

1. 7:00 P.M. Committee Of Ways & Means

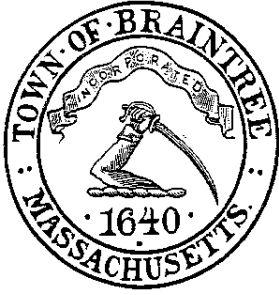
Documents:

[24 FEB 6 WM AGENDA.PDF](#)

2. 7:00 P.M. Committee Of Ways & Means

Documents:

[24 FEB 6 WM MTG.PDF](#)



Braintree Town Council
Committee of Ways & Means
One JFK Memorial Drive
Braintree, Massachusetts 02184

MEMBERS

Meredith Boericke, Chairwoman
Peter Morin, Vice-Chairman
Julia Flaherty
Elizabeth Maglio
Joseph Reynolds

AGENDA

Tuesday, February 6, 2024

Starting Time – 7:00p.m.

Johnson Chambers

Pledge of Allegiance

Roll Call

Approval of Minutes

- November 21, 2023
- November 28, 2023
- December 5, 2023
- December 12, 2023
- December 19, 2023

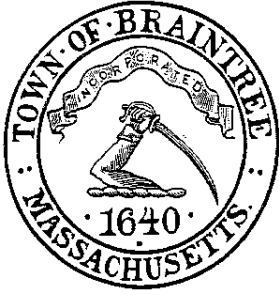
Old Business

- None

New Business

- 24 004 Mayor: Appointment of Kara Nyman as Chief of Staff and Director of Operations or take up any action relative thereto

Adjournment



Braintree Town Council
Committee of Ways & Means
One JFK Memorial Drive
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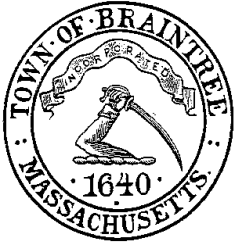
Old Business

- None

New Business

- 24 004 Mayor: Appointment of Kara Nyman as Chief of Staff and Director of Operations or take up any action relative thereto

Adjournment



Braintree Town Council
Committee of Ways & Means
One JFK Memorial Drive
Braintree, Massachusetts 02184

MEMBERS
Joseph Reynolds, Chairman
Julia Flaherty, Vice-Chairwoman
Elizabeth Maglio, Member

MINUTES
Tuesday, November 21, 2023

A meeting of the Committee of Ways & Means was held remote via Zoom on Tuesday, November 21, 2023 at 6:00pm.

Councilor Reynolds was in the Chair.
Clerk of the Council, Susan Cimino conducted the roll call.

Present: Joseph Reynolds, Chairman
Julia Flaherty, Vice-Chairwoman
Elizabeth Maglio, Member

Also Present: Margaret Laforest, Chief of Staff
Edward J. Spellman, Jr., Director of Municipal Finance
Cindy DePina, Director of Human Resources (remote)
Tom Devin, Historical Commission appointee
Greg Wilson, resident

Approval of Minutes

- May 4, 2023

Motion: by Councilor Flaherty to approve the minutes of May 4, 2023.

Motion: by Councilor Flaherty to approve the minutes of May 4, 2023.

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

- May 8, 2023

Motion: by Councilor Flaherty to approve the minutes of May 8, 2023.

Motion: by Councilor Flaherty to approve the minutes of May 8, 2023.

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

- May 9, 2023

Motion: by Councilor Flaherty to approve the minutes of May 9, 2023.

Motion: by Councilor Flaherty to approve the minutes of May 9, 2023.

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

- May 10, 2023

Motion: by Councilor Flaherty to approve the minutes of May 10, 2023.

Motion: by Councilor Flaherty to approve the minutes of May 10, 2023.

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

- May 15, 2023

Motion: by Councilor Flaherty to approve the minutes of May 15, 2023.

Motion: by Councilor Flaherty to approve the minutes of May 15, 2023.

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

- May 16, 2023

Motion: by Councilor Flaherty to approve the minutes of May 16, 2023.

Motion: by Councilor Flaherty to approve the minutes of May 16, 2023.

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

Old Business

- None

New Business

- **23 070 Mayor: Acceptance of Donations or take up any action relative thereto**

Chairman Reynolds asked if anyone would like to speak on Order 23 070.

Margaret Laforest, Chief of Staff explained the Town was recently contacted by the FireKing Baking Co. to make a donation of \$2,500 in honor of Josephine Kokoros Morgan to be dedicated to the Department of Elder Affairs Transportation Fund. The seniors in our community and their families highly value the transportation offered through Elder Services as it allows our seniors independence to get to activities, shopping and medical appointments.

Chairman Reynolds asked if there is a Motion for Order 23 070.

Motion read by Councilor Flaherty for favorable recommendation to the full Council.

Motion: That the Town of Braintree be and hereby is authorized, in accordance with Section 53A of Chapter 44 of the Massachusetts General Laws to accept the following gift upon the conditions attached and herein set forth:

DONOR	GIFT	PURPOSE
FireKing Baking Co.	\$2,500	Department of Elder Affairs Transportation

Motion: by Councilor Flaherty to approve Order 23 070

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

- **23 073 Mayor: Appointment to Historical Commission, Wesley Painter or take up any action relative thereto**

Chairman Reynolds asked if anyone would like to speak on Order 23 073.

