Watertown Town 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

Michael F. Dattoli,
Councilor At Large

Aaron P. Dushku,
Councilor At Large

Susan G. Falkoff,
Councilor At Large

Anthony Palomba,
Councilor At Large

Angeline B. Kounelis,
District A Councilor

Lisa J. Feltner,
District B Councilor

Kenneth M. Woodland,
District D Councilor

TOWN COUNCIL MEETING
TUESDAY, NOVEMBER 28, 2017 AT 7:15 P.M.
RICHARD E. MASTRANGELO COUNCIL CHAMBER
MINUTES

1. ROLL CALL

Council President Sideris called to order a regular meeting of the Town Council at 7:15 p.m. in the Richard E. Mastrangelo Chamber, Administration Building. Those present were Councilors Michael F. Dattoli, Aaron P. Dushku, Lisa J. Feltner, Angeline B. Kounelis, Anthony Palomba, Vice President Vincent J. Piccirilli, Jr., Kenneth M. Woodland, and Council President Mark S. Sideris. Councilor Susan G. Falkoff arrived at 7:25 p.m. Also present were Michael Driscoll, Town Manager, Mark Reich, Town Attorney, and Marilyn W. Pronovost, Council Clerk.

2. PLEDGE OF ALLEGIANCE

3. PUBLIC FORUM

Rob Mannix – On behalf of the Firefighters, Mr. Mannix wanted to thank the many citizens and officials who helped when Firefighter Toscano and Fire Chief Orangio died. In appreciation, he gave a memorial plaque from the Firefighters to the Town Council in thanks for their concern and aid.

Bruce Coltin – 67 Marion Road – Spoke on the effects of turf versus grass on students in the heat.

Anne Fitzpatrick – Raised concerns about comments made by an employee relating to information provided to the Victory Field Committee regarding turf.

4. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS
Minutes of the November 14, 2017 Town Council Meeting

Councilor Piccirilli moved to adopt the minutes as amended; Councilor Dattoli seconded the motion. The motion was adopted unanimously on a voice vote.

5. PRESIDENT'S REPORT

President Sideris had no items to discuss.

6. INFORMATIONAL PRESENTATIONS

Informational Presentation on the Upcoming Change From Four Days a Week to Five Days a Week Trash Collection Service.

Mr. Driscoll stated that the presentation related to the upcoming change in trash collection from four days to five days per week.

Mr. Sheehan, DPW Director of Administration and Finance, stated that DPW is making the change in schedule effective December 11, 2017. This time was selected to occur after the yard waste cycle was completed and before the annual recycling calendar was distributed. He mentioned that fliers would be sent out and that individual residences can check their collection date on Republic's website.

Mr. Dan Higgins, Republic Services, stated there would be three mailers to notify residents of their collection dates; the website would have a lookup table for residents to check; a Call Center would assist residents;, and cable TV notices would be provided. In addition, there would be more supervisors available in the first two weeks of operation to make the transition go smoothly.

7. MOTIONS, ORDINANCES, ORDER, AND RESOLUTIONS

A. First Reading on a Proposed Order Authorizing the Town Treasurer With the Approval of the Town Manager to Borrow and/or Expend Monies in the Amount of $1,378,599 under Chapter 44, Section 7(7) of the General Laws, or Pursuant to any Other Enabling Authority to Pay Costs of Designer Services for the Design, Construction, Addition to and/or Renovation of Three Elementary Schools, Including the Payment of Costs Incidental or Related Thereto. Any Premium Received upon the Sale of any Bonds or Notes Approved by This Vote, Less Any Such Premium Applied to the Payment of the Costs of Issuance of Such Bonds or Notes, May be Applied to the Payment of Costs Approved by This Vote in Accordance With Chapter 44, Section 20 of the General Laws, Thereby Reducing the Amount Authorized to be Borrowed to Pay Such Costs by a Like Amount.

Mr. Driscoll provided some background on the need for the Loan Order for designer services for the improvement in the Elementary Schools. He stated the matter would be considered at the next Town Council meeting.

B. Administrative Correction to Fiscal Year 2018 Budget – Reduction of Local Receipts and Town Council Reserve.

Councilor Woodland recused himself from the discussion of this matter.

