

TOWN COUNCIL MEETING MINUTES OF OCTOBER 19, 2021

President Boncore Opens Meeting to order at 6:00PM announcing since the meeting is at the Senior Center there will be no Zoom

ROLL CALL

Present: Councilor Flockhart, Councilor Demarco, Councilor Letterie, Councilor Honan, Councilor Ferrino, Vice President Christopher, President Boncore
Absent: Councilor LoConte

PLEDGE OF ALLEGIANCE

Councilor Ruggiero

MINUTES

Motion by Councilor DeMarco to accept Minutes of October 5, 2021, 2021
2nd by Councilor Honan

ROLL CALL VOTE

Approve: Councilor Ruggiero, Councilor Flockhart, Councilor Demarco, Councilor Letterie, Councilor Honan, Councilor Ferrino, Council Vice President Christopher, President Boncore
Absent: Councilor LoConte
Motion Passed 8-1

GENERAL INFORMATION AND RECOMMENDATIONS

Council President reports that he has received calls that the Senior Center is not open, but it is open, please contact the Center for any questions.

PUBLIC HEARING

Town Council adopt new Fees for the Assessor's Office
Town Council adopt new Fees for the Treasurer's Office

Public Hearing Opened

Councilor Letterie reports there was a joint meeting with the Finance Committee and the Rules & Ordinance In reference to the Treasurers Fees and will require more information, motion will be tabled.
Public Hearing Closed

Public Hearing Opened

Councilor Letterie reports there was a joint meeting with the Finance Committee and the Rules & Ordinance In reference to the Assessors Fees and has been approved with a positive recommendation.
Public Hearings Closed

PUBLIC COMMENT

Felix Gray-Discusses attending the Northeast Vocation School and hopes that Winthrop approves the new school that the Northeast Vocational School would like to build. This school set children up for success and offers many a great opportunity.

Krista Shea—She has a freshman child in the Northeast Vocational and is confused about what is happening, do they continue to go when being built? Looking for feedback on exactly what is the future of the Vocational School, would like to see this continue.

Town Council Presidents reflects that the Vocation School representatives will be joining our 11-9-21 meeting.

CORRESPONDENCE

None

COMMITTEE REPORTS

Finance Committee

Councilor Letterie reports on the Northeast Vocation Schools funding request to build a new high school and acknowledges that the Vocational School has been incredibly helpful to our Winthrop students and to Winthrop; they built the Miller Field house and saved the community approx. \$400,000. It is a great life experience for the kids and they did incredible work.

There are 12 communities involved with the Vocational School. They are in the process of trying to build a high school for approx. \$319,000,000; they have been awarded the highest MSBA grant of approx... \$140,000,000 which results in a bond about \$175,000,000 which would be spread between the communities...enrollment would increase from 1200 to 1600.

Right now 57 children from Winthrop are enrolled in the school costing Winthrop about \$900,000. The town cost could increase to close to \$1.5Million. He is hoping Covid funds might be available.

Saugus voted not to support funding The Finance committee will return a recommendation to not support the motion as written, as written it is asking us not to support building the school, we are saying we want to support the school but not support the motion. Eventually all 12 municipalities will vote, example, if there are 20,000 that vote within communities and 10,001 vote yes, then it is a yes for all communities. Our first Bond payment would be due approx... 2026 and we are now looking into different funding if there is a yes vote.

Joint Finance Committee and Rules & Ordinance

Will pass with a Positive Recommendation that the Town Council adopt the new Fee Schedule for the Assessors Services Fees and tabled adopting the Treasurers Fee

Economic Development Committee

Councilor Honan reports that they had a meeting and invited Betsy Shane from the Chamber Town Planner Rachel Kelly and to brainstorm ideas on the post Covid economic development and how the Town Council might be helpful. Betsy Shane offered a lot of great ideas, recommendations and encouragement. We need to inquire with the businesses, see what their hurdles were, are and how the Council can potentially drive economic development. Planner Rachel Kelly stated there are state resources that we could review and a variety of projects that could potentially be funded.

It was a very constructive meeting.

TOWN MANAGER REPORT

Interim Town Manager Delehanty will be brief as he will be opening the Fall Forum but a Town Councilor has requested that he contact the Winthrop Foundation about Funding for Christmas Lights and they had a meeting, so hopefully they will get back to him about this and maybe suggestions on cost sharing. He discusses the Town Council has a town position to fill and his input is that the interim has done a good job and if he were the hiring authority, he would keep this person in this position. He requests the council to refer to the Rules & Ordinance Committee to review our ordinance of signage and posting of signs, it seems our current ordinance is not in compliance with the U. S. Constitution as decided by the first circuit in the first circuit court of appeals. He requests they work with K&P to updating this ordinance as well as the viscous dog ordinance as it is not up to speed with the current law.