Margaret Laforest, Chief of Staff explained Chapter 2.755 of the Braintree Town Charter directs the Mayor shall appoint the membership of the Historical Commission to include a member nominated by the Braintree Historical Society. The Braintree Historical Society has recommended the nomination of Wesley Painter to serve as their representative to the Historic Commission. Mr. Painter is a member of the Board of Directors of the Braintree Historical Society and is a Braintree resident. He has significant experience with historic properties and is a valued member of the Society. As you can see from Mr. Painter's resume, his job skills include project management, restoration, conservation and historic research. He has a wealth of experience and knowledge that will benefit the Historic Commission and our community. I am confident in Mr. Painter's abilities, and I know that he is a most qualified candidate to serve on the Historic Commission.

Chairman Reynolds asked if there is a Motion for Order 23 073.

Motion read by Councilor Flaherty for favorable recommendation to the full Council.

Motion: Upon the request of his honor, the Mayor, the Town of Braintree, through the Braintree Town Council, and in accordance with sections 3-3 of the Charter of the Town of Braintree to approve the appointment of Wesley Painter to the Braintree Historical Commission.

Motion: by Councilor Flaherty to approve Order 23 073

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

- **23 074 Mayor: Appointment to Historical Commission, Tom Devin or take up any action relative thereto**

Chairman Reynolds asked if anyone would like to speak on Order 23 074.

Margaret Laforest, Chief of Staff explained Tom Devin is a lifelong Braintree resident. His children are the fourth generation to call Braintree home and all proudly graduated from Braintree High School. He coached Braintree American baseball for many years, served on the board of Braintree Community Youth Center, and is wrapping up his third term on the Braintree School Committee. He chaired the East Middle School Building Committee. With a family dedicated to public service and their history in Braintree dating back to the early 1900's, Tom's passion for preserving Braintree's history and commitment to community will continue through his service on the Historic Commission. As you can see from Mr. Devin's resume, his job skills include business and project management, preventative vs corrective maintenance, and budgetary development & administration. His professional skills and licenses in building and permitting will be valuable for the committee.

Councilors were pleased to see Mr. Devin's enthusiasm and willingness to do this job and they were happy to support the appointment.

Chairman Reynolds asked if there is a Motion for Order 23 074.

Motion read by Councilor Flaherty for favorable recommendation to the full Council.

Motion: Upon the request of his honor, the Mayor, the Town of Braintree, through the Braintree Town Council, and in accordance with sections 3-3 of the Charter of the Town of Braintree to approve the appointment of Wesley Painter to the Braintree Historical Commission.

Motion: by Councilor Flaherty to approve Order 23 074

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

- **23 075 Mayor: Transfer Funds from the Salary Reserves or take up any action relative thereto**

Chairman Reynolds asked if anyone would like to speak on Order 23 075.

Margaret Laforest explained the Town has reached an agreement with the Braintree Professional Management Association (BPMA) FY2024 is the second year of the three year Collective Bargaining Agreement. In order to implement the terms of the agreement for Fiscal Year 2023 & FY 2024, I am requesting the transfer of funds to support a one and a half percent (1.5%) for year one and a two percent (2%) wage increase for year two. Funds for these contractual increases are to be transferred from the FY 2023 Salary Reserve Article and the Town's FY 2024 Finance/Administration/Reserve Account. This is not a request for any new fiscal appropriations.

The total amount to be transferred is \$121,224.37 and will be funded entirely through the Salary Reserves.

Chairman Reynolds asked if there is a Motion for Order 23 075.

Motion read by Councilor Flaherty for favorable recommendation to the full Council.

Motion: That the Town vote to amend the wage and salary classification schedules, as most recently amended by appropriating the sum of \$121,224.37 for the purpose of funding a wage increase for the B.P.M.A. employees effective July 1, 2022, and for this purpose the sum of \$121,224.37 be transferred as follows: \$51,511.77 from FY 2023 salary reserve article and \$69,712.60 from the Finance Department/ Administration Program 01/Reserve Line that the Director of Municipal Finance is authorized to allocate said sums to and among the various accounts affected thereby in such amounts as are proper and required. In anticipation of approval of this agreement, funds were appropriated to the reserve accounts.

Motion: by Councilor Flaherty to approve Order 23 075

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

It was unanimously voted to adjourn the meeting at 6:35p.m. by Roll Call Vote.

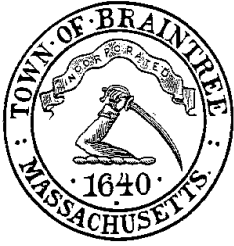
Respectfully submitted,

Susan M. Cimino

Clerk of the Council

Documents provided for Meeting

- 23 070 Mayor: Acceptance of Donations or take up any action relative thereto
- 23 073 Mayor: Appointment to Historical Commission, Wesley Painter or take up any action relative thereto
- 23 074 Mayor: Appointment to Historical Commission, Tom Devin or take up any action relative thereto
- 23 075 Mayor: Transfer Funds from the Salary Reserves or take up any action relative thereto



Braintree Town Council
Committee of Ways & Means
One JFK Memorial Drive
Braintree, Massachusetts 02184

MEMBERS

Joseph Reynolds, Chairman
Julia Flaherty, Vice-Chairwoman
Elizabeth Maglio, Member

MINUTES
Tuesday, November 28, 2023

A meeting of the Committee of Ways & Means was held in Johnson Chambers on Tuesday, November 28, 2023 at 6:00pm.

Councilor Reynolds was in the Chair.

Clerk of the Council, Susan Cimino conducted the roll call.

