



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 &
District C Councilor

Caroline Bays
Councilor At Large

Anthony J. Donato,
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, MARCH 26, 2019 AT 6:15 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 6:15 p.m. in the Richard E. Mastrangelo Chamber, Administration Building. Those present were Councilors Caroline Bays, Anthony J. Donato, Susan G. Falkoff, Lisa J. Feltner, Angeline B. Kounelis, Anthony Palomba, Vice President Vincent J. Piccirilli, Jr., Kenneth M. Woodland, and Council President Mark S. Sideris. Also present were Michael J. Driscoll, Town Manager, Mark Reich, Town Attorney, and Marilyn W. Pronovost, Town Council Clerk.

2. EXECUTIVE SESSION – 6:15 P.M.

- A. To Discuss Strategy with Respect to Litigation – Workers' Compensation Claims
- B. To Discuss Strategy with Respect to Collective Bargaining with the DPW Union, Town Hall Associates Union, Library Union, Fire Union, Police Patrol Union, Police Supervisors Union, as an Open Meeting May Have a Detrimental Effect on the Town's Bargaining Position.

Councilor Piccirilli made a motion to enter into executive session; Councilor Woodland seconded the motion. The motion was adopted unanimously on a roll call vote.

3. RETURN TO SESSION – 7:15 P.M.

4. PLEDGE OF ALLEGIANCE

5. PUBLIC FORUM

Jenn Green – 65 Oakley Road – Raised concerns about the 170-foot wall built on Oakley Country Club. The wall was built without permits, approval, or

notice to abutters. The change has affected her property, which flooded due to the displacement of vegetation. She would like to know why this was permitted.

Mark Dawson – 36 Arden Road – Stated that the lack of due process is disturbing and that he is disappointed in the Country Club as a neighbor and the City as a governing body.

6. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

[Minutes of the March 12, 2019 Town Council Meeting](#)

Councilor Piccirilli moved to approve the minutes as written; Councilor Woodland seconded the motion. The motion was adopted unanimously on a voice vote.

7. PRESIDENT'S REPORT

Consideration and Action on the [Fiscal Year 2020 Budget Submission Date](#)

Councilor Piccirilli moved to change the budget submission date to the second Town Council Meeting in April; Councilor Woodland seconded the motion. The motion was adopted unanimously on a voice vote.

Councilor Piccirilli moved to refer to the Committee on Rules and Ordinances the discussion of involving multiple agency reviews when conditions deem it to be needed; Councilor Woodland seconded the motion. The motion was adopted unanimously on a voice vote.

President Sideris stated he received a request from [Arsenal Yards regarding liquor licenses](#) and that the Developer is seeking additional licenses for Arsenal Yards, which would require a Home Rule petition. In addition, the developer is seeking clarification regarding the fees for the licenses in the case where a tenant cannot use the license prior to completion of the development and whether the tenant is required to pay such fees in that period.

Based on the request, Councilor Piccirilli moved that the questions regarding additional licenses and the payment of liquor licenses fees should be paid pending completion of development should be referred to the Rules and Ordinances Committee for review; Councilor Woodland seconded the motion. The motion was adopted unanimously on a voice vote.

8. PUBLIC HEARINGS

A. Public Hearing and Vote on a Proposed Ordinance to [Modify Hours of Operation of the Administration Building](#).

Mr. Driscoll provided background on this matter. The requested change in hours has been occurring for 14 years for the Administration Building and this will be the second year for the Senior Center.

President Sideris opened the Public Hearing on this matter; there being no speakers, he closed the Public Hearing.

Councilor Piccirilli moved to approve the Ordinance for the Temporary Modification of Summer Hours; Councilor Woodland seconded the motion. The motion was adopted unanimously on a voice vote.

B. Public Hearing and Vote to Amend the Watertown Code of Ordinances Section 92.04 to [Allow Self-Service Gasoline Pumps](#)

Mr. Magoon, Director of Community Development and Planning, stated that self-service stations were prohibited due to potential safety hazards in earlier years; however, technology has improved so that the hazards are removed. As a result, it is being recommended that the prohibition be eliminated.

President Sideris opened the Public Hearing:

Paul Zumar – Owner of Arsenal Street Gas Station – Stated the removal of the prohibition would be better for business owners.

There being no other speakers, President Sideris closed the public hearing.

Councilor Piccirilli moved to strike section 92.04 Gasoline Pumps from the Code of Ordinances; Councilor Woodland seconded the motion. The motion was adopted unanimously on a roll call vote.

