

JUNE 10, 2025



Watertown City Council

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

CITY COUNCIL MEETING TUESDAY, JUNE 10, 2025, 6:15 P.M. RICHARD E. MASTRANGELO COUNCIL CHAMBER ADMINISTRATION BUILDING, 149 MAIN STREET

MINUTES

ACCESS INFORMATION:

- A. This meeting will be held on June 10, 2025 at 6:15 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 6:15 p.m. in the Richard E. Mastrangelo Chamber, Administration Building. Those present were Councilors John M. Airasian, Caroline Bays, Lisa J. Feltner, John G. Gannon, Nicole Gardner, Emily Izzo, Anthony Palomba, Vice President Vincent J. Piccirilli, Jr., and Council President Mark S. Sideris. Also present were George Proakis, City Manager, Mark Reich, City Attorney, Brendan T. McCarthy, Council Clerk, and Doug Newton, Municipal Policy Analyst.

2. EXECUTIVE SESSION – 6:15

- A. Executive Session pursuant to G.L.c. 30A, sec. 21 (a)(2) to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel - City Auditor & Municipal Policy Analyst salaries

Councilor Piccirilli moved to enter into Executive Session and Councilor Feltner seconded.

The motion passed unanimously in a Roll Call Vote.

3. RETURN FROM EXECUTIVE SESSION – 7:00 P.M.

4. PLEDGE OF ALLEGIANCE

5. PUBLIC FORUM

Anne Cox – 96 Marion Road – Asked for support to ban the sale of pets in retail stores in Watertown. She stated that she has been an animal advocate for many years, and that animals sold in pet shops often come from inhumane for-profit puppy mills, which is detrimental to the animals' physical and behavioral nature. She concluded by saying that several other communities have adopted an MSPCA drafted law with language has been approved by the Attorney General, and that Watertown should join in the effort.

6. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

- A. Minutes from City Council Meeting May 27, 2025

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

The motion carried unanimously in a Voice Vote.

7. PRESIDENT'S REPORT

- A. Request to have the Administration develop policy guidance or an ordinance on allowing pet shop operations

President Sideris requested a motion to ask the administration to develop policy guidance or an ordinance on pet shop operations in Watertown.

Councilor Piccirilli made the motion and Councilor Feltner seconded.

The motion carried unanimously in a Voice Vote.

8. PUBLIC HEARINGS

A. Public Hearing and Vote on a proposed Ordinance adjusting the City Council's salary

President Sideris referenced the Blue Ribbon Committee discussion from the previous meeting. The recommendations from the BRC are as follows:

- Councilors' salaries should be adjusted from \$8,900 to \$15,000 per year
- Council President's salary should be adjusted from \$12,000 to \$22,000 per year
- The Blue Ribbon Committee should reconvene every five years to assess compensation
- The Council President's salary should be considered for a commensurate increase reflecting the role the Council President has also serving on the School Committee

President Sideris opened the public hearing for comment.

Linda Scott – 55 Olcott St – Blue Ribbon Committee – Remarked on her experience as part of the BRC. She stated that the current compensation did not adequately reflect the increasing job requirements of a community that has experienced large growth along with a budget that has increased to the amount of \$223 million. Watertown is one of nine communities in Massachusetts that has received a AAA S&P Bond rating, which reflects the City's fiscal reliability, and the Council deserves credit in its stewardship. She concluded by stating that the BRC did not recommend automatic increases, but rather to reconvene and examine whether Watertown's compensation is commensurate with other similar communities, and that she urges the Council to vote yes on the ordinance.

Angie Kounelis – 55 Keenan Street – Thanks the BRC from their diligent effort in going through the history of the Council as well as research in other communities. She remarked that the annual stipend was \$5,000 from 1999 – 2018, which then increased to \$7,500. She stated that the position is not a part time position, nor a full time job, and while she has supported modest increase throughout the years, she does not support the 69% increase that is being presented in this motion. She relayed that many residents have shared with her that they don't believe the members of the City Council should receive any compensation. She concluded in saying that the councilors should be cognizant of how every resident feels.

Jimmy Mello – 100 Warren Street – Remarked that he was also a part of the BRC, and spoke on the in-depth research that was done. He believes that the City Council and the School Committee have been underpaid for a very long time, and while a 69% increase sounds jarring, the final number is reflective of the level that is adequate. He stated that there should be encouragement for people to run for the council, and that the responsibilities of its members continue to grow.

Elodia Thomas – 67 Marion Road – Voiced her support for the increase in salaries. She remarked that everyone has their differences in opinions, but that she respects the time and work that all the councilors do, and she also believes that each individual truly tries to do their best for the community. She closed with saying that she wants to continue to get more out of some councilors, and not have their sub interests take priority, but that the compensation is long overdue and that Watertown has an excellent council.

President Sideris reiterated that this raise in salary does not go into effect until the next City Council session, meaning that there could be other individuals who sit as councilors at that time.

Councilor Piccirilli moved to adjust the members of City Council salaries from \$8,900 per year to \$15,000 per year effective January 2, 2026 and Councilor Feltner seconded.

The motion carried unanimously in a Voice Vote.

Councilor Piccirilli moved to adjust the City Council President's salary from \$12,000 per year to \$22,000 per year effective January 2, 2026 and Councilor Feltner seconded.

The motion carried unanimously in a Voice Vote.

Councilor Piccirilli moved that the Blue Ribbon Committee convene every five years to assess compensation and Councilor Feltner seconded.

President Sideris remarked that there may be a scenario where they may need to look at compensation before that time, but that he would support the motion as it reflects the committee of independent volunteers.

The motion carried unanimously in a Voice Vote.

Councilor Piccirilli moved that the City Council President's salary should be considered for a commensurate increase reflecting the role that they serve on the School Committee and Councilor Feltner seconded.

President Sideris stated that he will be voting no on this recommendation because he believes that's why the Council President's salary is higher to begin with.

Councilor Palomba agreed with President Sideris.

Councilor Feltner agreed and reiterated the possibility of needing to have the BRC convene in a shorter time frame due to unforeseen economic developments.

Councilor Gardner expressed that she wasn't sure how she would vote as she sees President Sideris take on many more responsibilities in addition to his School Committee role.

President Sideris stated that this compensation must be done via salary, the BRC was only responsible for City Council salaries and not School Committee, and that he believes the raise without the School Committee consideration is appropriate.

The motion failed unanimously in a Roll Call Vote.

9. COMMITTEE OF THE WHOLE

- A. Public Hearing and Vote on the Fiscal Year 2026 Budget and Related Matters

President Sideris read the budget's opening statement outlining that the City Auditor will read each line item of the budget, and if a councilor should want to revisit a line, they are to state "pass". There will be a motion at the end of the budget presentation to revise the budget, but it will be made with the hope that that motion fails. He then opened the floor for public comment.

Brian Wyncoop – 46 Rosedale Road – Applauded President Sideris's recommendation for the removal of the Assistant City Manager of Finance position, and encouraged the rest of the City Council to support the action. He remarked that Watertown has had a AAA bond rating since 2013, while in that time succeeding in fields of school construction and fully funded pensions without the need of a tax override. He stated that these feats have been achieved by the previous administration of former City Manager Mike Driscoll & former City Auditor Tom Tracy, and the torch has been carried by current City Auditor Megan Langan, City Treasurer Melissa Morrissey, Chairman of the Board of Assessors Earl Smith and the staffs of those departments. He then stated that the Assistant City Manager for Finance was a wasteful and unnecessary position that was recently created by the new administration, and questioned a rush of other new positions that are being created which he believes are being created with a lack of guidance and general job descriptions.

Angie Kounelis – 55 Keenan Street – Also shared support in removing the position of Assistant City Manager for Finance from the budget. She then reiterated her disapproval of the creation of new positions, and she called for the City Council to look at eliminating them.

Elodia Thomas – 67 Marion Road – Remarked on the changes that she has seen over the years that have occurred in the community. She relayed that she has heard that there has been a sort of "contagion" that has been going on at City Hall where employees that have worked and lived in the Watertown for years are somehow less than new employees. She voiced that that is detrimental to the community that has a lot of spirit, and she also shared in Brian Wyncoop's frustration with a lack of job descriptions.

City Auditor Langan read each department's costs and supplies and services (attached). She noted two "passes" from the City Council, the first of which being under the City Manager's personnel related costs and then the Fire Department.

President Sideris remarked that he made his intentions clear at the previous meeting, and articulated his proposal to eliminate the position of Assistant City Manager for Finance, which will reduce the City Manager's budget by \$172,555, and then reallocate that dollar amount to the Fire Department Full Time Personnel account with the intention of beginning to fund a second advanced life support ambulance.

Councilor Piccirilli moved to reduce the City Manager budget by \$172,555 and increase the Fire Department budget by \$172,555 and Councilor Feltner seconded.

Councilor Piccirilli remarked that he would be supporting this motion. He stated that when the position was created, it seemed like a good idea that would be useful. After nearly two years of having the position, it didn't turn out the way the way it had hoped to. A call for a second ALS ambulance came forward to the committee after submittal of the budget, but he believes reallocating these funds is a good mechanism to help address the needs of ALS staff and vehicles.

Councilor Palomba asked if this motion means that the position of Assistant City Manager of Finance will be permanently removed.

President Sideris replied that this is to remove it from this budget; the City Manager can propose to add it to future budgets, but that would still require approval from council.

Councilor Palomba remarked that he was somewhat torn on the issue because it seemed logical that there would be a department for finance under the City Manager. He continued by saying that one of the goals was to decrease the number of supervisorial roles of the City Manager, and to delegate that power to other department heads.

City Manager Proakis stated that staffing decisions are guided by the City Council's budget policy guidelines. Positions in departments like Public Works, Economic Development, and Sustainability were added to fulfill specific policy objectives. Each of these positions' duties are explained through the job advertisement, as well as expectations. He then highlighted a thoughtful, policy-driven approach to new initiatives, such as ambulance services, which he seeks City Council input before making staffing decisions. Overall, the City's government size and structure are being adjusted to better meet community needs and City Council expectations.

He then addressed concerns about staff growth over the past two fiscal years, explaining that it was supported by increased revenue from new growth, which allowed the City to expand services without requiring a debt exclusion or tax override. However, with that growth window closing, future staffing and investment decisions will need to be more strategic. Despite upcoming challenges like the middle school project, the City's financial foundation remains strong. Most new positions have been purposeful, supporting City Council goals, including behind-the-scenes roles like one in the assessor's office. The City is also working on a comprehensive job description project with a consultant as part of broader HR improvements following a compensation study.

One new role, the Assistant Manager for Finance, was established with two main goals. First was to resolve the split report structure, where the City Auditor reported to both the City Council and the City Manager, which was unique to Watertown and created ambiguity. The new structure aimed to ensure the City Auditor's independence. The second was to address workload issues, especially after the departure of key financial leaders. He stated that his focus has been more on planning and personnel, and support on the financial side would be beneficial to him as well as a new City Auditor who faced a heavy workload and backlog.

However, he noted that structural traditions in Watertown limited the new position's capacity. Those include the City Auditor's control over financial data, the City Treasurer's responsibility for debt service and capital planning, and the City Manager's own increasing involvement in budgeting. The Deputy City Manager has also taken on key roles, especially in labor negotiations and cost modeling—tasks previously handled by the former CFO/auditor, and the departments overseen by the Assistant Manager for Finance—Treasurer, Procurement, Assessor, and IT—are currently led by highly capable, self-sufficient individuals, reducing the need for close supervision. Despite these constraints, the position was created with strong reasoning, and he expressed that, if any of the aforementioned individuals were to leave, the situation could change quickly.

If the position is removed, some responsibilities like developing formal financial policies,

linking budgets to performance metrics, and overseeing financial software upgrades will need to be redistributed.

Ultimately, City Manager Proakis asked the City Council for patience and time to reassess staffing needs. He plans to return with a clearer picture and recommendations by October, emphasizing that while the team is strong, adjustments will be necessary to maintain momentum on key initiatives.

The motion carried unanimously in a Roll Call Vote.

City Auditor Langan then marked the changes of the City Manager's Officer Personnel budget of \$1,089,587 to \$930,992 and the Fire Department Personnel budget of \$13,191,608 to \$14,144,815. She continued with the other financing sources of the general fund (attached).

Councilor Piccirilli made a motion for reconsideration of the budget in the hopes that the motion fails and Councilor Feltner seconded.

Councilor Piccirilli remarked that the City Council can always have an opportunity to reconsider a vote, but that this motion is to make sure that the budget is sealed and done for the year so that it can't be reconsidered or changed between now and June 30th.

The motion failed unanimously in a Roll Call Vote.

10. MOTIONS, ORDINANCES, ORDERS, AND RESOLUTIONS

- A. Resolution Authorizing a Transfer of Funds in the amount of \$70,000 from the Fiscal Year 2025 City Council Reserve to the Fiscal Year 2025 Litigation account

City Manager Proakis remarked that this item is to cover an exceeded budget for City Litigation but also stated that there have been a number of real estate negotiations and collective bargaining items that have caused it.

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

Councilor Feltner remarked that this seems to be a common transfer every year, and she asked for commentary as to why that is.

City Manager Proakis replied that they have missed the projected number in the past three years by a little bit, and hopes the number is more accurate in this year's budget.

The motion passed unanimously in a Roll Call Vote.

- B. Resolution Authorizing a Transfer of Funds in the amount of \$50,000 from the Fiscal Year 2025 Planned Debt account to the Fiscal Year 2025 Transfer

to Capital Projects City account (Department of Public Works Regulatory Equipment)

City Manager Proakis stated that this transfer is for upgrades to comply with mandates of Mass DOT for certain safety measures in trucks that improve roadway conditions for bikers, pedestrians, and other motorists.

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

Councilor Feltner remarked that she recalled asking about these measures last year, and she was curious as to how that correlated with the budget.

City Manager Proakis replied that there are a number of items they hold for transfers when they believe funds will be available.

City Auditor Langan added that this item did come up when they were working on the operating budget as an additional funding request, but it should have come up with planning for the Capital Improvement Plan that had already been settled at that time. The transfer is a mechanism to achieve compliance.

The motion carried unanimously in a Roll Call Vote.

- C. Resolution Authorizing a Transfer of Funds in the amount of \$78,400 from the Fiscal Year 2025 Planned Debt account to the Fiscal Year 2025 Transfer to Capital Projects City account (Election Tabulators)

City Manager Proakis stated that there is a need for new tabulators, that the item did come up in discussion of the CIP, but that it was determined that a transfer would be a better vehicle to bring this request into fruition.

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

The motion carried unanimously in a Roll Call Vote.

- D. Resolution Authorizing a Transfer of Funds in the amount of \$102,394 from various Fiscal Year 2025 Police Salaries accounts to the Fiscal Year 2025 Police Vehicle Replacement account

City Manager Proakis remarked that the amount of unspent money in the Police Salaries account is lower than in previous years due to positions being filled. That said, it's a tradition to use left over funds to help fund purchasing of vehicles – in this case to purchase two electric vehicles for the fleet.

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

Councilor Feltner asked what type of EVs will be purchased.

Police Chief Hanrahan replied that the vehicles will be part of their unmarked detective fleet, and that they are slated to both be Chevy Equinox.

The motion carried unanimously in a Roll Call Vote.

- E. Resolution Authorizing a Transfer of Funds in the amount of \$99,000 from the Fiscal Year 2025 Planned Debt account to the Fiscal Year 2025 Transfer to Capital Projects Police account (Police CIP)

City Manager Proakis stated that this item represents three requests from the Police Department: ozone sanitizer system, perimeter fence repair, and police radios.

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

The motion carried unanimously in a Roll Call Vote.

- F. Resolution Authorizing a Transfer of Funds in the amount of \$120,000 from the Fiscal Year 2025 Planned Debt account to the Fiscal Year 2025 Transfer to Capital Projects IT account (IT CIP)

City Manager Proakis stated that this item represents two aspects. The first is to transition to a leased model for photocopiers, which most commercial operations currently practice. The second aspect is an upgrade to phone systems (voice over IP modernization).

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

Councilor Feltner asked for more clarity on the cyber security end of these proposals.

Chief Technology Officer Myrie responded that cyber security is already part of the current infrastructure, but this new system will be fully cloud based and better adjusted to remote work.

The motion carried unanimously in a Roll Call Vote.

- G. Resolution Authorizing a Transfer of Funds in the amount of \$580,000 from the Fiscal Year 2025 Planned Debt account to the Fiscal Year 2025 Transfer to Capital Projects Public Buildings account (City Hall Improvements)

City Manager Proakis stated that this should allow the administration to complete work needed to shift offices for renovations at City Hall without having to borrow more funds. He remarked that this will still take some time and that some ADA standards will have to be implemented as well.

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

Councilor Gannon voiced support for the updated break room for staff that is in the plans as the current one is a windowless dingy room that hasn't seen an upgrade in decades.

Councilor Feltner asked for a few details of what the physical changes involve - what they may look like to the public.

City Manager Proakis replied that the first floor of the building will be the finance team floor – Procurement, Auditing, and Treasurer. The second floor will include a front facing 311 desk, and behind that will be the Deputy City Manager as well as communication staff. HR will be fully moved to the second floor. Recreation will move upstairs to the third floor, which will allow the Clerk's office to use some of the space on the ground floor that had been used by Recreation. The Planning department will be fully moved to the Parker Building.

The motion carried unanimously in a Roll Call Vote.

- H. Request to Repurpose Funds in the amount of \$198,000 from the Arsenal Park Phase A remaining balance to fund the completion of Arsenal Park Phase B

City Manager Proakis remarked that Arsenal Park Phase B is set to open on July 15, and that this repurpose of funds will supply the necessary funds to do so.

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

The motion carried unanimously in a Roll Call Vote.

- I. First Reading of a proposed Loan Order that the sum of \$8,932,206 is appropriated to pay costs of construction and reconstruction of the municipal outdoor recreational and athletic facilities located at Victory Field, including all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

City Manager Proakis announced that the low bidder for the project was \$7,289,206, which is a good number. When adding all construction contingencies and additional fees, the borrowing request resulted in \$8,932,206.

- J. First Reading of a proposed Loan Order that the sum of \$5,778,000 is appropriated to pay costs of renovating Parker Annex, including masonry costs, fire suppression system installation, second floor renovations, and ADA update requirements, including all other costs incidental and related

thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

City Manager Proakis stated that they opened the bidding this morning for the project, and that the lowest bid received to date was at \$5,225,044. Likely, there are contingencies that would bring the total over \$6,000,000, but they intend to propose another transfer of funds to address a projected 2- 3% overage.

K. First Reading of a proposed Ordinance adjusting the City Auditor's salary

L. First Reading of a proposed Ordinance adjusting the Municipal Policy Analyst's salary

President Sideris brought Items 10K and 10L up at the same time. He remarked that he will go into greater detail at their public hearings, but that these represent raises that fall under the City Council's purview, which must be done via ordinance.

11. REPORTS OF COMMITTEES

A. Committee on Climate and Energy Report regarding its meeting on May 20, 2025 - Palomba, Chair

Councilor Palomba read the report.

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

The motion carried unanimously in a Voice Vote.

B. Committee on Public Safety Report regarding its meeting on June 3, 2025 – Airasian, Chair

ACTION ITEM:

To recommend that the City Council confirm Kelly Gallagher for reappointment to the Traffic Commission for a term to expire May 15, 2027

Councilor Airasian read the report.

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

The motion carried unanimously in a Voice Vote.

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

The motion carried unanimously in a Voice Vote.

12. COMMUNICATIONS FROM THE CITY MANAGER

City Manager Proakis made the following announcements: the new Director of Human Services will begin on July 7, 2025, a Bicycle and Pedestrian Infrastructure Grant has been awarded to Watertown in the amount of \$250,000, the Farmer's Market begins June 11th, the Watertown water meter customer portal is now live on the website which will bring more transparency in water usage and alert customers if their usage is spiking for issues like toilet running or leaks, Arsenal Park ribbon cutting is scheduled for July 15, and that the community process for Walker Pond will begin on July 14th.

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

Councilor Feltner requested summary analysis of why there are ongoing complaints about users seeing large increases in their water-sewer bills after a new water meter has been installed, including 2-3x or more compared to previous bills. She asked, if there is a pattern to the reasons why? For example, are these cases predominantly from previously estimated readings? Are there many bills with many months or even years of estimates or are there other reasons?

14. ANNOUNCEMENTS

There were no announcements.

15. PUBLIC FORUM

Elodia Thomas – 67 Marion Road – Revisited the issue of Short Term Rentals. She stated that there are 180 listed in town on the state registry even though they are not allowed in Watertown. She expressed frustration as to why this is still going on, and suggested there should be some action with the legal representation of these corporations.

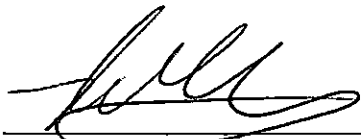
16. RECESS OR ADJOURNMENT

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 8:55 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 July 8, 2025.