Present: Joseph Reynolds, Chairman
Julia Flaherty, Vice-Chairwoman
Elizabeth Maglio, Member

Also Present: Margaret Laforest, Chief of Staff
Edward J. Spellman, Jr., Director of Municipal Finance
Paul Sullivan, Deputy Assessor
Robert Cusack, Chairman Board of Assessors
Susan O'Brien, Board of Assessors
Robert Connelly, Board of Assessors

Approval of Minutes

- None

Old Business

- None

New Business

- **23 077 Mayor: Tax Rate Classification or take up any action relative thereto**

Chairman Reynolds asked if anyone would like to speak on Order 23 077.

Edward J. Spellman, Jr., Director of Municipal Finance stated we are here tonight to present the tax rate classification motions. These votes are needed so we can submit the tax sheet to the DOR.

The Tax Classification "Shift"

Each municipality has the option of "shifting" an excess portion of the tax burden onto the commercial properties in town to alleviate some of the residential burden pursuant to M.G.L. Chapter 40, Section 56. The majority of municipalities in Massachusetts have a single unified tax rate for both residential and commercial properties. Braintree first adopted a shift in 1986.

The spread sheet provided shows the total value of property sorted by classification (residential, commercial industrial and personal) and the number of parcels in each class. A mean average value is derived by dividing the total value of each class by the number of parcels in each class.

The chart also shows the impact of the 175% shift the Town has adopted on the tax bills of property owners.

Adoption of the shift will result in an estimated tax rate of \$9.50 per thousand dollars of residential value which is .26 less than the prior Fiscal Year of 2023.

It is important to note that values are set annually based on market conditions as of January 1st using the prior calendar year's data (2022). As a result, these values are set based on sales and market data during the course of the pandemic and resulting economic conditions.

For FY24, the mean average residential property value (derived by taking the total value of all residential property and dividing by the number of residential parcels) is \$647,573.19 (up from \$593,028.06 last year). By adopting a 175% shift, the average residential parcel valued at \$647,573.19 would pay a bill of \$6,151.95. Without the shift, the same property would pay a bill of \$7,479.47. As a result, adopting the 175% shift reduces the average FY24 residential tax bill by over \$110.63 per month, or \$1,327.52 in total.

Compared to last year's average residential tax bill (\$5,787.95), the projected annual adjustment for FY24 is \$363.99.

The Board of Assessors has recommended that the Town maintain the current residential shift and I support their recommendation. Mindful of the economic times in our state, it remains prudent to continue to provide a measure of property tax relief through tax classification when possible.

Residential and Commercial Values

There has been an overall market increase of 9.20% for residential values this year in comparison with FY23. As noted above, the mean average residential value has increased from \$593,028.06 to \$647,573.19. This includes all types of residential property with the average single-family home increasing in value from \$613,913.32 to 668,178.05.

We saw value increases in the commercial property class of 0.71%. However, the industrial property class increased by 5.45%, even more than the commercial class. Overall, the commercial and industrial classes increased by 1.49%. The projected commercial and industrial tax rate is expected to go down from \$21.18 per thousand to \$20.27 per thousand.

The residential value increase (9.20%) being higher than the commercial and industrial increase (1.49%) results in an increase in the levy share to the residential class from 64.49% to 66.48%.

Small Business Exemption

The Board of Assessors requests that you renew the adoption of the small business exemption. This exemption reduces the property tax burden for commercial properties employing fewer than ten people and whose assessed value is less than \$1 million. Small businesses play an important role in our community and our economy as a whole and the exemption remains an essential part of their continued operations.

Open Space Discount

Municipalities are allowed to discount the value of properties classified as open space by twenty five percent (25%) of their value. The Town of Braintree has no property that falls under the open space classification, so the question of whether or not to adopt a discount is moot.

However, as a formality it is requested that the Town Council formally vote to decline to adopt an open space discount.

Residential Exemption

The Town may adopt a residential exemption for all residential properties that are the principal residence of the taxpayer. The exempted value may not exceed twenty percent (20%) of the average assessed value of all residential properties.

Adopting the residential exemption increases the residential tax rate. The amount of the tax levy paid on residential properties remains the same, but because of the exempted valuation, it is distributed over less assessed value. This would result in a reduction in the taxes paid by residents in low and moderate value homes and increase bills for owners of high value homes, rental properties or vacation homes.

The Assessors recommend not adopting this exemption. The residential exemption requires careful study prior to implementation. The impact of the increased residential rate, the appropriate percentage of value to be exempted and amount of relief it would actually provide to the average resident need to be clearly identified. The majority of communities that have adopted this exemption have high value vacation or rental properties that bear the additional tax burden. Such properties are not found in Braintree.

Chairman Reynolds asked if anyone had any questions on Order 23 077.

Chairman Cusack stated a resident asked him if our taxes are too low. We have it really good here. Chairman Cusack stated Commercial are mainly comprised of offices and they are about 75% vacant due to COVID. Industrial is doing very well. Amazon is also taking a big bite out of local shops.

Paul Sullivan stated the offices are trying to retro fit areas in buildings to accommodate multiple tenants instead of just one.

Chairman Reynolds asked if there is a Motion for Order 23 077.

Motion read by Councilor Flaherty for favorable recommendation to the full Council.

1. To apply the tax rate classification shift.

MOTION: Be it ordained that the Town of Braintree, through the Braintree Town Council, adopt the recommendation of the Mayor and the Board of Assessors to approve the Classification Tax Rate Shift of 175% to be applied to commercial, industrial and personal property.

