INDIVIDUAL	$98.57	$213.57	$394.29	$854.30	$1,067.87	$2,562.89	$10,251.55
FAMILY	$244.24	$529.18	$976.95	$2,116.72	$2,645.90	$6,350.16	$25,400.64
HARVARD PILGRIM QUALITY-HMO							
INDIVIDUAL	$72.74	$157.61	$290.97	$630.43	$788.04	$1,891.30	$7,565.18
FAMILY	$185.15	$401.16	$740.61	$1,604.65	$2,005.81	$4,813.94	$19,255.78
HARVARD PILGRIM ACCESS AMERICA-PPO							
INDIVIDUAL	$116.25	$251.88	$465.01	$1,007.51	$1,259.39	$3,022.54	$12,090.14
FAMILY	$259.32	$561.85	$1,037.27	$2,247.41	$2,809.26	$6,742.22	$26,968.90
HEALTH NEW ENGLAND-HMO							
INDIVIDUAL	$72.76	$157.65	$291.05	$630.60	$788.25	$1,891.80	$7,567.20
FAMILY	$172.33	$373.39	$689.34	$1,493.57	$1,866.96	$4,480.70	$17,922.82
MASS GENERAL BRIGHAM COMPLETE-HMO							
INDIVIDUAL	$90.25	$195.53	$360.98	$782.13	$977.66	$2,346.38	$9,385.54
FAMILY	$238.65	$517.08	$954.62	$2,068.34	$2,585.42	$6,205.01	$24,820.03
WELLPOINT TOTAL CHOICE-INDEMNITY *							
INDIVIDUAL	$277.17	$600.54	$415.76	$900.81	$1,501.35	$7,206.48	$10,809.72
FAMILY	$615.09	$1,332.69	$922.63	$1,999.03	$3,331.72	$15,992.26	$23,988.38
WELLPOINT COMMUNITY CHOICE-PPO							
INDIVIDUAL	$68.77	$148.99	$275.07	$595.98	$744.97	$1,787.93	$7,151.71
FAMILY	$170.69	$369.82	$682.74	$1,479.27	$1,849.09	$4,437.82	$17,751.26
WELLPOINT PLUS-PPO							
INDIVIDUAL	$88.49	$191.72	$353.95	$766.90	$958.62	$2,300.69	$9,202.75
FAMILY	$210.84	$456.81	$843.34	$1,827.24	$2,284.05	$5,481.72	$21,926.88

HMO'S , PPO'S & POS'S 80%-20%

*INDEMNITY 60%-40%

4/2/2024

Blue Ribbon Committee Meeting

Monday, November 4, 2024 at 6:30 PM
Richard E. Mastrangelo Council Chamber - Second Floor

Agenda

Pursuant to Chapter 2 of the Acts of 2023, the meeting and public hearing will be conducted with remote opportunities for participation. Remote participation and access methods include:

ACCESS INFORMATION:

A. This meeting will be held on November 4, 2024 at 6:30 PM. Location: City Council Chamber

B. The meeting will be televised through WCATV (Watertown Cable Access Television): http://vodwcatv.org/CablecastPublicSite/watch-now?site=3

C. Public may comment through email: dnewton@watertown-ma.gov

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1. Roll Call
2. Approval of Minutes
   A. Minutes 10.1.24
3. Q&A with Mary Flanders Aicardi, Collins Center for Public Management
4. Discussion
   A. Structure & layout of report to City Council
   B. Proposals & figures for eventual report to City Council
5. Public Comment
6. Adjournment

Blue Ribbon Committee Meeting Minutes

November 4, 2024

1. Roll Call

Municipal Policy Analyst called the meeting to order at 6:30 PM. Present were Committee members Marcy Murninghan, Linda Scott, Susan Falkoff, Jimmy Mello, Christine Cole, Sarah Baker, and Chair Jack Bartley. Doug Newton was present as staff for the Committee.

2. Approval of Minutes

A. Minutes 10.1.24

Jimmy Mello made a motion, seconded by Christine Cole, that the minutes be approved as written. Marcy Murninghan made an amendment that the language of her question to Councilor Feltner be changed to "Marcy Murninghan asked Councilor Feltner how she learns from interacting frequently with other elected and appointed officials." The Committee voted seven to zero to approve the minutes with this amendment.

3. Q&A with Mary Flanders Aicardi, Collins Center for Public Management

Mary Flanders Aicardi began by saying that she leads the HR practice for the Collins Center for Public Management at the McCormick School of Government at UMass Boston. She left her job as HR Director for the City of Watertown twenty years ago. She explained that the Collins Center has done a study of City Council salaries across the Commonwealth. She suggested that the Committee consider the impact of different forms of government in their deliberations(Council-manager, Council-mayor, etc.). She said that the data shows that the Council tends to be paid higher in a Council-mayor form of government. She suggested that despite the need for viewing data, the Committee is now in a strong position to "go with their gut" and pick a number that they feel is right. She then took questions from the Committee which included questions about the differential between the Council President's salary and that of other Councilors, linking the Councilors' salary to the Council President's, linking the Council's salaries to that of city employees, and correlations between various data points (budget size, population size, etc.) and Council salaries.

4. Discussion

A. Structure and layout of report to City Council

Discussion took place as to how the Committee will deliver its eventual report. There was some discussion as to if the Committee will simply issue a recommendation and briefly explain its work or offer any other input to the Council and the public. This discussion was tabled to the next meeting.

B. Proposals & figures for eventual report to City Council

Committee members who had done independent research and made proposals each gave a summary of their work. This included Linda Scott, Sarah Baker, and Jimmy Mello. It was noted by several Committee members that all proposals made up to this point were within a relatively small range. Christine Cole made a motion, seconded by Jimmy Mello, that the Committee recommend a salary of $15,000 for City

Councilors and $25,000 for the Council President. After discussion, this motion was withdrawn. Susan Falkoff then made a motion, seconded by Jimmy Mello, that the Committee recommend a salary of $15,000 for City Councilors. The Committee voted seven to zero to approve this recommendation. Conversation then resumed as to the salary of the Council President, and the Committee agreed to table this discussion to the next meeting.

5. Public Comment

Vinnie Piccirilli, a City Councilor, explained that city employees can only take one salary from the city. This would limit any discussion of a link between Council and School Committee salaries. Elodia Thomas suggested that the Council President's salary as current is roughly 25% of the City Manager's salary.

6. Adjournment

Susan Falkoff made a motion, seconded by Jimmy Mello, that the Committee adjourn the meeting. The Committee voted seven to zero to adjourn the meeting at 8:14 PM.

BLUE RIBBON COMMITTEE
Compensation Proposal

City Councilor Compensation: $15,000 per year

City Council President/School Committee Member Compensation: $25,000 per year

Recommendation to the City Council that is consider adjusting School Committee Compensation to $10,000 per year.

Recommendation to the 2025 Charter Review Commission to amend the Watertown Home Rule Charter:

SECTION 2-3: COMPENSATION, EXPENSES (a) Salary – Increases will be based annually on the average Cost of Living increase of rank and file city employees.

Potential Salary/Stipend Adjustments for Watertown City Councilors
A Study Done by Linda Scott
Submitted October 29, 2024

The Blue Ribbon Committee was asked to present our "numbers" before our meeting on November 4th. Below you will find mine. First, I'll give you a short synopsis for Councilor salaries/stipends. After that, I'll go into detail based upon municipal comparisons (neighbor communities; communities with the same form of government; communities used in our professional City Salary Compensation Study).

Synopsis:

Average councilor salary/stipend for neighboring communities: $9,375.66
Average councilor salary/stipend for same government communities: $9259.88
Average salary/stipend for Compensation communities: $14,300.08
Also another approach: councilor salary/stipend raises with approximately the same percent salary increase given to the Assistant City Managers (37%): $12,000 (37.9%) in the compensation study

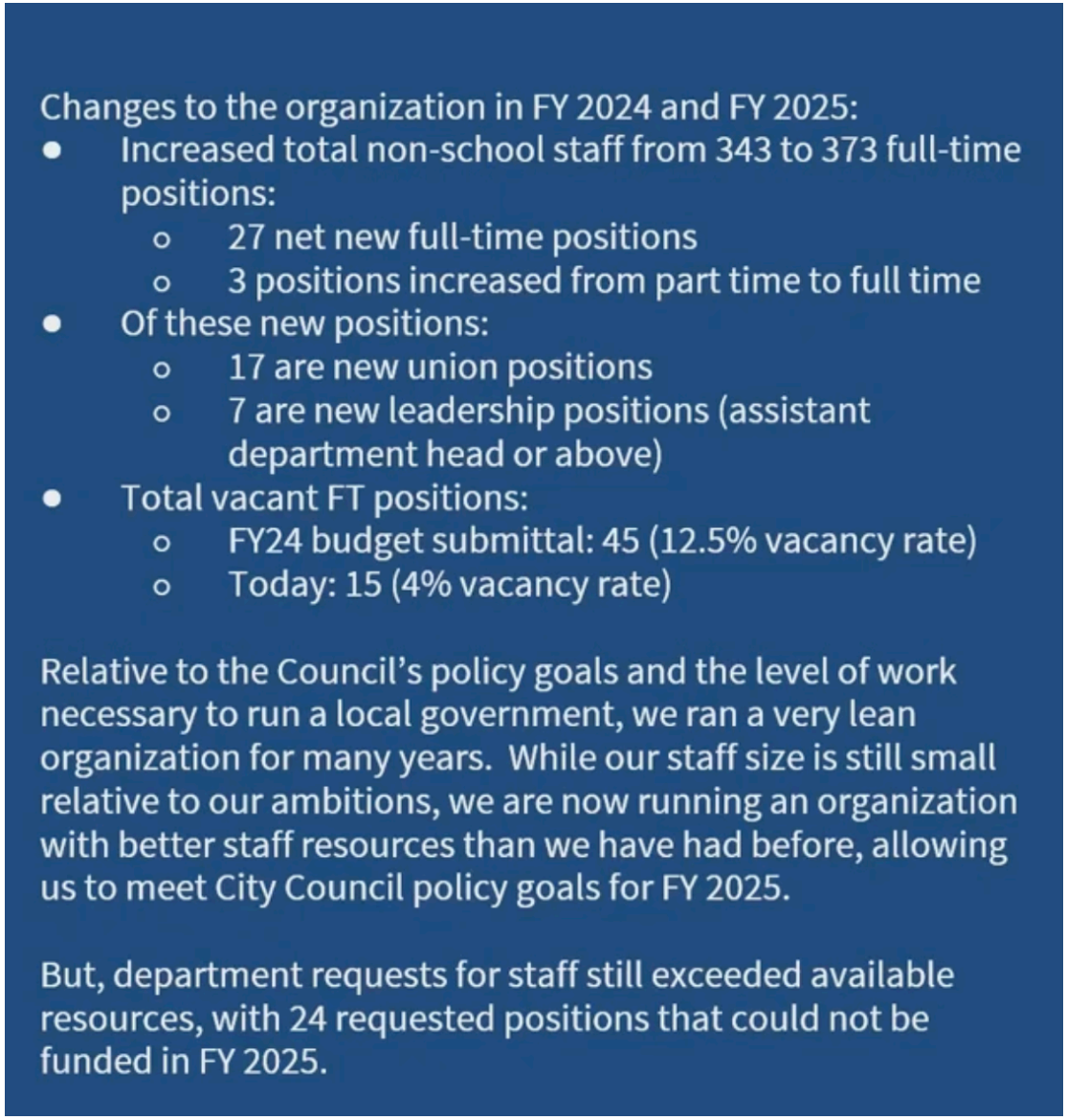
A Preface:

Before we discuss the City Council salary/stipend numbers, I thought that it was wise to discuss some City of Watertown budget numbers overall. Here are a few numbers that I kept in mind while looking at the possible adjustments in "stipends" that we give our City Councilors. There is no doubt that many City Councilors work very hard and put a lot of time and thought into this "volunteer (and elected) position," which for many is not their only job.

It is also true that Watertown has become a very busy place, but as our City Manager pointed out in his review of the budgets at the October 22, 2024 City Council meeting, they are going to have to "watch" revenues in the near future.

Now let's look at other numbers that I believe we have to be cognizant of:

Our city manager, since the beginning of his tenure here (August 2022), has added 27 net new (not including school) full-time positions that our Council approved. That comes to about an increase of 8.7%. (See chart below). He also stated his intent was to add more staff in the near future.



Slide from the City Manager's October 22, 2024 City Council Report

The City also culminated a **2023 City of Watertown Compensation Study,** which afforded a lot of our City's non-union jobs a hearty pay raise that our Council approved. See page one (of three) of the results of this Compensation Study in the chart below:

2023 City of Watertown Compensation Study Results (Page 1)

Position:	Proposed Title	Dept	Division	Skill Level	Current Grade	New Grade	Salary Survey Data 75th Percentile		Current Salary Range		Proposed Salary Range	
Directors and Senior Managers				**770 - 795**		**17**						
Assistant City Manager for CDP		CDP			M5	**17**	110,977	177,301	118,193	161,576	153,224	210,344
Deputy City Manager		City Manager			M5	**17**	144,192	184,279	118,193	161,576		
				740 - 765		**16**						
Chief Financial Officer		Finance			M5	**16**	136,373	203,114	118,193	161,576	142,866	196,125
Chief Information Officer		IT			M5	**16**	120,818	160,150	118,193	161,576		
Director of Public Buildings		Public Buildings			M4	**16**	109,610	159,933	102,776	140,501		
Superintendent of Public Works		DPW			M5	**16**	132,816	169,815	118,193	161,576		
				710 - 735		**15**						
Assistant Superintendent - Utilities		DPW	Utilities		THA 15	**15**	102,422	131,175	82,298	101,219	133,209	182,867
Building Commissioner		CDP	Building		M4	**15**	115,483	147,039	102,776	140,501		
City Engineer		DPW	Engineering		M4	**15**	119,656	156,174	102,776	140,501		
Human Resources Director		HR			M4	**15**			102,776	140,501		
Library Director		Library			M4	**15**	114,302	151,696	102,776	140,501		
				680 - 705		**14**						
City Clerk		City Clerk			M3	**14**	114,302	145,489	89,761	122,709	124,204	170,505
Director of Public Health		Health			M4	**14**	110,682	148,410	102,776	140,501		
Recreation Director		Recreation			M3	**14**	99,077	138,288	89,761	122,709		
				650 - 675		**13**						
Assistant Director for Operations		Public Buildings			M3	**13**			89,761	122,709	115,808	158,979
Assistant Library Director		Library			M3	**13**			89,761	122,709		
Chief Procurement Officer		Finance	Procurement		M3	**13**	97,285	133,559	89,761	122,709		
City Assessor/Chair of the Board of Assessors		Finance	Assessing		M4	**13**	101,088	153,349	102,776	140,501		
Director of Administration & Finance		DPW	Admin		M4	**13**	89,793	116,587	102,776	140,501		
DPW Supervisor - Forestry / Tree Warden		DPW	Forestry		THA 14	**13**	94,223	131,175	78,755	96,861		
DPW Supervisor - Highway		DPW	Highway		THA 14	**13**	94,223	131,175	78,755	96,861		
DPW Supervisor - Parks & Cemeteries		DPW	Parks & Cemeteries		THA 14	**13**	94,223	131,175	78,755	96,861		
DPW Supervisor - Sewer		DPW	Utilities - Sewer		THA 13	**13**	94,223	131,175	75,362	92,688		
DPW Supervisor - Water		DPW	Utilities - Water		THA 13	**13**	94,223	131,175	75,362	92,688		
Senior Services Director		Senior Services			M2	**13**	90,861	133,559	77,380	105,783		
Treasurer/Collector		Treasurer/Collector			M4	**13**	114,230	146,727	102,776	140,501		
				620 - 645		**12**						
Assistant Auditor		Auditing			M2	**12**			77,380	105,783	107,979	148,232
Director of Constituent Services		Constituent Services			M3	**12**	87,819	134,388	89,761	122,709		
DPW Supervisor - Central Motors	DPW Supervisor - Fleet	DPW	Central Motors		THA 14	**12**	94,223	131,175	78,755	96,861		
DPW Supervisor - Street Lighting & Wiring		DPW	Street Lighting & Wiring		THA 14	**12**	94,223	131,175	78,755	96,861		
DPW Supervisor - Traffic Control		DPW	Traffic Control		THA 14	**12**	94,223	131,175	78,755	96,861		
Skating Rink Manager		Skating Rink			M2	**12**			77,380	105,783		
Supervisor of Project Literacy	Director of Project Literacy	Library			L4	**12**			68,215	81,523		
Supervisors and Advanced Technical				**590 - 615**		**11**						
Assistant Planning Director		CDP	Planning		THA 14	**11**			78,755	96,861	100,680	132,845
CEHO/Assistant Health Director		Health			M2	**11**			77,380	105,783		
Project Engineer	Assistant City Engineer	DPW	Engineering		M3	**11**	86,736	120,091	89,761	122,709		
Supervisor of Access Services		Library			L4	**11**	72,906	96,704	68,215	81,523		
Supervisor of Adult Services	Supervisor of Reference Services	Library			L4	**11**	72,906	96,704	68,215	81,523		
Supervisor of Children's Services		Library			L4	**11**	72,906	96,704	68,215	81,523		
Supervisor of Teen Services		Library			L4	**11**	72,906	96,704	68,215	81,523		
Veterans Service Officer		Veterans Services			M2	**11**	86,595	118,876	77,380	105,783		
				560 - 585		**10**						
Assistant City Clerk		City Clerk			M2	**10**	80,157	118,032	77,380	105,783	93,874	123,865
Assistant Recreation Director		Recreation			THA 9	**10**	92,874	111,101	63,196	77,726		
Energy Manager		Public Buildings			M3	**10**			89,761	122,709		
Financial Systems Administrator		IT			M2	**10**			77,380	105,783		
Network Manager		IT			THA 13	**10**	84,722	119,477	75,362	92,688		
				530 - 555		**9**						
Assistant Assessor		Finance	Assessing		M2	**9**	77,878	120,903	77,380	105,783	87,528	115,492
Assistant Building Inspector	Local Building Inspector	CDP	Building		THA 13	**9**			75,362	92,688		
Assistant Procurement Director		Finance	Procurement		M2	**9**			77,380	105,783		
Assistant Treasurer/Collector		Finance	Treasurer/Collector		M2	**9**	93,497	120,177	77,380	105,783		
Community Wellness Program Manager		CDP			THA 10	**9**			66,041	81,224		
Function Facility Manager	Events Manager	CDP	Events		THA 7	**9**			57,870	71,175		
Hatch Coordinator		Library			L3	**9**			57,673	68,925		
Plumbing and Gas Inspector		CDP	Building		THA 13	**9**	80,422	98,262	75,362	92,688		
Project Manager - Public Buildings		Public Buildings			M3	**9**			89,761	122,709		
Senior Planner		CDP	Planning		THA 10	**9**	82,294	115,500	66,041	81,224		
Systems Administrator		IT			THA 11	**9**	94,791	128,429	69,012	84,879		
Wiring Inspector		CDP	Building		THA 13	**9**			75,362	92,688		
Zoning Enforcement Officer		CDP	Planning		THA 13	**9**	84,356	115,463	75,362	92,688		

So, having said that, this is a set of scenarios that I have considered in the course of doing research on Watertown City Councilor salaries/stipends.

The Question: Is their salary/stipend fair and equitable, and if not, what would be an acceptable adjustment and process for going forward?

I have based my comparisons on:

1. Neighboring communities
2. Communities with the same form of government
3. Communities that were selected by the City Compensation Team as comparable to Watertown when adjusting Watertown city employees' salaries.

My sources of information, besides that provided by City staff and Blue Ribbon Committee members, include the MMA (Mass Municipal Association), the US Census, the Massachusetts Department of Revenue, including the DLS (Division of Local Services), City websites and news reports, as well as phone calls to municipalities to get more information on how their Councils and Select Boards are currently being compensated.

This is just a study of salaries/stipends, not benefits, which are all over the place when it comes to communities. Suffice to say that our City does offer opt-in health benefits. About half of our councilors opt in to health insurance. The others do not. City Councilors who have served for ten plus years are eligible for a small pension.

Opinion: I believe (as do many other communities who've studied this issue) that benefits are a valuable "recruitment tool" for future councilors. Given that our councilors had no competition at the last election, this should be highlighted as a "perk" of running and being elected, since we'll never be able to raise the stipend of this "voluntary position" to a "real salary" level.

Recommendation: About a year before our next Council elections, a document should be shared with the public that notifies residents of these benefit opportunities to encourage more residents to run for office.

I've also looked at the staff support that these governing bodies receive. It is, as with benefits, all over the place.

For instance, in conversation with the Select Board staff in Wellesley, I learned that the Select Board meets two times a month. Together, with other meetings, they attend between 40 and 45 meetings per year. They have staff to help with research, etc. Although Select Board members are not compensated with a stipend or benefits, they are reimbursed for relevant educational fees (ex. MMA conferences).

Needham has a stipend but no benefits but have staff to take minutes and conduct other administrative duties.

Needham, Belmont and Arlington meet two times a month, with fewer times in the summer. I was told that Belmont currently has a citizens' petition to go from 3 to 5 selectmen.

Neighbor Communities

I'm going to start with the group called "Neighbor Communities."

Neighbors 1 is a table that shows a select group of communities that you should know very well, because they neighbor our City and/or are part of the local Chamber that Watertown is part of. Cambridge and Boston were purposely left off this list, because they are unique unto themselves, and their issues are great and quite different from ours.

As you can see from this table, Watertown is unique from its neighbors in its form of government. The Blue Ribbon Committee has been told by Watertown City Councilors that City Councilors in our form of government do the work of governing, while the Select Board's job, for instance, is to react to the governance of their city or town manager.

It's important to note that there is a category called "Expenditures" and a category called "Budget." The "Expenditure" category is based upon Fiscal Year 2023, which ran from July 1st 2023 through June 30th of 2024. The Massachusetts Municipal Association has reported this information on their site. They have not reported FY 2024 yet. We know that the MMA is using 2023 data, because the "Residential Tax Rate" that they use for all cities and towns is the one for FY 2023.

The "Budget" information (FY 2024) came from various city websites as well as news reports on approved budgets, so this data is only meant to be an approximation. This data is subject to change.