Mark S. Sideris, Council President
s:/BTM

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

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

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor

City Council Meeting
Tuesday, June 10, 2025 at 6:15 PM
Richard E. Mastrangelo Council Chamber
Administration Building, 149 Main Street
List of Documents

1. Blue Ribbon Committee Report – Item 8A
2. Fiscal Year 2026 Budget and Related Matters – Item 9A
3. Transfer of Funds - \$70k – CC Reserve to Litigation – Item 10A
4. Transfer of Funds - \$50k – FY25 Planned Debt to FY25 Cap Proj-City – Item 10B
5. Transfer of Funds - \$78,400 – FY25 Planned Debt to FY25 Cap Proj-City – Item 10C
6. Transfer of Funds - \$102,394 – FY25 Police Salaries to FY25 Police Vehicles – Item 10D
7. Transfer of Funds - \$99k – FY25 Planned Debt to FY25 Cap Proj-Police – Item 10E
8. Transfer of Funds – \$120k – FY25 Planned Debt to FY25 Cap Proj-IT – Item 10F
9. Transfer of Funds - \$580k – FY25 Planned Debt to FY25 Cap Proj-Public Buildings – Item 10G
10. Request to Repurpose Funds - \$198k Arsenal Phase A to Arsenal Phase B – Item 10H
11. Victory Field Loan Order – Item 10H
12. Parker Annex Loan Order – Item 10I
13. Committee on Climate and Energy Report – Item 11A
14. Committee on Public Safety Report – Item 11B

**ADDENDUM TO THE
MINUTES OF THE JUNE 10,
2025 CITY COUNCIL
MEETING**



City Council Meeting
Tuesday, June 10, 2025 at 6:15 PM
Richard E. Mastrangelo Council Chamber

Agenda

ACCESS INFORMATION:

- A. This meeting will be held on June 10, 2025 at 6:15 P.M. Location: Richard E. Mastrangelo Council Chamber
 - B. The meeting will be televised through WCATV (Watertown Cable Access Television): <http://vodwcatv.org/CablecastPublicSite/watch-now?site=3>
 - C. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/92991331344>
 - D. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 929 9133 1344
 - E. Public may comment through email: vpiccirilli@watertown-ma.gov
 - F. Please Visit the City Council Website here: <https://www.watertown-ma.gov/350/City-Council>
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- 1. ROLL CALL
- 2. EXECUTIVE SESSION - 6:15 P.M.
 - A. Executive Session pursuant to G.L.c. 30A, sec. 21 (a)(2) to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel - City Auditor & Municipal Policy Analyst salaries
- 3. RETURN FROM EXECUTIVE SESSION 7:00 P.M.
- 4. PLEDGE OF ALLEGIANCE
- 5. PUBLIC FORUM
- 6. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS
 - A. Minutes from City Council Meeting May 27, 2025
- 7. PRESIDENT'S REPORT
 - A. Request to have the Administration develop policy guidance or an ordinance on allowing pet shop operations
- 8. PUBLIC HEARINGS
 - A. Public Hearing and Vote on a proposed Ordinance adjusting the City Council's salary
- 9. COMMITTEE OF THE WHOLE
 - A. Public Hearing and Vote on the Fiscal Year 2026 Budget and Related Matters

10. MOTIONS, ORDINANCES, ORDER, AND RESOLUTIONS

- A. Resolution Authorizing a Transfer of Funds in the amount of \$70,000 from the Fiscal Year 2025 City Council Reserve to the Fiscal Year 2025 Litigation account
- B. Resolution Authorizing a Transfer of Funds in the amount of \$50,000 from the Fiscal Year 2025 Planned Debt account to the Fiscal Year 2025 Transfer to Capital Projects - City account (Department of Public Works Regulatory Equipment)
- C. Resolution Authorizing a Transfer of Funds in the amount of \$78,400 from the Fiscal Year 2025 Planned Debt account to the Fiscal Year 2025 Transfer to Capital Projects - City account (Election Tabulators)
- D. Resolution Authorizing a Transfer of Funds in the amount of \$102,394 from various Fiscal Year 2025 Police Salaries accounts to the Fiscal Year 2025 Police Vehicle Replacement account
- E. Resolution Authorizing a Transfer of Funds in the amount of \$99,000 from the Fiscal Year 2025 Planned Debt account to the Fiscal Year 2025 Transfer to Capital Projects - Police account (Police CIP)
- F. Resolution Authorizing a Transfer of Funds in the amount of \$120,000 from the Fiscal Year 2025 Planned Debt account to the Fiscal Year 2025 Transfer to Capital Projects - IT account (IT CIP)
- G. Resolution Authorizing a Transfer of Funds in the amount of \$580,000 from the Fiscal Year 2025 Planned Debt account to the Fiscal Year 2025 Transfer to Capital Projects - Public Buildings account (City Hall Improvements)
- H. Request to Repurpose Funds in the amount of \$198,000 from the Arsenal Park Phase A remaining balance to fund the completion of Arsenal Park Phase B
- I. First Reading of a proposed Loan Order that the sum of \$8,932,206 is appropriated to pay costs of construction and reconstruction of the municipal outdoor recreational and athletic facilities located at Victory Field, including all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.
- J. First Reading of a proposed Loan Order that the sum of \$5,778,000 is appropriated to pay costs of renovating Parker Annex, including masonry costs, fire suppression system installation, second floor renovations, and ADA update requirements, including all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.
- K. First Reading of a proposed Ordinance adjusting the City Auditor's salary
- L. First Reading of a proposed Ordinance adjusting the Municipal Policy Analyst's salary

11. REPORTS OF COMMITTEES

- A. Committee on Climate and Energy Report regarding its meeting on May 20, 2025 - Palomba, Chair
- B. Committee on Public Safety Report regarding its meeting on June 3, 2025 - Airasian,

Chair

ACTION ITEM:

To recommend that the City Council confirm Kelly Gallagher for reappointment to the Traffic Commission for a term to expire May 15, 2027

12. COMMUNICATIONS FROM THE CITY MANAGER
13. REQUESTS FOR INFORMATION/REVIEW OF LIST OF PENDING MATTERS
14. ANNOUNCEMENTS
15. PUBLIC FORUM
16. RECESS OR ADJOURNMENT

ELECTED OFFICIALS

Mark S. Sideris,
Council President

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

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

John M. Airasian,
Councilor At Large

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

CITY COUNCIL ATTENDANCE
MEETING DATE: JUNE 10, 2025

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

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to enter into Executive Session

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to adopt the minutes from City Council Meeting May 27, 2025

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to request that the Administration develop policy guidance or an ordinance on allowing pet shop operations in Watertown

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to approve adjusting City Councilor's salaries from \$8,900 per year to \$15,000 per year effective January 2, 2026

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to adjust the City Council President's salary from \$12,000 to \$22,000 per year
effective January 2, 2026

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to approve the Blue Ribbon Committee convening every five years to assess compensation

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to approve that the City Council President's salary should be considered for a commensurate increase reflecting the role that they serve on the School Committee



Watertown City Council

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

ORDINANCE # 40

2025 - O - 40

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, that the City Council of the City of Watertown that the Council hereby establishes the City Council Salaries as follows:

Effective January 2, 2026 the salaries of the City Council shall be established as follows:

Councilor - \$15,000 per annum

Council President - \$22,000 per annum

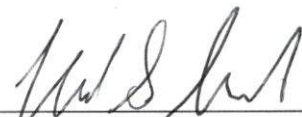


Council Member

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 June 10, 2025.



Brendan T. McCarthy, Council Clerk



Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

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

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

John M. Airasian,
Councilor At Large

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

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,

X John Bentley
Chair

X Christine Cole
Christine Cole

X Linda A. Scott
Linda Scott

X Marcy Murningham.
Marcy Murningham

X James L. Mello
James Mello

X Susan Falkoff
Susan Falkoff

X Sarah Baker
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 Council Committee 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>

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

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 Murningham / 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 experience⁵; (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 resumé 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

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. Aicardi'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.

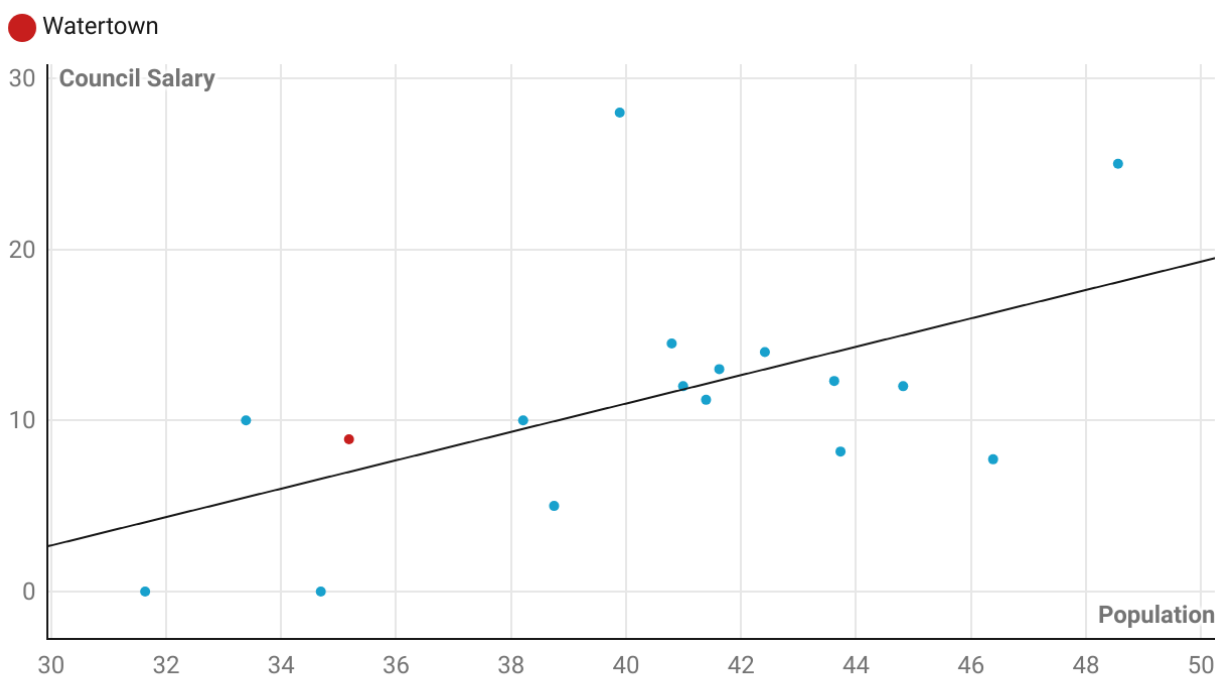
Comparable Councils

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.

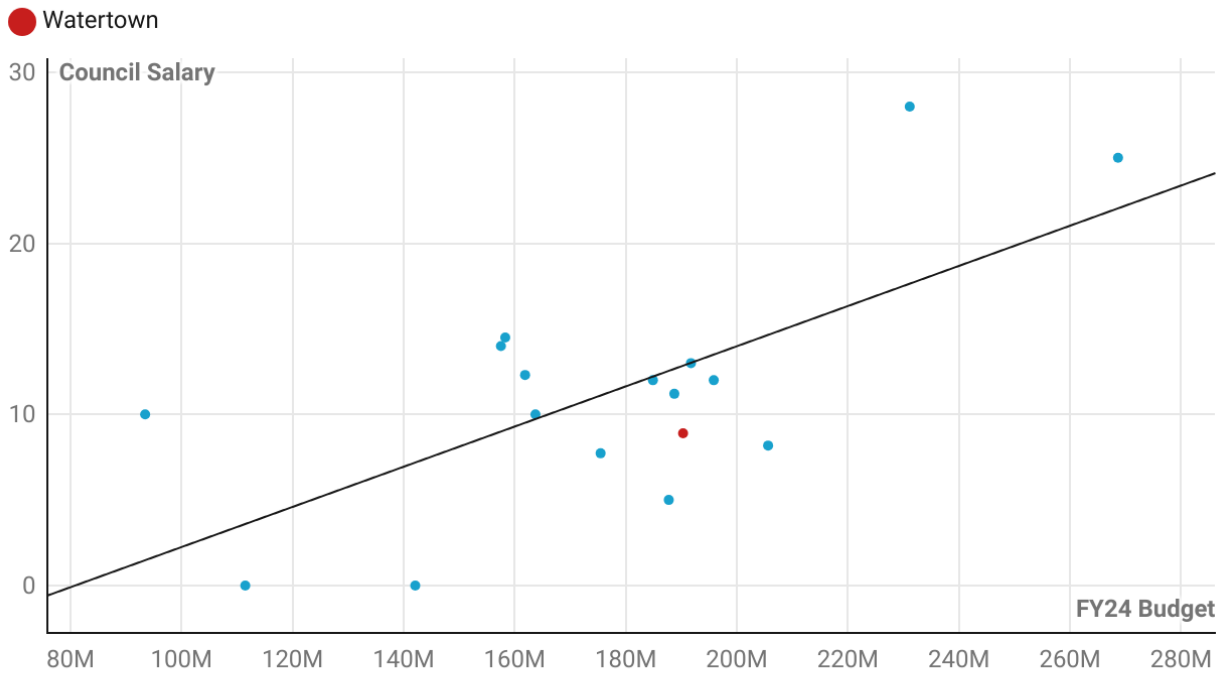
Council Pay by Population



Created with Datawrapper

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.

Council Pay by FY24 Budget



Created with Datawrapper

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

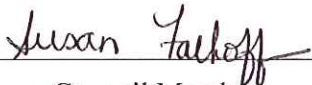
WHEREAS, Section 2-3 of the Town of Watertown Home Rule Charter provides that the Town Council may, by ordinance, provide an annual salary for its members.

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:

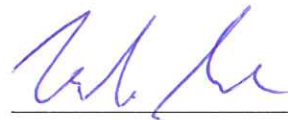
Councilor - \$7,500 per annum.

Council President - \$10,500 per annum


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


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 July and 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:

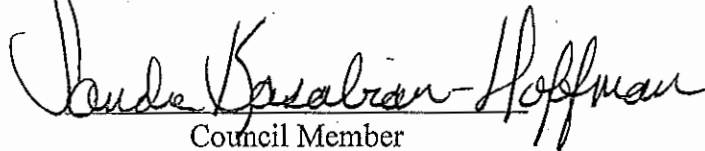
CHAPTER XXIV. TOWN COUNCIL SALARIES.

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;

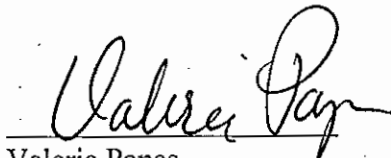
NOW THEREFORE BE IT ORDAINED, that, effective the first secular day of January, 2000, the salary of the members of the Town Council shall be as follows:

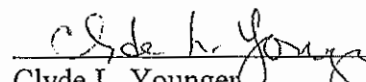
- (1) the salary of Councillors shall be \$5,000.00 per annum;
- (2) the salary of the Council President shall be \$6,500.00 per annum.

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

Calendar Year	Increasing yearly at 2%		Increasing yearly at 2.5%	
	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 about 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
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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
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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

Bugs 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	10,664
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:

Committee on Personnel and City Organization

Monday, February 7, 2022

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

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 council.

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



Watertown City Council

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

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

Watertown City Council Personnel and City Organization Committee

Report of the Meeting of April 13, 2022

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

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.



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 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 January 1999 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

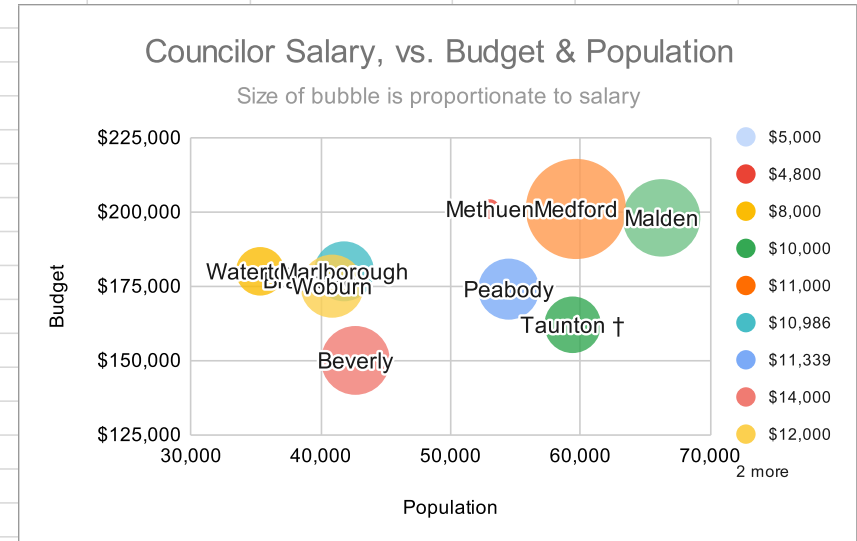
Ordinance setting Town Councilor Salaries Effective January 2, 2018

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	<u>\$7,500</u>		City[4]	Norfolk	Mayor-council	14.6		
Methuen	53,039	\$201,000	\$4,800	<u>\$6,000</u>	y	City[4]	Essex	Mayor-council	23		
Watertown	35,329	\$180,000	\$8,000	<u>\$2,500</u>	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	<u>\$12,000</u>		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.

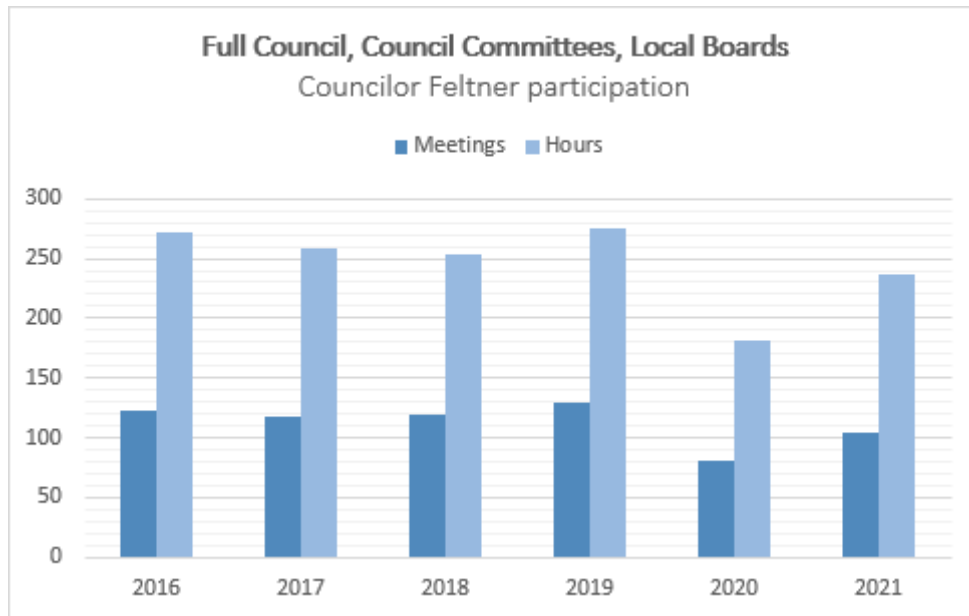
Please note that my tally:

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

-
- 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 Murningham, 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 Murningham 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 Murningham 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 Murningham 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.

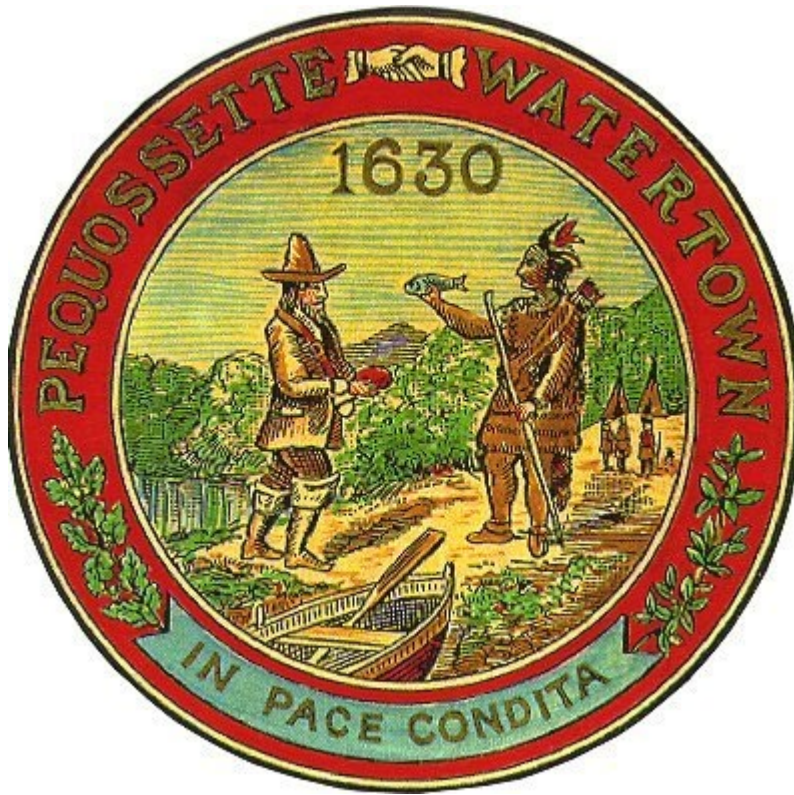
The Committee also considered what exactly it will provide as a deliverable. They were advised by Doug Newton that it must consist of a number but that the Committee may add context beyond that if they would like. Councilor Vinnie Piccirilli then spoke to the Committee and provided further suggestions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

-
- 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 Murningham, 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 Murningham 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

Paul McCaffrey or David Grondin

Boston Mutual Life Insurance
AFLAC

Altus Vision

Please contact Paul at 508-735-1242

Dave Grondin at 781-710-6316

paul@accessenroll.com

Dave Grondin

david@accessenroll.com

Watertown Municipal Credit Union

Luisa Figueiredo-617-924-0160

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 mpersico@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.

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.

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 frames¹ • 20% savings on amount over allowance • \$80 Walmart/Sam's Club or Costco® Optical frame allowance² • 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 SM	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 $\pm .50$ 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.

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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.

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 or 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		CITY'S COST		FULL COST		ANNUAL COSTS	
	20% HMO'S, PPO'S & POS'S,	40% INDEMNITY	80% HMO, PPO'S & POS'S	60% INDEMNITY	100%		EMPLOYEE	CITY
	BI-WEEKLY	MONTHLY	BI-WEEKLY	MONTHLY	MONTHLY			
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%

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 (Councilor s)	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 Councilor s)	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
Suffolk County								
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

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:

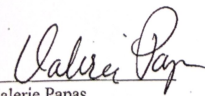
(1) the salary of Councillors shall be \$5,000.00 per annum;

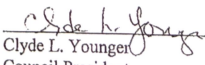
(2) the salary of the Council President shall be \$6,500.00 per annum.

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


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

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



ELECTED OFFICIALS:

Watertown City Council

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

Mark S. Sideris,
Council President

ORDINANCE # 26

O-2023- 26

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

AN ORDINANCE ESTABLISHING CITY COUNCIL SALARIES

John M. Airasian
Councilor At Large

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.

Caroline Bays
Councilor At Large

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:

John G. Gannon,
Councilor At Large

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

Anthony Palomba,
Councilor At Large

Councilor - \$8,700 per annum.

Nicole Gardner,
District A Councilor

Council President - \$12,000 per annum

Lisa J. Feltner,
District B Councilor

AND BE IT FURTHER ORDAINED as follows:

Emily Izzo,
District D Councilor

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


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 January 1999 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 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

Bugs 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
Frammingham	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
Andover †	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?