Motion: by Councilor Flaherty to approve Order 23 077(1)

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

2. Re: The small business exemption.

MOTION: To approve the "Small Business Exemption" as recommended by the Mayor and the Board of Assessors in a memorandum to the Town Council dated November 22, 2023, and as filed with the Office of the Town Clerk.

Motion: by Councilor Flaherty to approve Order 23 077(2)

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

3. Re: The open space discount.

MOTION: To continue to adopt the recommendation of the Mayor and the Board of Assessors, as outlined in a memorandum to the Town Council dated November 22, 2023, and as filed with the Office of the Town Clerk to decline the "Open Space" discount.

Motion: by Councilor Flaherty to approve Order 23 077(3)

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

4. Re: The residential exemption.

MOTION: To continue to adopt the recommendation of the Mayor and the Board of Assessors, as outlined in a memorandum dated November 22, 2023, and as filed with the Office of the Town Clerk to decline the adoption of the "Residential Exemption."

Motion: by Councilor Flaherty to approve Order 23 077(4)

Second: by Councilor Maglio

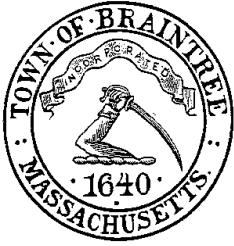
Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

It was unanimously voted to adjourn the meeting at 6:54p.m.

Respectfully submitted,
Susan M. Cimino
Clerk of the Council

Documents provided for Meeting

- 23 077 Mayor: Tax Rate Classification or take up any action relative thereto



Braintree Town Council
Committee of Ways & Means
One JFK Memorial Drive
Braintree, Massachusetts 02184

MEMBERS
Joseph Reynolds, Chairman
Julia Flaherty, Vice-Chairwoman
Elizabeth Maglio, Member

MINUTES
Tuesday, December 5, 2023

A meeting of the Committee of Ways & Means was held in Johnson Chambers on Tuesday, December 5, 2023 at 6:30pm.

Councilor Reynolds was in the Chair.
Clerk of the Council, Susan Cimino conducted the roll call.

Present: Joseph Reynolds, Chairman
Elizabeth Maglio, Member
Not Present: Julia Flaherty, Vice-Chairwoman

Also Present: Margaret Laforest, Chief of Staff
Timothy Cohoon, Braintree Police Chief

Approval of Minutes

- None

Old Business

- None

New Business

- 23 078 Home Rule Petition-Retirement of Braintree Police Officer William R. Cushing, Jr. or take up any action relative thereto

Chairman Reynolds asked if anyone would like to speak on Order 23 078.

Margaret Laforest, Chief of Staff stated we provided documentation in your packet and you will see this evening overwhelming and extensive support in favor of this Home Rule Petition from residents and Mayor Kokoros this evening. We are requesting this Motion word for word. This is intentional that this Motion not be altered.

Chief Cohoon stated we request favorable action on this. Billy started with us in 2005 and had an incredible career. He was involved in numerous critical incidents. He has been very successful as a police officer and particularly as a K9 handler. His list of awards is unmatched, I think in the Braintree Police Department. It is only fair we support him now as he supported this community for over 18 plus years.

Elizabeth Maglio stated I will support everything that is good for his future.

Joseph Reynolds stated his commitment and acts of valor are extensive. He is a young man and this must be difficult for him to give up his duty. I am going to support this fully.

Chairman Reynolds asked if there is a Motion for Order 23 078.

Motion read by Councilor Maglio for favorable recommendation to the full Council.

Motion: UPON THE REQUEST OF HIS HONOR, THE MAYOR, THE TOWN OF BRAINTREE, THROUGH THE BRAINTREE TOWN COUNCIL, IT IS SO ORDERED:

That the Town Council vote to authorize the Mayor to petition the General Court for "An Act Providing for the Retirement of William R. Cushing Jr., A Police Officer in the City Known as the Town of Braintree," as set forth in exact form in the petition for special legislation filed with the Town Council on or about November 16, 2023, and on file with the Office of the Town Clerk. Further, notwithstanding the above, that the General Court be authorized to make clerical changes only to the bill prior to enactment by the General Court.

Motion: by Councilor Maglio to approve Order 23 078

Second: by Councilor Reynolds

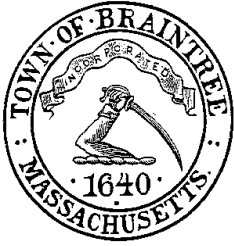
Vote: For (2 – Maglio, Reynolds), Against (0), Absent (1 - Flaherty), Abstain (0)

It was unanimously voted to adjourn the meeting at 6:45p.m. by Roll Call Vote.

Respectfully submitted,
Susan M. Cimino
Clerk of the Council

Documents provided for Meeting

- 23 078 Home Rule Petition-Retirement of Braintree Police Officer William R. Cushing, Jr. or take up any action relative thereto



Braintree Town Council
Committee of Ways & Means
One JFK Memorial Drive
Braintree, Massachusetts 02184

MEMBERS
Joseph Reynolds, Chairman
Julia Flaherty, Vice-Chairwoman
Elizabeth Maglio, Member

MINUTES
Tuesday, December 12, 2023

A meeting of the Committee of Ways & Means was held Remote via Zoom Webinar on Tuesday, December 12, 2023 at 6:00pm.

Councilor Reynolds was in the Chair.
Clerk of the Council, Susan Cimino conducted the roll call.