First, I call your attention to the categories, Residential Tax Rate 2023 and 2024. This rate is based upon $1,000 of property. You'll notice that all of these rates went down in 2024. That's because the State Legislature passed Home Rule Legislation. Click to see the Watertown News article on this: Watertownnews.

It's important to note, as was noted in "Your Arlington," a news source for that community, that just because your rates went down doesn't mean your tax bill will go down, because the assessed value of your home is rising at a rapid rate.

Another thing to notice is that by the category "population," Watertown is in the middle of the pack. And as far as "expenditures," in 2023 there were only 2 towns (Weston and Belmont) lower than us.

By 2024, our budget is climbing up a bit. There are still two communities with lower budgets than us (Weston and Belmont). There were two significantly higher, Waltham and Newton, whose populations are significantly larger.

Our Neighbors 1: An Overview

City/Town	Form of Government (MMA)	Population 2023 (MMA)	Population 2024 (US Census)	Residential Tax Rate 2023 (DLS)	Residential Tax Rate 2024 (DLS)	Expenditures 2023 (MMA)	Total Budget 2024	Square Miles (MMA)
Arlington	Select Board/ Town Meeting	45,617	46,308	11.21	10.59	180,931,885	205,700,537	5.2
Belmont	Select Board/ Town Meeting	26,838	27,295	11.24	10.56	118,594,209	142,459,823	4.7
Needham	Select Board/ Town Meeting	32,048	32,091	13.04	12.52	187,401,479	231,669,644	12.3
Newton	Mayor/Council	87,453	88,923	10.18	9.76	403,126,799	499,700,000	17.8
Waltham	Mayor/Council	64,015	65,218	10.32	9.64	218,744,129	328,233,980	12.7
Watertown	Council/City Manager	35,149	35,256	13.58	11.70	136,449,896	194,013,029	4
Wellesley	Select Board/ Town Meeting	30,191	29,550	11.45	10.41	168,616,371	196,147,453	10.0
Weston	Select Board/ Town Meeting	11,666	11,645	11.84	11.12	93,817,859	93,771,227	16.8

On the next table, (Neighbors 2), you'll be able to compare what councilors and selectmen are paid in 2024 as well as see how their pay fits into their budgets and, finally, in a very loose "what if" question: if no other revenue comes into the City except a per person "tax" on individual residents, how much would each man, woman and child in Watertown have to pay per year to support City Council stipends?

Also in the table Neighbors 2, I've compared what percentage of the City budget is taken up with Councilor salaries/stipends.

Neighbors 2: Councilor Salaries/ Percentage of Budget/ Cost to Residents

City/Town	Total 2024 Budget	Number of Councilors/ Selectmen (MMA)	Councilor/ Selectmen Salaries 2024	Council President or Chair 2024	Total: Councilor/ Selectmen Salaries 2024	Councilor/ Selectmen Salaries Percentage of 2024 Budget	Per Resident Cost of Council Salaries per Year 2024
Arlington	205,700,537	5	3000	3,500	15,500	0.075	0.33
Belmont	142,459,823	3	5000	5,000	15,000	0.01	0.55
Needham	231,669,644	5	1500	1,800	7,800	0.0033	0.24
Newton	499,700,000	24	15,500	15,500	372,000	0.074	4.18
Waltham	328,233,980	15	22,554	22,554	338,310	0.103	5.18
Watertown	194,013,029	9	8,700	12,000	81,600	0.042	2.31
Wellesley	196,147,453	5	0	0	0	0	0
Weston	93,771,227	3	0	0	0	0	0

In terms of total cost, Watertown is again in the middle, with Newton and Waltham above us. Arlington, Belmont and Needham are below. Two communities (Wellesley and Weston) do not pay their select people.

As you can see, even with no other revenue, besides a “tax” on all Watertown residents, the amount that each resident would pay per year is a bargain!

Finally, I added the totals of salaries and divided by six, leaving out Wellesley and Weston, and the average salary in the category of “Neighboring Cities and Towns” is: $9,375.66. And for chair or council president, the average salary is: $11,475.66

Note, the president and chair positions, besides being leadership roles, include many more and different responsibilities. In the case of the Watertown Council President, he also serves on the School Committee among many other things.

In comparing communities with the same form of government, in Massachusetts, there are only twelve communities with the Council-Manager form of government:

Government 1: Same Form of Government: Overview

City/Town	Form of Government	Population 2023 (MMA)	Population 2024 US Census	Residential Tax Rate 2023 (DLS)	Residential Tax Rate 2024 (DLS)	Expenditures 2023 (MMA)	Budget 2024	Square Miles (MMA)
Amherst	Council/Town Manager	39,378	39,263	20.10	18.51	78,614,615	93,457,917	27.6
Barnstable	Council/Town Manager	49,583	48,916	7.07	6.65	163,572,569	196,472,057	59.8
Bridgewater	Council/Town Manager	28,805	28,633	12.84	12.14	66,154,577		27.3
Chelsea	Council/City Manager	38,889	38,319	12.38	11.90	180,229,266	231,135,736	2.2
East Longmeadow	Council/Town Manager	16,370	16,378	19.20	18.54	60,607,442	68,966,364	13.0
Franklin	Council/City Manager	33,036	33,261	12.58	11.79	130,005,499		26.6
North Attleborough	Council/Town Manager	30,854	30,750	12.79	12.73	91,879,154	105,856,488	18.9
Palmer	Council/Town Manager	12,372	12,315	17.93	17.15	37,490,632	44,308,363	31.6
Randolph	Council/Town Manager	34,715	34,984	12.08	11.45	106,986,544	111,488,657	9.8
Southbridge	Council/Town Manager	17,657	17,740	15.84	15.26	57,792,737	72,066,405	20.3
Watertown	Council/City Manager	35,149	35,256	13.58	11.70	136,449,896	194,013,029	4
Winthrop	Council/Town Manager	18,505	19,031	10.70	10.42	54,060,105	59,705,014	2

Same Form of Government

Government: 2 Councilor Salaries: Percentage of Budget/Cost to residents

City/Town	Number of Councilors	Councilor Salaries 2024	Council President or Chair Salaries	Total: Councilor Salaries	Councilor Salaries Percentage of 2024 Budget	Per Resident Cost of Council Salaries per Year 2024
Amherst	13	$10,000	President $12,000	$132,000.00	0.141	3.36
Barnstable	13	$8,000	Vp 10,000; pres 12,000	110,000	0.055	2.25
Bridgewater	9	0		0	0	0
Chelsea	11	$28,000.00		$308,000.00	0.133	8.03
East Longmeadow	7	$5,500	President $7500 VP $6500	$41,500.00	0.068	2.53
Franklin	9	0		0	0	0
North Attleborough	9	$9727.00		$87,543.00	0.082	2.84
Palmer	7	$1200		$8,400	0.001	0.68
Randolph	9	0		0	0	0
Southbridge	9	0		0	0	0
Watertown	9	$8,700	President $12,000	$81,600.00	0.042	2.31
Winthrop	9	$2,952.00		$26,568.00	0.044	1.39

Notes:

I was able to speak with several city government employees. I spoke with the Palmer Town Manager's assistant. Their councilors get $100 a month and no benefits. The council had a president and vice president with no distinction in stipend. She does the minutes, but admits that it's hard to stay up to date, because there's a lot of work involved.

Barnstable has opt-in health benefits (5 use at moment). They have a town clerk for council meeting minutes and the assistant clerk does minutes for the 14 subcommittees (reported by asst. clerk). Also, councilors and vp get a $2200 stipend for supplies each year. President gets $2800.

Again, if we average the salaries and stipends here and don't include the communities with no compensation, the average for councilors is $9259.88

For Presidents, the average (including the pay for those communities that don't distinguish between members and leaders): $10,875.00.

Comparison of City of Watertown Compensation Study Communities

As part of the City Compensation Study, these communities were selected to be included for comparison:
Arlington
Braintree
Brookline
Burlington
Dedham
Medford
Natick
Needham
Newton
Norwood
Saugus
Somerville
Wakefield
Waltham
Watertown
Woburn

The blanks on Councilor Salary cells in the tables below reflect communities that have not yet responded to my requests for information. We will use the data we have thus far to derive our numbers.

Compensation 1: Comparison of Communities in Watertown Compensation Study

City/Town	Form Of Government (MMA)	Popula-tion 2023 (MMA)	Popula-tion 2024 (Us Census)	Residential Tax Rate 2023 (DLS)	Residential Tax Rate 2024 (DLS)	Expenditures 2023 (MMA)	Budget 2024	Square Miles (MMA)
Arlington	Select Board/ Town Meeting	45,617	46,308	11.21	10.59	180,931,885	205,700,537	5.2
Braintree	Mayor/Council	38,822	39,143	9.76	9.48	139,653,913	160,405,001	13.8
Brookline	Select Board/ Town Meeting	62,726	63,191	9.97	9.77	313,438,393	412,195,034	6.75
Burlington	Select Board/ Town Manager	24,989	26,169	9.40	8.94	140,138,389	168,408,828	11.7
Dedham	Select Board/ Town Meeting	25,240	25,364	12.84	12.50	117,984,280	135,685,559	10.3
Medford	Mayor/Council	62,098	59,659	8.65	8.52	172,629,054		8.1
Natick	Select Board/ Town Meeting	36,426	37,006	12.64	12.26	165,972,327	192,543,908	15
Needham	Select Board/ Town Meeting	32,048	32,019	13.04	12.52	187,401,479	231,669,644	12.3
Newton	Mayor/Council	87,453	88,923	10.18	9.76	403,126,799	499,700,000	17.8
Norwood	Select Board/ Town Meeting	31,441	31,611	10.32	10.47	142,016,951		10.4
Saugus	Select Board/ Town Meeting	28,676	28,619	11.26	10.65	100,376,145		10.8
Somerville	Mayor/Council	79,815	81,045	10.34	10.52	269,332,216		4.1
Wakefield	Select Board/ Town Meeting	27,104	27,090	11.73	11.25	98,072,702		7.4
Waltham	Mayor/Council	64,015	65,218	10.32	9.64	218,744,129	328,233,980	12.7
Watertown	Council/City Manager	35,149	35,256	13.58	11.70	136,449,896	194,013,029	4.0
Woburn	Mayor/Council	41,056	40,876	8.70	8.06	152,670,083	184,895,462	12.6

Note: most of the communities that have not responded with a final answer are suspected to not pay any salaries/stipends to their councilors/ selectmen, so they may not make a big difference in the numerical outcome. I'll update these as they are received.

Compensation 2: Comparison of Communities in Watertown Compensation Study

City/Town	Number of Councilors	Councilor Salaries 2024	Councilor President or Chair Salaries	Total: Councilor Salaries	Councilor Salaries Percentage of 2024 budget	Per Resident Cost of Councilor Salaries 2024
Arlington	5	3000	3500	15,500	0.075	0.33
Braintree	9	5000		45,000	0.000028	1.15
Brookline	5	3500	4500	18,500	0.004	0.29
Burlington	5					
Dedham	5					
Medford	7	30,246.84	VP: 31,565.04 Pres. 33,533.24	216,332.48		3.63
Natick	5	0		0	0	0
Needham	5	1500	1800	7,800	0.0033	0.24
Newton	24	15,500		372,000	0.074	4.18
Norwood	5	0		0	0	0
Saugus	5					
Somerville	11	43,000		473,000		5.83
Wakefield	7	0		0	0	0

City/Town	Number of Councilors	Councilor Salaries 2024	Councilor President or Chair Salaries	Total: Councilor Salaries	Councilor Salaries Percentage of 2024 budget	Per Resident Cost of Councilor Salaries 2024
Waltham	15	22,554		338,310	0.103	5.18
Watertown	9	8700	12000	81,600	0.042	2.31
Woburn	10	10000		100,000	0.054	2.45

So, averaging the 10 communities that provide stipends/salaries for their councilors, that comes to: $14,300.08

Last Comments:

Finally, before any salary/stipend adjustments occur, our committee has discussed the possibility of including some sort of “upgrade” in professionalism.

Suggestion:

A City Council document can be used as a guide to new councilors as well as informing the Watertown public of the responsibilities and privileges of being a Watertown City Councilor, for instance. The Town of Needham has an excellent example of this: Click here.

Also, as well as “keeping score” of City Council votes on individual minutes, where they are difficult and unwieldy to find, it’s been suggested that for governmental transparency a “scoreboard” be produced on the City website that citizens can go to to see at a glance how their councilors voted on issues.

Methods for arriving at City Council salary range recommendation

The purpose of this memo is to investigate three methodologies discussed for calculating a fair City Council Salary, and arrive at suggested salary ranges through each method. The goal is for the Blue Ribbon Committee to have data and processes to support the salary recommendation.

Summary of salary ranges calculated by three methodologies described below:

	Low	*Middle*	*High*
Reasonable Assessment	13,350	15,575	17,800
Hourly	10,350	15,525	20,700
Community Comparison	11,700	12,800	23,400

1. **Reasonable Assessment**

Pro: We as a team have a general sense of what is fair and what is reasonable (i.e. politically viable).

Con: Difficult to defend if community has strong objections; seen as arbitrary, even if agreed on by diverse team.

Example for justifying "Reasonable":

- Based on Councilor interviews, the job has increased in complexity and effort since the previous stipend was established.
- COLA on the previous stipend arrives at $8,900.
- As a team, we could agree on a multiple of this COLA-adjusted salary to compensate for the increased difficulty and complexity of the job.

	Baseline	*1.5x*	*1.75x*	*2x*
2025 (COLA increase)	$8,900	$13,350	$15,575	$17,800

2. **Hourly compensation**

Pro: Relatable, objective.

Con: Completely dependent on what rate to use; no clear job comparison on the market. Estimated hour subjective.

Note: The example below calculates the annual hours worked at 15 hours/week, 46 weeks/year. The councilors gave a similar low estimate of 15 hours/week. This example compensates based on lowest common denominator, and assumes that over-and-above effort may be compensated by re-election.

	Minimum Wage	*1.5x Min Wage*	*2x Min Wage*
Annual Hours	690	690	690
Hourly Wage	15	22.5	30
Salary	$10,350	$15,525	$20,700

3. **Community Comparison**

Pro: This size of the dataset (all MA communities with a similar form of government) is large enough to give a good trend for City Council compensation, despite the myriad differences across the communities. The average from the State as a whole can be tested by comparing its results to the communities that Watertown selected as relevant comparisons for the Classification & Compensation Study. The City Councilors identified budget size as the best proxy for the complexity of their job, so the comparisons are taken using the community budget figure.
Con: Looking at comparisons assumes that other communities have a similar compensation philosophy, and that their structures are up-to-date. This should be taken with a grain of salt. Comparisons are helpful for determining a range that is justifiably "market," but can't be used to pinpoint a specific figure.

Process:

- From spreadsheet, "Council pay by Revenue Class" data from 351 MA communities
- **Filter** data by "Form of Government" to select "Council and Alderman"
- Create **Budget Ratio Score** (BRS) for each community:
    a. **BRS = Council Salary/Annual Budget*100,000**
    b. To ensure that outliers don't skew the average, the second column calculates the average and median with the highest two and lowest two scores dropped.

	Council/Alderman communities	*Drop 2 highest and 2 lowest*
Count	44	**40**
***Average** Budget Ratio Score*	6.30	**6.28**
***Median** Budget Ratio Score*	5.74	**5.74**
***Max** Budget Ratio Score*	13.46	**11.49**
***Min** Budget Ratio Score*	0.38	**2.14**

The Average and Median Budget Ratio scores are applied to Watertown, to create a comparison range of City Council salaries.

	Budget Ratio Score	*Watertown Budget*	*City Council Salary*
Current Actual	**4.36**	**204,000,000**	**8,900**
Average	6.28	204,000,000	12,800
Median	5.74	204,000,000	11,700
Max	11.49	204,000,000	23,400
Min	2.14	204,000,000	4,400

The Average Budget Ratio Score is then applied across the 15 communities used as comparisons during the Classification & Compensation Study. The final column is the calculated salary for each community based on the average Budget Ratio Score (BRS = 6.30/100,000*$Budget). These figures provide a "gut-check", or a subjective assessment of whether the BRS score provides reasonable and community-comparable salary suggestions.

Municipality	*Form of Government*	*Budget*	*Council Salary*	*Salary based on BRS*
Arlington	Representative Town Meeting	213,900,000		13,500
Braintree	Mayor	161,200,000	$5,000	$**10,200**
Brookline	Representative Town Meeting	436,300,000		27,500
Burlington	Representative Town Meeting	176,900,000		11,100
Dedham	Representative Town Meeting	144,000,000		9,100
Medford	Council and Alderman	218,100,000	$29,360	**$13,700**
Natick	Representative Town Meeting	195,400,000		12,300
Needham	Representative Town Meeting	244,600,000		15,400
Newton	Council and Alderman	525,400,000	$15,500	$**33,100**
Norwood	Representative Town Meeting	203,900,000		12,800
Saugus	Representative Town Meeting	113,100,000		7,100
Somerville	Council and Alderman	360,000,000	$43,000	$**22,700**
Wakefield	Open Town Meeting	127,800,000		8,100
Waltham	Council and Alderman	353,900,000	$22,554	$**22,300**
Watertown	Council and Alderman	204,000,000	$8,900	**$12,900**
Woburn	Council and Alderman	199,600,000	$10,000	**$12,600**

Observations:

- Medford has the highest calculated Budget Ratio Score in the dataset, at 13.46.
- Newton has the second highest Total Assessed Value in the dataset: 1. Cambridge $71B, 2. Newton $37B, 3. Somerville $22B. By comparison, Watertown is $11B. This value is likely to influence the budget, making Newton an outlier in its BRS.
- Somerville's City Council salary is second highest in the dataset.

Blue Ribbon Committee Meeting

Wednesday, December 11, 2024 at 6:30 PM
Richard E. Mastrangelo Council Chamber - Second Floor

Agenda

Pursuant to Chapter 2 of the Acts of 2023, the meeting and public hearing will be conducted with remote opportunities for participation. Remote participation and access methods include:

ACCESS INFORMATION:

A. This meeting will be held on Wednesday, December 11th at 6:30 PM. Location: Lower Hearing Room

B. The meeting will be televised through WCATV (Watertown Cable Access Television): http://vodwcatv.org/CablecastPublicSite/watch-now?site=3

C. Public may comment through email: dnewton@watertown-ma.gov

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1. Call to Order
2. Roll Call
3. Approval of Minutes
   A. Minutes 11.4.24
4. Discussion
   A. Salary for the Council President
   B. Report to City Council
5. Public Comment
6. Adjournment

Blue Ribbon Committee Minutes

December 11th, 2024

1. Call to Order

   Jack Bartley called the meeting to order at 6:00 PM.

2. Roll Call

   Present were Committee members Susan Falkoff, Jack Bartley, Linda Scott, Marcy Murninghan, Christine Cole, Sarah Baker, and Jimmy Mello.

3. Approval of Minutes
   a. Minutes 11.4.24

   Jimmy Mello made a motion, seconded by Christine Cole, that the minutes for the prior meeting be approved. The Committee voted seven to zero to approve the motion.

4. Discussion
   a. Salary for the Council President

   Each Committee member offered their thoughts on the salary for the Council President. Sarah Baker proposed a salary of $22,000 and offered that this is a similar percentage increase to the one the Committee had previously approved for other City Councilors. Jack Bartley proposed a salary of $25,000, emphasizing the outsized role of the City Council President relative to that of other Councilors. After further discussion, Susan Falkoff made a motion, seconded by Jimmy Mello, that the Committee recommend a salary of $22,000 for the Council President. The Committee voted seven to zero to approve the motion.

   b. Report to City Council

   The Committee gave considerable thought as to how best to present their findings to the City Council. Discussion centered around the length and content of the report. The Committee agreed to offer a succinct recommendation on one page drafted by Sarah Baker and to offer other members the opportunity to offer additional comment if they desire. Municipal Policy Analyst Doug Newton was tasked with organizing the slate of documents that have been created by the Committee's work to be as accessible as possible for the Council and the public moving forward.

5. Public Comment

   No member of the public offered comment.

6. Adjournment

Susan Falkoff made a motion, seconded by Jimmy Mello, to adjourn the meeting. The Committee voted seven to zero to approve the motion and the meeting was adjourned at 6:56 PM.

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	X		
CAROLINE BAYS	X(Via Zoom)		
LISA J. FELTNER	X		
JOHN G. GANNON	X		
NICOLE GARDNER	X(Via Zoom)		
EMILY IZZO	X		
ANTHONY PALOMBA	X		
VINCENT J. PICCIRILLI JR.	X		
MARK S. SIDERIS, COUNCIL PRESIDENT	X		

Motion to accept the Pride Month Proclamation

Watertown City Council

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

PROCLAMATION CELEBRATING JUNE AS PRIDE MONTH – 2025

WHEREAS: Our nation has officially celebrated Pride Month in June since 1999; and

WHEREAS: During Pride Month, Americans everywhere recognize the right of each of us to live freely and authentically, consistent with our country's vision of equality for all; and

WHEREAS: Society has made progress toward Lesbian, Gay, Bisexual, Transgender, Queer, Questioning, Intersex, Asexual and more (LGBTQIA+) equality, we know that discrimination, violence, and systemic barriers—especially against transgender, nonbinary, gender nonconforming, and intersex people—remain pervasive, underscoring the urgent need for education, awareness, and protective policies; and

WHEREAS: The City of Watertown stands firmly and unequivocally in solidarity with LGBTQIA+ individuals, especially transgender and gender-diverse residents, and calls upon all members of our community to reject hate, dismantle prejudice, and promote dignity, equity, and safety for all; and

WHEREAS: The Watertown Free Public Library and Watertown Public Arts and Culture are offering a robust month of programs including Pride Extravaganza to show the vibrancy and strength of the City of Watertown because of this diversity; and

WHEREAS: Celebrating Pride Month is not only a recognition of LGBTQIA+ identities and contributions, but also a call to action to advocate for and defend inclusive laws and policies, support access to affirming healthcare services and public accommodations, protect LGBTQIA+ youth and elders, and engage in open, ongoing dialogue that advances acceptance and human rights.