9. MOTIONS, ORDINANCES, ORDER, AND RESOLUTIONS

- A. First Reading on a Proposed Loan Order Authorizing the Town Treasurer, with the Approval of the Town Manager, to Borrow and/or Expend Monies in the Amount of Two Hundred Eighty-Eight Thousand Dollars (\$288,000) 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 Town Therefor for the Purpose of Paying Costs of Renovating and Making Extraordinary [Repairs to the Girls' Locker Room and Bathrooms at the Middle School](#), Including the Payment of All Costs Incidental and 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 M.G.L. Chapter 44, §20, Thereby Reducing the Amount Authorized to Be Borrowed to Pay Such Costs by a Like Amount

Mr. Driscoll stated that this matter would be taken up at the next Town Council Meeting on April 9, 2019 to fund renovations at the Middle School.

- B. Resolution Authorizing a Transfer of \$61,500 from the Fiscal Year 2019 Town Council Reserve and the Fiscal Year 2019 IT Part-Time Salaries Accounts to the Fiscal Year 2019 IT Assessment Study in Order to Move Forward with a [Town-Wide Information Technology Assessment](#)

Mr. Driscoll provided some background on the matter. Mr. Tracy, Town Auditor, stated that a Request for Proposal (RFP) had been sent out December 2018 and that the Town received 10 responses. Of those, the IT Assessment Team narrowed the request to five companies, each of which was invited to provide a presentation. The Team selected Plante Moran because of their experience and methodology. Plante Moran will

- * Determine how the technology is currently used and managed
- * Determine how secure is it and if the technology is in compliance with governmental requirements
- * Review how accessible the technology is and if best practices are being used
- * Review current practices and procedures
- * Develop recommendations to meet evolving technological demands with estimated costs
- * Interview stakeholders including Town Council Members

If the transfer is approved, the Study would begin in mid-April with an expected end date of mid-August.

Councilor Piccirilli moved to approve the transfer of funds for \$61,500 for an IT Assessment Study; Councilor Woodland seconded the motion. The motion was adopted unanimously on a roll call vote.

10. REPORTS OF COMMITTEES

- A. Committee of the Budget and Fiscal Oversight Report Regarding the [FY 2018 Audit and Any Related Recommendations](#) – Vincent Piccirilli, Chair

ACTION ITEMS:

1. That the Town Council Accept the Fiscal Year 2018 Audit Report Prepared by Melanson Heath.
2. That the Town Council Appoint Melanson Health to Conduct the Fiscal Year 2019 Audit Per Their Proposal, with Expected Completion by the End of December 2019

Councilor Piccirilli read the Committee Report. He noted that Mr. Tracy was able to make available the [Single Audit Report](#) for the hearing; it was previously not available as Mr. Tracy was waiting for further information.

Councilor Piccirilli made a motion for the Town Council to accept the Fiscal Year 2018 Audit Report prepared by Melanson Heath; Councilor Feltner seconded the motion. The motion was adopted unanimously on a voice vote.

Councilor Piccirilli moved that the Town Council appoint Melanson Health to conduct the Fiscal Year 2019 Audit per their proposal, with expected completion by the end of December 2019; Councilor Woodland seconded the motion. The motion was adopted unanimously on a voice vote.

B. Committee on Economic Development and Planning Report Regarding the [Assisted Living Overlay District](#) – Kenneth Woodland, Chair

ACTION ITEM:

That the Town Council Move Forward with an Amendment to the Zoning Ordinance for the Assisted Living Overlay District, Section 5.11 with the Proposed Changes as Presented

Councilor Woodland 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.

Councilor Woodland moved that the Town Council move forward with an amendment to the Zoning Ordinance for the Assisted Living Overlay District, Section 5.11 with the proposed changes as presented; Councilor Piccirilli seconded the motion. The motion was adopted unanimously on a voice vote.

C. Committee on Human Services Report Regarding the Evaluation of Some Previously Discussed [Affordable Housing Options](#) – Anthony Palomba, Chair

Councilor Palomba read the Committee Report. Councilor Piccirilli made a motion to accept the report; Councilor Feltner seconded the motion.

President Sideris stated that the first three “Next Steps of the Committee” should be Action Items because they reflect policy decisions for the Town Council to consider and approve. Attorney Reich stated that they were potential action items and either should be referred back to Committee or placed on a future agenda for further consideration. President Sideris suggested that these items be referred back to Committee and brought back as Action Items.

Councilor Falkoff requested a correction of the report. She stated that it should be clarified that Newton did not make a presentation at the MMA Conference.

Councilor Piccirilli amended his motion to accept the report with the deletion of the sentence in section 4 – Accessory Dwelling Units (ADU’s) which states “Councilor Falkoff attended presentations on ADU’s from representatives of Newton and Framingham at the MMA Conference” and to revise the third sentence by deleting the word “these” and inserting the word “other” so that

it reads “Mr. Magoon will reach out to other cities....”; Councilor Falkoff seconded the revised motion. The motion was adopted on a voice vote of 8 – 1; all Councilors voted in the affirmative except for Councilor Palomba who voted in the negative.