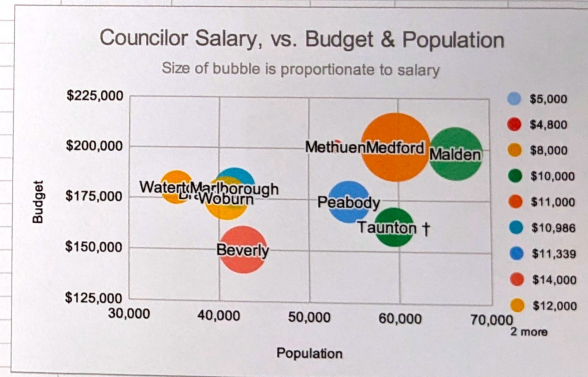
Comparatives for Council Salaries Bubble Chart of Salaries for Selected Municipalities

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	\$12,000		City Bristol	Mayor-council	48.4
Weymouth	57,437	\$264,000	\$11,000			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.

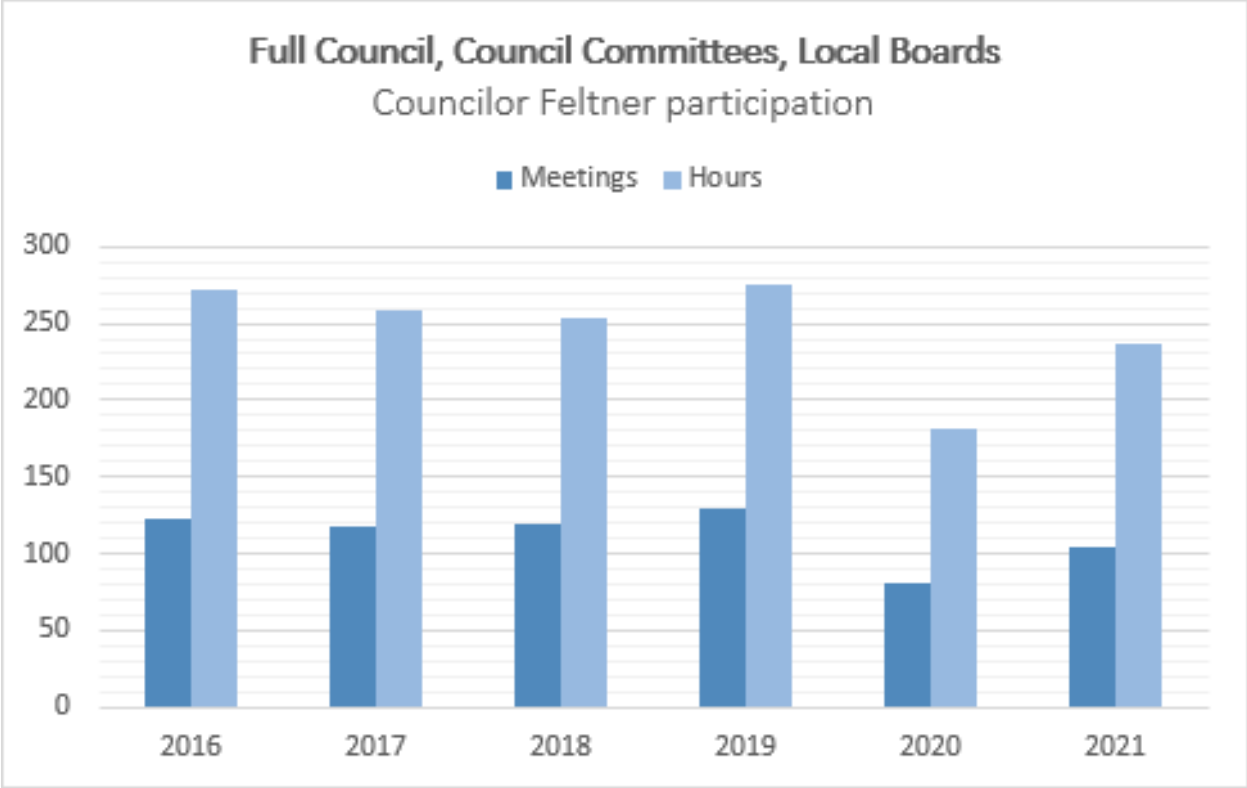
At the Nov 15 meeting, we calculated that a 2.5% increase on current \$7500 starting from January 2018, would realize \$8698 in 2024 or \$8915 in 2025; and based on the current \$10,500 for Council Pres, a 2.5% increase would come to \$12,177 in 2024 or \$12,481 in 2025.

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...



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 to 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:

- 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

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://dls.gateway.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 $\frac{1}{4}$ 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

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		
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			



GovHR USA

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

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

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

Job Evaluation

- ▶ 148 ^{EMO}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

Slide 4

EMO

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

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. EM0
- ▶ 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

Slide 5

EMO

I think we should reference the JAQs specifically here.

Emily Monea, 2023-10-16T17:24:41.140

Comparable Communities

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

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.

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

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.

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

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.



GovHR USA

GovTEMPS USA

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

-
- 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 Murningham. 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 Murningham 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 Murningham 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
-

- 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 Murningham, 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 Murningham 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 Murningham 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 Murningham 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 Murningham 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 Murningham 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 Murningham 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 to 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:

- 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 (Councilor s)	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 Councilor s)	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
Suffolk County								
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

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:

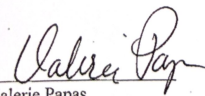
(1) the salary of Councillors shall be \$5,000.00 per annum;

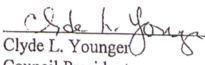
(2) the salary of the Council President shall be \$6,500.00 per annum.

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


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

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



ELECTED OFFICIALS:

Watertown City Council

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

Mark S. Sideris,
Council President

ORDINANCE # 26

O-2023- 26

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

AN ORDINANCE ESTABLISHING CITY COUNCIL SALARIES

John M. Airasian
Councilor At Large

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.

Caroline Bays
Councilor At Large

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:

John G. Gannon,
Councilor At Large

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

Anthony Palomba,
Councilor At Large

Councilor - \$8,700 per annum.

Nicole Gardner,
District A Councilor

Council President - \$12,000 per annum

Lisa J. Feltner,
District B Councilor

AND BE IT FURTHER ORDAINED as follows:

Emily Izzo,
District D Councilor

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


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 January 1999 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 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

Bugs 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
Frammingham	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
Andover †	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?

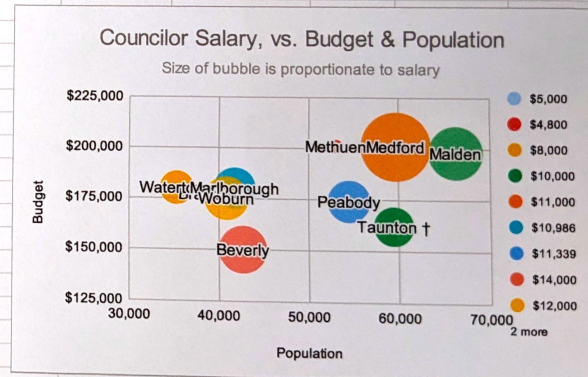
Comparatives for Council Salaries Bubble Chart of Salaries for Selected Municipalities

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	\$12,000		City Bristol	Mayor-council	48.4
Weymouth	57,437	\$264,000	\$11,000			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.

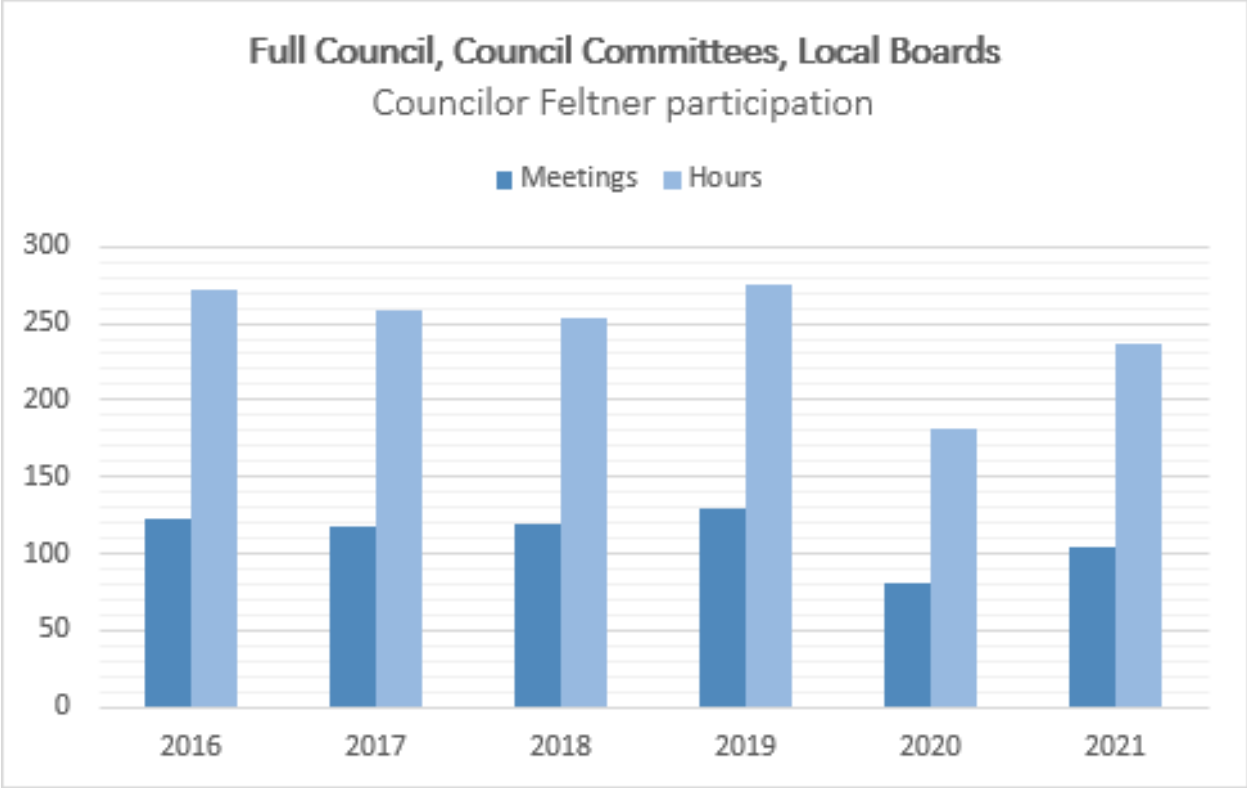
At the Nov 15 meeting, we calculated that a 2.5% increase on current \$7500 starting from January 2018, would realize \$8698 in 2024 or \$8915 in 2025; and based on the current \$10,500 for Council Pres, a 2.5% increase would come to \$12,177 in 2024 or \$12,481 in 2025.

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...



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

Paul McCaffrey or David Grondin

Boston Mutual Life Insurance
AFLAC

Altus Vision

Please contact Paul at 508-735-1242

Dave Grondin at 781-710-6316

paul@accessenroll.com

Dave Grondin

david@accessenroll.com

Watertown Municipal Credit Union

Luisa Figueiredo-617-924-0160

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.

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.

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 frames¹ • 20% savings on amount over allowance • \$80 Walmart/Sam's Club or Costco® Optical frame allowance² • 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 SM	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 $\pm .50$ 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.

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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.

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 or 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		CITY'S COST		FULL COST		ANNUAL COSTS	
	20% HMO'S, PPO'S & POS'S,	40% INDEMNITY	80% HMO, PPO'S & POS'S	60% INDEMNITY	100%		EMPLOYEE	CITY
	BI-WEEKLY	MONTHLY	BI-WEEKLY	MONTHLY	MONTHLY			
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%



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 Murningham, 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 Murningham made an amendment that the language of her question to Councilor Feltner be changed to “Marcy Murningham 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.

Changes to the organization in FY 2024 and FY 2025:

- Increased total non-school staff from 343 to 373 full-time positions:
 - 27 net new full-time positions
 - 3 positions increased from part time to full time
- Of these new positions:
 - 17 are new union positions
 - 7 are new leadership positions (assistant department head or above)
- Total vacant FT positions:
 - FY24 budget submittal: 45 (12.5% vacancy rate)
 - Today: 15 (4% vacancy rate)

Relative to the Council's policy goals and the level of work necessary to run a local government, we ran a very lean organization for many years. While our staff size is still small relative to our ambitions, we are now running an organization with better staff resources than we have had before, allowing us to meet City Council policy goals for FY 2025.

But, department requests for staff still exceeded available resources, with 24 requested positions that could not be funded in FY 2025.

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	109,810	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		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			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			57,873	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:

	<i>Low</i>	<i>Middle</i>	<i>High</i>
<i>Reasonable Assessment</i>	13,350	15,575	17,800
<i>Hourly</i>	10,350	15,525	20,700
<i>Community Comparison</i>	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.

	<i>Baseline</i>	<i>1.5x</i>	<i>1.75x</i>	<i>2x</i>
<i>2025 (COLA increase)</i>	\$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.

	<i>Minimum Wage</i>	<i>1.5x Min Wage</i>	<i>2x Min Wage</i>
<i>Annual Hours</i>	690	690	690
<i>Hourly Wage</i>	15	22.5	30
<i>Salary</i>	\$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.

	<i>Council/Alderman communities</i>	<i>Drop 2 highest and 2 lowest</i>
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.

	<i>Budget Ratio Score</i>	<i>Watertown Budget</i>	<i>City Council Salary</i>
Current Actual	4.36	204,000,000	8,900
<i>Average</i>	6.28	204,000,000	12,800
<i>Median</i>	5.74	204,000,000	11,700
<i>Max</i>	11.49	204,000,000	23,400
<i>Min</i>	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.

<i>Municipality</i>	<i>Form of Government</i>	<i>Budget</i>	<i>Council Salary</i>	<i>Salary based on BRS</i>
<i>Arlington</i>	Representative Town Meeting	213,900,000		13,500
<i>Braintree</i>	Mayor	161,200,000	\$5,000	\$10,200
<i>Brookline</i>	Representative Town Meeting	436,300,000		27,500
<i>Burlington</i>	Representative Town Meeting	176,900,000		11,100
<i>Dedham</i>	Representative Town Meeting	144,000,000		9,100
<i>Medford</i>	Council and Alderman	218,100,000	\$29,360	\$13,700
<i>Natick</i>	Representative Town Meeting	195,400,000		12,300
<i>Needham</i>	Representative Town Meeting	244,600,000		15,400
<i>Newton</i>	Council and Alderman	525,400,000	\$15,500	\$33,100
<i>Norwood</i>	Representative Town Meeting	203,900,000		12,800
<i>Saugus</i>	Representative Town Meeting	113,100,000		7,100
<i>Somerville</i>	Council and Alderman	360,000,000	\$43,000	\$22,700
<i>Wakefield</i>	Open Town Meeting	127,800,000		8,100
<i>Waltham</i>	Council and Alderman	353,900,000	\$22,554	\$22,300
<i>Watertown</i>	Council and Alderman	204,000,000	\$8,900	\$12,900
<i>Woburn</i>	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

-
- 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 Murningham, 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.



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AD PREVIEW:



CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to reduce the City Manager budget by \$172,555 and increase the Fire Department budget by \$172,555

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to reconsider the FY26 Budget

CITY OF WATERTOWN				
PROPOSED GENERAL FUND FY 2026 BUDGET				
	(510100 to 510199)	(520200 to 570799)	(580800 to 590999)	
	PERSONNEL	SUPPLIES	CAPITAL	
	RELATED	AND	COSTS/	DEPARTMENTAL
DEPARTMENTS	COSTS	SERVICES	OTHER	TOTAL
CITY COUNCIL	\$199,218	\$4,009,550	\$0	\$4,208,768
CITY MANAGER <i>Poss</i>	\$1,103,547	\$158,595	\$0	\$1,262,142
CITY AUDITOR	\$538,390	\$144,600	\$0	\$682,990
PROCUREMENT	\$285,693	\$296,883	\$14,500	\$597,076
CITY ASSESSOR	\$458,362	\$128,672	\$0	\$587,034
TREASURER/COLLECTOR	\$519,066	\$131,800	\$0	\$650,866
CITY ATTORNEY	\$0	\$300,000	\$0	\$300,000
HUMAN RESOURCES	\$505,061	\$175,995	\$0	\$681,056
INFORMATION TECHNOLOGY	\$622,817	\$1,571,440	\$150,000	\$2,344,257
CITY CLERK	\$351,219	\$14,700	\$0	\$365,919
ELECTIONS	\$149,937	\$69,400	\$3,250	\$222,587
COMM. DEV. & PLANNING	\$2,458,709	\$550,500	\$0	\$3,009,209
CONSTITUENT SERVICES	\$173,279	\$29,500	\$0	\$202,779
PARKING LOTS & METERS	\$186,288	\$147,500	\$14,500	\$348,288
PUBLIC BUILDINGS	\$1,857,595	\$2,221,247	\$320,000	\$4,398,842
POLICE	\$11,953,571	\$1,192,670	\$411,000	\$13,557,241
FIRE <i>Poss</i>	\$13,019,053	\$718,707	\$234,500	\$13,972,260
EMERGENCY MANAGEMENT	\$2,660	\$59,689	\$0	\$62,349
PUBLIC WORKS	4,892,019	\$11,133,349	\$393,000	\$16,418,368
HEALTH	\$729,048	\$242,316	\$0	\$971,364
SENIOR SERVICES	\$385,077	\$72,505	\$15,000	\$472,582
VETERAN'S SERVICES	\$110,139	\$129,700	\$0	\$239,839
LIBRARY	\$3,041,811	\$824,566	\$125,000	\$3,991,377
RECREATION	\$524,845	\$75,240	\$0	\$600,085
RYAN SKATING ARENA	\$273,883	\$48,200	\$60,000	\$382,083
HUMAN SERVICES	\$366,635	\$165,000	\$0	\$531,635
DEBT RETIREMENT	\$0	\$0	\$34,770,413	\$34,770,413
STATE & COUNTY CHARGES	\$0	\$3,120,643	\$0	\$3,120,643
RETIREMENT BENEFITS	\$3,935,255	\$0	\$3,569,028	\$7,504,283
INS. & EMPLOYEE BENEFITS	\$18,749,637	\$1,370,286	\$5,389,600	\$25,509,523
TRNS/CAPITAL PROJECTS	\$0	\$0	\$2,497,800	\$2,497,800
MISC./OTHER FIN. USES	\$0	\$0	\$17,302,863	\$17,302,863
EDUCATION				\$61,893,912
TOTAL	\$67,392,814	\$29,103,252	\$65,270,454	\$223,660,433

CITY OF WATERTOWN FY 2026 PROPOSED OTHER FINANCING SOURCES GENERAL FUND								
OTHER FINANCING SOURCES:								
TRANSFER FROM SALE OF LOTS FUND					\$20,000			
TRANSFER FROM PARKING METER FUND					\$250,000			
TRANSFER FROM CEMETARY PERPETUAL CARE FUND					\$10,000			
TRANSFER FROM CAPITAL PROJECT STABILIZATION FUND					\$500,000			
TRANSFER FROM ESCO CAPITAL PROJECT STABILIZATION FUND					\$492,125			
TRANSFER FROM WATER FUND					\$1,665,625			
TRANSFER FROM SEWER FUND					\$1,895,857			
		TOTAL TRANSFERS			\$4,833,607			

[Faint, illegible handwritten notes]

[illegible]

CITY OF WATERTOWN FY 2026 PROPOSED WATER & SEWER ENTERPRISE BUDGETS								
	(510100 to 510199)	(520200 to 570799)	(580800 to 580899)	(590900 to 599999)				
FUND	PERSONNEL RELATED COSTS	SUPPLIES AND SERVICES	CAPITAL COSTS	OTHER FINANCING USES	TOTAL			
WATER ENTERPRISE FUND	\$1,316,084	\$5,181,284	\$286,000	\$3,122,275	\$9,905,644			
SEWER ENTERPRISE FUND	\$924,601	\$8,227,588	\$1,405,000	\$2,794,212	\$13,351,401			
TOTAL	\$2,240,685	\$13,408,872	\$1,691,000	\$5,916,487	\$23,257,045			

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to authorize a transfer of funds in the amount of \$70,000 from the Fiscal Year 2025.
City Council Reserve to the Fiscal Year 2025 Litigation account



Watertown City Council

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

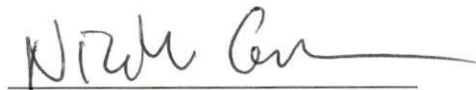
RESOLUTION # 41

2025 – R – 41

RESOLUTION APPROVING A TRANSFER OF FUNDS FROM THE FISCAL YEAR 2025 CITY COUNCIL RESERVE TO THE FISCAL YEAR 2025 LITIGATION ACCOUNT

BE IT RESOLVED: That the City Council of Watertown hereby approves the transfer of funds in the amount of \$70,000 from the Fiscal Year 2025 City Council Reserve to be transferred to the Fiscal Year 2025 Litigation account.

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


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 9 for, 0 against, and 0 present on June 10, 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

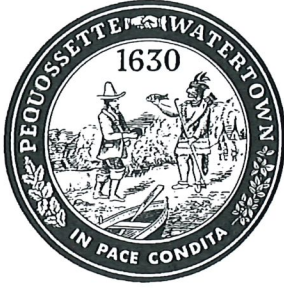
John G. Gannon,
Councilor At Large

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: June 2, 2025

RE: Agenda Item – Transfer of Funds Request

Attached please find a spreadsheet listing expenditures of \$271,797.30 for the first ten months of the current fiscal year from the City Attorney Litigation and Technical Support Account. All of the services for the expenditures listed in the attached spreadsheet were provided by KP Law. This proposed transfer of funds request to the City Attorney Litigation/Legal Services Fund is necessary to sufficiently fund services for the remainder of Fiscal Year 2025.

Therefore, I respectfully request a transfer of funds be placed on the June 10, 2025 City Council Agenda.

Thank you for your consideration in this matter.