Council President Remarks on the companies that we can chose from for the RFP on the Middle School Interim Town Manager states that we independently reviewed two proposals that were submitted and one particular company was chosen because of their work in communities like Andover, of which we found more in line with the Town of Winthrop than the other company that worked with an incomparable community. We just received these yesterday from the procurement officer and will be coming forward to the Town Council for a request a motion for funding, once funding is approved, the agreement can be signed and notify the RFP Committee members for their first meeting.

Councilor DE Marco remarks that we did not have a tree lighting ceremony in the center last year and doubts there will be one this year and asks if Crest Ave could be a possibility of a tree lighting event.

SCHOOL COMMITTEE REPORT

Superintendent Howard reports on Covid....school continues to have a solid track record of no in school Covid spreading, this is a testament to the mitigation strategies in the school.....cleaning, staffing, nursing, still try to achieve distancing....students are great wearing masks....

Have had cases, but no contact tracing.

OLD BUSINESS

Just received a text from Representative Jeff Turco and he wanted Council President to mention that he's in full support of the Vocational School and that he and his colleagues have been working on a bill and they are trying to get the Federal Government to \$100 Million Dollar to alleviate some of the expense that would go on to the cities and towns, hopefully they are successful.

Motion by Councilor Ferine to table the Northeast Vocation Schools request for funding for a new school.

2nd by Councilor Flockhart

Passed Unanimously

Motion by the Finance Committee to table the Town Council adopt the new fees for the Treasurer's Office

No 2nd. Needed

Passed Unanimously

Motion by the Finance Committee with a Positive Recommendation that the Town Council adopt the Assessor's Office new Fees

No 2nd

ROLL CALL VOTE

Approve: Councilor Ruggiero, Councilor Flockhart, Councilor Demarco, Councilor Letterie, Councilor Honan, Councilor Ferrino, Council Vice President Christopher, President Boncore

Absent: Councilor LoConte

Motion Passed 8-1

NEW BUSINESS

- Town Council President Boncore refers to the Finance Committee that the Town Council appropriates \$750,000 / MWRA Lead Line Replacement Cost (Contract 9)
- Town Council President Boncore refers to the Finance Committee Town Council appropriates \$250,000 / Phase 3-SSES Sewer I/I Assessment Study
- Town Council President Boncore refers to the Finance Committee and Rules & Ordinance that the Town Council adopt new Fees for the Department of the DPW
- Town Council President Boncore refers to the Finance Committee Town Council authorize to accept the Grant Awarded by the Mass Dept. of Conservation & Recreation
- Town Council President Boncore refers to the Finance Committee Town Council vote to transfer \$36,700 form Capital Stabilization to General Fund for WPD Firing Range Air Unit Replacement

Motion by Council President to appoint Paul Reardon to the Board of Registrars

ROLL CALL VOTE

Approve: Councilor Ruggiero, Councilor Flockhart, Councilor Demarco, Councilor Letterie, Councilor Honan, Councilor Ferrino, Council Vice President Christopher, President Boncore

Absent: Councilor LoConte

Motion Passed 8-1

Motion by Council President to appoint Tracy Maschcinski to be appointed to the Conservation Commission

ROLL CALL VOTE

Approve: Councilor Ruggiero, Councilor Flockhart, Councilor Demarco, Councilor Letterie, Councilor Honan, Councilor Ferrino, Council Vice President Christopher, President Boncore

Absent: Councilor LoConte

Motion Passed 8-1

Motion by Council President to appoint Denise Quist as full time Town Clerk for the Town of Winthrop
Discussion

Councilor Letterie is in full support and thanks Carla Vitale for her town services...she was a huge asset to this town. All Town Councilor feel the same. She has resigned and will be missed.

ROLL CALL VOTE

Approve: Councilor Ruggiero, Councilor Flockhart, Councilor Demarco, Councilor Letterie, Councilor Honan, Councilor Ferrino, Council Vice President Christopher, President Boncore

Absent: Councilor LoConte

Motion Passed 8-1

PUBLIC COMMENT

Rob O'Dwyer, representative for Winthrop for the Northeast Vocational School and will return at next meeting, he hopes the community and Town Council support the new high school

PUBLIC RELATIONS / UPCOMING EVENTS

Local Election of 11-2-21 Over the Counter Voting available in Clerks Office Room 5 Town Hall

Local Election will be held 11-2-21

10-22-21 Dedication of the Frankie Fabiano Way. Parking lot/street behind High School Complex

11-6-21 Pumpkin Drop & Roll

ADJOURNMENT

Motion by Councilor DeMarco to recess until 7:00PM of which after the Public Forum, meeting will be adjourned
2nd by Councilor Flockhart

Passed Unanimously

FALL FORUM PRESENTATION

Motion to adjourn by Councilor Letterie to adjourn at 8:35

2nd by Councilor DeMarco

Passed Unanimously

A DVD of this meeting is available from WCAT / www.youtube.com

Public Documents used in the meeting are available at Town Managers Office.