Present: Joseph Reynolds, Chairman
Julia Flaherty, Vice-Chairwoman
Elizabeth Maglio, Member

Also Present: Margaret Laforest, Chief of Staff
Edward J. Spellman, Jr., Director of Municipal Finance
Timothy Cohoon, Chief of Police
Paul Sullivan, Deputy Assessor

Approval of Minutes

- None

Old Business

- None

New Business

- **23 080 Mayor: CPC Appropriation – Request for Appropriation - Fire Station Historic Restoration or take up any action relative thereto**

Chairman Reynolds asked if anyone would like to speak on Order 23 080.

Chief of Staff Laforest stated this is on track to get voted on December 19, 2023 at the full Council meeting. Before this goes out to bid we must first prove we can pay for the project. I have a total of \$12,158,000 approved funding from previous Councils. We will get you an updated report on the amount and expenditures.

Chairman Reynolds asked if there is a **Motion to Table** Order 23 080.

Motion by Councilor Flaherty to **TABLE** Order 23 080 to a future meeting.

MOTION: That in accordance with the provisions of Chapter 44B of the General Laws and with the recommendation of the Community Preservation Committee, the appropriation of \$750,000.00 from the Historic Resources Fund and \$868,497.00 from the Undesignated Fund for the Braintree Fire Station Historic Restoration - FY24 CPA Application. Said funds shall be expended under the direction of the Community Preservation Committee and the Director of Planning and Community Development.

Motion: by Councilor Flaherty to **TABLE** Order 23 080 to a future meeting

Second: by Councilor Maglio

Roll Call Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

- **23 081 Mayor: Request for Authorization – Braintree Police Axon Contract or take up any action relative thereto**

Chairman Reynolds asked if anyone would like to speak on Order 23 081.

Chief Cohoon stated I submitted a memo for your review regarding this ask. This is a critical need for the police department. Tasers come in significant in saving lives and de-escalating some encounters. The contract is now running out. The current model we have will be no longer available including batteries and parts. Our new Taser is called the Taser 10 with more technology with more options and more reliable. This new deal would be a 5 year contract hence why we are coming before you.

Councilor Flaherty asked about the tasers and how they worked.

Chief Cohoon stated they fire from 45 feet away.

Councilor Maglio asked when the last contract was paid off.

Ed Spellman stated it was part of the capital budget. These will be built in the budget with a line item each year.

Chairman Reynolds stated these are equally important for the welfare of the police officers. It is an important tool for our police force to have.

Chief of Staff Laforest stated these were negotiated with a 0% interest rate.

Chairman Reynolds asked if there is a Motion for Order 23 081.

Motion read by Councilor Flaherty for favorable recommendation to the full Council.

MOTION: Pursuant to General Laws Chapter 30B, Section 12(8), that the Town, acting through the Chief of Police and under the direction of the Mayor, be authorized to enter into a five year purchase agreement for tasers for 2024-2028.

Motion: by Councilor Flaherty to approve Order 23 081

Second: by Councilor Maglio

Roll Call Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

- **23 082 Mayor: Transfer Funds from the Human Resources Salary Reserve or take up any action relative thereto**

Chairman Reynolds asked if anyone would like to speak on Order 23 082.

Chief of Staff Laforest stated this is a placeholder. Union contract negotiations are underway and everyone is anxious to see them all settled in efforts to get those retroactive COLAs. We are hopeful to be ready for the next meeting to vote on this.

Chairman Reynolds asked if there is a Motion to **TABLE** Order 23 082.

Motion by Councilor Flaherty to **TABLE** to a future meeting.

MOTION: That the Town vote to amend the wage and salary classification schedules, as most recently amended by appropriating the sum of \$233,866.62 for the purpose of funding a wage increase for the B.P.O.A. and the B.P.S.O.A. employees effective July 1, 2022, and for this purpose the sum of \$233,866.62 be transferred as follows: \$ 101,862.51 from FY 2023 salary reserve article and \$132,004.11 from the Finance Department/ Administration Program 01/Reserve Line, and further, that the Director of Municipal Finance is authorized to allocate said sums to and among the various accounts affected thereby in such amounts as are proper and required.

Motion: by Councilor Flaherty to **TABLE** Order 23 082 to a future meeting

Second: by Councilor Maglio

Roll Call Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

- **23 083 Mayor: To Accept Massachusetts General Law c. 59 s.5C ½ (additional real estate exemption) or take up any action relative thereto**

Chairman Reynolds asked if anyone would like to speak on Order 23 083.

Chief of Staff Laforest stated we have the opportunity to provide a discount rate to our seniors, veterans and those who have a blind disability. We have opted to increase the discount rate to 25%. Braintree and Mayor Kokoros is supportive of our seniors and veterans.

Councilor Flaherty asked how many people have qualified for this in recent years?

Director Spellman stated based on the prior years revenues we paid out approximately \$284,000 in exemptions for seniors and veterans. I project about \$71,000 increase for a total of \$355,000. There are currently funds in the overlay for abatements and exemptions. These are what the intended purpose of the overlay account is for.

Chairman Reynolds clarified there is a certain criterion to be met for this which is mostly income based.

Chairman Reynolds asked if there is a Motion for Order 23 083.

Motion read by Councilor Flaherty for favorable recommendation to the full Council.

