



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

John G. Gannon,
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, APRIL 14, 2020 AT 6:15 P.M. MEETING WILL ONLY HAVE REMOTE OPPORTUNITIES FOR PARTICIPATION WITH PUBLIC ACCESS MINUTES

The Town Council of the City known as the Town of Watertown will hold a public meeting on Tuesday, April 14, 2020 at 7:00 p.m. In accordance with the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G. L. c. 30A, §20, relating to the 2020 COVID-19 emergency and to avoid group congregation, this meeting will only have remote opportunities for participation with public access provided as follows:

PLEASE NOTE ACCESS INFORMATION:

- A. The meeting will be televised through WCATV (Watertown Cable Access Television): <https://wcatv.org/government-channel/>
- B. Public may join the virtual meeting online: <https://zoom.us/j/686435824>
- C. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 686 435 824 #
- D. Public may also comment through email: vpiccirilli@watertown-ma.gov

1. ROLL CALL

Council President Sideris called to order a regular meeting of the Town Council at 6:15 p.m. in accordance with the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G. L. c. 30A, § 20, relating to the 2020 COVID-19 emergency and to avoid group congregation, through remote opportunities for participation with public access. Those present were Councilors Caroline Bays, Anthony J. Donato, John G. Gannon, 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, Attorney Mark Reich, and Marilyn W. Pronovost, Council Clerk.

2. EXECUTIVE SESSION – 6:15 P.M.

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 moved that the Town Council move into executive session 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 Feltner seconded the motion. The motion was adopted unanimously on a roll call vote.

3. RETURN TO SESSION – 7:00 P.M.

4. PLEDGE OF ALLEGIANCE

5. PUBLIC FORUM

There were no speakers for the Public Forum.

6. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

A. [Minutes of the February 25, 2020 Town Council Meeting](#)

Councilor Piccirilli moved to adopt the minutes of the February 25, 2020 Town Council Meeting as amended; Councilor Feltner seconded the motion. The motion was adopted unanimously on a roll call vote.

B. [Minutes of the March 10, 2020 Town Council Meeting](#)

Councilor Piccirilli moved to adopt the minutes of the March 10, 2020 Town Council Meeting as written; Councilor Woodland seconded the motion. The motion was adopted unanimously on a roll call vote.

7. PRESIDENT'S REPORT

A. Discussion of [Issues Related to a Revised Submission Date](#) for the Fiscal Year 2021 Budget

Council President Sideris stated that the Town Manager was to submit the budget on April 28, 2020; however due to the health concerns, this requirement needs to be revised.

Mr. Driscoll stated that about 75% of the FY 2020 budget is completed, but there are concerns regarding revenues. At this time, it is estimated the town will lose about \$170,000 from meals taxes and another \$170,000 for hotel taxes. Current local aid from the Commonwealth is \$13,205,612, of which the Town has received about 75% of the amount promised. It is expected that the remainder will be provided to the Town.

The Town has not expended all funds allocated for Snow and Ice removal. The appropriation was \$1,500,000 but only \$964,000 has been used. This leaves about \$450,000 once \$85,000 has been transferred for COVID-19 expenses.

The budget for FY 2021 is defined by uncertainty. Local aid was projected to be \$13,600,000 for Watertown, an increase of \$400,000. Local aid is about 9% of the budget; real estate and personal property taxes are about 78% of the Town's Budget. It was estimated that new growth revenue would be \$3,600,000. This too is uncertain. Local receipts are unknown and as a result, there is about \$27,000,000 that is "up in the air".

The goal of increasing the school budget by 5% annually is subject to validation at this time. Currently the Town plans to pay the retirement plan bill of \$14,600,000, the estimated payment of \$4,200,000 for OPEB funding, and the debt service of \$4,600,000 for the construction of the three elementary schools. The Town though has the flexibility of rebalancing these amounts as needed. In addition, the lease for St. Jude's to operate as a school campus for the Cunniff School begins on July 1, 2020.