Documents Used in this Meeting: Handwritten Notes / Committee Openings Documents Roll Call Log

Written Motions / Verbal Motion

Respectfully submitted,
Town Council Clerk
Denise Quist



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

Terence Delehanty
Interim Town Manager

Town Council Motion

September 30, 2021

Fiscal Year 2022

Motion Summary

Title: FY22 Lead Line Replacement Project (Contract 9)
Motion ID: TCM22-011
Amount: \$750,000.00
Funding Source: MWRA Lead Line Replacement Program

Motion Details

Motion Type: Borrowing Authorization
Submitted by: Terence Delehanty, Interim Town Manager
Date Submitted: September 30, 2021

Text of Motion

MOTION: I move that the Winthrop Town Council adopt the following order:

ORDERED: That the Town appropriates the sum of SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$750,000) to pay costs of replacing lead water service lines, including all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Town Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; that the Treasurer, with the approval of the Town Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; that the Town Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received; that the Town Manager is authorized to take any other action necessary to carry out this project; and that any premium received upon the sale of any bonds or notes approved by this order, 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 order in accordance with M.G.L. c.44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

Terence Delehanty
Interim Town Manager

Funding Details

Funding Source			Funding Destination		
Account	Description	Amount	Account	Description	Amount
	MWRA BORROWING	\$750,000	New-Water/Sewer	FY22 Lead Line Replacement Project (Contract 9)	\$750,000



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

Terence Delehanty
Interim Town Manager

Town Council Motion

September 30, 2021

Fiscal Year 2022

Motion Summary

Title: MWRA – Phase 3 – SSES Sewer I/I Assessment Study
Motion ID: TCM22-012
Amount: \$250,000.00
Funding Source: MWRA Inflow/Infiltration Loan Program

Motion Details

Motion Type: Borrowing Authorization
Submitted by: Terence Delehanty, Interim Town Manager
Date Submitted: September 30, 2021

Text of Motion

MOTION: I move that the Winthrop Town Council adopt the following order:

ORDERED: That the Town appropriates the sum of TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000) to pay costs of a sewer system infiltration and inflow assessment study, including engineering services and surveys and all other costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Town Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(7), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; that the Treasurer, with the approval of the Town Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; that the Town Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received; that the Town Manager is authorized to take any other action necessary to carry out this project; and that any premium received upon the sale of any bonds or notes approved by this order, 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 order in accordance with M.G.L. c.44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

Terence Delehanty
Interim Town Manager

Funding Details

Funding Source			Funding Destination		
Account	Description	Amount	Account	Description	Amount
	MWRA BORROWING	\$250,000	New-Water/Sewer	Phase 3 – SSES Inflow/Infiltration Assessment Study	\$250,000



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

7m Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

Terence Delehanty
Interim Town Manager

Town Council Motion

October 14, 2021

Fiscal Year 2022

Motion Summary

Title: Adopt New Fee Schedule for Department of Public Works
Motion ID: TCM22-015
Amount: N/A
Funding Source: N/A

Motion Details

Motion Type: Adopt
Submitted by: Terence Delehanty, Interim Town Manager
Date Submitted: October 14, 2021

Text of Motion

MOTION: I move that the Town Council adopt the new fee schedule for the Department of Public Works as presented in attached memo; or take any other action thereto.

Funding Details

N/A

TOWN OF WINTHROP
Department of Public Works
100 Kennedy Drive, Winthrop MA 02152

Steven R. Calla, Director

<http://www.town.winthrop.ma.us>



Phone: 617-846-1341

Fax: 617-539-1545

scalla@town.winthrop.ma.us

MEMORANDUM

To: Terry Delehanty, Town Manager
From: Steve Calla, Public Works Director
Date: September 29, 2021
Re: Recommendation for fee adjustments

Terry,

Per your request I've performed fee comparisons for the Department of Public Works. Although most of our DPW permit and service fees seem to be in line with other communities, I offer the following information:

1. Currently we don't charge a fee for a new driveway curb-cut, only a \$150 concrete permit fee for the actual pouring of the new apron. Other communities charge \$100 – \$750 for a new curb cut in addition to the cement permit fee.
2. Our fees for water and sewer services appear to be on the low side. We currently charge \$150 for the installation or repair of a residential water service and \$200 for the installation or repair of a commercial water service. The sewer service permit fees mimic the water for both residential and commercial applications. Other communities appear to be charging a higher fee for new installations (\$500+) than the repair fees.
3. Our Cemetery interment fees also appear to be on the low side. Our resident interment fee is \$650 compared to \$850 - \$1000 in other communities and our non-resident interment fee is \$750 compared to \$1125 - \$2000 in other communities.