NOW, THEREFORE BE IT PROCLAIMED that the City of Watertown hereby proclaims the month of June 2025 Pride Month and urges all citizens to join the celebrations and affirm their commitment to supporting, uplifting, and defending the LGBTQIA+ community.

IN WITNESS HEREOF,
I have hereunto set our hand and caused the Great Seal of the City of Watertown to be affixed on this 27th day of May 2025.

Mark Sideris, Council President

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	X		
CAROLINE BAYS	X(Via Zoom)		
LISA J. FELTNER	X		
JOHN G. GANNON	X		
NICOLE GARDNER	X(Via Zoom)		
EMILY IZZO	X		
ANTHONY PALOMBA	X		
VINCENT J. PICCIRILLI JR.	X		
MARK S. SIDERIS, COUNCIL PRESIDENT	X		

Motion to approve the zoning ordinance regarding the updated floodplain district in compliance with FEMA

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

ORDINANCE # 34 **2025 – O -** 34

ZONING CODE AMENDMENT ORDINANCE: FLOODPLAIN DISTRICT

WHEREAS: Pursuant to Massachusetts General Laws Chapter 40A, Section 5 and Article IX of the Watertown Zoning, the Zoning Ordinance may be amended from time to time; and

WHEREAS: On January 8, 2025, the Federal Emergency Management Agency (FEMA) notified the City of the final flood hazard determinations for Middlesex County and of the updated Flood Insurance Study (FIS) report and Flood Insurance Rate Maps (FIRM) that will take effect on July 8, 2025; and

WHEREAS: FEMA requires communities to enact necessary floodplain management regulations to remain part of the National Flood Insurance Program (NFIP); and

WHEREAS: The Massachusetts Department of Conservation and Recreation provides oversight for the administration and implementation of the NFIP in the Commonwealth, including providing substantive review of the draft text of this zoning ordinance; and

WHEREAS: On March 24, 2025, the City Council had the first reading on Zoning Ordinance amendments to amend Section 5. 06 Floodplain District and make other complementary changes as summarized in the Public Notice; and

WHEREAS: On April 9, 2025, the Planning Board held a duly advertised Public Hearing with respect to the proposed Amendments, with five members present, and voted to recommend approval of the amendments and directed Department of Community Development and Planning staff to submit the Planning Board's report and recommendations to the City Council with respect to the proposed amendments; and

WHEREAS: On May 27, 2025, with nine members present, the City Council voted to adopt the amendments with certain changes from the text recommended by the Planning Board.

NOW THEREFORE BE IT ORDAINED by the City Council of Watertown that Title XV, Chapter 155 of the Watertown Code of Ordinances, the Zoning Ordinance, is hereby amended, with the bold language inserted and strikethrough language deleted, approved as follows:

I. Amendment: Strike in its entirety Article II, Section 2.29 entitled "Floodway/100-year floodplain.", and replace with the following text:

§ 2.29 ~~Floodway~~ **Reserved for Future Use.**

II. Amendment: Strike in its entirety Article V, Section 5.06 entitled "Floodplain District", and replace with the following text:

§ 5.06. Floodplain District.

(a) **Intent and Purpose.** The intent of this district is to meet, at a minimum, the requirements of the National Flood Insurance Program (NFIP). The purpose of the Floodplain District is to:

1. Ensure public safety through reducing threats to life and personal injury;
2. Minimize new hazards and obstacles to emergency response officials;
3. Reduce the impacts of flooding on water quality, contamination, and pollution;
4. Avoid impacts and disruptions to utility services susceptible to flooding;
5. Minimize economic impacts associated with flood response and cleanup; and
6. Reduce public and private property damage resulting from flooding.

(b) **Floodway District Definitions.**

DEVELOPMENT. Any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

FLOODWAY. The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

FUNCTIONALLY DEPENDENT USE. A use which cannot perform its intended purpose unless it is located or carried out near water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

HIGHEST ADJACENT GRADE. The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

HISTORIC STRUCTURE. Any structure that:

1. Is listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
2. Is certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
3. Is individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or

4. Is individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either: (a) By an approved state program as determined by the Secretary of the Interior or, (b) Directly by the Secretary of the Interior in states without approved programs.

NEW CONSTRUCTION. Structures for which the start of construction commenced on or after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. New construction includes work determined to be substantial improvement, as defined in this section of the Zoning Ordinance.

RECREATIONAL VEHICLE. A vehicle which is: (a) Built on a single chassis; (b) 400 square feet or less when measured at the largest horizontal projection; (c) Designed to be self-propelled or permanently towable by a light duty truck; and (d) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

SPECIAL FLOOD HAZARD AREA. The land area subject to a 1% or greater annual chance of flood and shown on a Flood Insurance Rate Map or other flood hazard map by the Federal Emergency Management Agency (FEMA) as Zone A, AE, A1-30.

START OF CONSTRUCTION. The date of issuance of a permit for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building on a site, including a manufactured home, such as the pouring of a slab or footings, installation of pilings or construction of columns.

Permanent construction does not include land preparation such as clearing, excavation, grading or filling, the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building.

For a substantial improvement, the actual "start of construction" means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

STRUCTURE. For floodplain management purposes, a walled and roofed building, with or without habitable space, that is principally above ground, as well as a manufactured home or a gas or liquid storage tank.

SUBSTANTIAL REPAIR OF A FOUNDATION. When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR or the MA State Building Code in effect at the time of construction.

FLOODPLAIN VARIANCE. A grant of relief by the Zoning Board of Appeals from the terms of the floodplain management regulations.

FLOODPLAIN VIOLATION. The failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required is presumed

to be in violation until such time as that documentation is provided.

ZONE A. An area of special flood hazard without water surface elevations determined

ZONE A1-30 and ZONE AE. An area of special flood hazard with water surface elevations determined.

(c) **Community Floodplain Administrator.** The City of Watertown hereby designates the Director of Planning and Zoning or their designee to be the official Floodplain Administrator for the City.

(d) **Applicability.** The Floodplain District is established as an overlay district that includes all special flood hazard areas within the City of Watertown designated as Zone A and AE, on the Middlesex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Middlesex County FIRM that are wholly or partially within the City of Watertown are panel numbers 25017C0414F, 25017C0418F, 25017C0419F, 25017C0552F, 25017C0556F, and 25017C0557F effective July 8, 2025.

The exact boundaries of the District shall be defined by the 1%-annual chance base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) that will be effective July 8, 2025. The FIRM and FIS report are incorporated herein by reference and are on file with the Department of Community Development and Planning.

The floodplain district regulations shall apply on top of the regulations, including the use table and dimensional requirements, of the underlying zoning districts.

(e) **Use Regulations.** Permits are required for all development. All necessary permits must be obtained prior to any development or activity within the floodplain district, as required in this section.

1. All developments in the district, including structural and non-structural activities, whether permitted by right with administrative review, by permit, or by special permit, must comply with M.G.L.c.131, §40 and with the following:

   (A) The Section of the Massachusetts State Building Code which addresses floodplain and coastal high hazard areas, currently 780 CMR 120.G, "Flood Resistant Construction and Construction in Coastal Dunes";

   (B) Wetlands Protection Regulations, Department of Environmental Protection (DEP), currently 310 CMR 10.00;

   (C) Inland Wetlands Restriction, DEP (currently 310 CMR 13.00);

   (D) Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5)

2. All development in the district must submit an initial development activity summary checklist with necessary plans and work description. The submittal will be reviewed by the City, and the following must be included for review and approval, as necessary:

   (A) Development must identify and obtain all local, state and federal permits necessary for the proposed development in the floodplain district.

   (B) Development must include base flood elevation data on all site plans, plot plans, or subdivision plans.

   (C) The elevation in mean sea level in feet, per the North American Vertical Datum of 1988 (NAVD 88), to which proposed new or substantially improved structures will be elevated or flood proofed.

3. Uses allowed within the Floodplain District with administrative review:

   (A) Conservation of soil, water, plants and wildlife.

   (B) Outdoor recreation, including play areas, nature study, boating, fishing and hunting where otherwise legally permitted but excluding building and structures.

   (C) Wildlife management areas, non-commercial signs, foot and bicycle paths and bridges, provided that such uses do not affect the natural flow pattern on any water course.

   (D) Dwellings, buildings and structures lawfully existing prior to the adoption of these provisions, but not including any enlargement and/or extension thereof.

   (E) Retail use in an RD - Limited Redevelopment District for which a final Order of Conditions is issued under the Massachusetts Wetlands Protection Act (M.G.L. c. 131, § 40) and which meets the criteria listed in § 5.06.

4. Floodplain Special Permits.

   (A) In reviewing a project for a Special Permit or Site Plan Review, the provisions of §9.03 and §5.16, where applicable, shall be applicable to any use or structure. Specifically, the provisions of §9.03(c) are applied in a manner designed to eliminate, minimize or reduce exposure to flood damage.

   (B) Permit application, review, and decision procedures shall be in accordance with Article IX of this Zoning Ordinance. The SPGA must also consider the following criteria:

      (a) The proposed use will not be detrimental to the public health, safety and welfare.

      (b) The proposed use will comply in all respects to the provisions of the underlying district or districts within which the land is located.

      (c) Required permits and approvals have been received from governmental agencies, as required by federal, state or local law.

      (d) Land Area and Division.

5. Restriction and Limitations.

   (A) No new construction, substantial improvement to existing structures, filling, or other land development shall be permitted unless it is demonstrated by the applicant that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood.

   (B) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system. Discharges from sewage systems into flood waters shall be minimized or eliminated.

   (C) Floodway Encroachment. Within the AE Flood Zone along watercourses that have a regulatory floodway designated on the FIRM, encroachments are prohibited, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it is demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment will not result in any increase in flood levels during the occurrence of the base flood discharge.

   (D) In A Zones, in the absence of FEMA BFE data and floodway data, the City will obtain, review

and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A and as the basis for elevating residential structures to or above base flood level, for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.

(E) In A and AE Flood Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the flood zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready, such that they may be removed in advance of flood events.

6. Lot Area Allowance. The portion of any lot within the area delineated in section (d) may be used to meet the area and yard requirements for the district or districts in which the remainder of the lot is situated, provided that the portion does not exceed 25% of the minimum lot area.

7. Any land division proposals and development proposals in the floodplain district shall be reviewed by the City to ensure that:

   (A) Base flood elevation data is included on all plot plans or other subdivision plans.

   (B) Such proposals minimizes or prevents flood damage.

   (C) Public utilities and facilities are located & constructed to minimize flood damage.

   (D) Adequate drainage is provided.

(f) **Floodplain Variances.** A variance from the floodplain district must follow the procedures of §9.04 of the Zoning Ordinance. In addition to the criteria set forth in §9.04, a variance from these floodplain regulations must meet State requirements and, in addition, may only be granted if:

   (A) Good and sufficient cause and exceptional non-financial hardship exists;

   (B) the variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and

   (C) the variance is the minimum action necessary to afford relief.

In addition, a variance may not be issued if any increase in flood levels during the base flood discharge would result.

(g) **Base Flood Elevation and Floodway Data.**

1. Watercourse Alterations or Relocations. In a riverine situation, the Floodplain Administrator shall notify the following of any alteration or relocation of a watercourse: Adjacent Communities, NFIP State Coordinator, Massachusetts Department of Conservation and Recreation, NFIP Program Specialist, FEMA, Region I

2. Technical Data. If the City acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the City will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.). Notification shall be submitted to: NFIP State Coordinator, Massachusetts Department of Conservation and Recreation, and NFIP Program Specialist, FEMA, Region I

(h) **Administration.**

1. Variances from State Building Code. The City will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance, and will maintain this record in the community's files.

(A) Copy of Hearing Record. This required information must also be submitted by an applicant as part of any required permitting process.

(B) Notice. The City will issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as $25 for $100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property.

(C) Retention. Such notification shall be maintained with the record of all variance actions for the referenced development in the floodplain district.

2. In the event any regulations of this Floodplain District are in conflict with the regulations of any other districts, the more restrictive regulation shall govern.

3. Disclaimer of liability. The degree of flood protection required by this section is considered reasonable but does not imply total flood protection. Property owners constructing structures and improvements in a Floodplain District do so at their own risk. Natural changes can occur over time which may affect the flood elevations.

4. Severability. If any section, provision or portion of these regulations (Sec. 5.06 of the Zoning Ordinance) are deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall remain in effect.

Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above ordinance was adopted by a vote of 9 for, 0 against, and 0 present on May 27, 2025.

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

CITY OF WATERTOWN
Department of
Community Development and Planning
Parker Building
124 Watertown Street
Watertown, MA 02472
Phone: 617 972 6417
www.watertown-ma.gov

To: George Proakis, City Manager
From: Gideon Schreiber, Director of Planning and Zoning
CC: Mark Sideris, City Council President
Date: May 14, 2025
Re: **City Council Hearing Submittal for Zoning Amendment to Floodplain District**

On April 9, 2025, the Planning Board held a hearing and recommended approval of updated zoning amendments to the City Council, with changes as indicated at their hearing. The Board requested that the recommended zoning amendments have a final review by the State and city attorney to confirm the changes do not create any conflicts with the FEMA requirements. The review confirmed that the final draft is acceptable and can proceed as updated.

Therefore, as a final step in the amendment process, staff respectfully request that this matter be added to the May 27, 2025, City Council agenda for a zoning amendment hearing to replace the language of the Floodplain District and related definitions. The requested hearing has been noticed in a newspaper of general circulation, posted at the Administration Building and on the city website, and sent to surrounding communities, MAPC, and the State, as necessary.

For background, Watertown is a member of the National Flood Insurance Program (NFIP), established in 1968 and managed by the Federal Emergency Management Agency (FEMA). To remain an NFIP community, Watertown must periodically update local regulations to remain consistent with NFIP. The Watertown Zoning Ordinance, Section 5.06, Floodplain District, must therefore be updated to reference new Flood Insurance Rate Maps (FIRMs), Flood Insurance Study (FIS) reports, and other mandated rules.

On January 8, 2025, FEMA provided a letter of final determination to the City of the final FIRM and FIS report for Watertown. The FIRM and FIS report will become effective on July 8, 2025. As stated in the letter, “Communities that fail to enact the necessary floodplain management regulations will be suspended from participation in the NFIP and subject to the prohibitions contained in Section 202(a) of the Flood Disaster Protection Act of 1973 (Public Law 93-234) as amended, and 44 CFR Part 59.24” (p. 2). All background and supporting documents including FEMA’s letter of final determination dated January 8, 2025, and summaries of map actions are posted online here: https://portal.laserfiche.com/Portal/Browse.aspx?id=108136&repo=r-5ece5628

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: March 5, 2025

RE: Agenda Item – First Reading on Proposed Zoning Amendment to Floodplain Ordinance

---

I respectfully request the attached ordinance be included on the agenda for the City Council's meeting on March 11, 2025, as a First Reading and referral to the Planning Board for public hearing.

To maintain eligibility in the National Flood Insurance Program (NFIP), Watertown must update Section 5.06 to reference FEMA's latest Flood Insurance Rate Maps (FIRMs), Flood Insurance Study (FIS) reports, and regulations by July 8, 2025, or risk suspension and loss of federal benefits.

Thank you for your consideration in this matter.

CITY OF WATERTOWN
Department of
Community Development and Planning
Parker Building
124 Watertown Street
Watertown, MA 02472
Phone: 617 972 6417
www.watertown-ma.gov

To: George Proakis, City Manager
From: Gideon Schreiber, Director of Planning and Zoning
CC: Mark Sideris, City Council President
Date: March 6, 2025
Re: **Proposed Zoning Amendment to Floodplain District/Ordinance**

Planning staff respectfully requests that an amendment to the zoning ordinance to replace the language of the Floodplain District be included on the March 11, 2025, City Council agenda for a first reading and referral to the Planning Board for public hearing.

Watertown is a member of the National Flood Insurance Program (NFIP), established in 1968 and managed by the Federal Emergency Management Agency (FEMA). To remain an NFIP community, Watertown must periodically update local regulations to remain consistent with NFIP. The Watertown Zoning Ordinance, Section 5.06, Floodplain District, must therefore be updated to reference new Flood Insurance Rate Maps (FIRMs), Flood Insurance Study (FIS) reports, and other mandated rules.

On January 8, 2025, FEMA provided a letter of final determination to the City of the final FIRM and FIS report for Watertown. The FIRM and FIS report will become effective on July 8, 2025. As stated in the letter, "Communities that fail to enact the necessary floodplain management regulations will be suspended from participation in the NFIP and subject to the prohibitions contained in Section 202(a) of the Flood Disaster Protection Act of 1973 (Public Law 93-234) as amended, and 44 CFR Part 59.24" (p. 2).

Attached to this memo is a draft of the proposed zoning amendment, the letter of final determination dated January 8, 2025, and summaries of map actions. FEMA will provide the City with final printed copies of the FIS report and FIRM by the effective date of July 8, 2025.

City of Watertown

Planning Board
Administration Building
149 Main St
Watertown, MA 02472

Janet Buck, Chair
Payson Whitney
Jason Cohen
Abigail Hammett
Rachael Sack
Sarah Scott, Alternate

Telephone (617) 972-6417
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Planning Board Report

This report provides Planning Board's recommendation to the City Council for the Council's hearing on Zoning Amendments to update the Floodplain District.

ZONING AMENDMENT:	Article V, §5.06 entitled "Floodplain District," to replace the section in its entirety and replace with new text that brings the Zoning Ordinance into conformity with the requirements of the National Flood Insurance Program (NFIP).
DATE OF CITY COUNCIL FIRST READING:	March 25, 2025
STAFF RECOMMENDATION:	April 3, 2025 - Adopt Zoning Amendment
DATE OF PLANNING BOARD HEARING:	April 9, 2025
PLANNING BOARD RECOMMENDATION:	Adoption (5-0)

I. PUBLIC NOTICE

A. Procedural Summary:

As required by the Watertown Zoning Ordinance §9.22, notice was given for the Planning Board Hearing as follows:

- Published in the newspaper of record (Boston Globe) on 3/25/2025 and 4/1/2025; and
- Posted at the Administration Building on 3/20/2025.
- Mailed to the Department of Community Affairs (its successor), the Regional Planning Agency (MAPC), and the planning boards (or their equivalent) of each abutting community on 4/3/2025

B. Planning Board Public Notice:

"Watertown Planning Board Public Hearing: April 9,2025, with the meeting starting at 7:00 p.m. in the Council Chambers, Administration Building, 149 Main St., Watertown, MA in-person, and with remote access link on the agenda 48 hours prior to the meeting. The Planning Board is holding a public hearing,

as required by the Watertown Zoning Ordinance, to make an advisory recommendation to the City Council.

The public hearing will consider Zoning Ordinance amendments to replace in its entirety Section 5.06 of the Zoning Ordinance, entitled "Floodplain District", and amend or delete conflicting definitions to ensure that Watertown's floodplain regulations conform to the requirements of the National Flood Insurance Program (NFIP), administered by the Federal Emergency Management Agency (FEMA)."

II. DESCRIPTION

A. Background

Watertown is a member of the National Flood Insurance Program (NFIP), established in 1968 and managed by the Federal Emergency Management Agency (FEMA). To remain an NFIP community, Watertown must periodically update local regulations to remain consistent with NFIP. The proposed zoning amendments, to replace §5.06, entitled "Floodplain District," update the Zoning Ordinance to reference new Flood Insurance Rate Maps (FIRMs) and Flood Insurance Study (FIS) reports, and to integrate other mandated rules. The FIRM and FIS report will become effective on July 8, 2025.

On January 8, 2025, FEMA provided a letter of final determination to the City of the final FIRMs and FIS report for Watertown. As stated in the letter, "Communities that fail to enact the necessary floodplain management regulations will be suspended from participation in the NFIP and subject to the prohibitions contained in Section 202(a) of the Flood Disaster Protection Act of 1973 (Public Law 93-234) as amended, and 44 CFR Part 59.24" (p. 2).

B. Proposed Zoning Amendments

The proposed zoning amendments replace §5.06 of the Zoning Ordinance in its entirety with new language that adopt the updated FIS and FIRMs and which conform to the current requirements of the NFIP. The proposed text combines elements from the existing floodplain regulations (§5.06) with required text provided by the Massachusetts Department of Conservation and Recreation (DCR) – Flood Hazard Management Program (FHMP) staff. Below are key elements of the proposed zoning amendments, incorporating the changes proposed by staff:

- Strike in its entirety §2.29, the definition titled "Floodway/100-year floodplain."
- Intent and Purpose. Updated to reflect suggested model language.
- Definitions. New definitions are added to the section that are specific to the §5.06 "Floodplain District" section and are consistent with FEMA.
- Community Floodplain Administrator. A new requirement is added by designating the Director of Planning and Zoning as the City's Floodplain Administrator.
- Applicability. New boundaries of the Floodplain District are established by referencing the most recent updated FIRMs and FIS Report, effective July 8, 2025.
- Use Regulations. Added necessary FEMA language for development to make it clear that all development requires a review and necessary permits and that they must meet all applicable local, state, and federal regulations. This section outlines uses, Special Permit criteria, and restrictions, and continues to allow uses as identified in underlying Zoning Districts.
- Floodplain Variances. Added additional criteria to consider for variances specific to Floodplain District regulations, as required by FEMA.

- Base Flood Elevation and Floodway Data. Includes required notification if updated floodway data are acquired.
- Administration. Added a requirement for recording and notification of variances from the State Building Code, as well as adding disclaimer of liability and severability clauses.

III. Public Comments:

At the time of this report, no written public comment regarding the zoning amendments were received by the city. No public comments were made at the Planning Board hearing on April 9, 2025.

IV. Analysis:

The proposed amendments incorporate regulations required by FEMA using language suggested by the Massachusetts Department of Conservation and Recreation – Flood Hazard Management Program (FHMP). The FHMP works to implement the NFIP in Massachusetts and provides technical assistance to communities like Watertown to ensure compliance with flood management regulations.

The amendments integrate existing language from the Zoning Ordinance to the greatest extent possible, such as use regulations. The new language was revised and structured to be compatible with the Watertown Zoning Ordinance and Code of Ordinances in general.

The proposed amendments were drafted with assistance and repeated reviews from Eric Carlson, an Engineer with the FHMP. This process included identifying language and regulations required by FEMA, reviewing draft zoning amendments, and discussing the applicability of specific language to the areas of the city that are included in the Floodplain District.