MOTION: That the Town accept Massachusetts General Laws Chapter 59, Section 5C ½, which provides for an additional real estate exemption for taxpayers who are granted personal exemptions on their domiciles under Massachusetts General Laws Chapter 59, Section 5, including certain blind persons, veterans, surviving spouses and seniors, and provide an additional exemption up to twenty-five percent (25%) of the personal exemption, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2023.

Motion: by Councilor Flaherty to approve Order 23 083

Second: by Councilor Maglio

Roll Call Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

It was unanimously voted to adjourn the meeting at 6:45p.m. by Roll Call Vote.

Respectfully submitted,

Susan M. Cimino

Clerk of the Council

Documents provided for Meeting

- 23 080 Mayor: CPC Appropriation – Request for Appropriation - Fire Station Historic Restoration or take up any action relative thereto
- 23 081 Mayor: Request for Authorization – Braintree Police Axon Contract or take up any action relative thereto
- 23 082 Mayor: Transfer Funds from the Human Resources Salary Reserve or take up any action relative thereto
- 23 083 Mayor: To Accept Massachusetts General Law c. 59 s.5C ½ (additional real estate exemption) or take up any action relative thereto



Braintree Town Council
Committee of Ways & Means
One JFK Memorial Drive
Braintree, Massachusetts 02184

MEMBERS

Joseph Reynolds, Chairman
Julia Flaherty, Vice-Chairwoman
Elizabeth Maglio, Member

MINUTES
Tuesday, December 19, 2023

A meeting of the Committee of Ways & Means was held in Johnson Chambers on Tuesday, December 19, 2023 at 6:10pm.

Councilor Reynolds was in the Chair.
Clerk of the Council, Susan Cimino conducted the roll call.

Present: Joseph Reynolds, Chairman
Julia Flaherty, Vice-Chairwoman
Elizabeth Maglio, Member

Also Present: Margaret Laforest, Chief of Staff
Edward J. Spellman, Jr., Director of Municipal Finance
James F. O'Brien, Fire Chief
Melissa SantucciRozzi, Director Planning & Community Development
Cindy DePina, Director of Human Resources

Approval of Minutes

- May 22, 2023
- May 30, 2023
- June 6, 2023

Motion: by Councilor Flaherty to approve the minutes of May 22, 2023, minutes of May 30, 2023 and minutes of June 6, 2023.

Motion: by Councilor Flaherty to approve the minutes of May 22, 2023, minutes of May 30, 2023 and minutes of June 6, 2023.

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

Old Business

- None

New Business

- **23 080 Mayor: CPC Appropriation – Request for Appropriation - Fire Station Historic Restoration or take up any action relative thereto**

Chairman Reynolds asked if there is a Motion to take off the Table Order 23 080.

Motion by Councilor Flaherty to take off the TABLE_Order 23 080.

Motion: by Councilor Flaherty to take off the TABLE Order 23 080

Second: by Councilor Maglio

Roll Call Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

Chairman Reynolds asked if anyone would like to speak on Order 23 080.

Margaret Laforest gave an update on questions asked by Chairman Reynolds stating the Boards that approved this. The CPC request is now before you for approval.

1. Confirm whether the Demolition Permit has been filed. If so, when? If no, why not?
Project has not yet gone out to bid to select contractor. GC or subcontractor will pull permit after award.
2. Has the Historical Commission held a hearing on the proposed new addition to HQ building?
Project received a Certificate of Appropriateness from Historic Commission.
3. What is the current status of the demolition work to be done to the building, specifically, the attached garage?
Project has not yet gone out to bid to select contractor. GC or subcontractor will pull permit after award.
4. Regarding the Planning Board decision on #23-04, has a “Performance Guarantee” amount been determined by the DPW yet? If so, what is the amount?
This will occur when bid response complete and contract is issued.
5. What is the current cost estimate for this project in total?
\$12,433,837.28 (up to amendment 12) Per OPM, our goal is to build project within this budget for soft and hard costs.
 - a) What was the original cost estimate for this project and what cost increases to the original cost of the project have been added since this project has been started, and what do the increases and additional costs represent?
OPM began with interior renovation planning. Scope of work has had changes including elevator, sprinklers, code compliance, accessibility and addressing historical aspect of building (1930 era in downtown district).
6. What is the official timeline of this project and targeted completion date?
Project schedule on final page to be adjusted. OPM expects to be out to bid in mid January. Bid process is 6-8 week timeline. Contract award March 2024. 60 day procurement period to follow due to long lead items such as electrical and HVAC equipment. Construction period expected to be 14 months from mobilization.
7. Please provide all cost estimates associated with the Value Engineering review along with an Executive summary of that exercise.
Requested information from OPM. Chief O’Brien can provide interim context.
8. Please provide all Boards/Commissions/Department comments for this project to date.
*PLANNING: Approved August 8, 2023
HISTORIC: Minutes July & September 2023 and Certificate of Appropriateness 10.17.2023
CPC: memos from Mayor, Planning Director and Supporting Docs. Approved 10.16.2023
Zoning Board: Approved May 2023*
9. Please provide documentation of the Contract Award to include Engineering and Architectural design
Project has not yet gone out to bid to select contractor.