Councilor Piccirilli made a motion to instruct the Town Manager to submit the Fiscal Year 2021 Budget on a date to be determined; Councilor Feltner seconded the motion.

In the discussion, the Town Manager stated that he is unaware at this time how the Federal funds provided under the Federal Cares Act, may be used for; however, it may not be used to offset revenues. Once that is known, he will notify the Council.

The motion was adopted unanimously on a roll call vote.

B. Statement Regarding Efforts Related to Covid-19

Council President Sideris stated that he would delay making this statement until the end the meeting.

8. PRESENTATIONS OF PETITIONS, PROCLAMATIONS, AND SIMILAR PAPERS AND MATTERS

Proclamation – Arbor Day – April 24, 2020

Councilor Piccirilli moved to adopt the [proclamation regarding Arbor Day](#); Councilor Woodland seconded the motion. The motion was adopted unanimously on a roll call vote.

9. MOTIONS, ORDINANCES, ORDER, AND RESOLUTIONS

A. Resolution Authorizing a Transfer of Funds in the Amount of \$94,000 from the Fiscal Year 2020 Town Council Reserve to the Fiscal Year 2020 Transfer to Capital Projects – School Department Account in Order to Move Forward with the [Remodeling of Two Middle School Bathrooms](#)

Mr. Driscoll provided some historical background on the requested transfer. Lori Kabel, Director of Public Buildings, stated that with this transfer, two

bathrooms on the second floor would be replaced; all bathrooms on the old side of the Middle School would be replaced after this part of the project is complete. The changes reflect safety and cleanliness concerns. She anticipated that the update would be completed by September, 2020.

Councilor Piccirilli moved to transfer funds in the amount of \$94,000 from the Fiscal Year 2020 Town Council Reserve to the Fiscal Year 2020 Transfer to Capital Projects – School Department Account in order to move forward with the remodeling of two Middle School bathrooms; Councilor Woodland seconded the motion.

During the following discussion, Ms. Kable stated that water conservation and hygiene were considered by installing flush free toilets and urinals and touchless paper towels. This equipment would also enhance water conservation methods.

The motion was adopted unanimously on a roll call vote.

- B. 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 \$295,000 under Chapter 44, Section 7(1) of the General Laws or Any Other Enabling Authority to Pay Costs of [Remodeling and Making Extraordinary Repairs to the Men's Locker Room and Bathroom](#) at the Middle School, Including All Costs Incidental and Related thereto. Any Premium Received by the Town 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 stated that this Loan Order would repair the men's locker rooms in the Middle School and that the public hearing would be held on April 28, 2020.

- C. 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 \$1,320,825 under Chapter 44, Section 7(1) of the General Laws or Any Other Enabling Authority to Pay Costs of [Installing Sports Field Lighting and an Upgraded Scoreboard at Filippello Park](#), Including All Costs Incidental and Related Thereto. Any Premium Received by the Town 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 stated that this loan order would be for funding lighting upgrades at Filippello Park; the Public Hearing would be held on April 28, 2020.

- D. Resolution Authorizing a Transfer of Funds in the Amount of \$85,000 from the Fiscal Year 2020 DPW Snow & Ice Overtime Account to the Fiscal Year 2020 Emergency Management COVID-19 Contracted Services Account and the Fiscal Year 2020 [Emergency Management COVID-19 Related Supplies Account](#) in order to Fund COVID-19 Related Expenses

Mr. Driscoll stated that with three employees infected with COVID-19, it was essential that an emergency deep clean was needed at the Library and the three Fire Stations were deep cleaned for \$44,000. Other related costs of about \$12,000 were also incurred. It is expected there will be further costs related to the virus; therefore, the requested transfer amount is \$85,000. The transfer would be from the Snow and Ice Removal account to two new line items for payment of COVID-19 related costs. Councilor Piccirilli moved to authorize a transfer of funds in the amount of \$85,000 from the Fiscal Year 2020 DPW Snow & Ice Overtime Account to the Fiscal Year 2020 Emergency Management COVID-19 Contracted Services Account and the Fiscal Year 2020 Emergency Management COVID-19 Related Supplies Account in order to fund COVID-19 related expenses; Councilor Woodland seconded the motion. During the discussion, Mr. Driscoll confirmed that the state is expected reimburse the town for these expenses; however, these bills do need to be paid now.