The Planning Board provided syntactical and grammatical edits that have been incorporated into the proposed zoning amendments, marked in red font with bold and strikethrough formatting for insertions and deletions, respectively. They requested it be reviewed by the city and DCR as necessary prior to submitting it to the City Council for the final hearing.

The proposed zoning amendments as submitted to the City Council had a final review and confirmation of sufficiency by Mr. Carlson as being compliant with FEMA. He requested that the city notify him if the amendments are approved and provide him with a certified copy for him to submit to FEMA. In addition, the final Ordinance language was favorably reviewed by KP Law for legal consistency and applicability.

V. Planning Board Recommendation:

Based on these facts and findings, the Planning Board voted (5-0) to recommend that the City Council **approve** the requested Zoning Amendments to amend Section 5.06 to update the City's floodplain regulations and maintain Watertown as a compliant NFIP Community.

[DRAFT] Watertown City Council

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

ORDINANCE #__ **2025 – O – _**

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

WHEREAS: Pursuant to Massachusetts General Laws Chapter 40A, Section 5 and Article IX of the Watertown Zoning, the Zoning Ordinance may be amended from time to time; and

WHEREAS: On January 8, 2025, the Federal Emergency Management Agency (FEMA) notified the City of the final flood hazard determinations for Middlesex County and of the updated Flood Insurance Study (FIS) report and Flood Insurance Rate Maps (FIRM) that will take effect on July 8, 2025; and

WHEREAS: FEMA requires communities to enact necessary floodplain management regulations to remain part of the National Flood Insurance Program (NFIP); and

WHEREAS: The Massachusetts Department of Conservation and Recreation provides oversight for the administration and implementation of the NFIP in the Commonwealth, including providing substantive review of the draft text of this zoning ordinance; and

WHEREAS: On March 24, 2025, the City Council had the first reading on Zoning Ordinance amendments to amend *Section 5.06 Floodplain District* and make other complementary changes as summarized in the Public Notice; and

WHEREAS: On April 9, 2025, the Planning Board held a duly advertised Public Hearing with respect to the proposed Amendments, with five members present, and voted to recommend approval of the amendments and directed Department of Community Development and Planning staff to submit the Planning Board's report and recommendations to the City Council with respect to the proposed amendments; and

WHEREAS: On May ___, 2025, with nine members present, the City Council voted to adopt the amendments with certain changes from the text recommended by the Planning Board.

NOW THEREFORE BE IT ORDAINED by the City Council of Watertown that Title XV, Chapter 155 of the Watertown Code of Ordinances, the Zoning Ordinance, is hereby amended, with the bold language inserted and strikethrough language deleted, approved____, as follows:

I. Amendment: Strike in its entirety Article II, Section 2.29 entitled "Floodway/100-year floodplain.", and replace with the following text:

§ 2.29 ~~**Floodway**~~ **Reserved for Future Use.**

II. Amendment: Strike in its entirety Article V, Section 5.06 entitled "Floodplain District", and replace with the following text:

§ 5.06. Floodplain District.

(a) **Intent and Purpose.** The intent of this district is to meet, at a minimum, the requirements of the National Flood Insurance Program (NFIP). The purpose of the Floodplain District is to:

1. Ensure public safety through reducing threats to life and personal injury;
2. Minimize new hazards and obstacles to emergency response officials;
3. Reduce the impacts of flooding on water quality, contamination, and pollution;
4. Avoid impacts and disruptions to utility services susceptible to flooding;
5. Minimize economic impacts associated with flood response and cleanup; and
6. Reduce public and private property damage resulting from flooding.

(b) **Floodway District Definitions**.

DEVELOPMENT. Any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

FLOODWAY. The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

FUNCTIONALLY DEPENDENT USE. A use which cannot perform its intended purpose unless it is located or carried out ~~in close proximity to~~ **near** water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

HIGHEST ADJACENT GRADE. The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

HISTORIC STRUCTURE. Any structure that:

1. Is listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
2. Is certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
3. Is individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or

4. Is individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either: (a) By an approved state program as determined by the Secretary of the Interior or, (b) Directly by the Secretary of the Interior in states without approved programs.

NEW CONSTRUCTION. Structures for which the start of construction commenced on or after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. New construction includes work determined to be substantial improvement, as defined in this section of the Zoning Ordinance.

RECREATIONAL VEHICLE. A vehicle which is: (a) Built on a single chassis; (b) 400 square feet or less when measured at the largest horizontal projection; (c) Designed to be self-propelled or permanently towable by a light duty truck; and (d) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

SPECIAL FLOOD HAZARD AREA. The land area subject to ~~flood hazards~~ **a 1% or greater annual chance of flood** and shown on a Flood Insurance Rate Map or other flood hazard map by the Federal Emergency Management Agency (FEMA) as Zone A, AE, A1-30.~~, A99, AR, AO, AH, V, VO, VE or V1-30.~~

START OF CONSTRUCTION. The date of issuance of a permit for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building on a site, including a manufactured home, such as the pouring of a slab or footings, installation of pilings or construction of columns.

Permanent construction does not include land preparation such as clearing, excavation, grading or filling, the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building.

For a substantial improvement, the actual "start of construction" means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

STRUCTURE. For floodplain management purposes, a walled and roofed building, with or without habitable space, ~~including a gas or liquid storage tank,~~ that is principally above ground, as well as a manufactured home **or a gas or liquid storage tank**.

SUBSTANTIAL REPAIR OF A FOUNDATION. When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR or the MA State Building Code in effect at the time of construction.

FLOODPLAIN VARIANCE. A grant of relief by the Zoning Board of Appeals from the terms of the floodplain management regulations.

FLOODPLAIN VIOLATION. The failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without

the elevation certificate, other certifications, or other evidence of compliance required is presumed to be in violation until such time as that documentation is provided.

ZONE A. An area of special flood hazard without water surface elevations determined

ZONE A1-30 and ZONE AE. An area of special flood hazard with water surface elevations determined.

(c) **Community Floodplain Administrator.** The City of Watertown hereby designates the Director of Planning and Zoning or their designee to be the official Floodplain Administrator for the City.

(d) **Applicability.** The Floodplain District is established as an overlay district that includes all special flood hazard areas within the City of Watertown designated as Zone A and AE, on the Middlesex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Middlesex County FIRM that are wholly or partially within the City of Watertown are panel numbers 25017C0414F, 25017C0418F, 25017C0419F, 25017C0552F, 25017C0556F, and 25017C0557F effective July 8, 2025.

The exact boundaries of the District shall be defined by the 1%-**annual** chance base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) that will be effective July 8, 2025. The FIRM and FIS report are incorporated herein by reference and are on file with the Department of Community Development and Planning.

The floodplain district regulations shall apply on top of the regulations, including the use table and dimensional requirements, of the underlying zoning districts.

(e) **Use Regulations**. Permits are required for all development. All necessary permits must be obtained prior to any development or activity within the floodplain district, as required in this section.

1. All developments in the district, including structural and non-structural activities, whether permitted by right with administrative review, by permit, or by special permit, must comply with M.G.L.c.131, §40 and with the following:

   (A) The Section of the Massachusetts State Building Code which addresses floodplain and coastal high hazard areas, currently 780 CMR 120.G, "Flood Resistant Construction and Construction in Coastal Dunes";

   (B) Wetlands Protection Regulations, Department of Environmental Protection (DEP), currently 310 CMR 10.00;

   (C) Inland Wetlands Restriction, DEP (currently 310 CMR 13.00);

   (D) Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5)

2. All development **in the district** must submit an initial development activity summary checklist with necessary plans and work description. The submittal will be reviewed by the City, and the following must be included for review and approval, as necessary:

   (A) Development must identify and obtain all local, state and federal permits necessary for the proposed development in the floodplain district.

   (B) Development must include base flood elevation data on all site plans, plot plans, or subdivision plans.

   (C) The elevation in mean sea level **in feet, per the North American Vertical Datum of 1988 (NAVD 88),** to which proposed new or substantially improved structures will be elevated

or flood proofed.

3. Uses allowed within the Floodplain District with administrative review:

   (A) Conservation of soil, water, plants and wildlife.

   (B) Outdoor recreation, including play areas, nature study, boating, fishing and hunting where otherwise legally permitted but excluding building and structures.

   (C) Wildlife management areas, non-commercial signs, foot and bicycle paths and bridges, provided that such uses do not affect the natural flow pattern on any water course.

   (D) Dwellings, buildings and structures lawfully existing prior to the adoption of these provisions, but not including any enlargement and/or extension thereof.

   (E) Retail use in an RD - Limited Redevelopment District for which a final Order of Conditions is issued under the Massachusetts Wetlands Protection Act (M.G.L. c. 131, § 40) and which meets the criteria listed in § 5.06.

4. Floodplain Special Permits.

   (A) In reviewing a project for a Special Permit or Site Plan Review, the provisions of §9.03 and §5.16, where applicable, shall be applicable to any use or structure. Specifically, the provisions of §9.03(c) are applied in a manner designed to eliminate, minimize or reduce exposure to flood damage.

   (B) Permit application, review, and decision procedures shall be in accordance with Article IX of this Zoning Ordinance. The SPGA must also consider the following criteria:

      (a) The proposed use will not be detrimental to the public health, safety and welfare.

      (b) The proposed use will comply in all respects to the provisions of the underlying district or districts within which the land is located.

      (c) Required permits and approvals have been received from governmental agencies, as required by federal, state or local law.

      (d) Land Area and Division.

5. Restriction and Limitations.

   (A) No new construction, substantial improvement to existing structures, filling, or other land development shall be permitted unless it is demonstrated by the applicant that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood.

   (B) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system. Discharges from sewage systems into flood waters shall be minimized or eliminated.

   (C) Floodway Encroachment. Within the AE Flood Zone along watercourses that have a regulatory floodway designated on the ~~City's~~ FIRM, encroachments are prohibited, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it is demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment will not result in any increase in flood levels during the occurrence of the base flood discharge.

(D) In A Zones, in the absence of FEMA BFE data and floodway data, the City will obtain, review and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A and as the basis for elevating residential structures to or above base flood level, for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.

(E) In A and AE Flood Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the flood zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready**, such that they may be removed in advance of flood events**.

6. Lot Area Allowance. The portion of any lot within the area delineated in section (d) may be used to meet the area and yard requirements for the district or districts in which the remainder of the lot is situated, provided that the portion does not exceed 25% of the minimum lot area.

7. Any land division proposals and development proposals in the floodplain district shall be reviewed by the City to ensure that:

(A) Base flood elevation data is included on all plot plans or other subdivision plans.

(B) Such proposals minimizes or prevents flood damage.

(C) Public utilities and facilities are located & constructed to minimize flood damage.

(D) Adequate drainage is provided.

(f) **Floodplain Variances.** A variance from the floodplain district must follow the procedures of §9.04 of the Zoning Ordinance. In addition to the criteria set forth in §9.04, a variance from these floodplain regulations must meet State requirements and, in addition, may only be granted if:

(A) Good and sufficient cause and exceptional non-financial hardship exists;

(B) the variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and

(C) the variance is the minimum action necessary to afford relief.

In addition, a variance may not be issued if any increase in flood levels during the base flood discharge would result.

(g) **Base Flood Elevation and Floodway Data.**

1. Watercourse Alterations or Relocations. In a riverine situation, the Floodplain Administrator shall notify the following of any alteration or relocation of a watercourse: Adjacent Communities, NFIP State Coordinator, Massachusetts Department of Conservation and Recreation, NFIP Program Specialist, FEMA, Region I

2. Technical Data. If the City acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the City will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.). Notification shall be submitted to: NFIP State Coordinator, Massachusetts Department of Conservation and Recreation, and NFIP Program Specialist, FEMA, Region I

(h) **Administration.**

1. Variances from State Building Code. The City will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance, and will maintain this record in the community's files.

   (A) Copy of Hearing Record. This required information must also be submitted by an applicant as part of any required permitting process.

   (B) Notice. The City will issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as $25 for $100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property.

   (C) Retention. Such notification shall be maintained with the record of all variance actions for the referenced development in the floodplain district.

2. In the event any regulations of this Floodplain District are in conflict with the regulations of any other districts, the more restrictive regulation shall govern.

3. Disclaimer of liability. The degree of flood protection required by this section is considered reasonable but does not imply total flood protection. Property owners constructing structures and improvements in a Floodplain District do so at their own risk. Natural changes can occur over time which may affect the flood elevations.

4. Severability. If any section, provision or portion of these regulations (Sec. 5.06 of the Zoning Ordinance) are deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall remain in effect.

Federal Emergency Management Agency

Washington, D.C. 20472

January 08, 2025

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

IN REPLY REFER TO:
19P

President Mark Sideris
President, Town of Watertown Town Council
Town Hall
149 Main Street
Watertown, MA 02472

Community Name:	Town of Watertown, Middlesex County, MA
Community No.:	250223
Map Panels Affected:	See FIRM Index

Dear President Sideris:

This is to notify you of the final flood hazard determination for Middlesex County, Massachusetts (All Jurisdictions), in compliance with Title 44, Chapter I, Part 67, Section 67.11, Code of Federal Regulations (CFR). This section requires that notice of final flood hazards shall be sent to the Chief Executive Officer of the community, all individual appellants, and the State Coordinating Agency, and shall be published in the *Federal Register*.

The statutory 90-day appeal period that was initiated for your community when the Department of Homeland Security's Federal Emergency Management Agency (FEMA) published a notice of proposed flood hazard determinations for your community in the local newspaper has elapsed.

FEMA did not receive any appeals of the proposed flood hazard determinations or submittals regarding the Revised Preliminary Flood Insurance Study (FIS) report and Flood Insurance Rate Map (FIRM) during that time.

Accordingly, the flood hazard determinations for your community are considered final. The final notice for flood hazard determinations will be published in the *Federal Register* as soon as possible. The FIS report and FIRM for your community will become effective on July 08, 2025. Before the effective date, we will send your community final printed copies of the FIS report and FIRM. For insurance purposes, the community number and new suffix code for the panels being revised are indicated on the FIRM and must be used for all new policies and renewals.

Because the FIS report for your community has been completed, certain additional requirements must be met under Section 1361 of the National Flood Insurance Act of 1968, as amended, within 6 months from the date of this letter.

It must be emphasized that all the standards specified in 44 CFR Part 60.3 (c) of the National Flood Insurance Program (NFIP) regulations must be enacted in a legally enforceable document.

This includes adoption of the current effective FIS report and FIRM to which the regulations apply and other modifications made by this map revision. Some of the standards should already have been enacted by your community in order to establish initial eligibility in the NFIP. Your community can meet any additional requirements by taking one of the following actions in this Paragraph of the NFIP regulations:

1. Amending existing regulations to incorporate any additional requirements of 44 CFR Part 60.3 (c);

2. Adopting all the standards of 44 CFR Part 60.3 (c) into one new, comprehensive set of regulations; or

3. Showing evidence that regulations have previously been adopted that meet or exceed the minimum requirements of 44 CFR Part 60.3 (c).

Also, prior to the effective date, your community is required, as a condition of continued eligibility in the NFIP, to adopt or show evidence of adoption of the floodplain management regulations that meet the standards of 44 CFR Part 60.3 (c) of the NFIP regulations by the effective date of the FIRM. These standards are the minimum requirements and do not supersede any State or local requirements of a more stringent nature.

Many states and communities have adopted building codes based on the International Codes (I-Codes); the model I-Codes (2009 and more recent editions) contain flood provisions that either meet or exceed the minimum requirements of the NFIP for buildings and structures. The model codes also contain provisions, currently found in an appendix to the International Building Code, that apply to other types of development and NFIP requirements. In these cases, communities should request review by the NFIP State Coordinator to ensure that local floodplain management regulations are coordinated (not duplicative or inconsistent) with the State or Local building code. FEMA's resource, *Reducing Flood Losses through the International Code: Coordinating Building Codes and Floodplain Management Regulations, 5th Edition (2019)*, provides some guidance on this subject and is available at https://www.fema.gov/emergency-managers/risk-management/building-science/building-codes/flood.

Communities that fail to enact the necessary floodplain management regulations will be suspended from participation in the NFIP and subject to the prohibitions contained in Section 202(a) of the Flood Disaster Protection Act of 1973 (Public Law 93-234) as amended, and 44 CFR Part 59.24.

To assist your community in maintaining the FIRM, we have enclosed a Summary of Map Actions (SOMA) to document previous Letters of Map Change (LOMC) actions (i.e., Letters of Map Amendment, Letters of Map Revision) that will be affected when the revised FIRM panels referenced above become effective. If no LOMCs were issued previously for your community, you are receiving a SOMA for informational purposes only.

Once the FIS report and FIRM are printed and distributed, the digital files containing the flood hazard data for the entire county can be provided for use in a computer mapping system. These

files can be used in conjunction with other thematic data for floodplain management purposes, insurance requirements, and many other planning applications. Copies of the digital files of the FIRM panels may be obtained by calling our FEMA Mapping and Insurance eXchange (FMIX), toll free, at (877) 336-2627 (877-FEMA MAP) or by visiting the Map Service Center at https://www.msc.fema.gov. In addition, your community may be eligible for additional credits under our Community Rating System if you implement your activities using digital mapping files.

For assistance with your floodplain management ordinance or enacting the floodplain management regulations, please contact Joy Duperault, NFIP State Coordinator for Massachusetts, by telephone at (857) 286-0326 or by email at joy.duperault@mass.gov. If you should require any additional information, we suggest that you contact the Director, Risk Analysis Branch of FEMA, Region I at (617) 956-7576 or kerry.bogdan@fema.dhs.gov for assistance. If you have any questions concerning mapping issues in general or the enclosed SOMA, please call our FMIX at the telephone number shown above. Additional information and resources you may find helpful regarding the NFIP and floodplain management can be found on our website at https://www.fema.gov/flood-maps. Copies of these documents may also be obtained by calling our FMIX.

Sincerely,



Luis Rodriguez, P.E.
Engineering and Modeling Division
Risk Management Directorate | Resilience

Enclosure:
Final SOMA

cc: Community Map Repository
Paul Johnson, Inspector of Buildings, Town of Watertown

FINAL SUMMARY OF MAP ACTIONS

Community: WATERTOWN, TOWN OF Community No: 250223

To assist your community in maintaining the Flood Insurance Rate Map (FIRM), we have summarized below the effects of the enclosed revised FIRM panels(s) on previously issued Letter of Map Change (LOMC) actions (i.e., Letters of Map Revision (LOMRs), Letter of Map Revision based on Fill (LOMR-Fs), and Letters of Map Amendment (LOMAs)) that will be affected when the revised FIRM becomes effective on July 8, 2025.

1. LOMCs Incorporated

The modifications effected by the LOMCs listed below will be reflected on the revised FIRM. In addition, these LOMCs will remain in effect until the revised FIRM becomes effective.

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
			NO CASES RECORDED		

2. LOMCs Not Incorporated

The modifications effected by the LOMCs listed below will not be reflected on the revised FIRM panels or will not be reflected on the revised FIRM panels because of scale limitations or because the LOMC issued had determined that the lot(s) or structure(s) involved were outside the Special Flood Hazard Area, as shown on the FIRM. These LOMCs will remain in effect until the revised FIRM becomes effective. These LOMCs will be revalidated free of charge 1 day after the revised FIRM becomes effective through a single revalidation letter that reaffirms the validity of the previous LOMCs.

2A. LOMCs on Revised Panels

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMR-F	15-01-1072A	03/05/2015	184-196 PLEASANT STREET (EVEN ADDRESSES)	25017C0552E	25017C0552F

2B. LOMCs on Unrevised Panels

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
			NO CASES RECORDED		

FINAL SUMMARY OF MAP ACTIONS

Community: WATERTOWN, TOWN OF Community No: 250223

3. LOMCs Superseded

The modifications effected by the LOMCs listed below have not been reflected on the Final revised FIRM panels because they are being superseded by new or revised flood hazard information or the information available was not sufficient to make a determination. The reason each is being superseded is noted below. These LOMCs will no longer be in effect when the revised FIRM becomes effective.