Mr. Driscoll explained the revenue from the sale of the East Branch Library needed to be segregated in a separate account; therefore, there was a need to make a correction to the FY 18 Budget. Councilor Piccirilli moved to approve removing $1,200,000 from the revenue side of the budget amendment, the amount from the sale of the East Branch Library, and also removing from the expenditure side of the budget amendment Town Council Reserve per the corrected Fiscal Year 2018 budget amendment; Councilor Feltner seconded the motion. The motion was adopted unanimously on a roll call vote.

Councilor Woodland returned to the meeting.

8. REPORTS OF COMMITTEES

A. Committee on the Budget and Fiscal Oversight Report Regarding the Fiscal Year 2019 Budget Priority Guidelines With Follow-Up on Any Open Items of the Committee – Vincent J. Piccirilli, Jr., Chair
ACTION ITEMS:
1. That the Town Council Adopt the FY 2019 Budget Policy Guidelines as Drafted by the Budget and Fiscal Oversight Committee
2. That the Town Council Approve the Resolution Amending Watertown's Ongoing Budget Policy Guidelines Resolution 2012 – 72 as Drafted by the Budget and Fiscal Oversight Committee
3. That the Town Council Accept the FY 2016 Annual Audit as Prepared by Melanson Heath
4. That the Town Council Select Melanson Heath to Perform the Fiscal Year 2017 Audit Per Their Proposal

Councilor Piccirilli read the Committee report. Councilor Woodland moved to accept the report; Councilor Feltner seconded the motion. The motion passed unanimously on a voice vote.

Councilor Piccirilli moved to adopt the FY 2019 Budget Policy Guidelines as drafted by the Budget and Fiscal Oversight Committee; Councilor Woodland seconded the motion. The motion was adopted unanimously on a voice vote.

Councilor Piccirilli moved to approve the resolution amending Watertown's ongoing Budget Policy Guidelines Resolution 2012 – 72 as drafted by the Budget and Fiscal Oversight Committee; Councilor Woodland seconded the motion. The motion was adopted unanimously on a voice vote.

Councilor Piccirilli stated the FY2019 Budget Priority Guidelines as Approved will be ranked by the Town Council after adoption.

Councilor Piccirilli moved to accept the FY 2016 Annual Audit as prepared by Melanson Heath; Councilor Woodland seconded the motion. The motion was adopted unanimously on a voice vote.

Councilor Piccirilli moved to select Melanson Heath to perform the Fiscal Year 2017 Audit per their proposal; Councilor Woodland seconded the motion.

A concern was raised that a sideletter from Melanson Heath was not conveyed to the Town Council. After an extended discussion, Mr. Tracy, Town Auditor, stated that the sideletter is a common practice and indicates matters that should be reviewed for correction or indicates inefficiencies, but that these matters do not rise to the level of a management letter. He indicated that these letters occur almost annually.

President Sideris offered a suggestion that the Town Council should be made aware of any correspondence that comes from the outside Auditor.

Councilor Piccirilli moved to amend the motion by adding the words " and the Town Council shall be copied on any additional correspondence" at the end of his previous motion; Councilor Falkoff seconded the motion. The motion was adopted unanimously on a voice vote.

B. Committee on Economic Development and Planning Report Regarding Entering Into Executive Session – Susan G. Falkoff, Chair

Councilor Falkoff read the Committee Report. Councilor Piccirilli moved to accept the report; Councilor Woodland seconded the motion. The motion was adopted unanimously on a voice vote.

C. Committee on Personnel and Town Organization Report Regarding the Review of the Salary of the Town Auditor – Susan G. Falkoff, Chair
ACTION ITEMS:
1. That the Town Auditor Create a Process or Mechanism to Better Inform the Town Council about quarterly activities, or more often depending on the Situation, So That the Performance of the Auditor May Be More Easily Evaluated
2. That the Town Council Approve the Town Auditor Receive a 2.25% COLA and 1.5% Performance Increase for FY17, Bringing the Base Salary of $103,963 to $107,862 and the Total Salary to $126,862 That Includes a $15,000 Stipend for Being the Assistant Town Manager and a $4,000 Stipend for Sitting on the Retirement Board

3. First Reading on a Proposed Ordinance Adjusting the Town Auditor's Salary So That the Town Auditor Will Receive a 2.25% COLA and 1.5% Performance Increase for FY17, Bringing the Base Salary of $103,963 to $107,862 and the Total Salary to $126,862 That Includes a $15,000 Stipend for Being the Assistant Town Manager and a $4,000 Stipend for Sitting on the Retirement Board

   Councilors Falkoff and Kounelis read the Committee Report. Councilor Woodland moved to accept the report; Councilor Palomba seconded the motion. The motion was adopted unanimously on a voice vote.