FISCAL YEAR 2025

	General Legal	General School	General Labor	By pass, grievances	Collective bargaining	Litigation Matters	Licensing Board	City Council	Misc. Disburs.	Total
July	\$5,703.00		\$5,329.50		\$1,045.50	\$14,815.50	\$2,116.50	\$306.00	\$237.39	\$29,553.39
August	\$9,112.50		\$4,309.50		\$2,830.50	\$8,950.50	\$2,065.50	\$204.00	\$1,578.98	\$29,051.48
September	\$11,025.00		\$5,992.50		\$9,639.00	\$867.00	\$1,453.50	\$1,810.50	\$1,156.88	\$31,944.38
October	\$6,063.00		\$6,936.00		\$3,901.50	\$4,934.25	\$1,836.00	\$3,978.00	\$427.41	\$28,076.16
November	\$9,432.00		\$2,856.00		\$2,116.50	\$5,508.00	\$1,810.50	\$2,473.50	\$592.25	\$24,788.75
December	\$4,545.00		\$3,697.50		\$535.50	\$4,182.00	\$1,912.50	\$459.00	\$689.52	\$16,021.02
January	\$3,621.00		\$7,650.00		\$1,938.00	\$7,089.00	\$1,708.50	\$408.00	\$361.25	\$22,775.75
February	\$11,613.00		\$4,743.00		\$3,213.00	\$3,366.00	\$1,657.50	\$663.00	\$387.53	\$25,643.03
March	\$16,508.00		\$4,513.50		\$994.50	\$11,347.50	\$1,632.00	\$306.00	\$1,481.49	\$36,782.99
April	\$9,164.00		\$5,533.50		\$3,774.00	\$6,961.50	\$1,147.50	\$76.50	\$503.35	\$27,160.35
May										\$0.00
June										\$0.00
Totals	\$86,786.50	\$0.00	\$51,561.00	\$0.00	\$29,988.00	\$68,021.25	\$17,340.00	\$10,684.50	\$7,416.05	\$271,797.30



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 *W*
DATE: MAY 29, 2025
RE: AGENDA ITEM – TRANSFER OF FUNDS REQUEST

Per your request, please find attached a Transfer of Funds request in the amount of \$70,000 from FY 2025 City Council Reserve to FY 2025 Litigation to ensure adequate funds are in place to cover City Attorney expenses through the end of Fiscal Year 2025.

Thank you for your consideration in this matter.

TRANSFER AMOUNT: \$ 70,000

FROM: FY 2025 CITY COUNCIL RESERVE \$ 70,000
0111152-570780

TO: FY 2025 LITIGATION \$ 70,000
0115152-530309

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

5/21/25
DATE

Megan J. Jager
CITY AUDITOR

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to authorize a transfer of funds in the amount of \$50,000 from the Fiscal Year 2025
Planned Debt account to the Fiscal Year 2025 Transfer to Capital Projects
-City account (Department of Public Works Regulatory Equipment)



Watertown City Council

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

RESOLUTION # 42

2025 – R – 42

RESOLUTION APPROVING A TRANSFER OF FUNDS FROM THE FISCAL YEAR 2025 PLANNED DEBT ACCOUNT TO THE FISCAL YEAR 2025 TRANSFER TO CAPITAL PROJECTS – CITY ACCOUNT

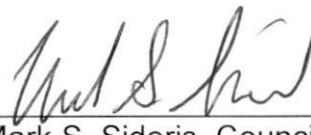
BE IT RESOLVED: That the City Council of Watertown hereby approves the transfer of funds in the amount of \$50,000 from the Fiscal Year 2025 Planned Debt account to be transferred to the Fiscal Year 2025 Transfer to Capital Projects – City account.

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


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 9 for, 0 against, and 0 present on June 10, 2025.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

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

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

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

To: Honorable City Council

From: George J. Proakis, City Manager

Date: June 2, 2025

RE: Agenda Item – Transfer of Funds Request

Attached is correspondence from City Auditor Megan Langan regarding a request for the transfer of funds to support capital improvements for the Department of Public Works in Fiscal Year 2025.

To ensure compliance with the latest mandates issued by the Massachusetts Department of Transportation (DOT), these funds will be allocated for the purchase of regulatory safety equipment, including backup cameras, additional mirrors, and undercarriage bike prevention measures. These enhancements are designed to improve overall roadway safety for bikers, pedestrians, and motorists.

Therefore, I respectfully request a transfer of funds be placed on the June 10, 2025 City Council Agenda.

Thank you for your consideration in this matter.



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: JUNE 4, 2025
RE: AGENDA ITEM – TRANSFER OF FUNDS REQUEST

Per your request, please find attached a Transfer of Funds request in the amount of \$50,000 for capital improvements for the Department of Public Works for Fiscal Year 2025.

As you noted at the June 3rd Department of Public Works – Fleet Budget hearing, an additional funding request for \$50,000 to fund new regulatory equipment was brought forward by the DPW during the FY 2026 Budget Development. However, this request was not included in the final Manager Recommendation to the Honorable City Council. However, the intent was to fund this item through a YE transfer if the monies were available to do so.

Attached please find a copy of the additional funding requests from the DPW. At this time, monies are available to fund this item from the Debt Retirement Planned Debt account as a result of not borrowing for some planned items in Fiscal Year 2025.

The utilization of unspent Debt Retirement account monies for the acquisition and payment of capital equipment items is consistent with the Honorable City Council's Ongoing Budget Policy Guideline to make annual capital expenditures (including debt and exclusive of the school Building for the Future Initiative funding and enterprise funds) equal to 7.5 – 8% of the operating budget in order to maintain and improve its infrastructure, facilities, and equipment.

Therefore, given all of the above, I respectfully request the attached transfer be placed on the June 10, 2025, City Council Agenda.

Thank you for your consideration in this matter.

TRANSFER AMOUNT: \$ 50,000

FROM: FY 2025 PLANNED DEBT \$ 50,000
0171000-590927

TO: FY 2025 TRANSFER TO CAPITAL PROJECTS - CITY \$ 50,000
0193059-596502

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

01/4/2025
DATE


CITY AUDITOR

REQUEST FOR ADDITIONAL FUNDING FISCAL YEAR 2026

1. DEPARTMENT

DPW: FLEET

2. SHORT DESCRIPTION/TITLE

As requested, the level funding of \$25,000 has been maintained. Additionally, we are requesting an additional \$50,000 for new regulatory equipment

3. FUNDING AMOUNT REQUESTED

[illegible]

4. JUSTIFICATION/IMPACT

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to authorize a transfer of funds in the amount of \$78,400 from the Fiscal Year 2025
Planned Debt account to the Fiscal Year 2025 Transfer to Capital Projects - City account
(Election Tabulators)



Watertown City Council

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

RESOLUTION # 43

2025 – R – 43

RESOLUTION APPROVING A TRANSFER OF FUNDS FROM THE FISCAL YEAR 2025 PLANNED DEBT ACCOUNT TO THE FISCAL YEAR 2025 TRANSFER TO CAPITAL PROJECTS – CITY ACCOUNT

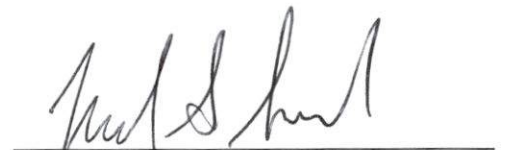
BE IT RESOLVED: That the City Council of Watertown hereby approves the transfer of funds in the amount of \$78,400 from the Fiscal Year 2025 Planned Debt account to be transferred to the Fiscal Year 2025 Transfer to Capital Projects – City account.

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


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 9 for, 0 against, and 0 present on June 10, 2025.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

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

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

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

To: Honorable City Council

From: George J. Proakis, City Manager

Date: June 2, 2025

RE: Agenda Item – Transfer of Funds Request

Attached is correspondence from City Auditor Megan Langan regarding a request for the transfer of funds to support capital improvements for the City Elections Department in Fiscal Year 2025. The request pertains to the replacement of election tabulators, as the current equipment has been in use for approximately ten years.

Therefore, I respectfully request a transfer of funds be placed on the June 10, 2025 City Council Agenda.

Thank you for your consideration in this matter.



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: JUNE 2, 2025
RE: AGENDA ITEM – TRANSFER OF FUNDS REQUEST

Per your request, please find attached a Transfer of Funds request in the amount of \$78,400 for capital improvements for the City Elections Department for Fiscal Year 2025.

During the development of the FY 2026 – FY 2030 Capital Improvement Plan, a request for new Election Tabulators was brought forward by the Noelle Gilligan, City Clerk, which ultimately did not get included in the final CIP submitted to the Honorable City Council on January 28, 2025. During discussions with the City Clerk, it was expressed that, if possible, this item would be brought forward as a year-end transfer request.

Attached please find a copy of the request from the City Clerk for your reference. At this time, monies are available to fund the tabulators from the Debt Retirement Planned Debt account as a result of not borrowing for some planned items in Fiscal Year 2025.

The utilization of unspent Debt Retirement account monies for the acquisition and payment of capital equipment items is consistent with the Honorable City Council's Ongoing Budget Policy Guideline to make annual capital expenditures (including debt and exclusive of the school Building for the Future Initiative funding and enterprise funds) equal to 7.5 – 8% of the operating budget in order to maintain and improve its infrastructure, facilities, and equipment.

Therefore, given all of the above, I respectfully request the attached transfer be placed on the June 10, 2025, City Council Agenda.

Thank you for your consideration in this matter.

TRANSFER AMOUNT: \$ 78,400

FROM: FY 2025 PLANNED DEBT
0171000-590927

\$ 78,400

TO: FY 2025 TRANSFER TO CAPITAL PROJECTS - CITY
0193059-596502

\$ 78,400

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

6/2/2025
DATE


CITY AUDITOR

YE
TAMSH

CITY OF WATERTOWN
CAPITAL PROJECT/EQUIPMENT REQUEST
FY 2026 THRU FY 2030

Submitting Department: ELECTIONS

Prepared by: NOELLE GILLIGAN

Project/Equipment Title: ELECTION EQUIPMENT UPGRADE

Estimated Cost of Project/Equipment: \$ 78,400.00

Was this project included in the FY 2025 - 2029 CIP: No

Description, Purpose and Justification of Project / Equipment:

THE CURRENT EQUIPMENT IS APPROX 10 YRS OLD AND NEEDS UPGRADING

Projected Year (Check One): ☒ FY 26 ☐ FY 27 ☐ FY 28 ☐ FY 29 ☐ FY30

Project Criteria - Select All That Apply (All requests must meet at least one):

Council Priority - Specify in Other Comments/Info Below

Enhancing Quality of Life

Efficiencies / Improvements

Life Cycle Repair / Maintenance

Expected Useful Life: ☐ 1 to 4yrs ☐ 5 to 9yrs ☒ 10 to 14yrs ☐ 15 to 19yrs ☐ >20 yrs

Departmental Priority (Select One): 01 of 01

Describe the Impact to Dept. Operating Budget; i.e. effect on operating costs and anticipated amounts:

Describe the Impact to Dept. Operating Revenue; i.e. type and anticipated amounts:

Proposed Funding Source(s)/Method(s): (check all that apply and provide amounts)

☐ State or Federal Grant

☐ Restricted/Special Purpose Funds (identify)

☐ Direct Appropriation

☐ Long-Term Debt

☒ Other (explain): WE GET A PORTION OF MONIES SPENT ON ELECTIONS BACK FROM THE SEC OF STATE

Other Comments or Information: (attach supporting documentation if available):

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to authorize a transfer of funds in the amount of \$102,394 from various Fiscal Year 2025 Police Salaries accounts to the Fiscal Year 2025 Police Vehicle Replacement account



Watertown City Council

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

RESOLUTION # 44

2025 – R – 44

RESOLUTION APPROVING A TRANSFER OF FUNDS FROM VARIOUS FISCAL YEAR 2025 POLICE SALARIES ACCOUNTS TO THE FISCAL YEAR 2025 POLICE VEHICLE REPLACEMENT ACCOUNT

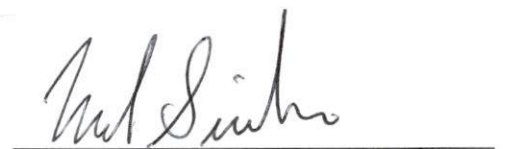
BE IT RESOLVED: That the City Council of Watertown hereby approves the transfer of funds in the amount of \$102,394 from various Fiscal Year 2025 Police Salaries accounts to be transferred to the Fiscal Year 2025 Police Vehicle Replacement account.

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


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 9 for, 0 against, and 0 present on June 10, 2025.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

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

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

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

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: June 2, 2025

RE: Agenda Item – Transfer of Funds Request

Enclosed please find correspondence from Justin M. Hanrahan, Chief of Police requesting an internal transfer of funds in order to purchase two electric vehicles for departmental use.

Therefore, I respectfully request the attached transfer of funds be placed on the June 10, 2025 City Council Agenda.

Thank you for your consideration in this matter.

TRANSFER AMOUNT: \$ 102,394

FROM:	FY 2025 POLICE FULL TIME SALARIES 0121051-510111	\$ 29,000
	FY 2025 POLICE PART TIME SALARIES 0121051-510112	\$ 20,000
	FY 2025 POLICE SHIFT DIFFERENTIAL 0121051-510141	\$ 20,000
	FY 2025 POLICE HOLIDAYS 0121051-510142	\$ 20,000
	FY 2025 POLICE CAREER INCENTIVE 0121051-510191	\$ 13,394
TO:	FY 2025 POLICE VEHICLE REPLACEMENT 0121058-580869	\$ 102,394

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

6/2/2025
DATE

Megan Dwyer
CITY AUDITOR



WATERTOWN POLICE DEPARTMENT

JUSTIN M. HANRAHAN

CHIEF OF POLICE

MEMORANDUM

TO: GEORGE PROAKIS, CITY MANAGER

FROM: JUSTIN M. HANRAHAN, CHIEF OF POLICE

DATE: MAY 29th, 2025

SUBJECT: ACCOUNT TRANSFER – FY25

In order to continue our transition to an electric fleet, the police department has identified monies in order to purchase two electric vehicles for departmental use. If approved, these vehicles will be integrated into the Detective Division and will not be utilized for routine patrol. At this time, I am requesting a transfer of funding from the following operating budget accounts to the Fiscal 2025 Vehicle Replacement Account – 0121058-580869. The individual amounts requested from each account are listed as follows:

Two Vehicles

0121051-510111	Full Time Salaries	\$29,000.00
0121051-510112	Part Time Salaries	\$20,000.00
0121051-510141	Shift Differential	\$20,000.00
0121051-510142	Holidays	\$20,000.00
0121051-510191	Career Incentive	<u>\$13,394.00</u>
Total amount of transfers requested:		\$102,394.00

I am requesting your assistance in placing this transfer request before the Honorable City Council for its review and action. Please contact me with any questions and I thank you for your attention to this matter.

JMH;jp

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to authorize a transfer of funds in the amount of \$99,000 from the Fiscal Year 2025
Planned Debt account to the Fiscal Year 2025 Transfer to Capital Projects - Police account
(Police CIP)



Watertown City Council

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

RESOLUTION # 45

2025 – R – 45

RESOLUTION APPROVING A TRANSFER OF FUNDS FROM THE FISCAL YEAR 2025 PLANNED DEBT ACCOUNT TO THE FISCAL YEAR 2025 TRANSFER TO CAPITAL PROJECTS – POLICE ACCOUNT

BE IT RESOLVED: That the City Council of Watertown hereby approves the transfer of funds in the amount of \$99,000 from the Fiscal Year 2025 Planned Debt account to be transferred to the Fiscal Year 2025 Transfer to Capital Projects – Police account.

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



Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 9 for, 0 against, and 0 present on June 10, 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: June 2, 2025
RE: Agenda Item – Transfer of Funds Request

Attached are correspondence from City Auditor Megan Langan requesting a transfer of funds for Fiscal Year 2025 Police Department capital improvements.

The request includes:

- Sani Sort Ozone Sanitizer System: A decontamination system that provides a safer, more sustainable, and cost-effective method for sanitizing uniforms and equipment, reducing replacement costs.
- Perimeter Fence Repair: Proposal to replace the aging fence at the Browne House entrance with a black wrought-iron-style fence consistent with Main Street aesthetics.
- Police Radios: Request for used digital radios (\$3,000–\$6,000 each) to serve as emergency spares and support cadet and traffic specialist operations. Enhanced communication improves site safety and emergency response.

Therefore, I respectfully request a transfer of funds be placed on the June 10, 2025 City Council Agenda.

Thank you for your consideration in this matter.



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: JUNE 2, 2025
RE: AGENDA ITEM – TRANSFER OF FUNDS REQUEST

Per your request, please find attached a Transfer of Funds request in the amount of \$99,000 for capital improvements for the Police Department for Fiscal Year 2025.

As you noted at the May 20th Police Department Budget hearing, an additional funding request for \$48,000 to fund police radios for Cadets was brought forward by the Police Department during the FY 2026 Budget Development. However, this request was not included in the final Manager Recommendation to the Honorable City Council. However, the intent was to fund this item through a YE transfer if the monies were available to do so.

Similarly, during the development of the FY 2026 – FY 2030 Capital Improvement Plan, two new items were requested by the Police Department which ultimately did not get included in the final CIP submitted to the Honorable City Council on January 28, 2025. These two items included a Sani Sport Ozone Sanitizer for \$20,000 and Perimeter Fencing at 552 Main Street for \$31,000.

Attached please find copies of the three requests from the Police Department. At this time, monies are available to fund all items from the Debt Retirement Planned Debt account as a result of not borrowing for some planned items in Fiscal Year 2025.

The utilization of unspent Debt Retirement account monies for the acquisition and payment of capital equipment items is consistent with the Honorable City Council's Ongoing Budget Policy Guideline to make annual capital expenditures (including debt and exclusive of the school Building for the Future Initiative funding and enterprise funds) equal to 7.5 – 8% of the operating budget in order to maintain and improve its infrastructure, facilities, and equipment.

Therefore, given all of the above, I respectfully request the attached transfer be placed on the June 10, 2025, City Council Agenda.

Thank you for your consideration in this matter.

TRANSFER AMOUNT: \$ 99,000

FROM: FY 2025 PLANNED DEBT \$ 99,000
0171000-590927

TO: FY 2025 TRANSFER TO CAPITAL PROJECTS - POLICE \$ 99,000
0193059-596508

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

6/21/2025
DATE


CITY AUDITOR

new request

CITY OF WATERTOWN
CAPITAL PROJECT/EQUIPMENT REQUEST
FY 2026 THRU FY 2030

Submitting Department: Police Prepared by: Captain Unsworth

Project/Equipment Title: Sani Sport Ozone Sanitizer

Estimated Cost of Project/Equipment: \$20,000

Projected Year (Circle One): ☐ FY 26 ☒ FY 27 ☐ FY 28 ☐ FY 29 ☐ FY30

Description, Purpose and Justification of Project/Equipment: The Sani Sport Defenx is a machine that employs ozone technology to eliminate bacteria and odor. Police agencies deploy this machine to sanitize ballistic vests, footwear, uniforms and other equipment exposed to hazardous materials in the course of day to day police operations.

Expected Useful Life (Circle One) ☒ 1 to 4yrs ☐ 5 to 9yrs ☐ 10 to 14yrs ☐ 15 to 19yrs ☐ >20

yrs Departmental Priority (Circle One): ☐ Top ☐ High ☒ Moderate ☐ Low

Describe any Impact to Dept. Operating Budget as well as any Revenue Impact: Purchase of this equipment is accompanied by a two year warranty. A warranty may be appropriate beyond the two year window.

Proposed Funding Source(s)/Method(s): (check all that apply and provide amounts)

☐ State or Federal Grant

☐ Restricted/Special Purpose Funds (identify) _____

☐ Direct Appropriation

☒ Long-Term Debt

☐ Other (explain): _____

Other Comments or Information: (attach supporting documentation if available):

The Newton Police Department has used two of these devices since 2021. Officers use this machine, which resembles a stainless steel armoire in which footwear can be placed and equipment can be hung. In approximately 12 minutes, items are rendered clean and odor free.

new
request

CITY OF WATERTOWN
CAPITAL PROJECT/EQUIPMENT REQUEST
FY 2026 THRU FY 2030

Submitting Department: Police Prepared by: Captain Unsworth

Project/Equipment Title: Perimeter fencing at 552 Main St.

Estimated Cost of Project/Equipment: \$31,000

Projected Year (Circle One): ☐ FY 26 ☐ FY 27 ☒ FY 28 ☐ FY 29 ☐ FY30

Description, Purpose and Justification of Project/Equipment: Fencing on the West side of the driveway at 552 Main St. has fallen into disrepair from age and tree limbs falling on it. To present in a more professional manner, a new row of fencing, to match fencing along the North side of the property would be installed.

Expected Useful Life (Circle One) ☐ 1 to 4yrs ☐ 5 to 9yrs ☐ 10 to 14yrs ☐ 15 to 19yrs ☒ >20

yrs Departmental Priority (Circle One): ☐ Top ☐ High ☐ Moderate ☒ Low

Describe any Impact to Dept. Operating Budget as well as any Revenue Impact: NA

Proposed Funding Source(s)/Method(s): (check all that apply and provide amounts)

☐ State or Federal Grant

☐ Restricted/Special Purpose Funds (identify) _____

☒ Direct Appropriation

☒ Long-Term Debt

☐ Other (explain): _____

Other Comments or Information: (attach supporting documentation if available):

Quote available from Ideal fence.

REQUEST FOR ADDITIONAL FUNDING - FISCAL YEAR 26

1. DEPARTMENT: POLICE DEPARTMENT

2. SHORT DESCRIPTION/TITLE: Portable Radios

3. FUNDING AMOUNT REQUESTED: \$48,000

ACCT. CODE	DESCRIPTION/POSITION	COST/SALARY
0121058-580870	8 Portable Motorola Radios	\$6,000 per radio
	TOTAL REQUEST	\$48,000

JUSTIFICATION/IMPACT:

With the implementation of our Cadet Program and Traffic Safety Specialists, both of whom will be working outside detail assignments, the department is requesting an increase in the number of portable radios available to adequately supply each person.