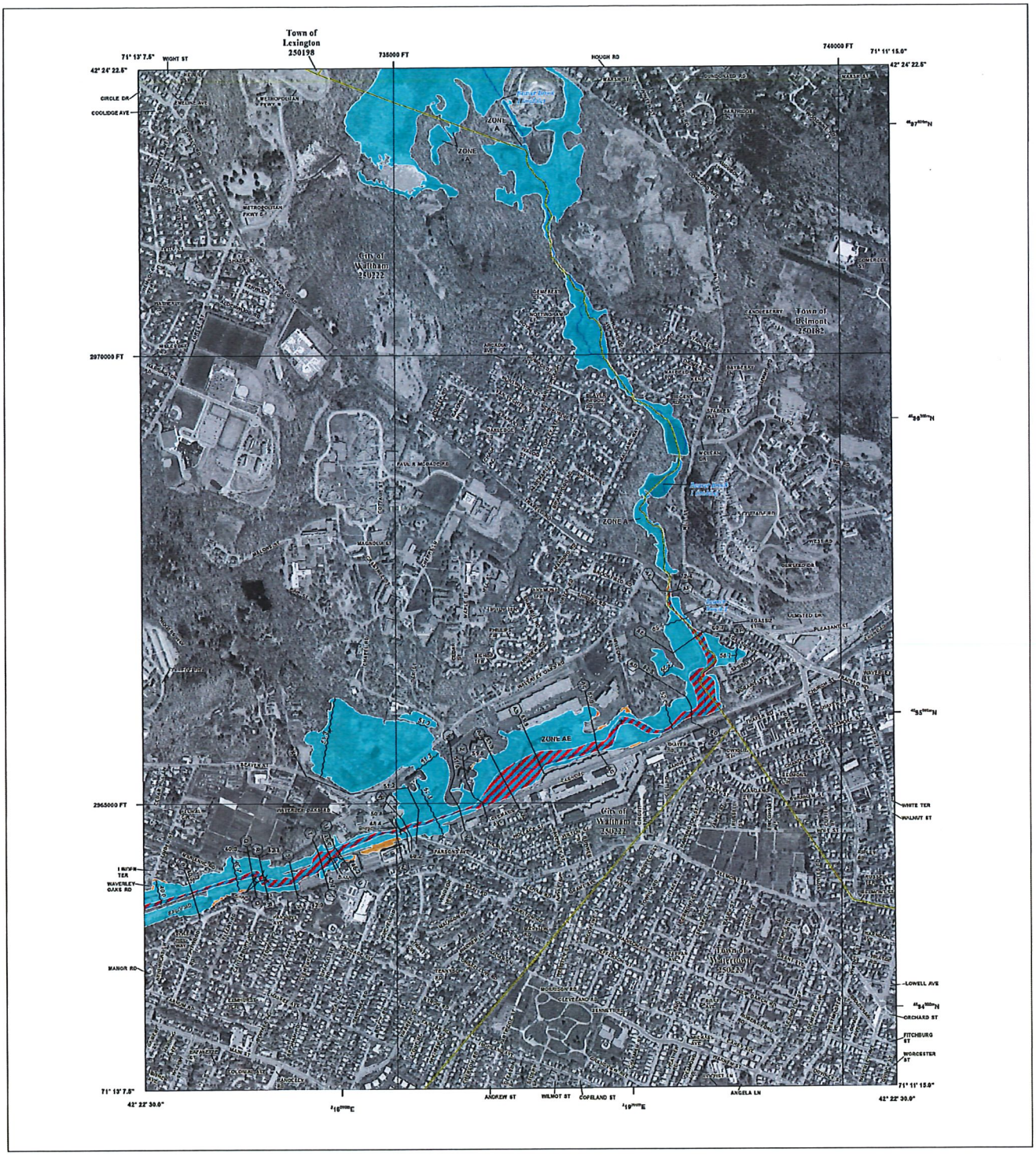
LOMC	Case No.	Date Issued	Project Identifier	Reason Determination Will be Superseded
LOMA	500025351R01	09/22/1997	99 Arsenal Street	1

1. Insufficient information available to make a determination.
2. Lowest Adjacent Grade and Lowest Finished Floor are below the proposed Base Flood Elevation.
3. Lowest Ground Elevation is below the proposed Base Flood Elevation.
4. Revised hydrologic and hydraulic analyses.
5. Revised topographic information.
6. Superseded by another LOMC.

4. LOMCs To Be Redetermined

The LOMCs in Category 2 above will be revalidated through a single revalidation letter that reaffirms the validity of the determination in the previously issued LOMC. For LOMCs issued for multiple lots or structures where the determination for one or more of the lots or structures is no longer valid, the LOMC cannot be revalidated through this administrative process. Therefore, we will review the data previously submitted for the LOMC requests listed below and if appropriate issue a new determination for the affected properties after the effective date of the revised FIRM.

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
			NO CASES RECORDED		



FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT

HTTPS://MSC.FEMA.GOV

SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE) Zone A, V, A99
- With BFE or Depth Zone AE, AO, AH, VE, AR
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD

- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
- Future Conditions 1% Annual Chance Flood Hazard Zone X
- Area with Reduced Flood Risk due to Levee See Notes. Zone X
- Area with Flood Risk due to Levee Zone D

OTHER AREAS

- NO SCREEN Area of Minimal Flood Hazard Zone X
- Area of Undetermined Flood Hazard Zone D

GENERAL STRUCTURES

- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES

- 17.5 Cross Sections with 1% Annual Chance Water Surface Elevation
- Coastal Transect
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature
- 513 Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary

NOTES TO USERS

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To determine if flood insurance is available in this community, contact your insurance agent or call the National Flood Insurance Program at 1-800-638-6620.

Base map information shown on the FIRM was imagery from 2019 provided by the U.S. Geological Survey at a resolution of 0.15 meter and 2016 transportation data provided by the U.S. Census Bureau with an undefined scale, and political boundaries from ATF provided by MassGIS at a scale of 1:5,000.

SCALE

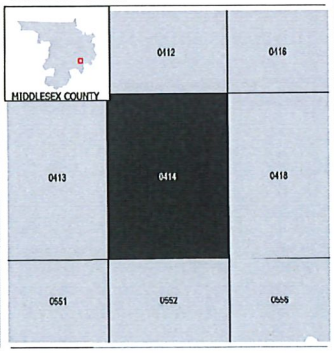
Map Projection: NAD 1983 State Plane, Massachusetts Mainland, FIPS 2001, Feet; Western Hemisphere, Vertical Datum: NAVD 88

1 inch = 500 feet 1:6,000

0 500 1,000 2,000 feet

0 125 250 500 meters

PANEL LOCATOR



FEMA National Flood Insurance Program

NATIONAL FLOOD INSURANCE PROGRAM

FLOOD INSURANCE RATE MAP

MIDDLESEX COUNTY, MASSACHUSETTS

(All Jurisdictions)

PANEL 0414 OF 0656

FEMA

Panel Contains:

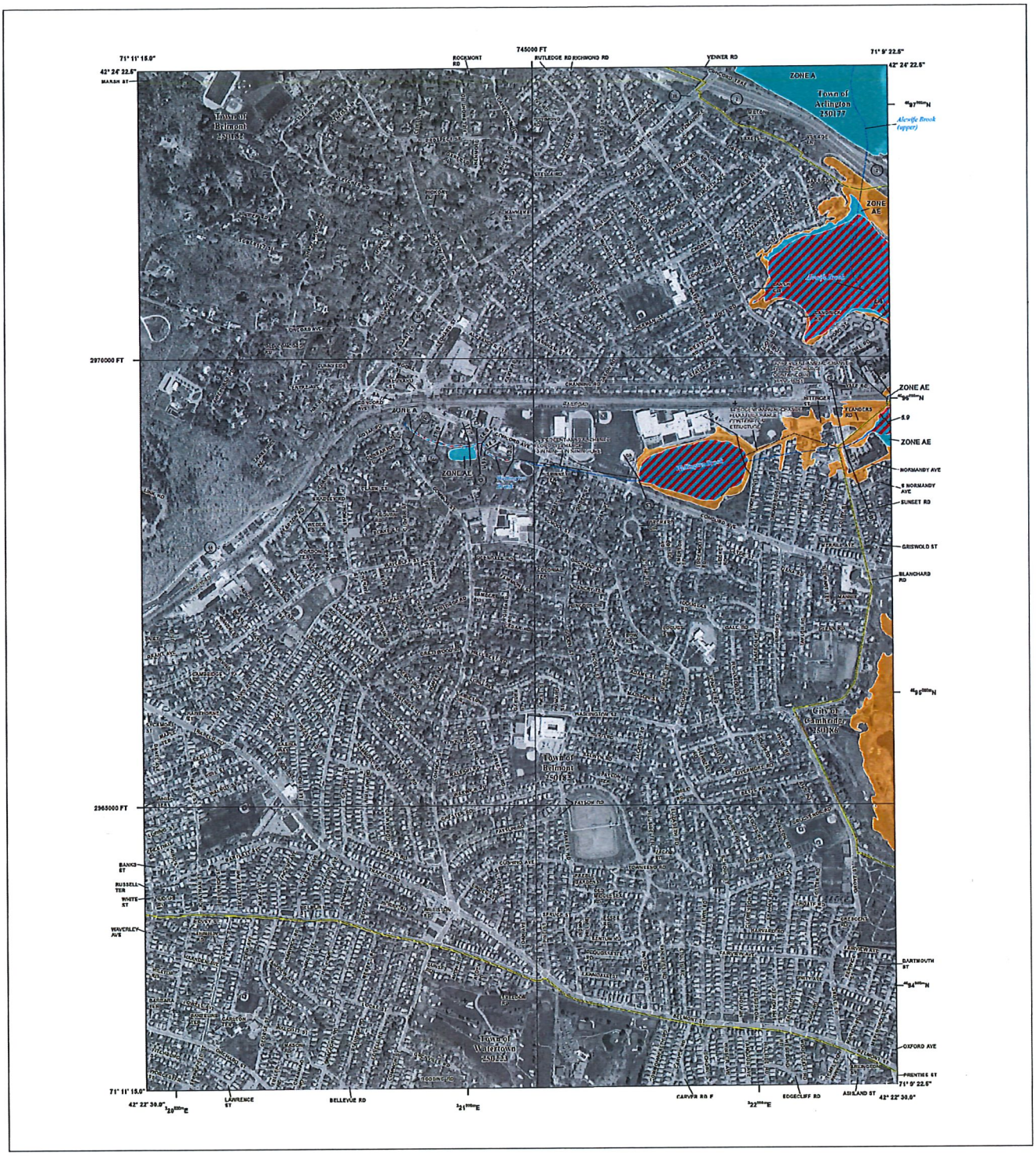
COMMUNITY	NUMBER	PANEL	SUFFIX
BELMONT, TOWN OF	250182	0414	F
LEXINGTON, TOWN OF	250198	0414	F
WALTHAM, CITY OF	250222	0414	F
WATERTOWN, TOWN OF	250223	0414	F

REVISED PRELIMINARY 06/08/2023

VERSION NUMBER 2.6.3.6

MAP NUMBER 25017C0414F

MAP REVISED



FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT

HTTPS://MSC.FEMA.GOV

SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE) Zone A, AO
- With BFE or Depth Zone AE, AO, AH, VE, AR
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD

- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
- Future Conditions 1% Annual Chance Flood Hazard Zone X
- Area with Reduced Flood Risk due to Levee See Notes. Zone X
- Area with Flood Risk due to Levee Zone D

OTHER AREAS

- NO SCREEN Area of Minimal Flood Hazard Zone X
- Area of Undetermined Flood Hazard Zone D

GENERAL STRUCTURES

- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES

- 17.5 Cross Sections with 1% Annual Chance Water Surface Elevation
- Coastal Transect
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature
- 513 Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary

NOTES TO USERS

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Base map information shown on the FIRM was imagery from 2010 provided by the U.S. Geological Survey at a resolution of 0.15 meter and 2016 transportation data provided by the U.S. Census Bureau with an undefined scale, and political boundaries from ALV provided by MassGIS at a scale of 1:5,000.

SCALE

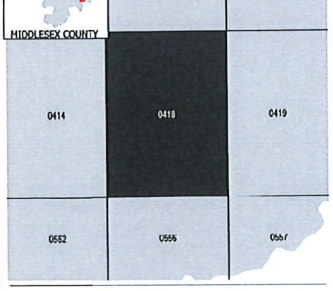
Map Projection: NAD 1983 State Plane, Massachusetts Mainland, FIPS 2001, Feet; Western Hemisphere, Vertical Datum, NAVD 88

1 inch = 500 feet 1:6,000

0 500 1,000 2,000 feet

0 125 250 500 meters

PANEL LOCATOR



FEMA National Flood Insurance Program

NATIONAL FLOOD INSURANCE PROGRAM

FLOOD INSURANCE RATE MAP

MIDDLESEX COUNTY, MASSACHUSETTS

(All Jurisdictions)

PANEL 0418 OF 0656

FEMA

Panel Contains:

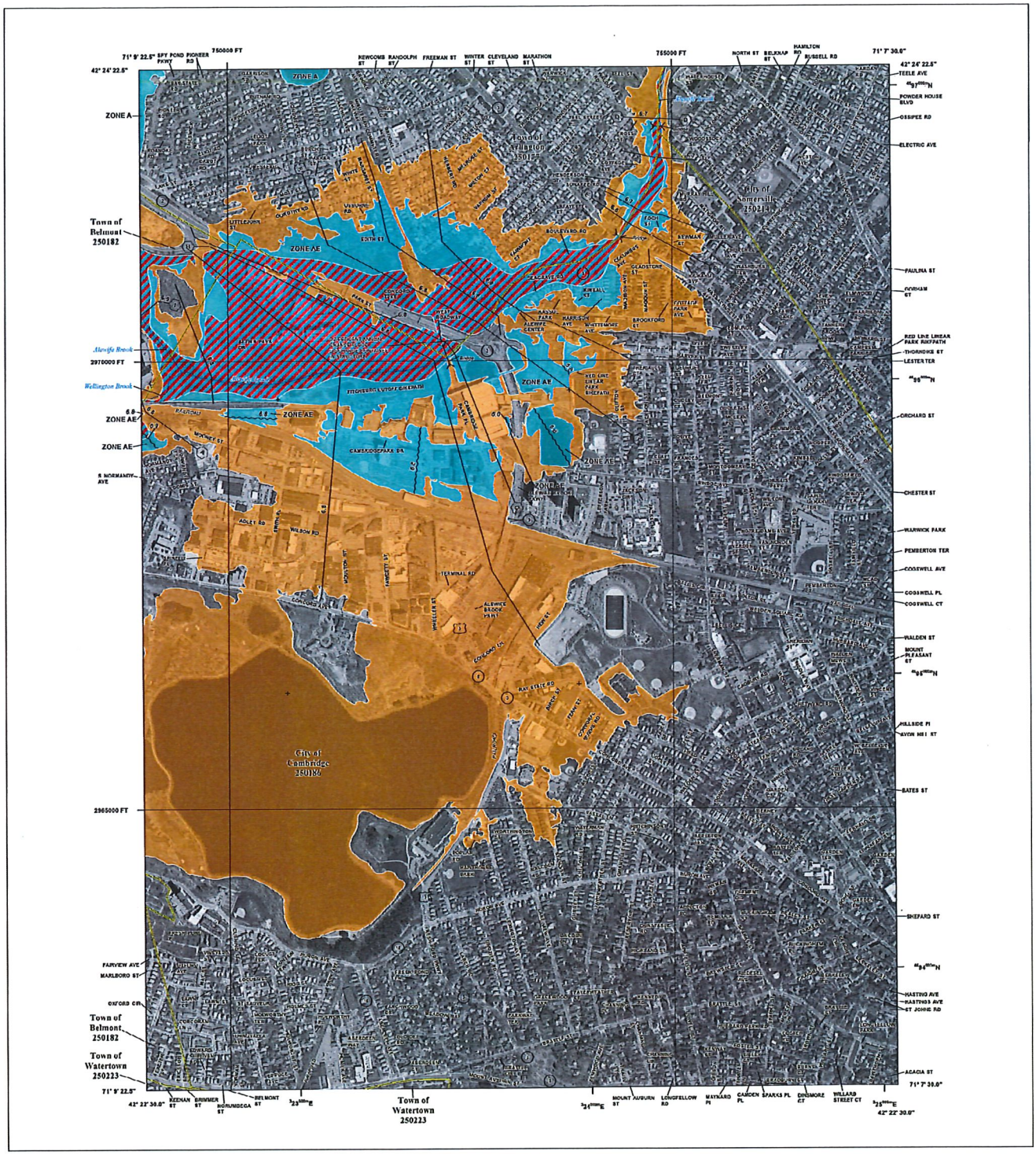
COMMUNITY	NUMBER	PANEL	SUFFIX
ARLINGTON, TOWN OF	250177	0418	F
BELMONT, TOWN OF	250182	0418	F
CAMBRIDGE, CITY OF	250186	0418	F
WATERTOWN, TOWN OF	250223	0418	F

REVISED PRELIMINARY 06/08/2023

VERSION NUMBER 2.6.3.6

MAP NUMBER 25017C0418F

MAP REVISED



FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT

HTTPS://MSC.FEMA.GOV

SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE) Zone A, V, A99
- With BFE or Depth Zone AE, AO, AH, VE, AR
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD

- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
- Future Conditions 1% Annual Chance Flood Hazard Zone X
- Area with Reduced Flood Risk due to Levee See Notes. Zone X
- Area with Flood Risk due to Levee Zone D

OTHER AREAS

- NO SCREEN Area of Minimal Flood Hazard Zone X
- Area of Undetermined Flood Hazard Zone D

GENERAL STRUCTURES

- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES

- (E) 19.2 / 17.5 Cross Sections with 1% Annual Chance Water Surface Elevation
- (B) Coastal Transect
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature
- 513 Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary

NOTES TO USERS

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To determine if flood insurance is available in this community, contact your insurance agent or call the National Flood Insurance Program at 1-800-638-6620.

Base map information shown on the FIRM was imagery from 2010 provided by the U.S. Geological Survey at a resolution of 0.15 meter and 2016 transportation data provided by the U.S. Census Bureau with an undefined scale, and political boundaries from 2017 provided by Massgis at a scale of 1:5,000.

SCALE

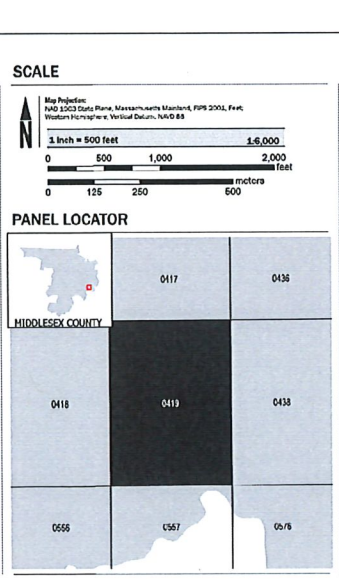
Map Projection: NAD 1983 State Plane, Massachusetts Mainland, FIPS 2001, Feet, Western Hemisphere, Vertical Datum: NAVD 88

1 inch = 500 feet 1:6,000

0 500 1,000 2,000 feet

0 125 250 500 meters

PANEL LOCATOR



FEMA

National Flood Insurance Program

NATIONAL FLOOD INSURANCE PROGRAM

FLOOD INSURANCE RATE MAP

MIDDLESEX COUNTY, MASSACHUSETTS

(All Jurisdictions)

PANEL 0419 OF 0656

FEMA

Panel Contains:

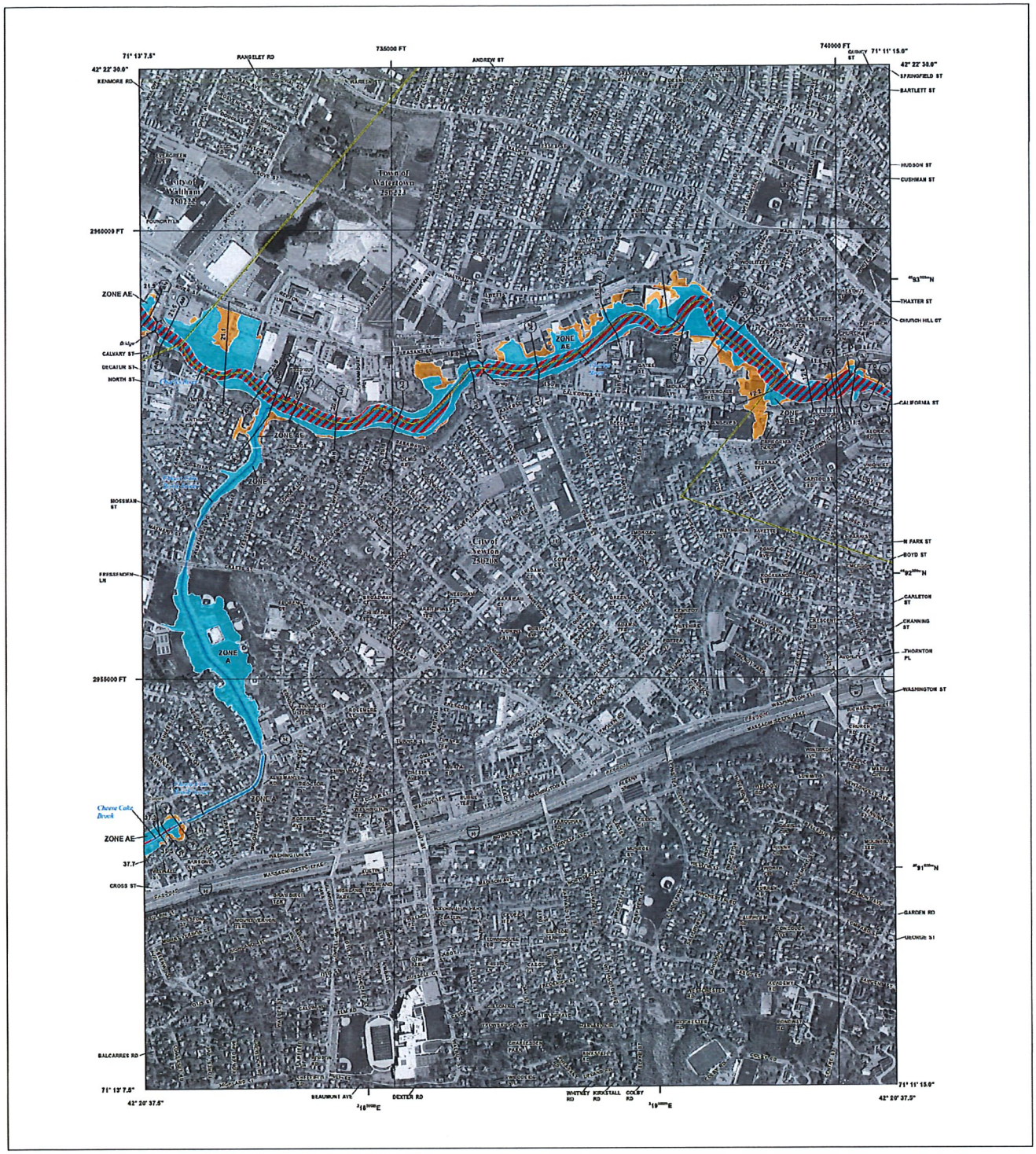
COMMUNITY	NUMBER	PANEL	SUFFIX
ARLINGTON, TOWN OF	250177	0419	F
BELMONT, TOWN OF	250182	0419	F
CAMBRIDGE, CITY OF	250186	0419	F
SOMERVILLE, CITY OF	250211	0419	F
WATERTOWN, TOWN OF	250223	0419	F

REVISED PRELIMINARY 06/08/2023

VERSION NUMBER 2.6.3.6

MAP NUMBER 25017C0419F

MAP REVISED



FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT

HTTPS://MSC.FEMA.GOV

SPECIAL FLOOD HAZARD AREAS
- Without Base Flood Elevation (BFE) Zone A, V, M/O
- With BFE or Depth Zone AE, AO, AH, VE, AR
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD
- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
- Future Conditions 1% Annual Chance Flood Hazard Zone X
- Area with Reduced Flood Risk due to Levee See Notes. Zone X
- Area with Flood Risk due to Levee Zone D

OTHER AREAS
- NO SCREEN Area of Minimal Flood Hazard Zone X
- Area of Undetermined Flood Hazard Zone D

GENERAL STRUCTURES
- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES
- 18.2 / 17.5 Cross Sections with 1% Annual Chance Water Surface Elevation
- Coastal Transect
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature
- Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary

NOTES TO USERS

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For community and countywide map dates refer to the Flood Insurance Study Report for this jurisdiction.