   President Sideris stated that Action Items 2 and 3 would not be taken up at the meeting as this is a first reading and the matter will be taken up at a Public Hearing in the next meeting.

   Councilor Piccirilli moved that the Town Auditor create a process or mechanism to better inform the Town Council about quarterly activities, or more often depending on the situation, so that the performance of the Auditor may be more easily evaluated; Councilor Woodland seconded the motion. The motion was adopted unanimously on a voice vote.

D. Committee on Public Safety Report Regarding the Reappointment of John S. Airasian and Kelly Gallagher to the Traffic Commission – Lisa J. Feltner
   ACTION ITEMS:
   1. That the Town Council Reappoint John S. Airasian to the Traffic Commission with a Term that Expires on May 15, 2018
   2. That the Town Council Reappoint Kelly Gallagher to the Traffic Commission with a Term that Expires on May 15, 2019
   3. That the Town Council Recommend to the Town Manager, That Consistent with Paragraph 70.05 – Duties and Responsibilities of Chapter 70: Traffic Commission, Any Road Design Project That Is Being Done in Watertown Go to the Traffic Commission for a Public Presentation and Vote of Approval of the Design Before Construction Can Begin, and That the Traffic Commission Vote to Amend the Traffic Rules and Orders Based on Any Changes in the Approved Design
   4. That the Town Council Recommend to the Town Manager That the Traffic Commission Regularly Post the Most Updated Version of the Traffic Rules and Orders on the Town's Website for Public Use.

   Councilor Feltner read the Committee Report. Councilor Palomba moved to accept the report; Councilor Feltner seconded the motion. The motion was adopted unanimously on a voice vote.

   Councilor Feltner moved that the Town Council reappoint John S. Airasian to the Traffic Commission for a term that expires on May 15,

2018; Councilor Palomba seconded the motion. The motion was adopted unanimously on a voice vote.

Councilor Feltner moved that the Town Council reappoint Kelly Gallagher to the Traffic Commission for a term that expires on May 15, 2019; Councilor Dattoli seconded the motion. The motion was adopted unanimously on a voice vote.

Councilor Piccirilli moved that the Town Council recommend to the Town Manager, that consistent with Paragraph 70.05 – Duties and Responsibilities of Chapter 70: Traffic Commission, any road design project that is being done in Watertown go to the Traffic Commission for a public presentation and vote of approval of the design before construction can begin, and that the Traffic Commission vote to amend the traffic Rules and Orders based on any changes in the approved design; Councilor Palomba seconded the motion.

After a lengthy discussion as to the need for this motion and whether or not the ordinance provided for such authority, Councilors Piccirilli and Palomba withdrew their motion.

Councilor Piccirilli moved that the Administration be more diligent in bringing forward each road design project to the Traffic Commission so that they can carry out their duties and responsibilities under Paragraph 70.05, second sentence; Councilor Woodland seconded the motion. The motion was adopted unanimously on a voice vote.

Councilor Piccirilli moved that the Town Council recommend to the Town Manager that the Traffic Commission regularly post the most updated version of the traffic Rules and Orders on the Town's website for public use; Councilor Dattoli seconded the motion. The motion was adopted unanimously on a voice vote.

E. Committee on Public Works Report on Plans for Improvements for Watertown Square – Aaron P. Dushku, Chair

Councilor Dushku read the Committee Report. Councilor Woodland moved to accept the report; Councilor Feltner seconded the motion. The motion was adopted unanimously on a voice vote.

9. NEW BUSINESS

There was no New Business brought before the Council.

10. COMMUNICATIONS FROM THE TOWN MANAGER

Mr. Driscoll announced that on Friday, December 1, 2017, the Town would hold the annual tree lighting ceremony, sponsored by the Watertown/Belmont Chamber of Commerce and the Rotary Club. The lighting would be at 5:30 p.m. with a reception to follow at the Watertown Savings Bank.