DATE SUBMITTED: December 5, 2024

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to authorize a transfer of funds in the amount of \$120,000 from the Fiscal Year 2025
Planned Debt account to the Fiscal Year 2025 Transfer to Capital Projects - IT account (IT CIP)



Watertown City Council

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

RESOLUTION # 46

2025 – R – 46

RESOLUTION APPROVING A TRANSFER OF FUNDS FROM THE FISCAL YEAR 2025 PLANNED DEBT ACCOUNT TO THE FISCAL YEAR 2025 TRANSFER TO CAPITAL PROJECTS – IT ACCOUNT

BE IT RESOLVED: That the City Council of Watertown hereby approves the transfer of funds in the amount of \$120,000 from the Fiscal Year 2025 Planned Debt account to be transferred to the Fiscal Year 2025 Transfer to Capital Projects – IT account.

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

Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 9 for, 0 against, and 0 present on June 10, 2025.

Brendan T. McCarthy, Council Clerk

Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

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

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

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

To: Honorable City Council

From: George J. Proakis, City Manager

Date: June 2, 2025

RE: Agenda Item – Transfer of Funds Request

Attached are correspondences from City Auditor Megan Langan and Chief Technology Officer Maurice Myrie requesting a transfer of funds for Fiscal Year 2025 IT capital improvements.

The request includes:

- Copier fleet modernization: Transitioning to a leasing model to optimize costs, ensure regular technology upgrades, and enhance operational efficiency.
- VoIP system upgrade: Migrating to a cloud-based solution to improve security, eliminate costly infrastructure, and reduce annual maintenance expenses by \$38,000.

Therefore, I respectfully request a transfer of funds be placed on the June 10, 2025 City Council Agenda.

Thank you for your consideration in this matter.



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: JUNE 2, 2025 
RE: AGENDA ITEM – TRANSFER OF FUNDS REQUEST

Per your request, please find attached a Transfer of Funds request in the amount of \$120,000 for capital improvements for the Information Technology Department for Fiscal Year 2025.

As you are aware, Maurice Myrie, became the City's Chief Technology Officer in late October FY25. The development of the FY 2026 – 2030 CIP coincided with Mr. Myrie's first few months of employment with the City. At this time, he had expressed an interest in making a switch to leasing copiers for the City as well as looking to upgrade the City phone system to VOIP Phones. However, the decision was made to not build these items into the CIP to allow Mr. Myrie additional time to investigate these items and how they would effectively integrate and benefit the City's operations. The Finance Team informed Mr. Myrie that if he felt these items should move forward, we would look at the possibility of a transfer of funds at fiscal year-end.

Attached, please find correspondence from Maurice Myrie regarding the benefits of moving forward with these projects. At this time, monies are available to fund both items from the Debt Retirement Planned Debt account as a result of not borrowing for some planned items in Fiscal Year 2025.

The utilization of unspent Debt Retirement account monies for the acquisition and payment of capital equipment items is consistent with the Honorable City Council's Ongoing Budget Policy Guideline to make annual capital expenditures (including debt and exclusive of the school Building for the Future Initiative funding and enterprise funds) equal to 7.5 – 8% of the operating budget in order to maintain and improve its infrastructure, facilities, and equipment.

Therefore, given all of the above, I respectfully request the attached transfer be placed on the June 10, 2025, City Council Agenda.

Thank you for your consideration in this matter.

TRANSFER AMOUNT: \$ 120,000

FROM: FY 2025 PLANNED DEBT \$ 120,000
0171000-590927

TO: FY 2025 TRANSFER TO CAPITAL PROJECTS - IT \$ 120,000
0193059-596511

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

06/02/2025

DATE


CITY AUDITOR



George J. Proakis
City Manager

Maurice A. Myrie
Chief Technology Officer

CITY OF WATERTOWN

Department of Innovation &
Technology (DoIT)

Parker Building
124 Watertown Street, STE 3H
Watertown, MA 02472
Phone: 617-972-6463
www.watertown-ma.gov

To: Ari J. Sky, Assistant City Manager for Finance
Megan Langan, Auditor
Melissa Morrissey, Treasurer-Collector

From: Maurice Myrie, Chief Technology Officer 

Date: May 28, 2025

RE: Year-End Transfer Request for Copiers

Please accept this year-end transfer request of \$60,000 to upgrade and replace our aging city-wide copier fleet, which has a majority of copiers with service contract end dates of June 30, 2025. The City currently owns all 26 copiers and covers the cost of toner and other consumables for the current fleet. By moving to a leasing model, the City would pay an annual fee per copier that would include a service plan (maintenance) and supplies (toner, staples, waste toner bottle), and would eliminate future replacement costs, potentially as high as \$30,578 per copier, outside of the annual lease payment.

The benefits of leasing a copier in terms of return on investment are as follows.

Lower upfront cost

Leasing avoids the considerable capital expense of an outright purchase, preserving cash flow for other investments.

Predictable monthly cost

Fixed monthly payments make budgeting easier and improve financial forecasting.

Up-to-date technology

Leases typically allow you to upgrade at the end of the term, avoiding obsolescence and ensuring access to the latest features and efficiencies.

Maintenance and support included

The lease includes a service contract, which reduces downtime and unexpected maintenance costs.

Thank you for your consideration.



George J. Proakis
City Manager

Maurice A. Myrie
Chief Technology Officer

CITY OF WATERTOWN

*Department of Innovation &
Technology (DoIT)*

Parker Building
124 Watertown Street, STE 3H
Watertown, MA 02472
Phone: 617-972-6463
www.watertown-ma.gov

To: Ari J. Sky, Assistant City Manager for Finance
Megan Langan, Auditor
Melissa Morrissey, Treasurer-Collector

From: Maurice Myrie, Chief Technology Officer

Date: May 28, 2025

RE: Year-End Transfer Request for Phone System

Please accept this year-end transfer request of \$60,000 to upgrade and replace our on-premises phone system with a complete Voice over Internet Protocol (VoIP) cloud-based system. The city currently operates on-premises servers with our current setup, which can be susceptible to potential cyberattacks, among other things. It would eliminate the need to have any internal server infrastructure to manage a VoIP system. Additionally, annual support and service costs for the current phone system, which total about \$38,000, would be eliminated, resulting in annual cost savings going forward. Additional benefits of a cloud-based VoIP system include:

Lower infrastructure costs

Eliminates the need to maintain costly on-premises servers and other hardware

Reduced maintenance and IT costs

No more managing PBX systems, upgrades, or patches

Predictable billing

Subscription-based pricing with a predictable per-user fee per month

Centralized admin portal

Manage users, numbers, call routing, and analytics from a cloud-based dashboard.

Fast deployment

Onboarding is quicker than setting up on-prem systems

Self-service tools

End users can manage voicemail, call forwarding, and presence with minimal assistance from IT personnel

Geographically redundant cloud infrastructure

High uptime with failover protections and built-in disaster recovery

Thank you for your consideration.

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to authorize a transfer of funds in the amount of \$580,000 from the Fiscal Year 2025
Planned Debt account to the Fiscal Year 2025 Transfer to Capital Projects, Public Buildings
account (City Hall Improvements)



Watertown City Council

Administration Building

149 Main Street

Watertown, MA 02472

Phone: 617-972-6470

RESOLUTION # 47

2025 – R – 47

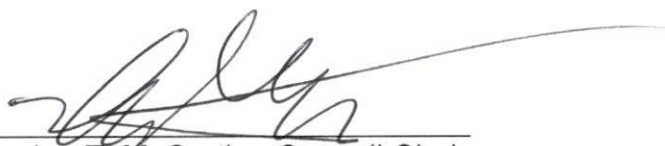
RESOLUTION APPROVING A TRANSFER OF FUNDS FROM THE FISCAL YEAR 2025 PLANNED DEBT ACCOUNT TO THE FISCAL YEAR 2025 TRANSFER TO CAPITAL PROJECTS – PUBLIC BUILDINGS ACCOUNT

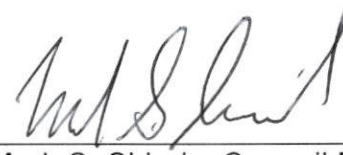
BE IT RESOLVED: That the City Council of Watertown hereby approves the transfer of funds in the amount of \$580,000 from the Fiscal Year 2025 Planned Debt account to be transferred to the Fiscal Year 2025 Transfer to Capital Projects – Public Buildings account.

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


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 9 for, 0 against, and 0 present on June 10, 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: June 2, 2025

RE: Agenda Item – Transfer of Funds Request

Attached is correspondence from City Auditor Megan Langan regarding a request for the transfer of funds to support ongoing interior space reprogramming and construction at City Hall. Included in this correspondence is a memo from Chris Nixon, Assistant Director of Construction & Capital Projects, providing further details on this request.

I respectfully request that this fund transfer be placed on the City Council agenda for June 10, 2025.



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 *ul*
DATE: JUNE 2, 2025
RE: AGENDA ITEM – TRANSFER OF FUNDS REQUEST

Per your request, please find attached a Transfer of Funds request in the amount of \$580,000 for capital improvements for the Department of Public Buildings for Fiscal Year 2025 for improvements to City Hall.

Attached please find a memo from Chris Nixon, Assistant Director for Construction & Capital Projects, to provide more details around this request. At this time, monies are available to fund these items from the Debt Retirement Planned Debt account as a result of not borrowing for some planned items in Fiscal Year 2025.

The utilization of unspent Debt Retirement account monies for the acquisition and payment of capital equipment items is consistent with the Honorable City Council's Ongoing Budget Policy Guideline to make annual capital expenditures (including debt and exclusive of the school Building for the Future Initiative funding and enterprise funds) equal to 7.5 – 8% of the operating budget in order to maintain and improve its infrastructure, facilities, and equipment.

Therefore, given all of the above, I respectfully request the attached transfer be placed on the June 10, 2025, City Council Agenda.

Thank you for your consideration in this matter.

TRANSFER AMOUNT: \$ 580,000

FROM: FY 2025 PLANNED DEBT
0171000-590927

\$ 580,000

TO: FY 2025 TRANSFER TO CAPITAL PROJECTS - PUBLIC BUILDINGS
0193059-596509

\$ 580,000

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

6/2/25
DATE


CITY AUDITOR



City of Watertown, Massachusetts

Department of Public Buildings – Construction & Capital Projects

To: George Proakis & Ari Sky
From: Chris Nixon
Date: 3 June 2025
Cc: Denise Moroney & Emily Monea

Re: City Hall space reprogramming and construction through FY26 – funding request

Please find below additional detail on the FY26 funding request for ongoing interior space reprogramming and construction at City Hall. Since our initial request of \$500,000 (3/31/25) was partially funded on April 22 in the amount of \$95,000 we have a remaining request of \$405,000 to fund completion of design and construction of phases 2 through 5. The project costs for each phase vary significantly due to the different space program requirements, sizes and characteristics of each suite as well as the availability of various building systems to support the renovated spaces.

	Department	Future Floor	Area (dgsf)
Phase 2	Dep City Mgr + 311	Level 2	1060 sf
Phase 3	HR Suite	Level 2	1300 sf
Phase 4	Procurement suite	Level 1	600 sf
Phase 5	Retirement suite	Ground	550 sf

Future phases including the relocated/renovated Finance suite, Recreation and the expanded City Clerk suite are FY27 projects not fully scoped out or estimated. Further, this FY26 request is separate from the City Hall HVAC master plan which is being expanded to include a wholesale review of City Hall's mechanical systems, including recommendations for an all-electric energy efficient approach. *The expansion of the City Hall Master Plan is estimated at \$60,000.*

Lastly, the FY26 renovation funding request excludes the new 3rd floor break room, now in conceptual design. Given that the scope of this work is yet to be fully developed, my recommendation is to carry between \$125,000 to \$175,000 for project cost *if FY26 construction is desired*. If construction should be postponed to FY27, I recommend funding architectural and MEP design development in FY26 with a placeholder of \$36,000. The ultimate project cost will be driven by the level of fixtures and finishes in the space and is somewhat flexible depending on management's design goals here.

attachments: 3/31/25 City Hall funding request



City of Watertown, Massachusetts

Department of Public Buildings – Construction & Capital Projects

To: George Proakis & Ari Sky
From: Chris Nixon
Date: 31 March 2025
Cc: Denise Moroney & Emily Monea

Re: City Hall space reprogramming through FY26 – funding request

Following up on our March 17 meeting, Denise and I are requesting capital improvement and construction funds of \$500,000 for our ongoing departmental space reprogramming and reorganization at City Hall. We feel this request will adequately fund activity through FY26, inclusive of the following department moves (Phase 1 – Auditor's Suite is nearing completion):

	<i>Department</i>	<i>Future Floor</i>
Phase 2	Dep City Mgr + 311	Level 2
Phase 3	HR Suite	Level 2
Phase 4	Procurement suite	Level 1
Phase 5	Retirement suite	Ground

Future phases including the relocated/renovated Finance suite, Recreation and the expanded City Clerk suite are FY27 projects not fully scoped out or estimated. Further, this request is separate from the City Hall HVAC master plan which is being expanded to include a wholesale review of City Hall's mechanical systems, including recommendations for an all-electric energy efficient approach.

Although federal policy on trade (tariffs) is changing by the week and having some impact on large ground-up construction projects in neighboring communities, the scope of City Hall phases two through five is minimal so we do not foresee any major impacts on construction cost at this time. We will keep you informed if this should change.

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to authorize a transfer of funds in the amount of \$198,000 from the Arsenal Park Phase A remaining balance to fund the completion of Arsenal Park Phase B



Watertown City Council

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

RESOLUTION # 48

2025 – R – 48

RESOLUTION APPROVING THE REPURPOSE OF FUNDS FROM ARSENAL PARK PHASE A TO ARSENAL PARK PHASE B

BE IT RESOLVED: That the City Council of Watertown hereby approves the repurpose of funds in the amount of \$198,000 from the balance of the Arsenal Park Phase A improvements to be repurposed toward the completion of the Arsenal Park Phase B improvements.

BE IT FURTHER RESOLVED: That a copy of said repurposed funds 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 June 10, 2025.



Brendan T. McCarthy, Council Clerk



Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

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

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

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

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: June 2, 2025

RE: Agenda Item – Request to Repurpose Funds

Attached is correspondence from City Auditor Megan Langan regarding the remaining balance of funds from Arsenal Park Phase A.

On June 23, 2020, the Honorable City Council authorized a transfer of \$1,778,200 to fund Phase A improvements, which have now been completed. To address contingency shortfalls in Phase B, it is respectfully requested that the remaining funds be repurposed to support necessary change orders and ensure project completion.

Given the above, I respectfully recommend and request your favorable consideration of this matter at the City Council meeting on June 10, 2025 City Council Meeting.

Thank you for your consideration in this matter.



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: JUNE 2, 2025

RE: AGENDA ITEM – REPURPOSE OF FUNDS REQUEST

As you may recall, on June 23, 2020 the Honorable City Council voted to authorize a transfer of funds in the amount of \$1,778,200 from the Fiscal Year 2020 Debt Retirement – Short Term Interest Account and the Fiscal Year 2020 Town Council Reserve Account to the Fiscal Year 2020 Transfer to Capital Projects – Arsenal Park Account in order to move forward with Arsenal Park Phase A Improvements.

Arsenal Park Phase A has been completed with a remaining available balance of \$198,000. It is respectfully requested that these funds be repurposed towards the completion of Arsenal Park Phase B. A series of change orders have been brought forward in relation to the construction of Arsenal Park Phase B. However, the contingency that was budgeted for at the start of the project is not adequate to allow for all change orders to be executed. However, if approved, the repurpose of funds from Arsenal Phase A would cover the additional expenses and allow these change orders to be completed.

Therefore, given the above, I respectfully request this item be placed on the June 10, 2025, City Council Agenda.

Thank you for your consideration in this matter.

cc. Erika Jerram, Director of Community Design
Michelle Moon, Senior Planner Open Space
Thomas Brady, DPW Director
Tyler Glode, City Engineer



George J. Proakis
City Manager

CITY OF
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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: June 5, 2025

RE: Agenda Item – Proposed Loan Order

Please find attached correspondence from City Auditor Megan Langan, requesting the necessary actions to authorize the Treasurer to borrow \$8,932,206 to fund the construction and reconstruction of the outdoor recreational and athletic facilities located at Victory Field.

I respectfully request that the proposed Loan Order be included on the City Council agenda for June 10, 2025 as a First Reading.

Thank you for your consideration.



28 State Street
Boston, MA 02109-1775
p: 617-345-9000 f: 617-345-9020
hinckleyallen.com

Chelsea A. Tryder
(617) 378-4209
ctryder@hinckleyallen.com

June 5, 2025

George J. Proakis
City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – Victory Field Phase 2 Bonds

Dear George:

As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of construction and reconstruction of the municipal outdoor recreational and athletic facilities located at Victory Field:

ORDERED: That the sum of \$8,932,206 is appropriated to pay costs of construction and reconstruction of the municipal outdoor recreational and athletic facilities located at Victory Field, including all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

The order must be published at least five days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the City Council, as in the case of any other loan order for bonds.

Please call me if there are any questions about the suggested proceedings.

Sincerely,

/s/ Chelsea A. Tryder

Chelsea A. Tryder



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 *ML*

DATE: JUNE 2, 2025

RE: AGENDA ITEM – LOAN ORDER FIRST READING REQUEST

Per your request, on behalf of Community Development & Planning, I respectfully request that the necessary actions be taken to authorize the Treasurer to borrow \$8,932,206 as outlined on page two of the attached Project Funding Recommendation Letter from CDM Smith.

As you recall, on January 28, 2025 the Proposed Fiscal Year 2026 – 2030 Capital Improvement Program (CIP) was submitted pursuant to the provisions of the Watertown Home Rule Charter and the City Council Resolution on the Fiscal Year 2026 Budget Process.

The Council's Committee on Budget and Fiscal Oversight met several times thereafter to review the proposed CIP and to develop conceptual recommendations for presentation to the Honorable City Council for their review and adoption. On March 11, 2025, the Honorable City Council adopted fifty-nine (59) conceptual recommendations on the Fiscal Year 2026 – 2030 CIP.

One of the conceptual recommendations reads as follows:

32. Proceed with the FY26 loan order for \$11,000,000 for Victory Field Phase 2 (in accordance with the Final Report of the Ad Hoc Committee on Victory Field Phase 2 dated June 28, 2018 as approved by the City Council on August 14, 2018, with feedback from the 75% design final community meeting as noted in the Manger's memo February 18, 2025, for construction in Summer 2025.

The City held a bid opening for the Victory Field Phase 2 project on Thursday, May 29, 2025. Four bids were received, with Argus Construction as the apparent lowest bidder with an all in cost of \$8,932,206.

As such, we respectfully request a first reading in the amount of \$8,932,206 be placed on the June 10, 2025 City Council Agenda.

Thank you for your consideration in this matter.



75 State Street, Suite 701
Boston, Massachusetts 02109
tel: 617 452-6000

June 4, 2025

Ms. Michelle Moon
Senior Planner Open Space
City of Watertown, MA
149 Main Street
Watertown, Massachusetts 02472

Subject: Project Funding Recommendation Letter
Victory Field Phase II Improvements

Dear Ms. Moon:

On May 29, 2025, at 10:00 AM, in the Lower Hearing Room of Watertown City Hall, public bids were received and read publicly aloud by the City of Watertown Purchasing Department for the above referenced project. The bid prices received were as follows:

Bidder	Bid Amount	Alt. 1	Alt. 2	Alt. 3	Alt. 4	Alt. 5	Total
Argus	\$6,914,945	\$10,000	\$35,000	\$72,261	\$60,000	\$197,000	\$7,289,206
Heimlich Landscape	\$6,947,000	\$50,000	\$50,000	\$70,000	\$70,000	\$115,000	\$7,302,000
Quirk Const.	\$7,066,000	\$15,000	\$70,000	\$75,000	\$60,000	\$149,000	\$7,435,000
WES Const.	\$10,372,500	\$50,000	\$140,000	\$130,000	\$70,000	\$215,000	\$10,977,500

Based on our discussions with you we understand the city intends to move forward with all alternates. These results indicate that Argus Construction Corp. is the apparent low bidder. We have contacted Peter Salem, President of Argus Construction Corp. and confirmed they are comfortable with their bid and have the capacity to construct the project with mobilization on or about August 17th, 2025 or as approved by the city. It is our understanding that the city will require use of the site through Sunday August 17th, 2025.





Ms. Michelle Moon

June 4, 2025

Page 3

CDM Smith is currently working with Argus Construction Corp. on the Peabody Playground Project in Cambridge, MA and find their work to be thorough with no reportable issues. Based on our own experience with Argus Construction Corp. and our discussion with references, we recommend the City of Watertown award the Victory Field Phase II Improvements Project to Argus Construction Corporation, in the amount of \$7,289,206 which includes all alternates.

Based on discussions with you and an effort to obtain the most competitive bids possible the utility company fees were removed from the project bid documents. We recommend the city carry an allowance of \$150,000 to cover any utility costs/fees. In addition, after discussions with the purchasing agent it was decided the storage buildings would need to be procured under MGL Chapter 149 Section 44 while the rest of the project was able to be bid under Chapter 30/39. We recommend the city carry an allowance of \$350,000 for materials and installation of the storage buildings.

Item	Amount	Remarks
Construction Bid Amount	\$7,289,206	Argus Construction Corp.
Construction Contingency @ 10%	\$730,000	
Utility Company Costs/Fees	\$150,000	Not included in bid documents
Storage Buildings	\$350,000	Not included in bid documents
Construction Administration/ Construction Services	\$413,000	Includes storage building procurement services
Total	\$8,932,206	

If you have any questions or require further clarifications, feel free to contact us.

Sincerely,

Glenn D. Howard, RLA, PMP

Associate

CDM Smith Inc.





Ms. Michelle Moon

June 4, 2025

Page 3

cc: Scott Landgren, RLA – CDM Smith
George Proakis– City of Watertown – City Manager
Tom Brady – City of Watertown – Director of Public Works
Steve Magoon – City of Watertown – Community Development and Planning Director
Julie Knight– City of Watertown – Purchasing Agent





George J. Proakis
City Manager

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Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: June 5, 2025

RE: Agenda Item – Proposed Loan Order

Please find attached correspondence from City Auditor Megan Langan, requesting the necessary actions to authorize the Treasurer to borrow \$5,778,000 to fund the renovation of the Parker Building. The proposed improvements include masonry repairs, fire suppression system installation, second-floor renovations, and required ADA updates.