To determine if flood insurance is available in this community, contact your insurance agent or call the National Flood Insurance Program at 1-800-638-6620.

Base map information shown on the FIRM was imaging from 2012 provided by the U.S. Geological Survey at a resolution of 0.15 meter and 2016 transportation data provided by the U.S. Census Bureau with an undefined scale, and political boundaries from 2017 provided by Mastgis at a scale of 1:5,000.

SCALE

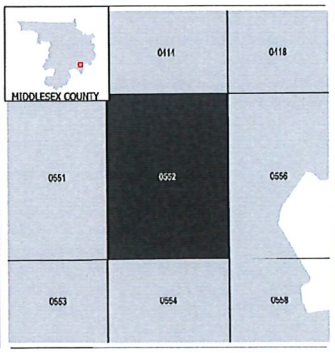
Map Projection: NAD 1983 State Plane, Massachusetts Mainland, FIPS 2001, Feet; Western Hemisphere; Vertical Datum: NAVD 88

1 inch = 500 feet 1:6,000

0 500 1,000 2,000 feet

0 125 250 500 meters

PANEL LOCATOR



FEMA

National Flood Insurance Program

NATIONAL FLOOD INSURANCE PROGRAM

FLOOD INSURANCE RATE MAP

MIDDLESEX COUNTY, MASSACHUSETTS

(All Jurisdictions)

PANEL 0552 OF 0656

FEMA

Panel Contains:

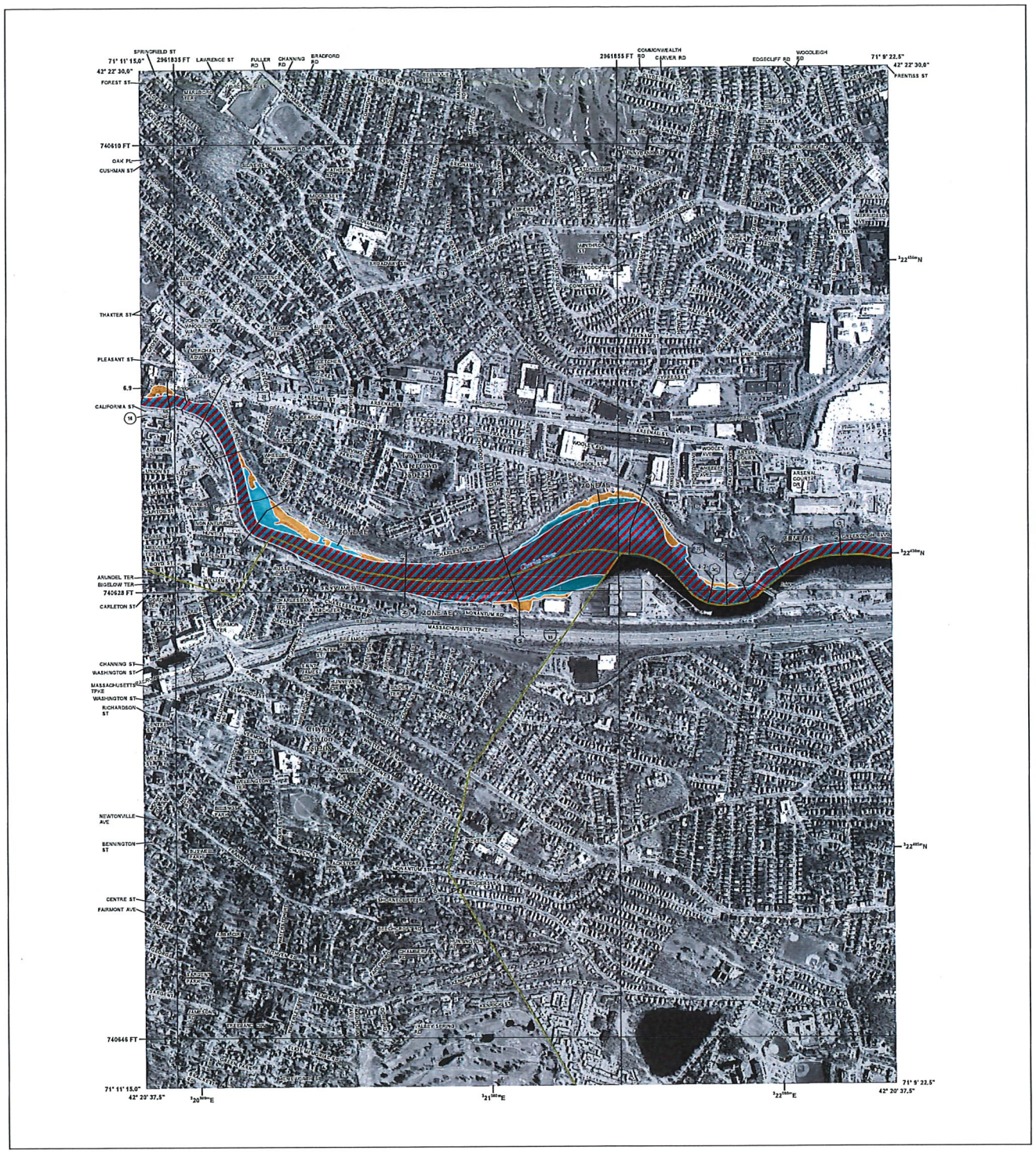
COMMUNITY	NUMBER	PANEL	SUFFIX
NEWTON, CITY OF	250208	0552	F
WALTHAM, CITY OF	250222	0552	F
WATERTOWN, TOWN OF	250223	0552	F

REVISED PRELIMINARY 06/08/2023

VERSION NUMBER 2.6.3.6

MAP NUMBER 25017C0552F

MAP REVISED



FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT

HTTPS://MSC.FEMA.GOV

SPECIAL FLOOD HAZARD AREAS
- Without Base Flood Elevation (BFE) Zone A, V, A99
- With BFE or Depth Zone AE, AO, AH, VE, AR
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD
- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
- Future Conditions 1% Annual Chance Flood Hazard Zone X
- Area with Reduced Flood Risk due to Levee See Notes. Zone X
- Area with Flood Risk due to Levee Zone D

OTHER AREAS
- NO SCREEN Area of Minimal Flood Hazard Zone X
- Area of Undetermined Flood Hazard Zone D

GENERAL STRUCTURES
- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES
- 16.2 / 17.5 Cross Sections with 1% Annual Chance Water Surface Elevation
- 8 Coastal Transect
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature
- 513 Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary

NOTES TO USERS

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To determine if flood insurance is available in this community, contact your insurance agent or call the National Flood Insurance Program at 1-800-638-6620.

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SCALE

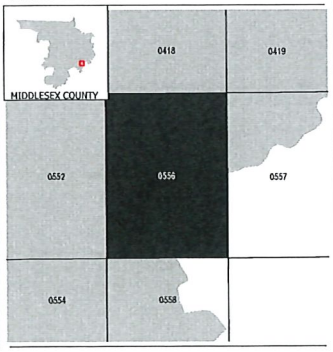
Map Projection:
NAD 1983 State Plane Massachusetts Mainland FIPS 2001 Feet
Western Hemisphere, Vertical Datum: NAVD 88

1 inch = 500 feet 1:6,000

0 500 1,000 2,000 feet

0 125 250 500 meters

PANEL LOCATOR



FEMA National Flood Insurance Program

NATIONAL FLOOD INSURANCE PROGRAM
FLOOD INSURANCE RATE MAP

MIDDLESEX COUNTY, MASSACHUSETTS
(All Jurisdictions)

PANEL 0556 OF 0656

FEMA

Panel Contains:

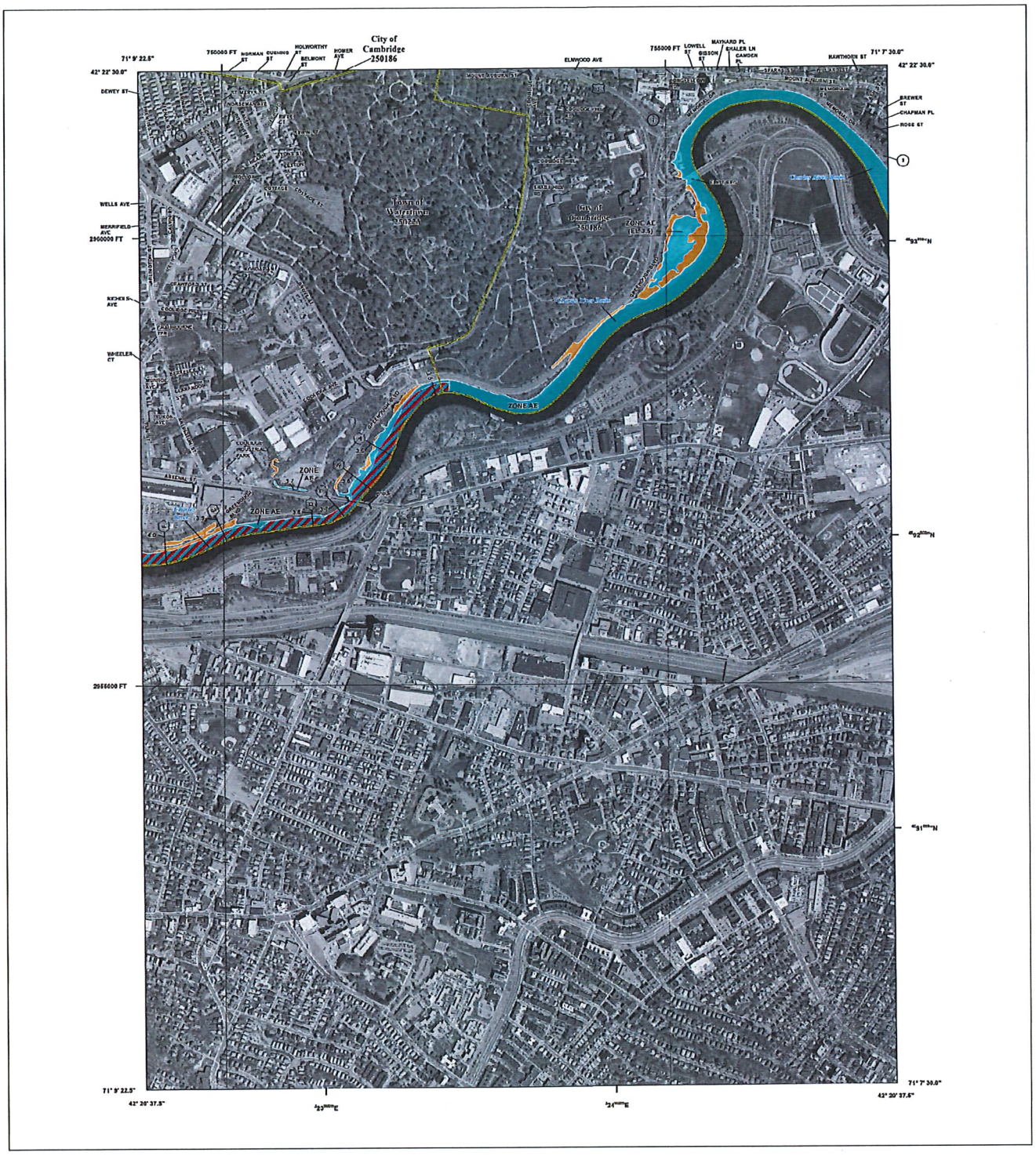
COMMUNITY	NUMBER	PANEL	SUFFIX
NEWTON, CITY OF	250208	0556	F
WATERTOWN, TOWN OF	250223	0556	F

PRELIMINARY
08/13/2021

VERSION NUMBER
2.6.3.6

MAP NUMBER
25017C0556F

MAP REVISED



FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT HTTPS://MSC.FEMA.GOV

SPECIAL FLOOD HAZARD AREAS
- Without Base Flood Elevation (BFE) *Zone A, V, A99*
- With BFE or Depth *Zone AE, AO, AH, VE, AR*
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD
- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile *Zone X*
- Future Conditions 1% Annual Chance Flood Hazard *Zone X*
- Area with Reduced Flood Risk due to Levee See Notes. *Zone X*
- Area with Flood Risk due to Levee *Zone D*

OTHER AREAS
- NO SCREEN — Area of Minimal Flood Hazard *Zone X*
- Area of Undetermined Flood Hazard *Zone D*

GENERAL STRUCTURES
- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES
- 17.5 — Cross Sections with 1% Annual Chance Water Surface Elevation
- Coastal Transect
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature
- 513 — Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary

NOTES TO USERS

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SCALE

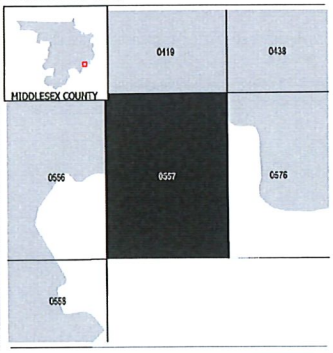
Map Projection: NAD 1983 State Plane, Massachusetts Mainland, FIPS 2001, Feet; Western Hemisphere; Vertical Datum, NAVD 88

1 inch = 500 feet 1:6,000

0 500 1,000 2,000 feet

0 125 250 600 meters

PANEL LOCATOR



FEMA

National Flood Insurance Program

NATIONAL FLOOD INSURANCE PROGRAM
FLOOD INSURANCE RATE MAP

MIDDLESEX COUNTY, MASSACHUSETTS
(All Jurisdictions)

PANEL 0557 OF 0656

FEMA

Panel Contains:

COMMUNITY	NUMBER	PANEL	SUFFIX
CAMBRIDGE, CITY OF	250186	0557	F
WATERTOWN, TOWN OF	250223	0557	F

REVISED PRELIMINARY 06/08/2023

VERSION NUMBER 2.6.3.6

MAP NUMBER 25017C0557F

MAP REVISED

Boston Globe Media

Order Confirmation

Watertown City Council
149 Main Street
Watertown, MA 02472

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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.

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classified@globe.com

Order Number	**751178**	Order Price	**$894.70**
Sales Rep.	**Lindy Rodriguez**	PO No.	
Account	**3028420**	Payment Type	
Publication	**Boston Globe**	Number of dates	**2**
First Run Date	**05/13/2025**	Last Run Date	**05/20/2025**
Payment Type			

AD PREVIEW:

City of Watertown
City Council
Administration Building
149 Main Street
Watertown, Massachusetts 02472

PUBLIC NOTICE

Watertown City Council Public Hearing: **Tuesday, May 27,2025**, with the meeting starting at **7:00 p.m.** in the Council Chamber, Administration Building, 149 Main St., Watertown, MA in-person, and with remote access link on the agenda 48 hours prior to the meeting.

The council will consider Zoning Ordinance amendments to replace in its entirety Section 5.06 of the Zoning Ordinance, entitled "Floodplain District", and amend or delete conflicting definitions to ensure that Watertown's floodplain regulations conform to the requirements of the National Flood Insurance Program (NFIP), administered by the Federal Emergency Management Agency (FEMA).

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	___X___	_____	_____
CAROLINE BAYS	__X(Via Zoom)_	_____	_____
LISA J. FELTNER	___X___	_____	_____
JOHN G. GANNON	___X___	_____	_____
NICOLE GARDNER	__X(Via Zoom)_	_____	_____
EMILY IZZO	___X___	_____	_____
ANTHONY PALOMBA	___X___	_____	_____
VINCENT J. PICCIRILLI JR.	___X___	_____	_____
MARK S. SIDERIS, COUNCIL PRESIDENT	___X___	_____	_____

Motion to ratify validate and confirm the approved Retirement Board's request to increase a Cost of Living Adjustment

Watertown Contributory Retirement Board
Administration Building
149 MAIN STREET
WATERTOWN, MA 02472
TEL (617) 972-6456 - FAX (617) 923-3531
www.watertownretirement.com

THOMAS V. THIBAUT, JR., Chairman
MEGAN LANGAN, Ex-Officio

DOMENIC ARONE, Elected Member
JOHN T. LOUGHRAN, Appointed Member
KATHLEEN KIELY-BECCHETTI, Fifth Member

April 17, 2025

Watertown City Council
Administration Building
Watertown, MA 02472

RE: Increase to Base of Retiree Cost of Living Adjustment

Dear Honorable Council Members:

Following discussions with the City Manager, the Watertown Retirement Board (Board) respectfully requests approval by the City Council to increase the base amount upon which a retiree's cost of living adjustment (COLA) can be calculated, from its current maximum of 3% of $14,000, to 3% of $15,000.

After review of the social and financial impact of such action, and after consultation with the Board actuary and representatives of the City, the Board voted to support this increase. It is respectfully requested that the City Council act favorably on this request.

Sincerely,

Thomas V. Thibaut Jr.

Thomas V. Thibaut, Jr., Chairman
Watertown Retirement System

cc: City Manager, George Proakis

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	___X___	_____	_____
CAROLINE BAYS	__X(Via Zoom)_	_____	_____
LISA J. FELTNER	___X___	_____	_____
JOHN G. GANNON	___X_____	_____	_____
NICOLE GARDNER	__X(Via Zoom)_	_____	_____
EMILY IZZO	___X___	_____	_____
ANTHONY PALOMBA	___X___	_____	_____
VINCENT J. PICCIRILLI JR.	___X___	_____	_____
MARK S. SIDERIS, COUNCIL PRESIDENT	___X___	_____	_____

Motion to authorize a transfer of funds in the amount of $470,000 from the FY25 City Council Reserve to the FY25 Transfer to Capital Projects City & FY25 Transfer to Capital Project Public Buildings accounts

Watertown City Council

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

RESOLUTION# 35 **2025 – R – 35**

RESOLUTION APPROVING A TRANSFER OF FUNDS FROM FISCAL YEAR 2025 CITY COUNCIL RESERVE TO THE FISCAL YEAR 2025 TRANSFER TO CAPITAL PROJECTS/CITY & FISCAL YEAR 2025 TRANSFER TO CAPITAL PROJECTS/PUBLIC BUILDINGS ACCOUNTS

BE IT RESOLVED: That the City Council of Watertown hereby approves the transfer of funds in the amount of $470,000 from the Fiscal Year 2025 City Council Reserve to be transferred to the Fiscal Year 2025 Transfer to Capital Projects/City & Fiscal Year 2025 Transfer to Capital Projects/Public Buildings 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 9 for, 0 against, and 0 present on May 27, 2025.

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

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 20, 2025

RE: Agenda Item – Transfer of Funds Request

Attached is a formal request from City Auditor Megan Langan for the transfer of $470,000 for capital improvement projects across city facilities. These funds are intended to support critical infrastructure improvements, as outlined below:

- Electric service upgrade and backup generator for the Parker Building
- HVAC and insulation improvements at Ridgelawn Cemetery Building
- Rink netting replacement at John A. Ryan Skating Rink

This investment will enhance the functionality, safety, and efficiency of essential city facilities.

I respectfully request that this transfer be placed on the agenda for the City Council meeting scheduled on May 27, 2025.

Thank you for your consideration.

CITY OF WATERTOWN
Auditor

Administration Building
149 Main Street
Watertown, MA 02472-4410

Megan Langan
City Auditor

Telephone: (617) 972-6460
Facsimile: (617) 972-6563

TO: GEORGE PROAKIS, CITY MANAGER

FROM: MEGAN LANGAN, CITY AUDITOR

DATE: MAY 19, 2025

RE: AGENDA ITEM – TRANSFER OF FUNDS REQUEST

Per your request, please find attached a Transfer of Funds request for various capital improvements totaling $470,000 for Fiscal Year 2025.

A transfer in the amount of $400,000 is being requested to Transfer to Capital Projects Public Buildings. These funds will be utilized for the electric service upgrade and generator for the Parker Building. Approval of these funds will allow for a 250Kw diesel generator to be installed which will provide backup power to operate the building during power outages. Additionally, it will increase the electric service from an 800-amp service to a 1000-amp service, combine two existing separate services to a single service and reduce the existing sub-metering from 24 tenants to serve only 5 remaining tenants.

Additionally, a transfer in the amount of $70,000 is being requested to Transfer to Capital Projects City. $40,000 of this is being requested to fund the installation of an Air Source Heat Pump, Attic Insulation and Door Weatherstripping at the Building located at Ridgelawn Cemetery. This will greatly improve the efficiency of this building by replacing the low efficiency Oil-Fired Hot Air Furnace and DX Air conditioning unit that currently serves the building, as well as by providing insulation to the roof and attic which currently does not exist.

The remaining $30,000 being requested will be utilized to provide funding to replace the netting at the John A. Ryan Skating rink. As you are aware, funding for rink netting replacement is listed as a FY26 tax revenue line item within the FY26 – FY30 CIP. However, if this transfer were to be approved, it would allow for this work to be completed prior to the upcoming winter season. Further, if the Honorable City Council were to approve this transfer, a subsequent request will be brought before them to repurpose the existing $30,000 tax revenue line item to be used towards upgrading the internal lighting within the Rink to LED lighting, thus reducing the overall borrowing requests within the FY26 – FY30 CIP.

I respectfully request the attached transfer be placed on the May 22, 2025, City Council Agenda.

Thank you for your consideration in this matter.