10. Please provide a summary of all major procurements to date for this project *Please see attached financial summary. Vertex as OPM. Context as Architect and engineering subconsultants.*
11. The Committee would be most appreciative of Mayor Kokoros' office reaching out to Mayor-Elect Joyce for relevant comments and thoughts on this initiative and providing those comments to the Committee by 12/19/23. *ML and Chief O'Brien toured Fire HQ with Mayor Elect Erin Joyce and Marty Joyce 12.19.2023. Mayor Elect comments to follow.*

Ed Spellman gave information on the Council Orders approved prior authorizations for the Fire Headquarters:

CO 15-023 \$425,000 (spent on studies)
CO 18-004 \$1million currently **\$368,617** (available)
CO 20-028 **\$3.5 million** (available)
CO 22-007 **\$7 million** (available)
Total available from prior authorizations **\$10,868,617**

Melissa SantucciRozzi stated I am here to answer any questions related directly to the CPC portion of this request which is why we are here this evening.

Chairman Reynolds stated the previous Mayor Sullivan began the talks about a new Fire Headquarters without determining location at the time. Then the new Mayor Kokoros came in and his decision was to go with refurbishing the current building. The various monies came in over time as was stated by the various Council Orders. Tonight is to bring in the line the monies estimated by the OPM for the cost of the project. This would be the money available so you can put out the bids for RFP.

Melissa SantucciRozzi stated we are asking to appropriate CPC funds. From Historical \$750,000 and from CPA Operating Undesignated \$868,497. This CPC money comes in yearly around November.

Chairman Reynolds stated my concern is keeping a cushion and the next administration to have the ability in all of these categories to respond to any future requests.

Director SantucciRozzi stated I got involved when I saw some drawings and was upset about them. I feel this is the center of our Historic District and things need to look a certain way. I jumped in and worked with the architect. The Historic Commission helped us out and we made sure the materials we used on the outside was at a level to support the interior. We had two hearings to show samples and the Historic Commission did a thorough review.

Councilor Flaherty stated this project has been frustratingly slow to get off the ground and yet is so important. I have toured the building; I know those conditions are terrible. I want our firefighters to have better living and working conditions.

Chief O'Brien stated the funding has been incremental along the way. There has never been a lump sum set aside because we didn't have it quite frankly. It has been incredibly frustrating for me. I have been working on this since I became Chief in 2013. There is a lot of frustration in the Fire Department with start date and end date.

Councilor Maglio stated I toured the Fire Headquarters when I first became a Councilor. I was shocked at the disgusting, appalling circumstances. I don't understand how we allow it. I am 100% in support of creating an appropriate Fire Headquarters. At the same time, this seems scattered and that it is not being facilitated in a way that does not seem timely and efficient.

Director SantucciRozzi stated it is not as bad as it looks. The project manager is Steve Kirby so it is being managed by a 3rd party. We have consultants. We had many Boards this went through. There probably should have been some updates along the way to the Council. When they started designing things the town realized prices are up there.

Councilor Maglio stated we just got some of this information. It is hard to explain. We haven't been taken along and informed that makes me feel good about this voting on this.

Chief of Staff Laforest stated we gave you the full packet on December 1st. Chairman Reynolds emailed questions on December 11th and we spoke shortly after that and emailed full answers earlier today. You then wanted the list of appropriations but some of these questions have nothing to do with the actual CPC Request for Appropriation.

Chairman Reynolds stated we also would like to know what the new mayor thinks about this project. How does this fit into other capital needs that we have for the town. I understand this is a priority. You said you want to get this out to scope in mid-January. I would say you could get it out at the end of January. I suggest we table this and vote on it at our next hearing.

Director SantucciRozzi stated they wanted to out to bid in October 2023. This waiting makes a difference in price.

Chief of Staff Laforest stated you came in with a request for a full project update. The matter here is a CPC Request for Appropriation.

Chief of Staff Laforest received an email from Mayor-elect Joyce with comments:
I was able to tour the headquarters this morning and discuss the big picture goals of the project with COS Laforest and Chief O'Brien. Work has gone into this project to the point where it is ready to go out to bid. My administration plans to work on this project as the Council moves it forward. We are looking forward to actively working on the bidding process and make certain this project can be appropriately funded and completed for our residents and first responders.

I would be comfortable tabling this until the January meeting. I don't understand the story of all of this.

Councilor Flaherty asked what constituted the delay. What happened?

Chief of Staff Laforest stated the decision to do the Historical Preservation constituted the delay and getting through the Boards.

Councilor Maglio stated you are saying the historic piece needs to be in place to go out to bid on the entire thing?

Chief of Staff Laforest stated we need to prove we have the funding available before going out to bid.

Chairman Reynolds stated it is my judgment to make a decision to table this.

Chairman Reynolds asked if there is a **Motion to Table** Order 23 080 to a future meeting.

Motion by Councilor Maglio to **TABLE** Order 23 080 to a future meeting.

MOTION: That in accordance with the provisions of Chapter 44B of the General Laws and with the recommendation of the Community Preservation Committee, the appropriation of \$750,000.00 from the Historic Resources Fund and \$868,497.00 from the Undesignated Fund for the Braintree Fire Station Historic Restoration - FY24 CPA Application. Said funds shall be expended under the direction of the Community Preservation Committee and the Director of Planning and Community Development.

Motion: by Councilor Maglio to **TABLE** Order 23 080 to a future meeting

Second: by Councilor Flaherty

Roll Call Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

- **23 082 Mayor: Transfer Funds from the Human Resources Salary Reserve or take up any action relative thereto**

Chairman Reynolds asked if there is a Motion to take off the Table Order 23 082.

Motion by Councilor Flaherty to take off the **TABLE** Order 23 082.

Motion: by Councilor Flaherty to take off the **TABLE** Order 23 082

Second: by Councilor Maglio

Roll Call Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

Chairman Reynolds asked if anyone would like to speak on Order 23 082.