I respectfully request that the proposed Loan Order be included on the City Council agenda for June 10, 2025 as a First Reading.

Thank you for your consideration.



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Chelsea A. Tryder
(617) 378-4209
ctryder@hinckleyallen.com

June 5, 2025

George J. Proakis
City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – Parker Building Project Bonds

Dear George:

As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of renovating Parker Building:

ORDERED: That the sum of \$5,778,000 is appropriated to pay costs of renovating Parker Annex, including masonry costs, fire suppression system installation, second floor renovations, and ADA update requirements, including all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

The order must be published at least five days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the City Council, as in the case of any other loan order for bonds.

Please call me if there are any questions about the suggested proceedings.

Sincerely,

/s/ Chelsea A. Tryder

Chelsea A. Tryder



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 *ML*

DATE: JUNE 2, 2025

RE: AGENDA ITEM – LOAN ORDER FIRST READING REQUEST

As you are aware, the City has recently gone out to bid for the Parker Building Construction Project with a scheduled bid opening to be held on June 10th.

In anticipation of this bid opening, on behalf of the Public Buildings Department, I am respectfully requesting that the necessary actions be taken to authorize the Treasurer to borrow \$5,778,000 as outlined in the FY26 -30 Capital Improvement Plan (CIP) to ensure that the project team is able to break ground on the project immediately at the start of FY26 and maintain the anticipated construction schedule.

This request is consistent with the attached February 27, 2025, memo regarding the Parker Building Renovation Funding. As noted within the memo, the current estimate of the overall project is \$8,579,000 which consists of three phases and the Food Pantry. Please note that this request encompasses the first three line items of the Parker Project Funding Summary on page 2 in relation to the FY24, FY25 & FY26 CIP numbers (Phase 1). Future requests will be brought before the Honorable City Council over the next two fiscal years to fund Phases 2 & 3 consistent with the CIP.

Conceptual Recommendation #10 of the FY 26 -30 CIP confirms the prior recommendation to proceed with the FY24 \$1,275,000 proposed loan orders for Parker Annex Renovation Projects, consisting of:

- Replace Main Electrical Service @\$100,000
- Install Building Generator @ \$300,000
- Point/Repair Masonry Façade @ \$125,000
- Install Fire Suppression System @ \$750,000

The Honorable City Council approved a transfer of funds at the May 27, 2025 City Council Meeting to cover the cost of the Main Electrical Service Replacement and Installation of the Building Generator. As such, only \$875,000 is being requested to be brought forward as a loan order at this time.

Further, Conceptual Recommendation #16 confirms the prior recommendation to proceed with the FY25 \$2,217,000 proposed loan order for Parker Annex Second Floor Renovations,

noting this will require additional CIP funds with a supplemental loan order in FY26 for \$230,000.

Lastly, Conceptual Recommendation #30 proceeds with the FY26 \$3,561,000 proposed loan order for Parker Annex Renovation Projects, consisting of:

- Second Floor Renovations additional Funds @ \$230,000
- ADA/Code Update Requirements @ \$2,106,000
- Retro-commissioning Study @ \$75,000
- Retro-commissioning Upgrades @ \$800,000
- Masonry Additional Costs @ \$350,000

At this time, we are requesting that bullet points 1, 2 & 5 in the amount of \$2,686,000 be included in the current request as the retro-commissioning study and upgrades will be done as a separate project at a later time.

As such, we respectfully request a first reading in the amount of \$5,778,000 be placed on the June 10, 2025 City Council Agenda.

Thank you for your consideration in this matter.



Ari Sky
Assistant City Manager for
Finance

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Administration Building
149 Main Street
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Phone: (617) 600-1180
Fax: (617) 972-6404
www.watertown-ma.gov
asky@watertown-ma.gov

February 27, 2025

TO: George Proakis, City Manager

FROM: Ari J. Sky, Assistant City Manager for Finance

SUBJECT: Parker Building Renovation Funding

At your request, I have reviewed current and potential funding available for renovations to the Parker Building to ensure that existing plans will accommodate the most recent estimates.

As you know, estimated costs for the renovation project will exceed 30% of the full and fair cash value of the building, which by law triggers 521 CMR and ADA standards. The overall project estimate incorporates these requirements, along with planned renovations to the second floor and needed structural repairs. The following table summarizes the entire funding requirement as currently estimated by the City's designers; it should be noted that ADA related improvements would be implemented over three years, as noted in the table.

Parker Project Cost Estimates

Description	Amount
2nd Floor Offices	\$2,304,000
Food Pantry	328,000
Plumb Code, Add struct, Hazmat, 521 CMR	1,309,000
ADA Phase 2 - FY 2027	875,000
ADA Phase 3 - FY 2028	1,547,000
Masonry Work	1,750,000
Design	400,000
Project Management	66,000
Current Estimate:	\$8,579,000

Sufficient funding has been identified utilizing a combination of existing capital appropriations, the currently proposed CIP, and ARPA funding previously appropriated for renovations to the Food Pantry, as summarized in the following table.

Parker Project Funding Summary

Description	Source	Amount
FY 2024 CIP	Lines 20, 21, 23, 27	\$1,275,000
FY 2025 CIP	Lines 18, 23	2,217,000
FY 2026 CIP	Lines 15, 16, 21	2,686,000
FY 2027 CIP (ADA Phase 2)	Line 16	875,000
FY 2028 CIP (ADA Phase 3)	Line 16	1,547,000
ARPA (Food Pantry)		152,000
Total Funding:		\$8,600,000

In addition to the capital plan and ARPA, it may also be possible to obtain partial reimbursements for improvements from building tenants, and from Food Pantry reserve funds. Actual requirements will be determined in part by the outcome of the procurement process.

Thank you for your consideration.

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to accept the report from the Committee on Climate and Energy from its meeting on
May 20, 2025



Committee on Climate and Energy Report

The Climate and Energy committee convened in the Council Chambers on May 20, 2025, at 5:15pm. The purpose of the meeting was to hear a presentation on our continuing 6-month update of the Climate Action Plan. Present at the meeting were Councilor Palomba, chair; Councilor Bays (by zoom), vice chair; and Councilor Airasian, secretary. A full list of in person and zoom attendees is listed as attachment C.

The meeting was called to order at 5:15

Outreach and Education Updates

Laurel Schaub began her presentation (attachment A) mentioning there is a big push to advocate for less energy consumption. They are busy with outreach including renter/landlord surveys. She feels holding real estate agent focus groups as well as collaborating regionally with other communities will provide a great opportunity for education and outreach. There is a plan to have a sustainable street tour, where anyone can come and tour a street with sustainable technologies in order to to showcase them and explain the benefits. On May 10, the inaugural Eco Fest was held at the Commander's Mansion. With over 20 vendors participating, games, food and speakers, it was considered a great success and hopefully an event to build on.

Building and Energy Updates

Sylas took over and spoke about several updates. He first mentioned that staff is working to strengthen the existing Solar Ordinance. In addition, Staff is developing a new solar brochure and info page on the city website. The Economic Development team is working with Somerville and Cambridge to generate an event focused on attracting climate-tech companies. He noted that Watertown was also certified by Commonwealth of Massachusetts as a Climate Leader Community. Of which, there are only 19 other communities to hold that certification.

Transportation and Mobility Updates

66 Galen Street has added a new Bluebike station. There is also a new shared-use path connecting 99 Coolidge with Arsenal St. Staff continues to coordinate with DPW on the complete street projects. The city is increasing coordination with Newton on overlapping bike/ped infrastructure along our boundary area. Staff is also in active

discussions with MBTA about increased Charlie Card vending and bus stop improvements.

The city started charging 25 cents per kWh for use of city owned charging stations and income gathered is earmarked for future sustainable goals.

Natural Resources Updates

The area near Hawthorne St has been identified as a possible spot for a micro park. City Staff hosted an abutter meeting to hear thoughts from neighbors. A bid has been issued for an Urban Wildlife Management Plan for Whitney Hill that focuses on long term plans for the park. The Walker Pond ecological study is wrapping up and a community meeting and survey is expected this summer. DPW Superintendent plans to conduct a tree canopy loss analysis. Having this information will make for better data when forming a Tree Ordinance.

Infrastructure and Waste Updates

On April 19 an Earth Day event promoted curbside composting and material recycling. With curbside composting enrollment at 3,100, composting has also begun at the Middle School. Now all schools have composting programs. In order to establish a circular economy in Watertown, the Swap Shop pilot program will open at the recycling center on June 7 and be open every first Saturday of the month moving forward.

Public Health and Community Preparedness Updates

There has been collaboration with Forests for Watertown to spread awareness of urban heat island. In conjunction with MAPC and WHA, staff has applied for a Thriving Communities Grant to develop micro-resilience hubs in existing neighborhoods.

In conclusion to the many updates mentioned here and additionally in the attachment, there were some “next steps”. These include, an on-street Charging Program study, Tabling at summer events, Green Street construction on Templeton and Dexter and a Climate and Health Vulnerability study due in late May/June.

Anthony Palomba,
Chair

Caroline Bays,
Vice Chair

John M. Airasian,
Secretary



Resilient Watertown Climate & Energy Plan: Implementation Update

Watertown City Council Subcommittee on Climate and Energy
May 20, 2025

Laurel Schwab
Sustainability Manager

Silas Fyler
Asst. Director for Energy Management



Watertown was certified by the Commonwealth of Massachusetts and the Department of Energy Resources as a Climate Leader Community on Friday, May 2, 2025.

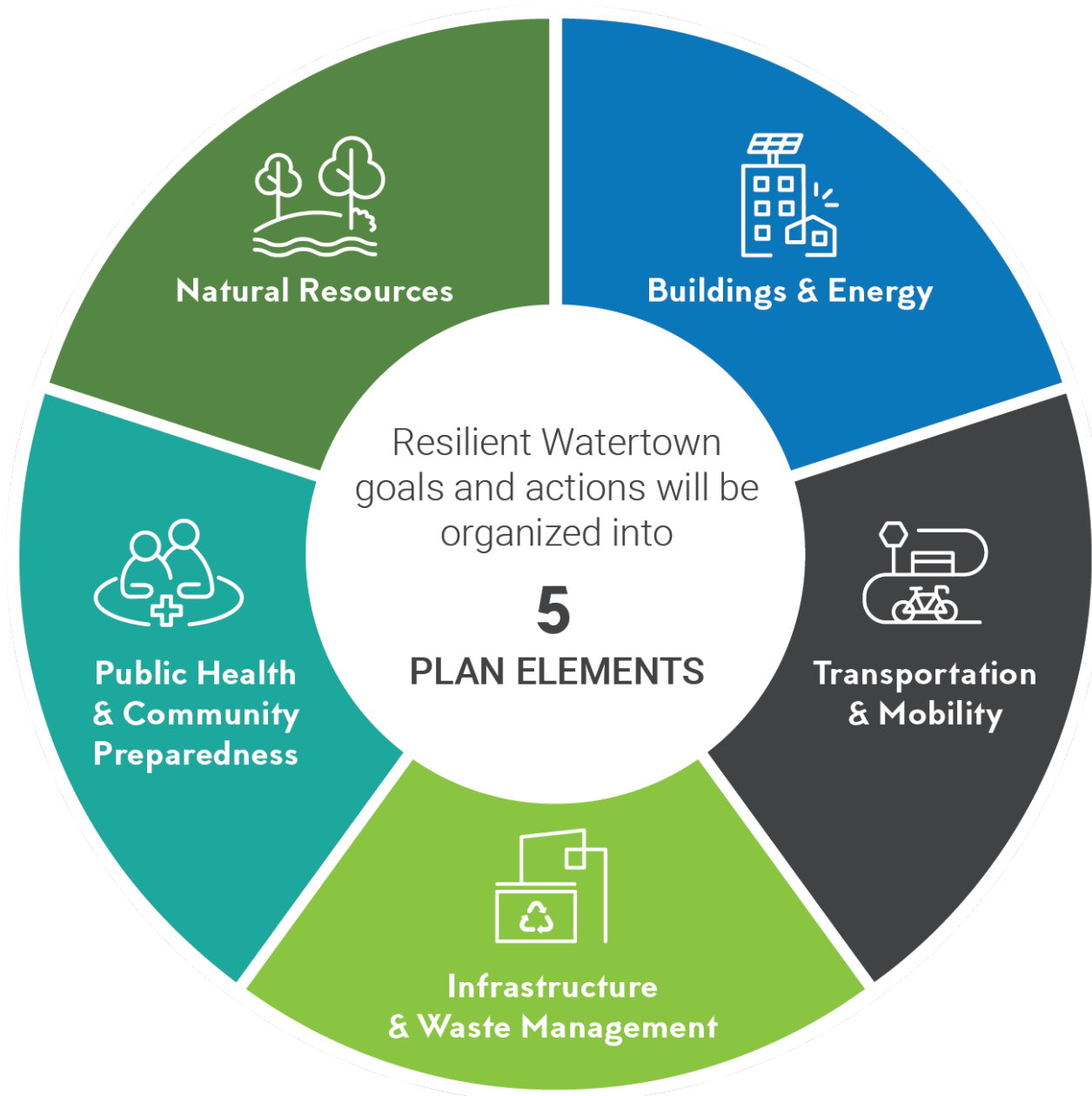


Agenda

1. Introduction
2. Strategy and Action Updates as of May 2025
3. Next Steps



Plan Elements and Organization



- Each Plan Element follows the structure:
 - Goal: what we want to accomplish; broad statement
 - Strategy: How we will accomplish it as a general approach
 - Action: Specific activity that will be undertaken
 - Action
 - Etc.
- Each Plan Element has quantifiable metrics for tracking our progress
- For every Action we identify a lead entity, cost magnitude, timeframe, and contribution to mitigation, resilience, or both



Tracking Our Progress

- Interim progress report at the 3-year implementation milestone (summer 2025)
- Some metrics will be tracked/updated annually, others every 5 years (data availability constraints)

24						
25	Buildings and Energy					
26	Metric	Unit	Baseline Year	Baseline	2030 Target	2050 Target
27	Percent of income spent on energy for household within 0% to 30% of AMI	%	2018	16	8	2
28	Enrollment in Watertown Electricity Choice	%	2019	82	82	100
29	Enrollment in Watertown Electricity Choice (100% renewable option)	%	2019	3	3	100
30	Potential solar capacity	Number of rooftops	2019	3209	4256	6700
31	Installed solar capacity	kW	2021	4521	33600	112000
32	Estimated total solar electricity	MWh	2021	5360	38400	128000
33	Commercial energy use intensity (EUI). For buildings >5,000 sf	MMBtu/sq. ft.	2023			
34	Number of gas/oil heated residential properties	Number of gas/oil Res	2019	9625	5775	0
35	Number of gas/oil heated commercial properties	Number of gas/oil Com	2019	521	312	0
36						
37						
38	Transportation and Mobility					
39	Metric	Unit	Baseline Year	Baseline	2030 Target	2050 Target
40	Residents who use sustainable mode (bike, walk, transit) to travel to work	%	2013-2017	2	5	6
41	Roads rated at a 4 or 5 stress level	# of miles	2018	6.9	3.5	0
42	Total electric vehicles	%	2020	7	54	100
43	Population within a 1/2 mile radius of a public EV charging station	%	2021	23	100	100
44	Number of publicly accessible EV charging stations	#	2021	17	575	1050
45						
46	Natural Resources					
47	Metric	Unit	Baseline Year	Baseline	2030 Target	2050 Target
48	Open space per person	acres/1,000 people	2020	3.25	5	10
49	Tree canopy coverage	%	2016	21	23	27
50	Impervious surfaces	%	2016	57	55	50
51	Public Trees in Good Health	%	2018	84	90	100
52	Public Trees Sites Occupied	%	2018	49	75	100
53	Area (sf) of school gardens and community gardens	sf	2021	20350	24000	30000
54						

Example of metric tracking spreadsheet



Cross-Cutting Strategy Updates

CC3: Develop assistance mechanisms and resources for renters and landlords (energy efficiency, EV charging, etc.)

Energy Advocate developing a renter and landlord survey and planning real estate agent focus group(s)

On-Street EV Charging Feasibility Study will increase availability of charging infrastructure for renters

CC4: Collaborate regionally with other communities and entities

Watertown City Manager, along with 16 other communities, signed the MAPC Metro Mayors 2025 Climate Commitment, on the 10th anniversary of the original commitment.



Boston-area Mayors and Managers, MAPC leaders, and Senator Ed Markey pose with the signed Metro Mayors Climate Compact.



Outreach & Education Updates

- CC2: Create an overarching Resilient Watertown Outreach & Education Campaign (Actions BE1.3, BE3.2, TM1.3, NR2.2, NR3.1, NR3.2, NR4.3, IW1.2, PH1.1, PH3.3)



Marketing poster for Watertown's inaugural Eco Fest, held May 10, 2025.

New since November 2024:

- **Hosted Watertown's inaugural Eco Fest, May 10 2025 at the Commander's Mansion**
- **Engaged HomeWorks as our Home Performance Contractor for Mass Save outreach; weekly tabling at Home Depot and other locations, other one-off events**
- **Hosted in-person and virtual informational sessions on Mass Save incentives and heat pumps (December, April, and May; more forthcoming)**
- **Planning a Sustainable Street Tour to showcase sustainable technologies in local homes, May 31 2025**
- **Planning an invasive plant removal "party" with Watertown Community Gardens, June 2025**

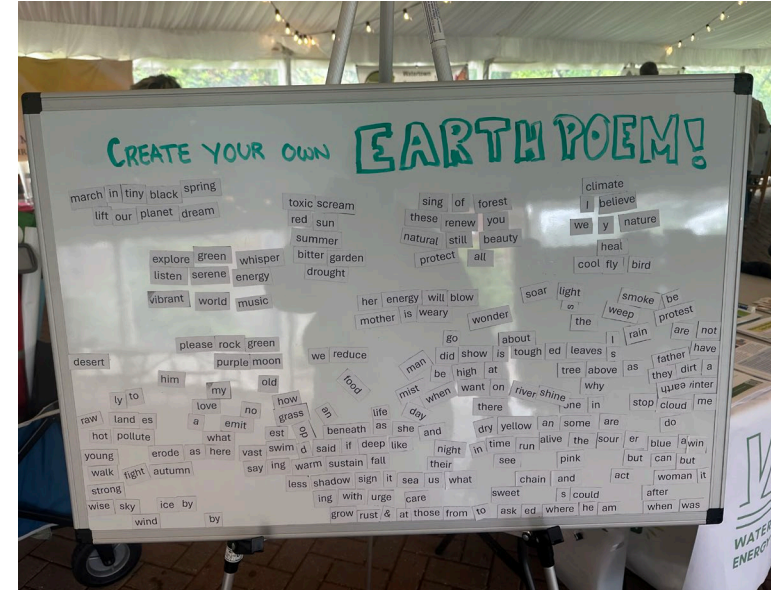
Other ongoing items:

- Monthly issues of Resilient Watertown newsletter and adherence to themed social media calendar
- Periodically updating publicly available pollinator garden map and giving free yard signs to residents who elect to be placed on the map (as well as Life-Friendly Garden Tour hosts)
- Collaborating with partners to execute Mayor's Monarch Pledge actions
- Coordinating with WE3C, Stormwater, Bike/Ped, and Solid Waste Advisory Committees, Live Well Watertown, Watertown Pollinator Pathways, Trees for Watertown, etc.



Outreach & Education: Eco Fest!

20 vendors +
5 City comms/orgs +
5 community orgs
2 speaker sessions
Hatch Makerspace
Museum of Science
And more!





Buildings & Energy Updates

BE 1.1: Expand and strengthen the existing solar ordinance

Staff working on a draft update that will include battery energy storage systems as part of the ordinance

BE 1.3: Outreach campaign for WEC and rooftop solar

Staff developing new solar brochure and informational page on City website

BE 2.3: Promote workforce development and training programs for net zero construction

Staff submitted letter of support for a grant application by WHS to MassCEC for a clean energy workforce training program

Economic Development team is working with Somerville and Cambridge and The Alliance for Climate Transition (ACT) on events focused on attracting climate-tech companies. First event is on "Clean Energy Code Compliance," May 2025

BE 3.2: Develop and implement a targeted outreach campaign focused on promoting heat pumps for residential homes

Eco Fest featured a panel discussion on "Heat Pumps 101" by Loie Hayes of Green Energy Consumers Alliance

Applied for a MassCEC grant to fund a Heat Pump Coach program (in collaboration with MassEnergize)



Buildings & Energy Updates

BE 4.1: Enact a Building Energy Use Disclosure Ordinance with a reporting requirement

Draft was submitted to Council early 2025 and had first hearing in March. Conducting focus groups with building owners.

BE 4.2: Provide technical assistance for clean energy, energy efficiency, and financing

HomeWorks HPC conducting Mass Save outreach, home energy assessments, and troubleshooting

Energy Advocate has recruited 10 Heat Pump Ambassadors (non-experts who have installed heat pumps in their homes) and 1 Energy Coach (engineering professional) to utilize at community meetings/events

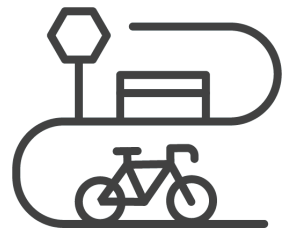
BE 4.3: Upgrade major existing municipal facilities to achieve net zero energy performance

Watertown was certified by the Commonwealth of Massachusetts and the Department of Energy Resources as a **Climate Leader Community**- one of the first 19 such designees. Qualifies us for certain state grant funds.

The City is pursuing a goal of 100% green electricity purchased for City buildings by 2035. This is 15 years earlier than the State mandate of 2050.



HomeWorks staff tabled at Eco Fest to sign residents up for home energy assessments.