TRANSFER AMOUNT: $ 470,000

FROM:	FY 2025 CITY COUNCIL RESERVE 0111152-570780	$	470,000
TO:	FY 2025 TRANSFER TO CAPITAL PROJECTS/CITY 0193059-596502	$	70,000
	FY 2025 TRANSFER TO CAPITAL PROJECT/ PUBLIC BUILDINGS 0193059-596509	$	400,000

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

5/19/25
DATE

CITY AUDITOR

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

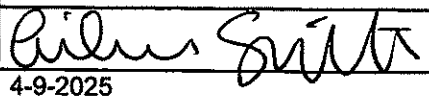
	YES	NO	PRESENT
JOHN M. AIRASIAN	___X____	_____	_____
CAROLINE BAYS	__X(Via Zoom)_	_____	_____
LISA J. FELTNER	___X____	_____	_____
JOHN G. GANNON	___X_____	_____	_____
NICOLE GARDNER	__X(Via Zoom)_	_____	_____
EMILY IZZO	___X____	_____	_____
ANTHONY PALOMBA	___X____	_____	_____
VINCENT J. PICCIRILLI JR.	___X____	_____	_____
MARK S. SIDERIS, COUNCIL PRESIDENT	___X____	_____	_____

Motion to authorize ethics exemptions in compliance with 20b

DISCLOSURE BY MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Aileen Smith
Title/ Position	School Nutrition Worker
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	Watertown Public Schools
Agency Address	30 Common Street Watertown, MA 02472
Office phone:	617-926-7756
Office e-mail:	Brandon Rabbitt - Director of School Nutrition Brandon.Rabbitt@watertown.k12.ma.us Amanda Owens - Director of Human Resources Amanda.Owens@watertown.k12.ma.us
	Check one: ____ Elected or __X__ Non-elected
Starting date as a municipal employee.	Watertown Public Schools – January 2023
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee.** ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee.**

Select either STATEMENT #1 or STATEMENT #2. **Write an X beside your financial interest.**	*NA* **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract. **My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown Department of Recreation 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee.** The **"contracting agency"** is the **municipal agency that made the contract.** _X_ My Municipal Agency is not the contracting agency. _X_ My Municipal Agency does not regulate the activities of the contracting agency. _X_ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. _X__ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. Seasonal Employment with the Watertown Recreation Department
FILL IN THIS BOX OR THE BOX	**ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for?

ABOVE	
What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. In the role of Kitchen Staff for Pequossette Summer Program, I will be compensated at an hourly wage of $18.54 an hour for no more than 500 hours during a calendar year.
Date when you acquired a financial interest	Watertown Public Schools – January, 2023
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. _X__ The services will be provided outside my normal working hours as a municipal employee. _X__ The services are not required as part of my regular duties as a municipal employee. _X__ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	
Date:	4-9-2025

Attach additional pages if necessary.

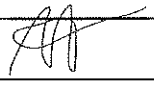
NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE THE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

DISCLOSURE BY MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Andrew Allegro
Title/ Position	Special Education Teacher, Support for Pequossette Summer Camp
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Watertown - Recreation Department
Agency Address	149 Main Street Watertown, MA 02472
Office phone:	617-972-6494
Office e-mail:	recreation@watertown-ma.gov
	Check one: ☐ **Elected** **or** ☐ **Non-elected**
Starting date as a municipal employee.	10/2001
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee**. ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee**. ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee**. The **"contracting agency"** is the **municipal agency that made the contract.** ___ My Municipal Agency is not the contracting agency. ___ My Municipal Agency does not regulate the activities of the contracting agency. __X_ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ___ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. 2nd Position with the Recreation Department
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for? Seasonal Employment with the Watertown Recreation Department

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. I am am unaware of my payment, but agree to any rate given by the Summer Camp Recreati
Date when you acquired a financial interest	Public school substitute, 10/2002
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. __X_ The services will be provided outside my normal working hours as a municipal employee. __X_ The services are not required as part of my regular duties as a municipal employee. __X_ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	
Date:	

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	George Proakis
Title/ Position	City Manager
Municipal Agency:	City of Watertown
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6465
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6470
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.

Form revised February, 2012

DISCLOSURE BY MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Alique Haserjian
Title/ Position	Substitute Teacher, Assistant Director of Camp Pequossette
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Watertown - Recreation Department
Agency Address	149 Main Street Watertown, MA 02472
Office phone:	617-972-6494
Office e-mail:	recreation@watertown-ma.gov
	Check one: ____ Elected or ___ Non-elected
Starting date as a municipal employee.	04/28/25
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee**. ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.

BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee**. ___ STATEMENT # 1: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** _____ A municipal agency has a contract with me, but not an employment contract. _____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. -- OR -- ___ STATEMENT # 2: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. _____ A municipal agency has a contract with me. _____I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. _____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee**. The **"contracting agency"** is the **municipal agency that made the contract.** ___ My Municipal Agency is not the contracting agency. ___ My Municipal Agency does not regulate the activities of the contracting agency. __X_ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ___ The contract was made after public notice or through competitive bidding.

FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. 2nd Position with the Recreation Department
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for? Seasonal Employment with the Watertown Recreation Department

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. In the role of an Assistant Director at Camp Pequossette, I will be given no more than $23.69/hr for more than 400 hours a year
Date when you acquired a financial interest	Watertown Recreation Department - June 2019 City of Watertown - May 2025
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. __X_ The services will be provided outside my normal working hours as a municipal employee. __X_ The services are not required as part of my regular duties as a municipal employee. __X_ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	Alique Haserjian
Date:	04/29/25

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.
FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	George Proakis
Title/ Position	City Manager
Municipal Agency:	City of Watertown
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6465
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6470
	APPROVAL

	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.

Form revised February, 2012

DISCLOSURE BY MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Ann Marie Anderson
Title/ Position	School Nutrition Worker
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	Watertown Public Schools
Agency Address	30 Common Street Watertown, MA 02472
Office phone:	617-926-7756
Office email:	Brandon Rabbitt - Director of School Nutrition Brandon.Rabbitt@watertown.k12.ma.us Amanda Owens – Director of Human Resources amanda.Owens@watertown.k12.ma.us
	Check one: ____ Elected or __X__ Non-elected
Starting date as a municipal employee.	Watertown Recreation Department – June, 2018 Watertown Public Schools – October, 2013
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee.** ___ **STATEMENT #1:** I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2:** I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.

BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee.** *NA* **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown Department of Recreation 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee.** The **"contracting agency"** is the **municipal agency that made the contract.** __X_ My Municipal Agency is not the contracting agency. __X_ My Municipal Agency does not regulate the activities of the contracting agency. __X_ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. _X__ The contract was made after public notice or through competitive bidding.

FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. Seasonal Employment with the Watertown Recreation Department
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for?

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. In the role of Kitchen Staff for Pequossette Summer Program, I will be compensated at an hourly wage of $19.67 an hour for no more than 500 hours during a calendar year.
Date when you acquired a financial interest	Watertown Recreation Department – June, 2018 Watertown Public Schools – October, 2013
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	

Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. _X__ The services will be provided outside my normal working hours as a municipal employee. _X__ The services are not required as part of my regular duties as a municipal employee. _X__ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	Anne Marie Andersen
Date:	4-8-2025

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE THE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

DISCLOSURE BY MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Cecelia Maillis
Title/ Position	Daily Substitute Teacher, Senior Counselor (Pequossette Summer Program)
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Watertown - Recreation Department
Agency Address	149 Main Street Watertown, MA 02472
Office phone:	617-972-6494
Office e-mail:	recreation@watertown-ma.gov
	Check one: ☐ **Elected** **or** ☑ **Non-elected**
Starting date as a municipal employee.	6/1/2019
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee**. ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee**. ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. Seasonal employment with the Watertown Recreation Department ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee**. The **"contracting agency"** is the **municipal agency that made the contract.** ___ My Municipal Agency is not the contracting agency. ___ My Municipal Agency does not regulate the activities of the contracting agency. __X__ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ___ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. 2nd Position with the Recreation Department
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for? seasonal employment with the Watertown Recreation Department

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. In the role of Senior Counselor at the Pequossette Summer Program, I will be compensated $18.54 an hour for no more than 500 hours during a calendar year
Date when you acquired a financial interest	Watertown Recreation Department: June 2019 Watertown Public Schools: December 2024
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. __X_ The services will be provided outside my normal working hours as a municipal employee. __X_ The services are not required as part of my regular duties as a municipal employee. __X_ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	Cecelia Mallers
Date:	4/29/2025

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	George Proakis
Title/ Position	City Manager
Municipal Agency:	City of Watertown
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6465
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6470
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.

DISCLOSURE BY MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Emma McGoldrick
Title/ Position	Recreation seasonal staff/Pequossette support staff
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Watertown - Recreation Department
Agency Address	149 Main Street Watertown, MA 02472
Office phone:	617-972-6494
Office e-mail:	recreation@watertown-ma.gov
	Check one: ☐ **Elected** **or** ☑ **Non-elected**
Starting date as a municipal employee.	06/01/2019
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee**. ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee**. ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee**. The **"contracting agency"** is the **municipal agency that made the contract.** ___ My Municipal Agency is not the contracting agency. ___ My Municipal Agency does not regulate the activities of the contracting agency. __X_ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ___ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX** **IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. 2nd Position with the Recreation Department
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX** **IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for?

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it.
Date when you acquired a financial interest	
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. __X_ The services will be provided outside my normal working hours as a municipal employee. __X_ The services are not required as part of my regular duties as a municipal employee. __X_ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	Emma McGoldrick
Date:	4/25/2025

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	George Proakis
Title/ Position	City Manager
Municipal Agency:	City of Watertown
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6465
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6470
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.

DISCLOSURE BY MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Brian Donato
Title/ Position	Special Education Teacher, Director of the Pequossette Summer Recreation
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Watertown - Recreation Department
Agency Address	149 Main Street Watertown, MA 02472
Office phone:	617-972-6494
Office e-mail:	recreation@watertown-ma.gov
	Check one: ☐ **Elected** **or** ☑ **Non-elected**
Starting date as a municipal employee.	06/01/92
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee**. ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee**. ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee**. The **"contracting agency"** is the **municipal agency that made the contract.** ___ My Municipal Agency is not the contracting agency. ___ My Municipal Agency does not regulate the activities of the contracting agency. __X_ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ___ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. 2nd Position with the Recreation Department
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for? Seasonal Employment with the Watertown Recreation Department

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. In the role of Director of the Pequossette Recreation Program, I will be compensated $32.21 an hour for no more than 500 hours during a calendar year.
Date when you acquired a financial interest	Watertown Recreation Department - June, 2002 Watertown Public School - June, 2002
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. __X_ The services will be provided outside my normal working hours as a municipal employee. __X_ The services are not required as part of my regular duties as a municipal employee. __X_ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	*Brian Donato*
Date:	4/8/2025

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	George Proakis
Title/ Position	City Manager
Municipal Agency:	City of Watertown
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6465
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6470
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.

Form revised February, 2012

DISCLOSURE BY MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Lauren Petrillo
Title/ Position	Guidance Counselor, Associate Director of the Pequossette Summer Recrea
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Watertown - Recreation Department
Agency Address	149 Main Street Watertown, MA 02472
Office phone:	617-972-6494
Office e-mail:	recreation@watertown-ma.gov
	Check one: ☐ **Elected** **or** ☑ **Non-elected**
Starting date as a municipal employee.	06/01/2014
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee**. ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee**. ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee**. The **"contracting agency"** is the **municipal agency that made the contract.** ___ My Municipal Agency is not the contracting agency. ___ My Municipal Agency does not regulate the activities of the contracting agency. __X__ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ___ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. 2nd Position with the Recreation Department
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for? Seasonal Employment with the Watertown Recreation Department

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. In the role of Associate Director of the Pequossette Recreation Program, I will be compensated $28.14 an hour for no more than 500 hours during a calendar year.
Date when you acquired a financial interest	Watertown Recreation Department - June, 2025 Watertown Public School - June, 2025
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. __X__ The services will be provided outside my normal working hours as a municipal employee. __X__ The services are not required as part of my regular duties as a municipal employee. __X__ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	*Lauren Petrillo*
Date:	4/29/2025

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	George Proakis
Title/ Position	City Manager
Municipal Agency:	City of Watertown
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6465
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6470
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.

Form revised February, 2012

DISCLOSURE BY MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Stephen Helberg
Title/ Position	Special Education Instructional Assistant, Associate Director of the Pequosse
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Watertown - Recreation Department
Agency Address	149 Main Street Watertown, MA 02472
Office phone:	617-972-6494
Office e-mail:	recreation@watertown-ma.gov
	Check one: ☐ **Elected** **or** ☑ **Non-elected**
Starting date as a municipal employee.	6/1/99
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee**. ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee**. ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. -- OR -- ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee**. The **"contracting agency"** is the **municipal agency that made the contract.** ___ My Municipal Agency is not the contracting agency. ___ My Municipal Agency does not regulate the activities of the contracting agency. __X__ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ___ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. 2nd Position with the Recreation Department
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for? Seasonal Employment with the Watertown Recreation Department

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. In the role of Associate Director of the Pequossette Recreation Program, I will be compensated $28.98 an hour for no more than 500 hours during a calendar year.
Date when you acquired a financial interest	Watertown Recreation Department - June, 2017 Watertown Public School - June, 2017
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. __X__ The services will be provided outside my normal working hours as a municipal employee. __X__ The services are not required as part of my regular duties as a municipal employee. __X__ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	*Stephen Helberg*
Date:	4/9/2025

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	George Proakis
Title/ Position	City Manager
Municipal Agency:	City of Watertown
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6465
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6470
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.

DISCLOSURE BY MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Haley Lyons
Title/ Position	IA (Lowell)
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Watertown - Recreation Department
Agency Address	149 Main Street Watertown, MA 02472
Office phone:	617-972-6494
Office e-mail:	recreation@watertown-ma.gov
	Check one: ☐ **Elected** **or** ☐ **Non-elected**
Starting date as a municipal employee.	9/15/23
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee**. ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** X I have a non-elected, compensated municipal employee position. ___ A municipal agency has a contract with me. ___ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ___ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee**. ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee**. The **"contracting agency"** is the **municipal agency that made the contract.** ___ My Municipal Agency is not the contracting agency. ___ My Municipal Agency does not regulate the activities of the contracting agency. __X__ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ___ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX** **IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. 2nd Position with the Recreation Department
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX** **IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for?

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. Summer position, $19 an hour rate for parks program (June 23—August 15, 2025)
Date when you acquired a financial interest	Employed by Watertown Public Schools since 9/15/23 Employed by city of Watertown since 10/21 (extended day program) Will be employed by rec department in summer 2025
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. __X_ The services will be provided outside my normal working hours as a municipal employee. __X_ The services are not required as part of my regular duties as a municipal employee. __X_ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	Haley Lyons
Date:	04/29/25

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	George Proakis
Title/ Position	City Manager
Municipal Agency:	City of Watertown
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6465
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

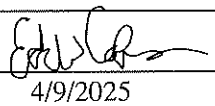
	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6470
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.

DISCLOSURE BY MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Edward Cafua
Title/ Position	8th Grade Mathematics Teacher / Associate Director of Pequossette Summe
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Watertown - Recreation Department
Agency Address	149 Main Street Watertown, MA 02472
Office phone:	617-972-6494
Office e-mail:	recreation@watertown-ma.gov
	Check one: ☐ **Elected** **or** ☑ **Non-elected**
Starting date as a municipal employee.	6/01/2010
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee**. ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** _x_ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. _x_ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee**. ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee**. The **"contracting agency"** is the **municipal agency that made the contract.** ___ My Municipal Agency is not the contracting agency. ___ My Municipal Agency does not regulate the activities of the contracting agency. __X__ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ___ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. 2nd Position with the Recreation Department
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for? Seasonal Employment with the Watertown Recreation Department

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. In the role of the Associate Director of the Pequossette Summer Recreation Program, I will be compensated $31.67 per hour for no more than 500 hours during a calender year.
Date when you acquired a financial interest	Watertown Public Schools - August 2018 Watertown Recreation Department - June 2019
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. __X_ The services will be provided outside my normal working hours as a municipal employee. __X_ The services are not required as part of my regular duties as a municipal employee. __X_ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	
Date:	4/9/2025

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	George Proakis
Title/ Position	City Manager
Municipal Agency:	City of Watertown
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6465
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6470
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.

DISCLOSURE BY MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Eric Furtado
Title/ Position	Special Education Instructional Assistant X Pequossette Summer Program Extended Day Coordinator
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Watertown - Recreation Department
Agency Address	149 Main Street Watertown, MA 02472
Office phone:	617-972-6494
Office e-mail:	recreation@watertown-ma.gov
	Check one: ☐ **Elected** **or** ☒ **Non-elected**
Starting date as a municipal employee.	[redacted] 6/1/11

BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee**. ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee**. ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee**. The **"contracting agency"** is the **municipal agency that made the contract.** ___ My Municipal Agency is not the contracting agency. ___ My Municipal Agency does not regulate the activities of the contracting agency. __X_ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ___ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. 2nd Position with the Recreation Department
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for? Seasonal employment with the Watertown Recreation Department

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. In the role of Extended Day Coordinator of the Pequossette Recreation Program, I will be compensated $19.67 an hour for no more than 500 hours during a calendar year.
Date when you acquired a financial interest	Watertown Recreation Department - June, 2011 Watertown Public Schools - November, 2019
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. __X_ The services will be provided outside my normal working hours as a municipal employee. __X_ The services are not required as part of my regular duties as a municipal employee. __X_ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	Eric Swedeen
Date:	4/10/25

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

DISCLOSURE BY MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Maeve Lawn
Title/ Position	Senior Counselor, Substitute Teacher
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Watertown - Recreation Department
Agency Address	149 Main Street Watertown, MA 02472
Office phone:	617-972-6494
Office e-mail:	recreation@watertown-ma.gov
	Check one: ☐ **Elected** **or** ☑ **Non-elected**
Starting date as a municipal employee.	6/1/2023
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee**. ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee**. ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee**. The **"contracting agency"** is the **municipal agency that made the contract.** ___ My Municipal Agency is not the contracting agency. ____ My Municipal Agency does not regulate the activities of the contracting agency. __X__ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ___ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. 2nd Position with the Recreation Department
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for?

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it.
Date when you acquired a financial interest	
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. __X_ The services will be provided outside my normal working hours as a municipal employee. __X_ The services are not required as part of my regular duties as a municipal employee. __X_ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	Maerdawn
Date:	4/25/2025

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	George Proakis
Title/ Position	City Manager
Municipal Agency:	City of Watertown
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6465
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6470
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.

DISCLOSURE BY MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Michaela Antonellis
Title/ Position	Physical Education Teacher
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Watertown - Recreation Department
Agency Address	149 Main Street Watertown, MA 02472
Office phone:	617-972-6494
Office e-mail:	recreation@watertown-ma.gov
	Check one: ____ Elected or __X__ Non-elected
Starting date as a municipal employee.	6/1/2013

BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee.** ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** _____ I have a non-elected, compensated municipal employee position. _____ A municipal agency has a contract with me. _____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. _____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee.** ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** _____ A municipal agency has a contract with me, but not an employment contract. _____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. _____ A municipal agency has a contract with me. _____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. _____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT

Name and address of municipal agency that made the contract	City of Watertown 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee**. The **"contracting agency"** is the **municipal agency that made the contract.** ___ My Municipal Agency is not the contracting agency. ___ My Municipal Agency does not regulate the activities of the contracting agency. __X_ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ___ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. 2nd Position with the Recreation Department
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for? Seasonal Employment with the Watertown Recreation Department

What is your financial interest in the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. In the Role of Job Coach for the Pequossette Recreation Program. I will be compensated $30.00 an hour.
Date when you acquired a financial interest	Watertown Recreation Department -June 2013 Watertown Public Schools- June 2021
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.

Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. __X_ The services will be provided outside my normal working hours as a municipal employee. __X_ The services are not required as part of my regular duties as a municipal employee. __X_ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	Michaela Antonellis
Date:	4/28/25

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.
FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	George Proakis
Title/ Position	City Manager
Municipal Agency:	City of Watertown
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6465
	CERTIFICATION

	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6470
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.

Form revised February, 2012

DISCLOSURE BY MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Nursel Cinar
Title/ Position	Schoo Nutrition Worker
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Watertown - Recreation Department
Agency Address	149 Main Street Watertown, MA 02472
Office phone:	617-972-6494
Office e-mail:	recreation@watertown-ma.gov
	Check one: ☐ **Elected** **or** ☐ **Non-elected**
Starting date as a municipal employee.	09/09/2018
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee**. ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee**. ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee**. The **"contracting agency"** is the **municipal agency that made the contract.** ___ My Municipal Agency is not the contracting agency. ___ My Municipal Agency does not regulate the activities of the contracting agency. __X__ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ___ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. 2nd Position with the Recreation Department Seasonal Employee Kitchen Staff
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for?

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. School Nutrition worker at Watertown School Department Salary per SEU Contract
Date when you acquired a financial interest	Start Date 07/05/2022 Watertown recreation department Start Date School Department 09/0
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it. Full Time School Nutrition Worker salary per SEU contract
Date when your immediate family acquired a financial interest	Start Date 07/05/2022 Watertown Recreation Department Start Date 09/05/2018 School Dep
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. __X_ The services will be provided outside my normal working hours as a municipal employee. __X_ The services are not required as part of my regular duties as a municipal employee. __X_ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	
Date:	04/08/2025

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	George Proakis
Title/ Position	City Manager
Municipal Agency:	City of Watertown
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6465
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6470
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.

Form revised February, 2012

DISCLOSURE BY MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Spencer Pettiglio
Title/ Position	ructional Assistant/ Camp Pequossette Couns
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Watertown - Recreation Department
Agency Address	149 Main Street Watertown, MA 02472
Office phone:	617-972-6494
Office e-mail:	recreation@watertown-ma.gov
	Check one: ☐ **Elected** **or** ☑ **Non-elected**
Starting date as a municipal employee.	6/1/09
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee**. ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee**. ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** ___ **STATEMENT # 2**: I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** __X__ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	City of Watertown 149 Main Street Watertown, MA 02472
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee**. The **"contracting agency"** is the **municipal agency that made the contract.** ___ My Municipal Agency is not the contracting agency. ___ My Municipal Agency does not regulate the activities of the contracting agency. __X_ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ___ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. 2nd Position with the Recreation Department
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for? Seasonal employment with the Watertown Recreation

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. In the role of counselor at Pequossette Recreation Program, I will be compensated $22.14 an hour for no more than 500 hours in a calendar year.
Date when you acquired a financial interest	Watertown Recreation Department - June 2009 Watertown Public Schools - August 2017
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. __X_ The services will be provided outside my normal working hours as a municipal employee. __X_ The services are not required as part of my regular duties as a municipal employee. __X_ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	Spencer Pettiglio
Date:	4/29/2025

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	George Proakis
Title/ Position	City Manager
Municipal Agency:	City of Watertown
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6465
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	149 Main Street Watertown, MA 02472
Office Phone:	617-972-6470
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.