Cindy DePina, HR Director stated the contracts have been settled for patrol and superiors. Same COLA 1.5/2/1.5. We have the funding set aside for these COLAs. AFSME is settled but not ratified yet and we just need to finish the paperwork for them.

Ed Spellman stated there is a separate reserve for FY23 and FY24. This is not a new request for funds. It has been set aside.

Chairman Reynolds asked if there is a Motion to **TABLE** Order 23 082.

Motion by Councilor Flaherty to **TABLE** to a future meeting.

Motion read by Councilor Flaherty for favorable recommendation to the full Council.

MOTION: That the Town vote to amend the wage and salary classification schedules, as most recently amended by appropriating the sum of \$233,866.62 for the purpose of funding a wage increase for the B.P.O.A. and the B.P.S.O.A. employees effective July 1, 2022, and for this purpose the sum of \$233,866.62 be transferred as follows: \$ 101,862.51 from FY 2023 salary reserve article and \$132,004.11 from the Finance Department/ Administration Program 01/Reserve Line, and further, that the Director of Municipal Finance is authorized to allocate said sums to and among the various accounts affected thereby in such amounts as are proper and required.

Motion: by Councilor Flaherty to **TABLE** Order 23 082 to a future meeting

Second: by Councilor Maglio

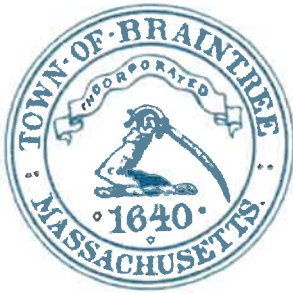
Roll Call Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

It was unanimously voted to adjourn the meeting at 7:25p.m. by Roll Call Vote.

Respectfully submitted,
Susan M. Cimino
Clerk of the Council

Documents provided for Meeting

- 23 080 Mayor: CPC Appropriation – Request for Appropriation - Fire Station Historic Restoration or take up any action relative thereto
- 23 082 Mayor: Transfer Funds from the Human Resources Salary Reserve or take up any action relative thereto



Erin V. Joyce
Mayor

Town of Braintree
One JFK Memorial Drive
Braintree, Massachusetts 02184
781-794-8000

MEMORANDUM

To: Charles B. Ryan, President of the Council
Susan Cimino, Clerk of the Council
James Casey, Town Clerk

From: Erin V. Joyce, Mayor *ejj*

Date: January 8, 2024

Re: Appointment of Chief of Staff and Director of Operations – Kara Nyman

2024 JAN -8 PM 5:23
BRAINTREE, MA
LEAH

President Ryan, Clerk Casey and Clerk Cimino,

In accordance with Chapter 2.207 of the Town Charter, I hereby appoint Kara Nyman to Chief of Staff and Director of Operations. Ms. Nyman was most recently the Assistant Town Manager for Holbrook and previously served on the Board of Selectman for Rockland, MA.

Ms. Nyman has her Master of Public Administration from Suffolk University and has served on the Planning Board for the Town of Hanover. Additionally, she is a volunteer coach for Hanover Youth Soccer and a volunteer at Cardinal Cushing School.

I appreciate your review of this appointment and request favorable action. Attached is Kara Nyman's resume.

Kara L. Nyman**EDUCATION:**

Suffolk University, Boston, MA
Master of Public Administration

September 2015-May 2018

Suffolk University, Boston, MA
Bachelor of Science in Government
Focus: Politics, Law & the Courts
Minor: Applied Legal Studies

September 2011-May 2015

WORK EXPERIENCE:

Assistant Town Administrator
Assistant to the Town Administrator
Town of Holbrook, MA

February 2022-Present

- Acts on behalf of the Town Administrator in their absence
- Assists the Town Administrator with professional, administrative, daily operations and project management
- Assists the Select Board as necessary, in negotiating all contracts and collective bargaining agreements
- Works closely with the Town Administrator and Town Accountant to prepare the annual budget
- Assists in the preparation of the Annual and Special Town Meeting Warrants
- Assists in the coordination of the publication of the Annual Town Report
- Prepares annual license renewal process and proceedings

Communications Director – Executive Office
Norfolk County Sheriff's Office, Dedham, MA

January 2018-February 2022

- Act as the spokesperson for the Norfolk County Sheriff's Office
- Act as the liaison between the Sheriff's Office and all media inquiries
- Responsible for the preparation of all formal statements, news releases and press packages
- Responsible for the editing, layout/design, and photography for the employee newsletter
- Responsible for internal communications initiatives

Senate Page – Office of Administration and Finance
Massachusetts State Senate, Boston, MA

November 2011-January 2018

- Prepare legislative offices for Senate session
- Execute a variety of daily tasks for Senators and corresponding offices
- Assist Senate Office of Administration and Finance with daily functions and scheduling
- Provide interoffice communication throughout the State House regarding all legislative matters
- Provide a full range of administrative support to the Senate President's Office and all other Senate offices, such as: filing, phone operating, meeting and parking scheduling, and general administrative assistance

CIVIC EXPERIENCE:

- *Rockland Board of Selectmen, Vice-Chair*
- *Hanover Planning Board*
- *Hanover Youth Soccer Coach*
- *Volunteer at the Cardinal Cushing School*

COMPUTER PROFICIENCY:

Microsoft Applications (Excel, Word, Outlook, PowerPoint)
SoftRight - Municipal Management System