He also mentioned that on Tuesday, December 12, 2017, there would be an Open House at the Commander's Mansion starting at 4:00 p.m. The event is free and open to all.

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

Councilor Palomba requested that the Department of Community Planning and Development provide any proposals for development of any properties in Watertown – new properties that may or may not require a developer's conference. He would like to see the list on a regular basis, but would accept the information for the last three months in the initial report.

Councilor Kounelis requested the Town to reestablish the procedure of providing a listing of permits being applied for as well as those that are approved.

Councilor Dattoli requested the Administration to provide any regulations the Town might have that would impact Air BnB type establishments.

12. ANNOUNCEMENTS

Councilor Dushku announced that on

~ Wednesday, November 29, 2017 at 7:00 p.m., **[**the time was corrected by Councilor Falkoff to be 7:15 p.m.**]** the Economic Development and Planning Committee would hold a meeting regarding expanding LEED certification throughout the community and the proposal to require solar energy for certain new developments
~ Thursday, November 30, 2017 at 6:30 p.m. in the Library, there would be a forum on making Watertown an Age Friendly Community
~ Wednesday, December 6, 2017, the Public Works Committee would be discussing the changes for School Street/Walnut Street and the plans for lighting on Linear Path
~ Thursday, December 14, 2017, at 6:30 p.m., the Public Works Committee would be discussing the priority of streets that should receive state funding for the Complete Streets Project.

13. PUBLIC FORUM

There were no speakers for the Public Forum.

14. RECESS OR ADJOURNMENT

Councilor Piccirilli moved to adjourn the meeting; Councilor Feltner seconded the motion. The motion was adopted unanimously on a voice vote. The meeting adjourned at 9:03 p.m.

ADDENDUM

I hereby certify that at a regular meeting of the Town Council for which a quorum was present, the above minutes were adopted by a vote of _7_ for, _0_ against, _0_ present on December 12, 2017.

_____
Mark S. Sideris, Council President
s:/MWP

TOWN COUNCIL MEETING
TUESDAY, NOVEMBER 28, 2017 AT 7:15 P.M.
RICHARD E. MASTRANGELO COUNCIL CHAMBER
LIST OF DOCUMENTS

1. Minutes of the November 14, 2017 Town Council Meeting – Item 4

2. Agenda Item – Informational Presentation on Republic Services Four to Five Day/Week Collection Services – Michael Driscoll, Town Manager to Town Council – November 22, 2017 – Item 6

3. Agenda Item – Proposed Loan Regarding Costs Relating to Design Services for the Renovation of the Three Elementary Schools - Michael Driscoll, Town Manager, to Town Council – November 22, 2017 – Item 7A

4. Administrative Correction to Fiscal Year 2018 Budget – Reduction of Local Receipts and Town Council Reserve – Michael Driscoll, Town Manager, to Town Council – November 22, 2017 – Item 7B

5. Committee on the Budget and Fiscal Oversight Report Regarding the Fiscal Year 2019 Budget Priority Guidelines – November 1, 2017, November 6, 2017, and November 13, 2017 – Item 8A
   A. FY 2019 Budget Priority Guidelines Worksheet
   B. FY 2019 Budget Priority Guidelines for Approval by the Town Council
   C. FY 2019 Budget Priority Guidelines Ranking Sheets
   D. Email from Peter Frazier, Bond Counsel to Michael Driscoll, Town Manager – October 26, 2015
   E. Draft Resolution Amending Watertown's Ongoing Budget Policy Guidelines
   F. FY 17/18/19 Audit Cost Proposal from CliftonLarsonAllen - August 17, 2017
   G. FY 17/18/19 Audit Cost Proposal from Melanson Heath – August 17, 2017

6. Committee on Economic Development and Planning Report Regarding Their Executive Session – October 24, 2017 – Item 8B

7. Committee on Personnel and Town Government regarding the Town Auditor's Salary – October 19, 2017 – Item 8C

8. Committee on Public Safety Report Regarding the Reappointment of John S. Airasian and Kelly Gallagher to the Traffic Commission – November 8, 2017 – Item 8D

9. Committee on Public Works Report Regarding Conceptual Plans for Improvements to Watertown Square – October 30, 2017 – Item 8E
   ~ Watertown Square Improvements Projects – Laura Castelli – October 30, 2017