Form revised February, 2012

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	X		
CAROLINE BAYS	X(Via Zoom)		
LISA J. FELTNER	X		
JOHN G. GANNON	X		
NICOLE GARDNER	X(Via Zoom)		
EMILY IZZO	X		
ANTHONY PALOMBA	X		
VINCENT J. PICCIRILLI JR.	X		
MARK S. SIDERIS, COUNCIL PRESIDENT	X		

Motion to accept the Committee on Economic Development and Planning Report from its meeting on May 15, 2025

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	X		
CAROLINE BAYS	X(Via Zoom)		
LISA J. FELTNER	X		
JOHN G. GANNON	X		
NICOLE GARDNER	X(Via Zoom)		
EMILY IZZO	X		
ANTHONY PALOMBA	X		
VINCENT J. PICCIRILLI JR.	X		
MARK S. SIDERIS, COUNCIL PRESIDENT	X		

Motion to approve the first action item from the Committee on Economic Development and Planning Report from its meeting on May 15, 2025

Watertown City Council

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

RESOLUTION # 36 **2025 – R -** 36

RESOLUTION CONFIRMING THE REAPPOINTMENT OF SAMUEL ODAMAH AS AN ALTERNATE MEMBER TO THE ZONING BOARD OF APPEALS

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 Samuel Odamah as an alternate member to the Zoning Board of Appeals for a term to expire on February 15, 2027.

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 9 for, 0 against, and 0 present on May 27, 2025

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

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	X		
CAROLINE BAYS	X(Via Zoom)		
LISA J. FELTNER	X		
JOHN G. GANNON	X		
NICOLE GARDNER	X(Via Zoom)		
EMILY IZZO	X		
ANTHONY PALOMBA	X		
VINCENT J. PICCIRILLI JR.	X		
MARK S. SIDERIS, COUNCIL PRESIDENT	X		

Motion to approve the second action item from the Committee on Economic Development and Planning Report from its meeting on May 15, 2025

Watertown City Council

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

RESOLUTION # 37 **2025 – R - 37**

RESOLUTION CONFIRMING THE REAPPOINTMENT OF MELISSA SANTUCCI-ROZZI TO THE ZONING BOARD OF APPEALS

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 Melissa Santucci-Rozzi to the Zoning Board of Appeals for a term to expire on February 15, 2030.

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 9 for, 0 against, and 0 present on May 27, 2025

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

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	___X____	_____	_____
CAROLINE BAYS	__X(Via Zoom)_	_____	_____
LISA J. FELTNER	___X____	_____	_____
JOHN G. GANNON	___X____	_____	_____
NICOLE GARDNER	__X(Via Zoom)_	_____	_____
EMILY IZZO	___X____	_____	_____
ANTHONY PALOMBA	___X____	_____	_____
VINCENT J. PICCIRILLI JR.	___X____	_____	_____
MARK S. SIDERIS, COUNCIL PRESIDENT	___X____	_____	_____

Motion to approve the third action item from the Committee on Economic Development and Planning Report from its meeting on May 15, 2025

Watertown City Council

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

RESOLUTION # 38 **2025 – R -** 38

RESOLUTION CONFIRMING THE REAPPOINTMENT OF ABIGAIL HAMMETT TO THE PLANNING BOARD

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 Abigail Hammett the Planning Board for a term to expire on February 15, 2028.

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 9 for, 0 against, and 0 present on May 27, 2025

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

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	___X___	_____	_____
CAROLINE BAYS	__X(Via Zoom)_	_____	_____
LISA J. FELTNER	___X___	_____	_____
JOHN G. GANNON	___X____	_____	_____
NICOLE GARDNER	__X(Via Zoom)_	_____	_____
EMILY IZZO	___X___	_____	_____
ANTHONY PALOMBA	___X___	_____	_____
VINCENT J. PICCIRILLI JR.	___X___	_____	_____
MARK S. SIDERIS, COUNCIL PRESIDENT	___X___	_____	_____

Motion to approve the fourth action item from the Committee on Economic Development and Planning Report from its meeting on May 15, 2025

Watertown City Council

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

RESOLUTION # 39 **2025 – R -** 39

RESOLUTION CONFIRMING THE REAPPOINTMENT OF JANET BUCK TO THE PLANNING BOARD

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 Janet Buck the Planning Board for a term to expire on February 15, 2028.

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 9 for, 0 against, and 0 present on May 27, 2025

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

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 Economic Development & Planning
Meeting Date: May 15, 2025

The Committee convened on Thursday, May 15, 2025 at 5:30 pm by Zoom. Present were Lisa Feltner, chair; John Gannon, vice chair; and Vincent Piccirilli, secretary. The purpose of the meeting was to conduct Zoning Board of Appeals and Planning Board interviews.

Samuel Odamah has a Masters in Architecture and a Masters in Education, and is seeking reappointment as an alternate member of the Zoning Board of Appeals, where he has served since 2023. He currently works at the Harvard Graduate School of Education as an academic coach. His first two years on the ZBA has been a great experience, and he has learned a lot from his fellow Board members. For each project, he listens and learns, and pays close attention to the public comments. For the new Watertown Square zoning, he believes the ZBA will work through the new challenges, and carefully consider how each project will fit into the community.

Melissa Santucci-Rozzi served for many years in planning for the city of Braintree, and is seeking reappointment as a full member of the Zoning Board of Appeals, where she has served since 2003 and is currently the chair. The Board has been working very well together, with all the vacancies filled, and a good mix of members with diverse backgrounds. Her professional experience allows her to see projects from both sides, as well as to understanding the nuances of state and municipal laws. With the new Watertown Square zoning, she believes the smaller in-fill projects will be the most difficult to balance with the existing built environment, as many of the sites directly abut smaller buildings and two-family homes.

Janet Buck is a retired architect, and is seeking reappointment as a member of the Planning Board, where she has served since 2016 and is currently the chair. She is very happy since we added an alternate member to the Board last year, and the Board has been working well together and asking good questions. She is very excited about what Watertown has been doing with changing zoning to add more housing. The Watertown Square rezoning with its requirement for Site Plan Review for by-right projects means the Planning Board will be doing many more of these than in the past, and they may need more support from staff to work through the issues.

Abigail Hammett is an architect, and is seeking reappointment as a member of the Planning Board where she has served since 2021. Having grown up in Watertown, and then moved away, and then moved back, she finds it striking how much has remained the same, despite a lot of changes, and it is very satisfying to see how thoughtfully Watertown has embraced the changes. In the new Watertown Square zoning, the Site Plan Review for by-right projects will put pressure on the Board, as this will be the only chance for public input. There will be tension of how much design input is within the Board's purview, but the Board should not be afraid to ask questions, and continue a meeting if needed.

➔ **Action Item:** Councilor Piccirilli made a motion, seconded by Councilor Gannon, to recommend that the City Council confirm Samuel Odamah for reappointment as an alternate member of the Zoning Board of Appeals to a term expiring February 15, 2027. Roll call vote 3-0.

➔ **Action Item:** Councilor Piccirilli made a motion, seconded by Councilor Gannon, to recommend that the City Council confirm Melissa Santucci-Rozzi for reappointment as a full member of the Zoning Board of Appeals to a term expiring February 15, 2030. Roll call vote 3-0.

➔ **Action Item:** Councilor Piccirilli made a motion, seconded by Councilor Gannon, to recommend that the City Council confirm Abigail Hammett for reappointment as a member of the Planning Board to a term expiring February 15, 2028. Roll call vote 3-0.

➔ **Action Item:** Councilor Piccirilli made a motion, seconded by Councilor Gannon, to recommend that the City Council confirm Janet Buck for reappointment as a member of the Planning Board to a term expiring February 15, 2028. Roll call vote 3-0.

The meeting adjourned at 6:46 pm on a roll call vote.

Report prepared by Vincent Piccirilli

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	X		
CAROLINE BAYS	X(Via Zoom)		
LISA J. FELTNER	X		
JOHN G. GANNON	X		
NICOLE GARDNER	X(Via Zoom)		
EMILY IZZO	X		
ANTHONY PALOMBA	X		
VINCENT J. PICCIRILLI JR.	X		
MARK S. SIDERIS, COUNCIL PRESIDENT	X		

Motion to accept the Committee on Personnel and City Organization Report from its meeting on May 13, 2025

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	___X____	_____	_____
CAROLINE BAYS	__X(Via Zoom)_	_____	_____
LISA J. FELTNER	___X____	_____	_____
JOHN G. GANNON	___X_____	_____	_____
NICOLE GARDNER	__X(Via Zoom)_	_____	_____
EMILY IZZO	___X____	_____	_____
ANTHONY PALOMBA	___X____	_____	_____
VINCENT J. PICCIRILLI JR.	___X____	_____	_____
MARK S. SIDERIS, COUNCIL PRESIDENT	___X____	_____	_____

Motion to approve the action item from the Committee on Personnel and City Organization Report from its meeting on May 13, 2025 *** Action Item is edited "To recommend that the City Council approve the reorganization plan to create a Human Services Department" ***

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: MAY 27, 2025

	YES	NO	PRESENT
JOHN M. AIRASIAN	___X___	_____	_____
CAROLINE BAYS	__X(Via Zoom)_	_____	_____
LISA J. FELTNER	___X___	_____	_____
JOHN G. GANNON	___X_____	_____	_____
NICOLE GARDNER	__X(Via Zoom)_	_____	_____
EMILY IZZO	___X___	_____	_____
ANTHONY PALOMBA	___X___	_____	_____
VINCENT J. PICCIRILLI JR.	___X___	_____	_____
MARK S. SIDERIS, COUNCIL PRESIDENT	___X___	_____	_____

Motion to approve the firm of KP as City Attorney

Watertown City Council

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

Committee of the Personnel and City Organization
Meeting May 13, 2025
Report May 27, 2025
The Committee convened on Tuesday, May 13, at 6:00 pm in the Louis P. Andrews Upper Conference Room, with remote participation by zoom.

Present were Caroline Bays, Chair; John Gannon, Vice Chair and Nicole Gardner, Secretary. Staff present were City Manager George Proakis, Deputy City Manager Emily Monea, Assistant City Manager for Finance Ari Sky, Stephanie Venizelos, and Kathy Cunningham. Also attending were City Council President Mark Sideris and Councilor Lisa Feltner. Lori Moran and Jacky Van Leeuwen attended in person and by zoom.

Councilor Bays called the meeting to order at 6:03pm. The purpose of the meeting was to discuss the proposed reorganization plan to create a Human Services Department, and make a recommendation to the City Council.
Manager Proakis began by describing the rationale for creating the new department, which is to ensure the Administration can effectively and efficiently implement the recommendations from the recent Health and Human Services Study. He noted that creating the department was one of those recommendations. He also noted that under the Administrative Code, City Council approval is required to create a new department, hence today's meeting.

If approved, the first priority will be to hire the Director. There was a public meeting with the Committee on Health & Human Services to solicit their views – and those of the public – on qualities and capabilities desired for the role. The resulting job description was posted, and applications are coming in now.

Once the Director is hired, the following would be moved into the new department:

1. Community Wellness (now reporting to Community Planning & Development)
2. Food Pantry (now reporting to Senior Services), and
3. The budget and contract and funding for Wayside / SRSS
4. The Human Rights Commission budget – and eventually, the staff support. For now, the Commission will continue to be staffed by Council Analyst Doug Newton.

Mr. Proakis noted that these anticipated steps are consistent with the Health & Human Services Study recommendations. Further, this Department would be placed in the Parker Annex, near the Health Department and the Community Development & Planning Department, clustering these resident-centric teams near each other for effective collaboration. He noted that in time, Veteran Services might also be moved there.

The Chair asked for comments from all attending. There were no concerns or issues raised.

→ ACTION ITEM: Councilor Gardner made a motion that the Committee recommends the City Council approve the reorganization plan to create a Health & Human Services Department. Councilor Gannon seconded the motion, which passed unanimously.

The meeting adjourned at 6:25pm with unanimous consent.
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

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 19, 2025

RE: City Council Approval of City Attorney

In accordance with the provisions of the attached Town Council Order #0-2000-40, I hereby request City Council approval of the firm of KP Law as City Attorney.

The firm of KP Law has served as City Attorney since April 1993, working closely with the City's Administration and the City Council to provide legal guidance, advice, and opinions on a broad variety of matters facing the City and its governance.

Mark R. Reich, Esquire, KP Law has served as the City's primary attorney since February 2003. Enclosed please find correspondence from Mr. Reich outlining some of the recent matters that the City Attorney has provided assistance to the City along with identifying the team of attorneys with expertise in specific areas of municipal law that has been established to serve the City's various needs. Additionally, in an effort to further improve the efficiency of legal services, Mr. Reich indicates KP Law will provide no-cost seminars and training in areas of particular legal significance, such as the Open Meeting Law, Public Records Law, Conflict of Interest Law, or other topics of interest.

Based upon their municipal law specialists and their extensive municipal experience, I believe continuing the professional relationship with KP Law as the City Attorney is in the best interest of the citizens of Watertown.

cc: Mark R. Reich, Esquire, KP Law
Joseph S. Fair, Esquire, KP Law

Town Council
TOWN OF WATERTOWN

ADMINISTRATION BUILDING • WATERTOWN, MA 02472-4410
(617)972-6470 • FAX (617)972-6485

ORDER #40 **O-2000-40**

BIENNIAL TOWN COUNCIL APPROVAL OF TOWN ATTORNEY AND GENERAL LEGAL SERVICES PROVIDER(S)

WHEREAS, the City known as the Town of Watertown relies exclusively on the services of a consulting law firm(s) for its Town Attorney and General Legal Services; and,

WHEREAS, in accordance with the Town Charter, the Town Manager appoints Town Attorney and General Legal Services Provider(s) subject to the approval of the Town Council; and,

WHEREAS, Town Attorney and General Legal Services are essential to the effective operation of the Town of Watertown; and,

WHEREAS, the Town Council of the City known as the Town of Watertown is one of the major users of Town Attorney and General Legal Services; and,

WHEREAS, the Town Council believes that it is in the public interest for the Town Council to review and approve or reject biennially the Town Manager's appointment(s) for Town Attorney and General Legal Services provider(s);

NOW THEREFORE BE IT ORDERED: That the Town Council of the City known as the Town of Watertown does hereby direct that the Town Manager shall on or before the first of June of every other year, commencing in the year 2002, provide to the Town Council all of the materials necessary to enable the Town Council to review and approve or reject the Town Manager's appointment(s) for Town Attorney and General Legal Services provider(s) for the next fiscal year prior to the start of that next fiscal year; and,

BE IT FURTHER ORDERED: That the Town Council of the City known as the Town of Watertown does hereby direct that the Town Manager shall on or before the first of September, 2000 provide to the Town Council all of the materials necessary to enable the Town Council to review and approve or reject the Town Manager's appointment(s) for Town Attorney and General Legal Services provider(s) for fiscal year 2001, with said Town Council approval or rejection to be decided not later than the thirtieth of September, 2000.

Frederick L Pugliese
Town Council Member

I hereby certify that at a regular meeting of the Town Council for which a quorum was present, the above Order was adopted by a vote of 9 - For, 0 - Against and 0 - Present on June 27, 2000.

Town Council Clerk

Town Council President

KP | LAW
The Leader in Public Sector Law

101 Arch Street, Boston, MA 02110
Tel: 617.556.0007 | Fax: 617.654.1735
www.k-plaw.com

Mark R. Reich
mreich@k-plaw.com

May 19, 2025

BY ELECTRONIC MAIL ONLY

Mr. George Proakis
City Manager
Watertown Administration Building
149 Main Street
Watertown, MA 02472

Re: City Attorney Services

Dear Mr. Proakis:

I am pleased to write to you regarding the biennial appointment of the City Attorney for the City of Watertown. KP Law is proud to have served the City as counsel for over thirty years, working closely with the City's Administration and the City Council to provide legal guidance, support, advice, and opinions on a variety of matters facing the City and its governance.

Recent matters in which the firm has provided assistance include high level real estate transactions, assistance with labor and employment matters, review of numerous contacts and agreements relative to the City and school projects, development of policies, and drafting of special legislation. The City Attorney works with City departments on matters involving enforcement, zoning ordinance amendments and implementation, municipal finance, and election matters.

I am pleased to have served as the City's primary attorney for over twenty years, including attendance at meetings of the City Council and working with the Administration on interpretations of statutes and ordinances, development of regulations, and procurement and approval of contracts. The City is also served by attorneys at the firm with specific areas of legal expertise. Attorney Joseph S. Fair advises the City on labor and employment matters, as well as acting as my back-up for those times when I am not immediately available. Attorney Carolyn M. Murray advises on matters of zoning and land use. Attorney Katharine L. Klein attends to the City's real estate needs. Additional attorneys at the firm are available to assist the City on other matters as the City requires. The City receives advice from attorneys who have lengthy and extensive experience with the City and its unique requirements.

I am available to meet with you and the City Council in executive session to review pending litigation matters. I, and the attorneys at the firm, are also available to provide no-cost seminars and trainings in areas of particular legal significance, such as the Open Meeting Law, Public Records Law, Conflict of Interest Law, or other topics of interest.

KP | LAW

KP Law is proud of its long association with the City of Watertown, and its accomplishments for the City over these many years. It remains our goal to assure efficient accessible legal service to you and the City. It is a privilege to serve as City Attorney and we look forward to continuing in that role.

If you have any questions on this or any other matter, please do not hesitate to contact me.

Very truly yours,

Mark R. Reich

MRR/cgh
978589/WATR/0001

Open Forum News and Notes - May 27, 2025

- I hope each of you enjoyed your Memorial Day weekend and parade, as we are eternally grateful to the men and women who made the ultimate sacrifice to support our country.
- I am hopeful there will be a permanent sound system for the Victory Field diamond section so those who utilize this section of the field (WHS baseball team) and Memorial Day speakers can have a professional sounding system, and the same opportunities as does those who use the rectangle portion of the stadium.

- I did not get confirmation of receipt or any response from the Open Forum comments I sent through email for the May 13, 2025, meeting. Was it read at the last meeting and are components in the permanent record of the meeting? I think that if any resident takes the time to respectfully submit opinions, comments, and requests from our Watertown leadership, then a written response should be forthcoming. I am expecting an update from the subcommittee on parks and recreation and senior leadership of the open space department in regard to my queries.

- Thank you for the support of our retirees of our Town in terms of our percentage increase and I certainly think the Town Council deserves the raise it is asking for. Although I do believe many mistakes are being made in regard to most of our park, recreation, and athletic facilities, the amount of work to keep up with town wide issues is daunting.

- I, my daughter Leanne, and son Philip updated our First Aid, CPR and AED Certification this morning at the American Red Cross location in Dedham. It reminded me of two current issues in regard to our Emergency Preparedness of the Town. I am in full support of the second EMS ambulance which the Fire Department has recommended and hopeful it gets funded in this upcoming budget cycle. I am still dismayed that the installation of the exterior AED for every park is delayed because of "budget concerns".

This is a tragic mistake and not in line for supporting health and wellness in our community. I am hopeful that no one has a medical emergency at a recreational facility which does not have an exterior AED as a potential life saving measure.

- Not installing the pickleball courts at Filippello Park is another poor choice by leadership considering the support there is for the project, the need for a separate pickleball area so it does not utilize tennis facilities and the amount of study that went into the process. Again, I was told this was a budget decision! Really at $200,000.

- I have included documents from previous communications, so you are aware of the many concerns I have regarding decisions which have been made regarding our projects which have been in the mix for some time. Since I only have 2 minutes, I need to focus on a few items.

- I am very interested in the bid proposals for Phase II which are due on Thursday and hopeful the amount does not approach 11 million dollars as discussed. Please remember the initial estimate in 2014 was 3.5 million (This included artificial turf) This is especially true because the project as designed has several flaws which will be problematic when the facility is open.

- The Town Council, Leadership and the School committee have made a dire mistake not supporting, ignoring, or having no comment on the following:
    - The additional 32 parking spaces for cars, bus parking, and accessibility and circulation. The current project has 4 fewer parking spaces.
    - Artificial turf field
    - Storage that does not fit needs and located across a shared street. Are you really scrapping a 13-year-old scoreboard?
    - No cameras, Wi-Fi, and cell phone extenders.

- No external AED
- Ignoring the ADA violation of the elevator / press box and the Title IX issue of the field house.
- The pole vault should have been taken out of the project.

- There will be no changes to the design which the Victory Field AD HOC committee recommended and approved by the Town Council.
- There will be no changes to the design which the Victory Field AD HOC committee recommended and approved by the Town Council
- There will be no changes to the design which the Victory Field AD HOC committee recommended and approved by the Town Council

- How many times did leadership, the Town Council, and school committee say this over and over again?

- Yet, there were changes, one good one (the addition of the netting system), but that was included in the 2014 design plan and touted heavily over the years by leadership of the recreation department.

- How did this happen? I would appreciate an answer please.

Thank you for your time.

Peter Centola
Resident

May 13, 2025, Open Forum

Good afternoon,

Could you please read the following comments tonight and include them in the minutes along with recent documents sent to the Town Council.

I unfortunately have a work commitment tonight.

==========

City Council and Leadership,

Please share my family's gratitude to the DPW Forestry Division for coming today to trim and cut areas of our tree in front of our home that was potentially a safety issue. They not only trimmed as needed but made it very aesthetic.

Thanks to Councilor Palomba for responding to my concerns which I identified in a document to the Parks and Recreation Subcommittee. I am hopeful to hear back from them with their action plan and responses to my questions and comments.

When is the next Park and Recreation subcommittee meeting?

Thanks to Michelle, Erika, and Steve for meeting with me last week to discuss the concerns I have shared. I certainly appreciated the time and hope it was helpful. If possible, it would be appreciated if some of the questions which were asked could be answered in a reasonable time frame.

I have been reading the document for the Victory Field Phase II renovation project and cannot find information about the sheds.

As you know, the current plan is still missing some critical components, specifically the Parking and Circulation improvement, which would add 28 more parking spots. This is a major issue.

Although happy the netting system is now included in the specifications, I still have not received an adequate explanation why the changes were allowed to be made sense. I was told many times that the AD HOC Plan was not to be altered.

Thank you for your time.

Peter Centola
Resident