D. Committee on Media and Public Outreach Report Regarding [Increased Governmental Participation and Outreach Options](#) – Anthony Palomba, Chair

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

E. Committee on State, Federal, and Regional Government Report Regarding the [Confirmation of Adam Brewster to the Board of Election Commissioners](#) to Serve for a Term to Expire on April 1, 2023 – Angeline Kounelis, Chair
ACTION ITEM:

That the Town Council Confirm Adam Brewster as a Commissioner to the Board of Election Commissioners for a Term to Expire on April 1, 2023

Councilor Kounelis read the Committee Report. Councilor Piccirilli made a motion to accept the report and to add the date the report was read as March 26, 2019; Councilor Woodland seconded the motion. The motion was adopted unanimously on a voice vote.

Councilor Piccirilli moved to confirm Adam Brewster as a Commissioner to the Board of Election Commissioners for a term to expire on April 1, 2023; Councilor Falkoff seconded the motion. The motion was adopted unanimously on a voice vote.

F. Committees on Human Services and Public Works Report Regarding [Parking Access at Filippello Park at Glen Circle](#) – Anthony Palomba, Chair, Human Services; Vincent Piccirilli, Chair, Public Works

Councilor Piccirilli read the report of the joint meeting of the Committees. Councilor Woodland moved to accept the report; Councilor Falkoff seconded the motion. The motion was adopted unanimously on a voice vote.

11. NEW BUSINESS

Councilor Falkoff requested a referral to Rules and Ordinances regarding the status of the regulation regarding the blasting of foundations similar to the situation at 71 Salisbury Road.

Councilor Woodland raised a point of order stating that this must be a posted agenda item. Attorney Reich then clarified that there is a concern that New Business can go into old business or recurring items that could be Open Meeting

Law violations; therefore, to avoid Open Meeting Law complaints, it is wise to make these as posted agenda items.

12. COMMUNICATIONS FROM THE TOWN MANAGER

Mr. Driscoll stated that the 4th quarter real estate tax bills would be mailed out at the end of the week and are due on May 1, 2019. The Town's Spring Newsletter will be included in the mailing and can be found on the Town website.

Mr. Driscoll reminded the community that the Watertown Free Public Library would be celebrating its 150th anniversary on Saturday, April 6, 2019 from 7:00 – 9:00 p.m. and is open to all. There will be events for all ages including games in the children's room, a pizza party for teens, refreshments, and art exhibits and historical photographs that will be on display throughout April.

Mr. Driscoll introduced Jesse Myott, the newly appointed Director of Administration and Finance at the Department of Public Works. He provided details of Mr. Myott's background; Mr. Myott then briefly addressed the Town Council.

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

Councilor Kounelis requested a follow-up on the [status of 71 Salisbury Road](#). She also requested an [update on the utility poles](#) and if there was a plan for maintenance issues.

Councilor Falkoff requested information on her unanswered [questions](#) regarding the status of the TMA, the need to create a fence group for Filippello Park, the Town's procedures regarding press releases, and the profile picture option on the website. She also added questions regarding the status of Civic Plus solutions to website issues, the need to obtain a copy of a memo on noise that was not attached in the Misc. Items notices, and continuing issues with the MUNIS system.

Councilor Feltner requested an update on how the Town is planning for [cannabis commerce](#) in Watertown and if a request for qualifications is being developed for interested parties.

Councilor Palomba requested a review of the recent Home Rule petition relating to an [increase of liquor licenses](#): the number of licenses issued, to whom, and if any licenses remain available.

14. ANNOUNCEMENTS

Councilor Feltner reminded attendees and viewers that the nominations for the Historic Commission needed to be in by April 4, 2019 and that the awards would be made on April 11, 2019.

She also announced that on April 6, 2019 at 10:30 a.m., there would be a PSA Day with CATV and that the community should check out the Open House.

15. PUBLIC FORUM

Mark Leonard – 29 Arden Street – Spoke regarding the 170-foot long, 10-foot high fence put up by Oakley Country Club and that it was done in December 2018 without any notification to the neighbors. The removal of several dozen trees and the installation of dirt to increase the grade of the land has caused increased water flow to the area and flooding to some properties.

Jenn Green – 65 Oakley Road – Stated she was asking for a review process that demonstrated the reviewers were protecting citizens as she had seen in a previous change requested by another neighbor. People wanted to see the review applied equally to all.

16. 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 8:47 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 _9_ for, _0_ against, _0_ present on April 9, 2019.