The motion was adopted unanimously on a roll call vote.

- E. Resolution Authorizing a Transfer of Funds in the Amount of \$22,000 from the Fiscal Year 2020 Town Council Reserve to the Fiscal Year 2020 [Treasurer/Collector Contracted Services Account](#) in Order to Fund Professional Services to Assist the Treasurer/Collector's Office with Certain Tasks and Internal Control Procedures

Mr. Driscoll stated that the transfer would be used for professional services to assist the Treasurer/Collector's Office with tasks and internal control procedures while the Town searches for a new Treasurer/Collector. This transfer would permit the Town to stay current and maintain the MUNIS Treasurer's Cash Book, bank account reconciliations, and receivable reconciliations that are essential to performing the Annual Audit.

Councilor Piccirilli moved to authorize a transfer of funds in the amount of \$22,000 from the Fiscal Year 2020 Town Council Reserve to the Fiscal

Year 2020 [Treasurer/Collector Contracted Services Account](#) in order to fund professional services to assist the Treasurer/Collector's Office with certain tasks and internal control procedures; Councilor Woodland seconded the motion. The motion was adopted unanimously on a roll call vote.

- F. Resolution Authorizing a Transfer of Funds in Order to [Fund an Agreement with the Watertown Firefighters, IAFF Local 1347](#) Covering the Period of July 1, 2019 Through June 30, 2022

Mr. Driscoll stated the Town had reached an agreement with the firefighters for July 1, 2019 – June 30, 2022:

- The base wage would increase by 2.25% in FY 20; 2% in FY 21; and 2% in FY22.
- The rank differential would increase by .5% for each of the three fiscal years
- The night shift increase would be 2% of 60% of the salary or an effective increase of 1.2%
- The residency requirement would be extended from 15 miles to 20 miles outside of Watertown
- There would be an addition of an Assistant Fire Chief, a non-union position, to serve as second in command, with the Staff Services Captain position being eliminated.

He stated the cost would be \$353,600 for the FY 20 portion of the agreement and urged the Council to support the agreement. Councilor Piccirilli moved to authorize the transfer of funds in the amount of \$353,600 in order to fund an agreement with the Watertown Firefighters, IAFF Local 1347 covering the period of July 1, 2019 through June 30, 2022; Councilor Gannon seconded the motion. The motion was adopted unanimously on a roll call vote.

Town Council President Sideris thanked the Firefighters and the Administration for completing the agreement.

10. NEW BUSINESS

There were no new business requests.

11. COMMUNICATIONS FROM THE TOWN MANAGER

Proposed Implementation Plan for the [Parking Management Plan](#)

Mr. Driscoll stated that the Administration had completed a parking management plan; he requested that the matter be referred to committee for review. Councilor Piccirilli moved to refer the matter to the Committees on

Economic Development and Planning and on Public Works; Councilor Feltner seconded the motion. The motion was adopted unanimously on a roll call vote.

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

Councilor Palomba asked that each Department provide a review of the steps they are using to assure social distancing in order to [provide for their individual safety as employees, their contacts, and the community at large.](#)

Councilor Kounelis stated she had matters for consideration but would wait until a more opportune time.

13. ANNOUNCEMENTS

Councilor Bays stated that she wanted to thank the Town Manager for his updates on the Coronavirus. They have been helpful and she has passed them on to citizens on her email list. If any member wishes to receive these announcements, they can be added by emailing cbays@watertown-ma.gov.

She further stated that she was thankful for the Watertown Foundation for raising money for citizens of the community who are in need during this crisis. She stated her next email would highlight the activities of the Watertown Boys and Girls Club.

14. PUBLIC FORUM

Libby Shaw – Thanked the DPW for their work during the crisis, especially on the previous day when the tree canopy was damaged by heavy winds. She also stated that the Town needs a full-time Tree Warden to maintain the Town's trees.