Transportation & Mobility Updates

TM1.1: Install well-shaded bike/ped-only infrastructure, especially in densely developed areas and areas of high traffic volume

New Bluebikes station installed near 66 Galen St

New shared-use path connecting 99 Coolidge development with Arsenal St

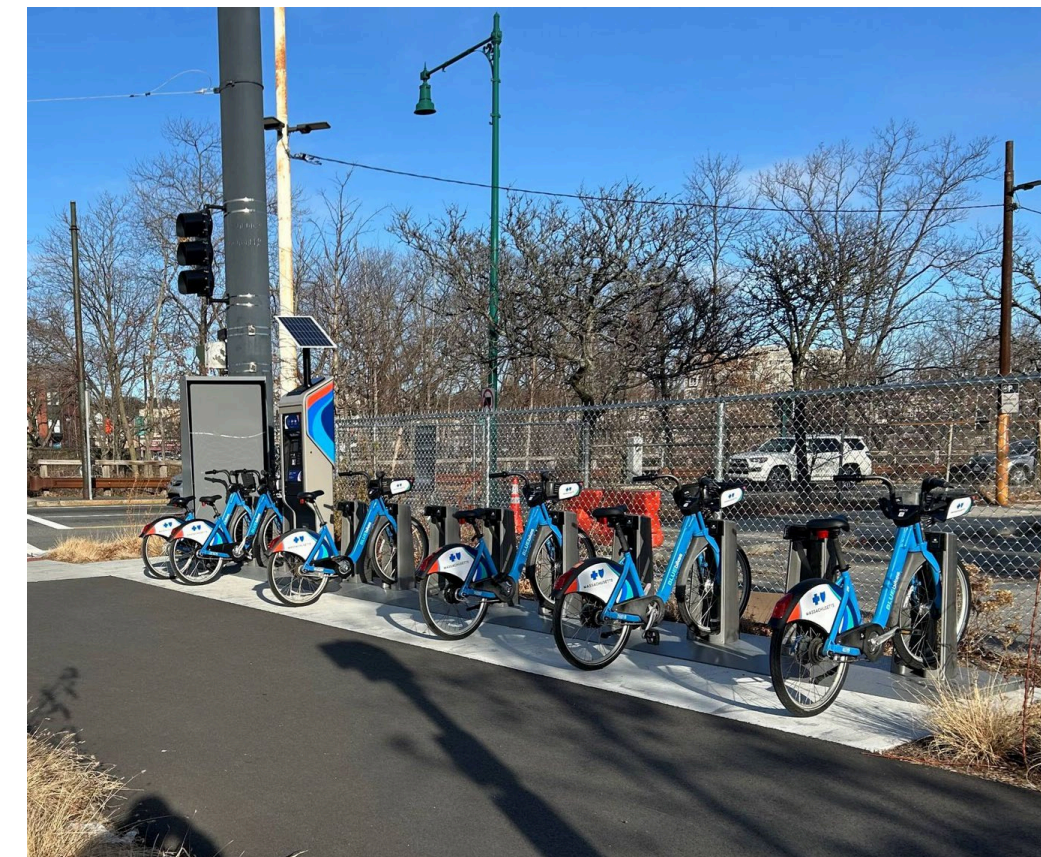
Coordinating with DPW on prioritization of future Complete Streets projects

TM 1.2: Collaborate regionally to increase and improve pathways for bikes and pedestrians

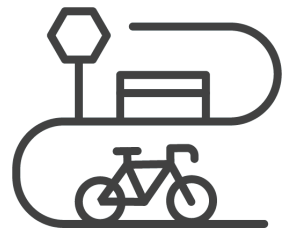
City is increasing coordination with City of Newton on overlapping bike/ped infrastructure & projects along our boundary area

TM 1.3: Increase use of transit, bike, and pedestrian travel through outreach, incentives, and policy changes

TDM monitoring is underway and will inform an update to the regulations to more closely align with Climate Plan goals



Galen St Bluebikes station, installed January 2025



Transportation & Mobility Updates

TM 1.4: Work with MBTA to improve accessibility of routes, stops, and CharlieCard purchasing stations, and electrification of the bus fleet

Staff is in active discussions with MBTA about increased Charlie Card vending, bus stop improvements (e.g. new T stop design guidelines), and upcoming route changes (short-term and Bus Network Redesign).

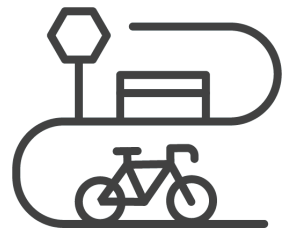
TM 1.6: Develop an integrated, publicly accessible electric transit system that connects to MBTA

Mobility Study launched January 2025 with Stantec & Journey as consultants.

In discussions with Watertown TMA and City's shuttle operator about improving existing WATConnector (microtransit) service.



Senior Transportation Planner, Zeke Mermell, takes the wheel of the Pleasant Street Connector e-shuttle during Eco Fest.



Transportation & Mobility Updates

TM 2.1: Create and implement EV roadmap

Signed MOU with MAPC for no-cost technical assistance on guidance for adding EV charging infrastructure to existing multifamily buildings

MassCEC On-Street Charging Program underway to identify on-street charging locations and define applicable technologies, costs, etc. Public survey coming soon.

TM 2.2: Transition all city-owned, leased, and contracted vehicles to electric, including school bus, garbage truck, and maintenance fleets

Watertown Police Department is set to receive its first 4 Evs (with accompanying fleet-only charging infrastructure at the station)

TM 2.5: Increase availability of charging stations on municipal property

The City started charging 25 cents per kWh for use of City-owned EV charging stations. The fees will help offset the cost of installing future EV charging stations.

Update on Watertown's EV Charging Stations

Beginning on May 1, 2025, the City of Watertown will require users of the City owned EV charging stations to pay for the electricity used to charge their vehicle.

-  The rate will be \$0.25 per kWh.
-  Income gathered will go towards the City's sustainability goals in the future.
-  Fully charged vehicles that remain plugged in will receive an "idle charge" (see post details).



City of Watertown social media post detailing new charging policy



Natural Resources Updates

NR 1.1: Incorporate pocket parks into neighborhoods lacking green space

Tufts UEP Masters Program Field Projects students completed a feasibility and design study of new small-scale public spaces

City staff hosted an abutter meeting for the Hawthorne St "micro-park" to get consensus on design, May 2025

NR 1.2: Promote biodiversity improvements to existing and new parks and open space

DPW now has a specialty landscaping contractor to maintain green infrastructure BMPs and pollinator gardens

City recently issued a bid for an Urban Wild Management Plan for Whitney Hill Park. It will focus on long-term plans for the park, including invasive species management, trail maintenance, etc.



Tufts UEP students and Watertown staff on a site visit of potential pocket park locations.



Natural Resources Updates

NR 1.3: Acquire more open space and create open space on private property

Walker Pond project: site conditions and ecological study wrapping up; community meeting and a survey expected summer 2025

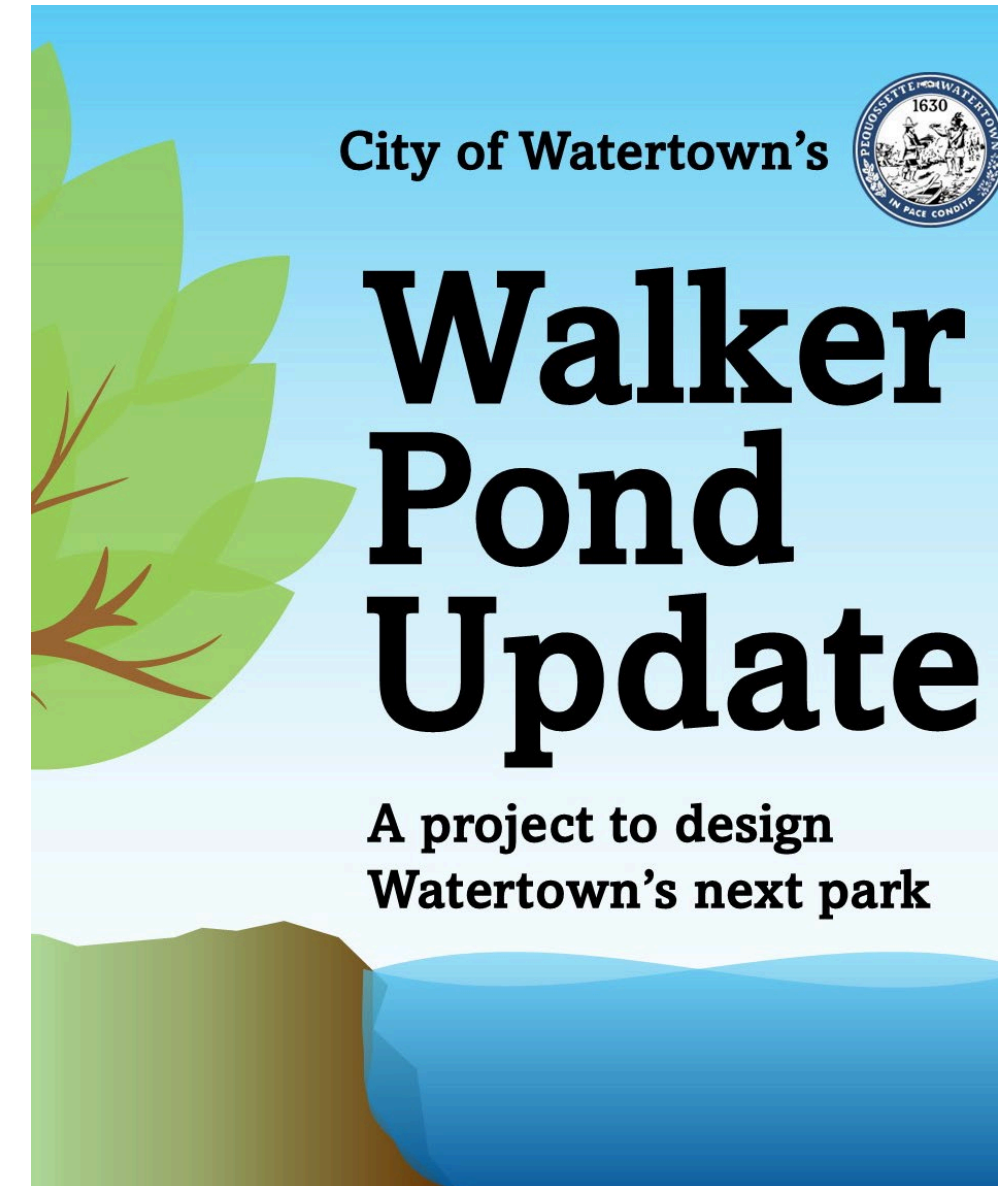
NR 2.1: Establish an enforceable tree ordinance

New DPW Superintendent plans to conduct a tree canopy loss analysis and regulatory impact assessment before proceeding with ordinance

NR 2.3: Increase tree plantings and prioritize plantings in areas at risk for urban heat impacts

Completed planting of 100 trees funded by US Forest Service Grant

Acquired a \$100k grant from Executive Office of Energy and Environmental Affairs to add trees to environmental justice designated areas of Watertown



Watertown social media recently shared a process update for Walker Pond.



Natural Resources Updates

NR 3.2: Utilize school gardens and community gardens as nature-based landscaping demonstration sites

The summer garden internship wasn't able to be funded/organized for summer 2025, but staff will work with new WPS Garden Coordinator to restart it next year

NR 4.1: Expand and accelerate existing Green Stormwater Infrastructure (GSI) policies and management programs for public projects

MVP Grant Project "Community Greening Program Phase 2" is underway (Sep 2024-June 2026). Phase 2 will see construction on Templeton Pkwy and Dexter Ave (fall 2025) and completion of 100% designs for Cottage St and Ralph Piteri Terrace. As part of this project our consultants are also developing a BMP monitoring and maintenance protocol for all GSI installations on public property.



Stormwater flooding documented on Templeton Parkway, May 2025



Infrastructure & Waste Updates

IW 1.2: Outreach campaign on reducing consumption across all categories

April 19th Earth Day recycling event promoted curbside composting, paper shredding, and materials recycling (as well as a tree giveaway)

IW 1.3: Create convenient and free organics recycling program

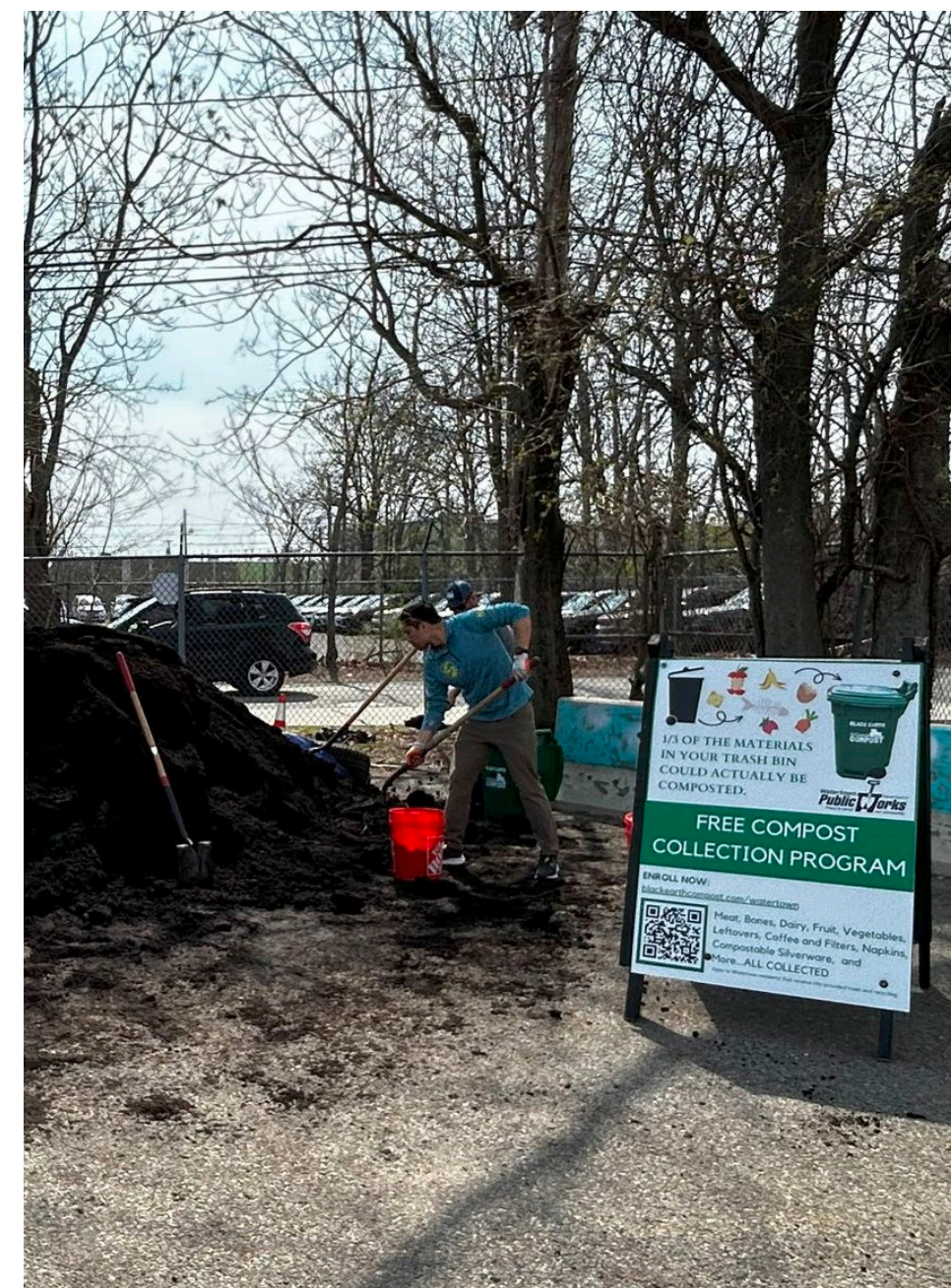
Curbside compost enrollment around 3,100 (not including May 2025 numbers)

Composting has begun at the Middle School; all schools now have back-of-house and cafeteria user composting programs

IW 1.5: Investigate opportunities to pursue a circular economy in Watertown or within the Metro

Swap Shop pilot program will open at the Recycling Center on June 7th and be open every first Saturday of the month (except July, which will be held 7/12) through October

"Skip the Stuff" ordinance being drafted at request of Council (re: single-use items for food takeout and delivery)



Watertown residents were able to pick up free compost soil at the Earth Day event.



Public Health & Community Preparedness Updates

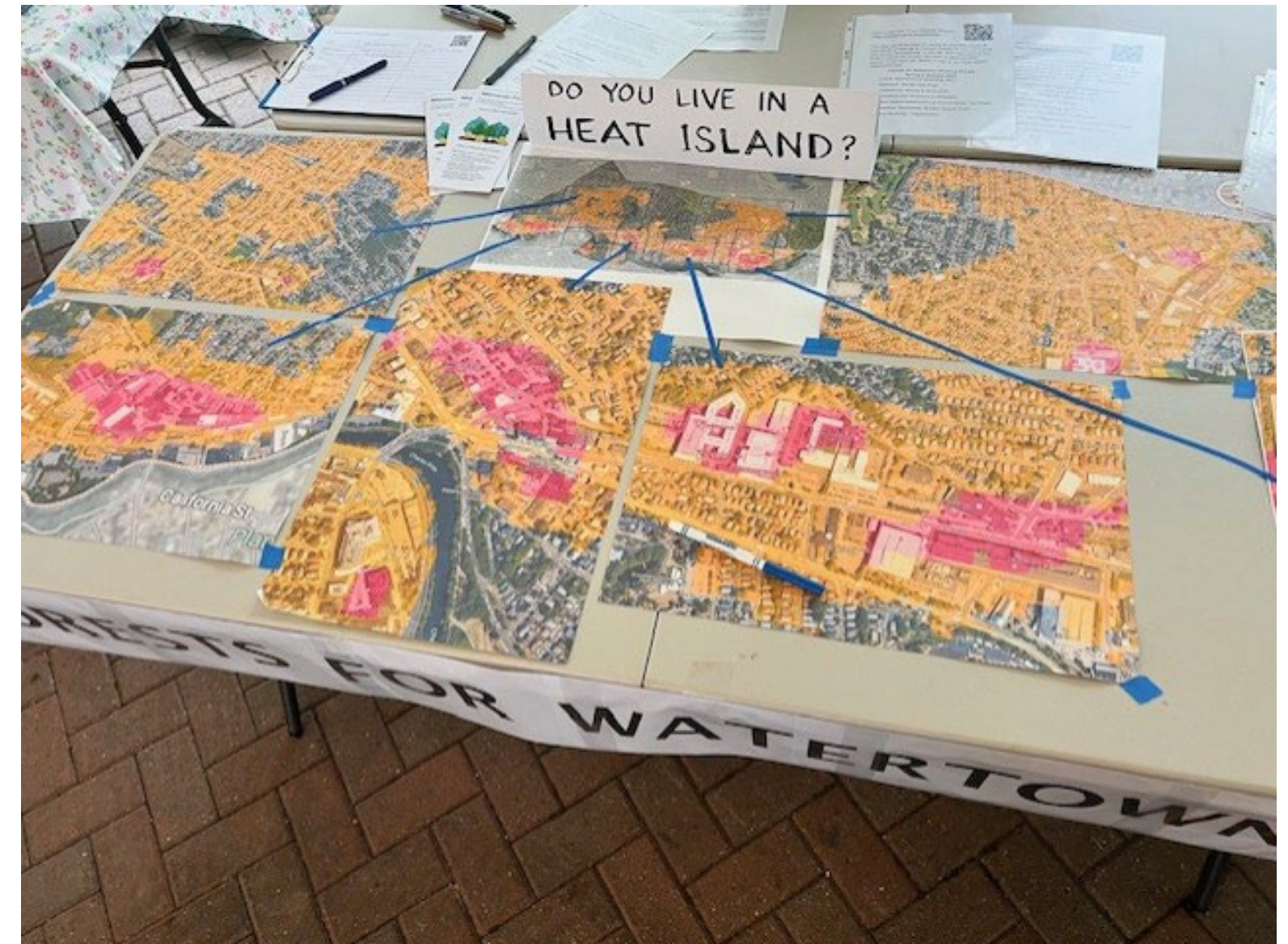
PH 2.1: Complete and climate change and health vulnerability assessment

MAPC readying draft report for internal review later this month

PH 2.2: Mitigate existing and prevent new urban heat islands in Watertown

Collaborating with Forests for Watertown to spread awareness of urban heat islands

Special attention being paid to co-locating seating and shade in playground construction projects



FFW's table at Eco Fest featured a mapping display of Watertown's heat islands.