Mark S. Sideris, Council President
s:/MWP

**TOWN COUNCIL MEETING
TUESDAY, MARCH 26, 2019 AT 6:15 P.M.
RICHARD E. MASTRANGELO COUNCIL CHAMBER
LIST OF DOCUMENTS**

1. Minutes of the March 12, 2019 Town Council Meeting – Item 6
2. FY 2020 Budget Submission – Mark S. Sideris, Town Council President, to Town Councilors – March 21, 2019 – Item 7
3. Letter Re: Arsenal Yards and Liquor Licenses – William York, Glim, McLaughlin & Hanrahan LLP, to Mark Sideris, Council President - March 22, 2019 – Item 7
4. Proposed Ordinance to Modify Administration Building Hours – Steven Magoon, Acting Town Manager, to Town Council – March 7, 2019 – Item 8A
5. Allow Self-Service Gasoline Pumps – Steve Magoon, Director of the Department of Community Development and Planning, Assistant Town Manager, to Town Council and Michael Driscoll, Town Manager – December 6, 2018 – Item 8B
6. Agenda Item – Proposed Loan Order Re: Renovations to the Girls Lockers Rooms and Bathrooms at the Middle School – Michael Driscoll, Town Manager, to Town Council – March 21, 2019 – Item 9A
7. Agenda Item – Transfer of Funds Request Re: Town-Wide Information Technology Assessment – Michael Driscoll, Town Manager, to Town Council – March 21, 2019 – Item 9B
8. Committee of the Budget and Fiscal Oversight Report – Review and Make Recommendations to the FY 2018 Audit – Vincent Piccirilli, Chair – March 11, 2019 – Item 10A
 - ~ FY 2018 Melanson Heath Cover Letter
 - ~ FY 2018 Annual Financial Statements
 - ~ FY2018 Management Letter
 - ~ FY2018 Side Letter to the Town Manager
9. Town of Watertown, Massachusetts – Independent Auditors’ report Pursuant to Governmental Auditing Standards and Uniform Guidance For the Year Ended June 30, 2018 – Melanson and Heath – February 7, 2019 – Item 10A
10. Committee on Economic Development and Planning Report – Amendments to the Assisted Living Overlay District (ALOD) in the Zoning Ordinance – Kenneth Woodland, Chair – March 4 and 18, 2019 – Item 10B
 - ~ Sign-In Sheet, March 4, 2019
 - ~ Current Assisted Living Overlay District Section 5.11
 - ~ Staff Recommendation, March 4, 2019
 - ~ Sign-In Sheet, March 18, 2019
 - ~ Proposed ALOD Changes, March 18, 2019

11. Committee on Human Services Report – Affordable Housing and Potential Action Steps – Palomba, Chair – March 13, 2019 – Item 10C
 - ~ MHP Handbook on Municipal Affordable Housing Trust (MAHT).
(https://www.mhp.net/writable/resources/documents/MAHTGuidebook_2018.pdf)
12. Committee on Media and Public Outreach Report - Communication and Public Engagement – Anthony Palomba, Chair – March 7, 2019, Item 10 D
13. Committee on State, Federal, and Regional Government – Appointment of Adam Brewster to Board of Election Commissioners – Angeline Kounelis, Chair – March 20, 2019 – Item 10E
14. Committees on Public Works and Human Services Joint Report - Parking and Access Issues of Filippello Park, Including Glen Circle – Vincent Piccirilli, Chair Public Works; Anthony Palomba, Chair Human Services – Item 10 F
 - ~ Sign-In Sheet
 - ~ Filippello Park Neighborhood Memo
 - ~ Councilor Kounelis Request for Information Re: Filippello Park
 - ~ Filippello Park Survey Email
 - ~ Filippello Park Letter from the 1983 Conservation Commission
 - ~ Memo Re: Parking Berkeley and Clarendon Streets
 - ~ Watertown Traffic Commission 2009 Agenda and Report
 - ~ Trash Issues at Park in 2011
 - ~ Parking Regulation Code
 - ~ Picture of Area
 - ~ Resident Petition
15. Request for Information Re: 71 Salisbury Road – Councilor Angeline Kounelis – March 26, 2019 – Item 13
16. Request for Information Re: Utility Pole Maintenance – Councilor Angeline Kounelis – March 26, 2019 – Item 13
17. Request for Information Re: Old Questions; Civic Plus Updates; Noise Memo, Schools; and MUNIS Efficiency – Councilor Susan Falkoff – March 26, 2019 – Item 13
18. Request for Information Re: Cannabis Planning – Councilor Lisa Feltner – March 26, 2019 – Item 13
19. Request for Information Re: Liquor Licenses – Councilor Anthony Palomba – March 26, 2019 – Item 13