15. RECESS OR ADJOURNMENT

Prior to adjourning, Council President Sideris thanked Gideon Schreiber and Steve Magoon for taking on the task of coordinating meetings using Zoom.

Mr. Driscoll stated his office has issued six updates since March 13, 2020. He provided information on coronavirus cases. Statewide on April 9, there were 18,941 cases and on April 14, there were 28,163; Middlesex County on April 9 had 4,045 cases and on April 14, there were 6,254 cases. As of April 9, statewide there were 503 deaths and on April 14, there were 957. In Watertown, on April 9, there were 86 cases, 22 people recovered, and 1 death; on April 14, there were 109 cases with 34 recoveries, and 3 deaths. Of the local cases, three were town employees.

He also stated that payment of 4th quarter taxes and water and sewer bills would have penalties waived if they were paid by June 30, 2020. He thanked all those who are helping during this crisis for their efforts.

Council President Sideris [concluded by thanking](#) the first responders who are extending themselves just by doing their jobs; the health care workers who are assisting those affected by the Coronavirus; the Emergency Management Team, who are coordinating their activities daily to meet the changing events caused by the virus; and the employees who continue to provide services to the community. He also thanked the Watertown Community Foundation for accepting donations while the Food Pantry is closed. Donations are being accepted for the Pantry online – all donations will go to the Food Pantry.

He also urged citizens to follow the health guidelines by staying home, wearing masks if citizens needed to be out, and adhering to the social distancing rules.

Councilor Piccirilli moved to adjourn the meeting; Councilor Gannon seconded the motion. The motion was adopted unanimously on a roll call vote. The meeting adjourned at 8:02 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 28, 2020.

Mark S. Sideris, Council President
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**TOWN COUNCIL MEETING
TUESDAY, APRIL 14, 2020 AT 6:15 P.M.
MEETING HAD ONLY HAVE REMOTE OPPORTUNITIES
FOR PARTICIPATION WITH PUBLIC ACCESS
LIST OF DOCUMENTS**

1. Minutes of the February 25, 2020 Town Council Meeting – Item 6A
2. Minutes of the March 10, 2020 Town Council Meeting – Item 6B
3. Statement Related to Issues of the Need for a Revised Submission Date of the Fiscal Year 2021 Budget – Item 7A
4. Statement Regarding the Town of Watertown’s Efforts on COVID – 19 – Item 7B
5. Arbor Day Proclamation – April 24, 2020 – Item 8
6. Agenda Item – Transfer of Funds Request Regarding Remodeling the Men’s Bathrooms in the Middle School – Michael Driscoll, Town Manager, to Town Council – April 9, 2020 – Item 9A
7. Agenda Item – Proposed Loan Order Regarding the Remodeling and Repairs to the Men’s Locker Room and Bathroom at the Middle School – Michael J. Driscoll, Town Manager, to Town Council – April 9, 2020 – Item 9B
8. Agenda Item – Proposed Loan Order Regarding Sports Field Lighting and an Upgraded Scoreboard at Filippello Park – Michael Driscoll, Town Manager, to Town Council – April 9, 2020 – Item 9C
9. Agenda Item – Transfer of Funds Request Regarding the Need to Fund COVID-19 Expenses – Michael Driscoll, Town Manager, to Town Council – April 9, 2020 – Item 9D
10. Agenda Item – Transfer of Funds Request Regarding Funding of Professional Services to Assist the Treasurer/Collector’s Office – Michael Driscoll, Town Manager, to Town Council – April 9, 2020 – Item 9E
11. Agenda Item – Transfer of Funds Request – Watertown Firefighters, IAFF Local 1347 Agreement – Michael Driscoll, Town Manager, to Town Council – April 9, 2020 – Item 9F
12. Proposed Implementation Plan for the Parking Management Plan – Michael Driscoll, Town Manager, to Town Council – April 9, 2020 – Item 11
13. Request for Information Regarding COVID -19 Policies for Town Employees – Councilor Palomba – April 14, 2020 – Item 12