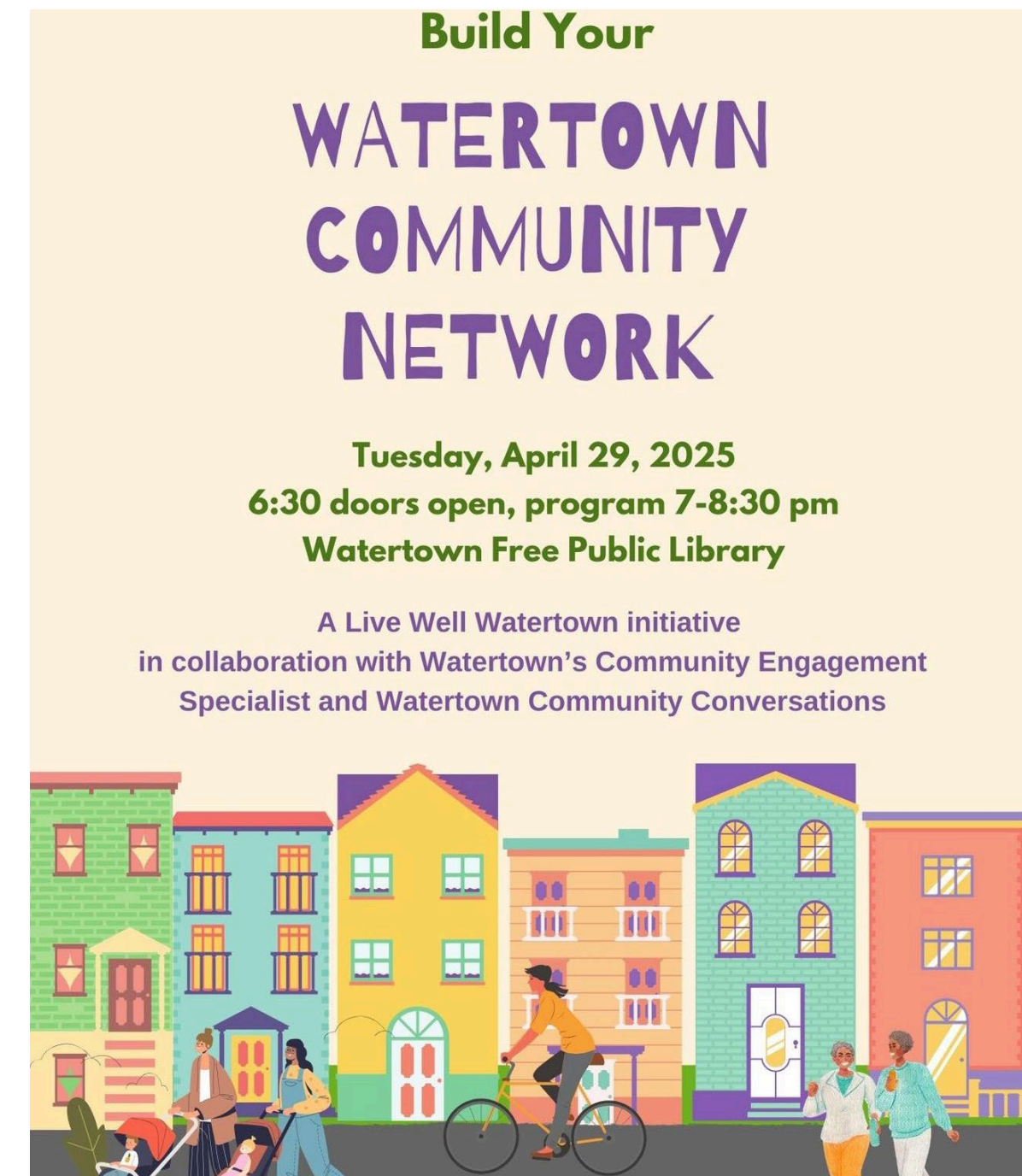
Public Health & Community Preparedness Updates

PH 4.1: Establish a network of resilience hubs that provide resources and that are easily accessible throughout the community

Staff applied for a Thriving Communities Grant in collaboration with MAPC and WHA to develop a small number of micro-resilience hubs at existing neighborhood assets. Unfortunately the Federal Administration unlawfully rescinded the grant funding, which had been authorized by Congress.

PH 4.2: Enhance the existing Live Well Watertown coalition and its programs to incorporate neighborhood connections to nature and to each other

First "Build Your Community Network" event held April 2025; follow-up sessions are being planned. The goal is to spread the importance of social connectivity for community resilience.



Marketing graphic for the first in a series for Build Your Community Network.



Next Steps

On-Street Charging
Program study due in
Sept 2025

Tabling at Farmers
Market, Faire on the
Square, and other
summer events in
planning stage

MVP Green Streets
construction on
Templeton and Dexter,
Sept/Oct 2025

Climate and Health
Vulnerability Study due
late May/June 2025

Attachment B

RESILIENT WATERTOWN CLIMATE AND ENERGY PLAN- ACTION STATUS TRACKER

Timeframe Key
short: less than 1 year to complete
medium: 1-3 years
long: 3-5 years

	Action	Plan Element	Lead Entity	Timeframe	Cost Magnitude	Status
CC 1	Strategy CC1: Add staff capacity and resources to the Energy Manager's Office, the DPW Forestry Division, and the Department of Community Development and Planning	n/a	DCDP	ongoing	n/a	creation of new Sustainability Team within DCDP headed by Sustainability Manager (Laurel Schwab); hired a full-time Energy Advocate and full-time Sustainability Planner; added support to Energy Managers office
CC 2	Strategy CC2: Create an overarching Resilient Watertown Outreach & Education Campaign	n/a	DCDP	ongoing	n/a	utilizing comprehensive outreach calendar for 2025 with monthly themes; launching annual eco fest event
CC 3	Strategy CC3: Develop assistance mechanisms and resources for renters and landlords (regarding energy efficiency, EV charging, etc.)	n/a	DCDP	ongoing	n/a	homeworks targeting landlords with letter spring 2025; developing a renter and landlord survey and follow-up meetings with realtors; on-street EV charging study will facilitate increase of EV charging infrastructure for renters
CC 4	Strategy CC4: Collaborate regionally with other communities and entities	n/a	DCDP	ongoing	n/a	Watertown City Manager, along with 16 other communities, signed the MAPC Metro Mayors 2025 Climate Commitment, on the 10th anniversary of the original commitment.
CC 5	Strategy CC5: Explore establishing a Transportation Infrastructure Fund with funding from developers and the City to implement recommendations of this Plan	n/a	DCDP	ongoing	n/a	
CC 6	Strategy CC6: Encourage and require sustainable, climate-resilient development patterns	n/a	DCDP	ongoing	n/a	zoning overhaul launch anticipated 2025
BE 1.1	Expand and strengthen the existing solar ordinance	Buildings & Energy	DCDP	medium	\$	Working on an updated draft proposal to include Battery Energy Storage Systems as part of Solar Ordinance.
BE 1.2	Investigate commercial PACE and other financing programs	Buildings & Energy	Energy Mgr	short	\$	Municipal Policy Analyst creating intial memo of research
BE 1.3	Outreach campaign for WEC and rooftop solar	Buildings & Energy	Energy Mgr	short	\$	developing solar FAQ webpage and brochure
BE 2.1	Adopt the state stretch code	Buildings & Energy	Energy Mgr	medium	\$	complete- adopted Jan 2023 and in effect as of July 2023
BE 2.2	Enact fees for residential gas hookups to promote electrification	Buildings & Energy	Energy Mgr	medium	\$\$	Waiting for outcome of 10-municipality DOER pilot banning new gas hookups; DOER will be comparing results to the municipalities that adopted the specialized stretch code.
BE 2.3	Promote workforce development and training programs for net zero construction	Buildings & Energy	Energy Mgr	medium	\$\$	submitted letter of support for grant application by WHS to MassCEC for a clean energy workforce program; econ dev staff working with cambridge and somerville on a climate tech readiness project
BE 2.4	Work with municipalities to eliminate fossil fuels (home rules etc)	Buildings & Energy	Energy Mgr	long	\$	Multi-town gas leaks initiative is tracking legislation
BE 2.5	Use Whole Building Life Cycle Assessment as condition for granting permits and set progressively tighter standards	Buildings & Energy	Energy Mgr	medium	\$\$	
BE 3.1	Investigate and support development of geo-microgrid pilot programs	Buildings & Energy	Energy Mgr	long	\$\$\$	supporting Green Newton's exploration of a geothermal microgrid project on the watertown-newton border
BE 3.2	outreach campaign for heat pumps in residential homes	Buildings & Energy	Energy Mgr	short	\$\$	EA has recruited 10 Heat Pump Ambassadors and 1 coach so far; will continue to host Heat Pump workshops and educational opportunities; heat pump talk and vendors at eco fest; applied for a MassCEC grant to fund a Heat Pump Coach program
BE 3.3	Incentivize transition to heat pumps	Buildings & Energy	Energy Mgr	short	\$\$	
BE 4.1	Enact a BEUDO/BERDO	Buildings & Energy	Energy Mgr	medium	\$\$	submittal to Council December 2024; referred to ordinance subcommittee jan 2025; staff conducting focus groups with building owners.
BE 4.2	Provide technical assistance for clean energy, energy efficiency, and financing activities	Buildings & Energy	Energy Mgr	medium	\$\$\$	EA providing support to residents and small businesses; HomeWorks conducting Mass Save outreach, home energy assessments, and troubleshooting.

BE 4.3	Upgrade major existing municipal facilities to achieve net zero energy performance	Buildings & Energy	DPB	long	\$\$\$	The City has been awarded by DOER the designation of "Climate Leader Community". This will allow for new grant opportunities to work on decarbonizing the city. The City is continuing forward with the electricity purchased for city owned buildings to be 100% green by 2035. This is fifteen years earlier than the State mandate of 2025. At present the City is buying 20% more green electricity than the State mandate.
BE 4.4	Develop a bulk procurement and purchasing program to support smaller commercial properties with deep energy retrofits	Buildings & Energy	Energy Mgr	medium	\$\$	EA following up with Mass Save and partners to assess effectiveness of this concept
BE 4.5	Incentivize large grocery stores and buildings with significant refrigeration to get certified in EPA GreenChill program to reduce HFCs	Buildings & Energy	Energy Mgr	short	\$\$	EA following up with Mass Save and partners to assess effectiveness of this concept
TM 1.1	install bike and ped-only infrastructure for protected and off-street connections	Transportation & Mobility	DCDP/DPW	medium	\$\$\$	Safe Streets for All grant awarded for education on street safety, Safe Systems Approach-infrastructure & quick-build projects; bike parking ordinance adopted for Watertown Square; ongoing coordination with DPW on complete streets, community path, and Watertown-Cambridge Greenway; Bluebikes stations installed at 99 Coolidge & near 66 Galen; new shared-use path connecting 99 Coolidge with Arsenal Street. Mobility Study currently analyzing for upcoming recommendations for additional bike/ped infrastructure. Upcoming coordination with DPW on future Complete Streets prioritization. Upcoming closer look at Watertown Bike-Ped Plan to itemize upcoming bike/ped implementation recommendations.
TM 1.2	collaborate regionally to increase and improve pathways for bikes and peds	Transportation & Mobility	DCDP	medium	\$	coordination with other communities on Western Ave, Newton Corner, and Bluebikes network planning. Ramping up of coordination with City of Newton on overlapping bike/ped infrastructure & projects along our boundary area.
TM 1.3	increase use of transit, bike and ped travel through outreach, incentives, policy changes	Transportation & Mobility	DCDP	long	\$\$	Expansion of bikeshare stations in discussion for 2025; TDM monitoring is now taking place and will inform a regulation update to better align with climate plan goals
TM 1.4	Work with MBTA to improve accessibility of routes, stops, and CharlieCard purchasing stations within Watertown, and electrification of the bus fleet	Transportation & Mobility	DCDP	long	\$	In active discussions with various MBTA divisions to increase Charlie Card vending, stop improvements (e.g. new T stop design guidelines), and for upcoming route changes (short-term and Bus Network Redesign).
TM 1.5	Implement bus prioritization projects such as dedicated lanes and signal priority	Transportation & Mobility	DPW	medium	\$\$\$	current coordination with DPW and MBTA on traffic synchronization/AI
TM 1.6	Develop an integrated, publicly accessible electric transit system that connects to MBTA and other points of interest not accessible by MBTA, including on-demand transportation options	Transportation & Mobility	DCDP	long	\$\$\$	mobility study launched jan 2025 with stantec & Journey. In discussions with Watertown TMA and our shuttle operator about improving our existing WATConnector (microtransit) service.
TM 2.1	Create and implement EV roadmap	Transportation & Mobility	DCDP	short	\$\$\$	MAPC assisting with guidance for existing multifamily buildings; City was selected to receive technical support from MassCEC to produce a feasibility study for on-street charging opportunities (currently underway)
TM 2.2	Transition all city-owned, leased, and contracted vehicles to electric, including school bus, garbage truck, and maintenance fleets	Transportation & Mobility	DPW/purchasing	long	\$\$\$	City Council adopted a Zero Emission Vehicle First (ZEV) policy as part of Climate Leader Communities process for DOER. Just under 5% of city fleet are EVs. Police Dept recently purchased its first 4 EVs and will have fleet-only charging at the station.
TM 2.3	Support the development of Multi-Use Parking Arrangements to develop EV charging at places of worship and other organizations with large parking lots in residential neighborhoods	Transportation & Mobility	DCDP	medium	\$	conducting precedent research
TM 2.4	Develop an outreach and incentive campaign to those with a vehicle over 10 years old to promote and incentivize EV purchase	Transportation & Mobility	DCDP	medium	\$\$	
TM 2.5	increase availability of charging stations on municipal property	Transportation & Mobility	Energy Mgr	medium	\$\$\$	City has implemented a charge fee for EV Chargers to help offset cost of adding more EV chargers.

TM 2.6	Incentivize homeowners and landlords to install EV chargers	Transportation & Mobility	DCDP	long	\$\$\$	promoting state rebate
NR 1.1	Incorporate pocket parks into all neighborhoods lacking green space	Natural Resources	DCDP	long	\$\$	Tufts UEP Masters Program Field Projects students conducted a feasibility and design study of new small-scale public spaces; Hawthorne St micro-park meeting/design process underway
NR 1.2	Promote biodiversity improvements to existing and new parks and open space by codifying existing DPW planting and maintenance practices and strengthening requirements for private development	Natural Resources	DCDP/DPW	medium	\$	DPW now has a specialty landscaping contractor to maintain green infrastructure installations and pollinator gardens; City recently issued a bid for an Urban Wild Management Plan for Whitney Hill Park. It will focus on long-term plans for the park, including invasive species management, trail maintenance, etc. (approved by Con Comm)
NR 1.3	acquire more open space and create open space on private property	Natural Resources	DCDP	long	\$\$\$	Walker Pond project: site conditions and ecological study wrapping up; community meeting and a survey expected summer 2025
NR 1.4	Establish equitable and accessible natural-habitat corridors along water bodies, trails, and utility easement areas, and protect existing ones	Natural Resources	DCDP/DPW	medium	\$\$	WCG applied for mass trails grant jan 2025
NR 2.1	establish a tree ordinance	Natural Resources	DCDP	medium	\$	DPW Superintendent wishes to conduct tree canopy loss analysis and regulatory impact assessment before proceeding with bill
NR 2.2	outreach program to increase awareness of urban forest's role in climate change and mitigation	Natural Resources	DCDP	short	\$	embedded in our outreach calendar strategy (Feb month is tree theme)
NR 2.3	increase tree plantings and prioritize plantings in areas at risk for urban heat impacts	Natural Resources	DPW/Forestry	medium	\$\$	Completed planting of 100 trees funded by US Forest Service Grant; Acquired a \$100k grant from Executive Office of Energy and Environmental Affairs to add trees to environmental justice designated areas of Watertown
NR 3.1	outreach and education on regenerative landscaping	Natural Resources	DCDP	medium	\$	City Manager signed Mayor's Monarch Pledge to promote pollinator species; DCDP doing associated comms/outreach and coordination with groups such as Watertown Community Gardens, who have formed a coalition called Watertown Pollinator Pathways. Volunteer-supported pollinator garden installations on public property occur each spring and fall, led by DPW. staff created a publicly accessible pollinator garden GIS map layer and yard signs for residents.
NR 3.2	Utilize school gardens and community gardens as nature-based landscaping demonstration sites	Natural Resources	WPS	medium	\$	summer garden internship wasn't able to be organized for summer 2025, but the school district has a new garden coordinator and we're looking forward to working with her to restart it next year.
NR 3.3	update regs to require native plants/de-emphasize lawn species	Natural Resources	DCDP	short	\$	DCDP staff reviewing all regs/policies that need to be updated or augmented as part of comprehensive zoning update (forthcoming); green score
NR 4.1	Expand and accelerate existing Green Stormwater Infrastructure (GSI) policies and management programs for public projects	Natural Resources	DPW	medium	\$	City was awarded a nearly \$1M MVP Action Grant for Phase 2 of the Community Greening Program, which adds green infrastructure to neighborhood streets in areas most vulnerable to climate impacts (heat and flooding). Phase 2 will see construction on Templeton Pkwy and Dexter Ave. As part of this project our consultants are also developing a monitoring and maintenance protocol for all public GSI installations.
NR 4.2	Promote and/or incentivize the incorporation of green stormwater infrastructure into existing large impervious areas	Natural Resources	DPW	long	\$\$	conducting precedent research
NR 4.3	Enhance incentives and ongoing education related to individual actions such as rain barrels, planting strips, and de-paving private residential properties	Natural Resources	DPW	medium	\$\$	Watertown Pollinator Pathways is encouraging residents to populate their planting strips via a new brochure
IW 1.1	Create a bulk purchasing network for compostable and environmentally friendly goods among the commercial and industrial sectors	Infrastructure & Waste	DCDP	medium	\$	conducting precedent research
IW 1.2	outreach campaign on reducing consumption across all categories	Infrastructure & Waste	DPW	medium	\$	April 19th Earth Day recycling event promoted curbside composting, paper shredding, and materials recycling (as well as a tree giveaway)
IW 1.3	Create an organics recycling program	Infrastructure & Waste	DPW	short	\$\$	current enrollment at about 3,000 residents; student and back of house composting now conducted at all schools
IW 1.4	Establish an Environmentally Preferable Purchasing policy (EPP) that focuses on reducing consumption, particularly of single use items within municipal government	Infrastructure & Waste	Purchasing	short	\$	Drafting a Sustainable Procurement Policy and guidelines

IW 1.5	Investigate opportunities to pursue a circular economy in Watertown or within the Metro Boston region	Infrastructure & Waste	DPW	medium	\$	Swap Shop pilot program will open at the Recycling Center on June 7th and be open every first Saturday of the month (except July, which will be held 7/12) through October; "Skip the Stuff" ordinance being drafted at request of Council (re: single-use items for food takeout and delivery)
IW 2.1	require all major new and upgraded infrastructure to incorporate resilient design guidelines	Infrastructure & Waste	DPW	medium	\$	conducting initial research
IW 2.2	Review and enhance current infrastructure maintenance systems and protocols to align with the needs of a changing climate	Infrastructure & Waste	DPW	medium	\$	
IW 2.3	Advocate for removal of Watertown Dam	Infrastructure & Waste	DCDP	long	\$	one of the expert pairings installations is focused on dam removal (CRWA is science entity in the pairing)
IW 2.4	investigate back up power/microgrid/battery options for public bldgs	Infrastructure & Waste	DPB	medium	\$\$\$	
PH 1.1	outreach campaign about climate preparedness	Public Health & Preparedness	Health	short	\$	september is preparedness theme on outreach calendar
PH 1.2	Actively recruit volunteers to participate in the Community Emergency Response Team (CERT) program	Public Health & Preparedness	Health	short	\$	investigating feasibility
PH 2.1	complete a climate change and health vulnerability assessment	Public Health & Preparedness	Health	medium	\$	assessment is underway in coordination with MAPC via a technical assistance grant; final report expected spring/summer 2025
PH 2.2	mitigate existing and prevent new urban heat islands	Public Health & Preparedness	DCDP	medium	\$\$\$	Open Space staff working with DPW and Schools to prioritize shade/cooling options for school playgrounds and park redesigns; coordinating with Forests for Watertown to spread awareness of heat islands in Watertown
PH 2.3	Continue to enhance access to local food by expanding resources and support for food pantries and community fridge programs, community gardens, and the Farmers' Market for those who are food insecure	Public Health & Preparedness	Health	medium	\$\$	Community Wellness PM is working to establish a food access working group with state org support
PH 3.1	Identify and reduce structural barriers (e.g., internet access, language and cultural barriers, cognitive and/or physical disabilities, social isolation, access to services and emergency information) that prevent individuals and neighborhoods from taking care of themselves during and after extreme weather	Public Health & Preparedness	Health/DCDP	medium	\$	will be conducted as part of Climate and Health Vulnerability Assessment
PH 3.2	Require all commercial building owners to rebroadcast and post Watertown Alert announcements to building occupants in English and Spanish	Public Health & Preparedness	DCDP	medium	\$	
PH 3.3	launch a "sign up" campaign to ensure equitable access to communication resources	Public Health & Preparedness	Health/IT	short	\$	
PH 3.4	Enhance emergency info on city website	Public Health & Preparedness	IT	short	\$	complete
PH 4.1	Establish a network of resilience hubs that provide resources (e.g., cooling, phonecharging, pantry) that are easily accessible throughout the community	Public Health & Preparedness	Health/Fire	medium	\$\$	applied for a Thriving Communities Grant to pilot micro-mobility hubs but funding was rescinded by federal administration so we are actively seeking other grant opps that would fit
PH 4.2	Enhance the Live Well Watertown coalition and its programs	Public Health & Preparedness	DPH	medium	\$\$	First "Build Your Community Network" event held April 2025; follow-up sessions are being planned. The goal is to spread the importance of social connectivity for community resilience.

Attachment C

In Person – Jeanne Trubek, Deborah Peterson, Ernesta Krackiewicz, Mia Kania, Katie Swan

Online – Brian Hebeison, Carol Bates, David Stokes, Fangxue, Jolly Tager, Larry Raskin, Wall

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to accept the report from the Committee on Public Safety from its meeting on June 3, 2025

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: JUNE 10, 2025

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

Motion to approve the action item from the report of the Committee on Public Safety from its meeting on June 3, 2025



Watertown City Council

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

RESOLUTION # 49

2025 - R - 49

RESOLUTION CONFIRMING THE REAPPOINTMENT OF KELLY GALLAGHER TO THE TRAFFIC COMMISSION

BE IT RESOLVED: That pursuant to the provisions of the Watertown Home Rule Charter, the City Council of the City of Watertown hereby confirms the reappointment of Kelly Gallagher to the Traffic Commission for a term to expire on May 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 June 10, 2025

Brendan T. McCarthy, Council Clerk

Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

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

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



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Council President

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

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon,
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

Report of the Committee on Public Safety Meeting Date: June 3, 2025

The Committee convened on Tuesday June 3, 2025 at 5:15 pm in the City Council Office. Present were John Airasian, chair; Emily Izzo, vice chair; and Vincent Piccirilli, secretary. The purpose of the meeting was to conduct an interview for the Traffic Commission.

Kelly Gallagher is seeking reappointment to the Traffic Commission, where she has served since 2013. She is a lawyer who lives and works in Watertown. Over the years, she has seen an increase in requests for more traffic calming in response to speeding and cut-through traffic, while on the other hand, there has been an increase in street projects designed to improve traffic conditions. She believes the Traffic Commission has been doing a thorough job of listening to residents' concerns, and she believes the addition of two additional citizen members will improve the Commission by providing a better balance of viewpoints. If she could improve one thing, it would be to make all Traffic Commission meetings hybrid, to allow residents attend by zoom.

➔ **Action Item:** Councilor Izzo made a motion, seconded by Councilor Piccirilli, to recommend that the City Council confirm Kelly Gallagher for reappointment to the Traffic Commission for a term to expire May 15, 2027. Voted 3-0.

The meeting adjourned at 5:40 pm.

Report prepared by Vincent Piccirilli