My recommendations are as follows:

1. Implement a new fee of \$150 for a new curb cut in addition to the required cement permit fee.
2. Add \$250 to the current water and sewer permit fees for all new service connections. Therefore, a new residential water or sewer service installation will cost \$400 and the repair of an existing residential service will remain at \$150. A new commercial water or sewer service will cost \$450 and the repair of an existing commercial service will remain at \$200.
3. Increase our resident interment fee to \$800 and increase the non-resident fee to \$1000.

Respectfully submitted,

Steven R. Calla
Public Works Director



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

Terence Delehanty
Interim Town Manager

Town Council Motion

October 14, 2021

Fiscal Year 2022

Motion Summary

Title: Transfer from Capital Stabilization to General Fund for Police Firing Range Air Unit

Motion ID: TCM22-016

Amount: \$36,700

Funding Source: Capital Stabilization Fund

Motion Details

Motion Type: Transfer from Capital Stabilization

Submitted by: Terence Delehanty, Interim Town Manager

Date Submitted: October 14, 2021

Text of Motion

MOTION: I move that the Town Council vote to transfer \$36,700 from the Capital Stabilization Fund to the General Fund for Police Firing Range Air Unit Replacement; or take any other action thereto.

Funding Details

Funding Source			Funding Destination		
Account	Description	Amount	Account	Description	Amount
964	Capital Stabilization Fund	\$36,700	New Account	Firing Range Air Unit	\$36,700

Capital Stabilization Balance before pending Motion: \$ 2,795,484.22

Motion Pending: 36,700.00

Balance: \$ 2,758,784.22



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

Terence Delehanty
Interim Town Manager

Town Council Motion

September 30, 2021

Fiscal Year 2022

Motion Summary

Title: Adopt New Fee Schedule for Treasury Department

Motion ID: TCM22-010

Amount: N/A

Funding Source: N/A

Motion Details

Motion Type: Adopt

Submitted by: Terence Delehanty, Interim Town Manager

Date Submitted: September 30, 2021

Text of Motion

MOTION: I move that the Town Council adopt the new fee schedule for the Treasury Department as presented in attached memo; or take any other action thereto.

Funding Details

N/A



TOWN OF WINTHROP

OFFICE OF TREASURER/COLLECTOR

Town Hall – 1 Metcalf Square
Winthrop, Massachusetts 02152
Telephone: (617) 846-1750

MEMORANDUM

TO: Interim Town Manager
FROM: Kathy Rappa, Deputy Treasurer/Collector
DATE: September 23, 2021
RE: Proposed Fee Increase

Our office recently conducted a survey with surrounding municipalities on their collection fees and found that one of our fees are not in level with the other communities we surveyed.

Our Municipal Lien Certificate fee is \$50.00 for a 1 to 4 family dwelling. We would like to increase that to \$75.00.

Over 4 family & commercial is \$75.00. That fee would like to remain the same.



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

Terence Delehanty
Interim Town Manager

Town Council Motion

September 30, 2021

Fiscal Year 2022

Motion Summary

Title: Adopt New Fee Schedule for Assessing Department
Motion ID: TCM22-009
Amount: N/A
Funding Source: N/A

Motion Details

Motion Type: Adopt
Submitted by: Terence Delehanty, Interim Town Manager
Date Submitted: September 30, 2021

Text of Motion

MOTION: I move that the Town Council adopt the new fee schedule for the Assessing Department as presented in attached memo; or take any other action thereto.

Funding Details

N/A

Allen E. Maruzzi, Chairman
Paolo Franzese
Diane Macken

Stephen J. Roche,
Deputy Assessor

Town of Winthrop
MASSACHUSETTS

Board of Assessors

**One Metcalf Square
Town Hall - Room 1
Winthrop, Massachusetts 02152**



Telephone:	617/846-2716
Facsimile	617/846-4780

MEMORANDUM

To: Town Manager/Police Chief Terence Delehanty

From: Stephen Roche, Winthrop Deputy Assessor *SR*

CC: Winthrop Town Counsel

Date: September 23, 2021

Re: Assessing Department Fees

Upon reaching out to other local municipalities and assessing departments regarding fees for abutters lists we found that the typical range was from no charge at all to \$30. The most common fee was \$25.

Our current fees go by the radius of the abutters that need to be notified – ranging from \$10 for 100 feet to \$60 for 500 feet. Approximately 95%+ of the abutters lists we do here are 100 feet, and the small remainder are comprised of 150 foot lists at \$25.

I recommend we switch to a flat rate of \$25 for any abutters list. This would allow us to make a considerable amount more, while keeping the prices reasonable and on par with surrounding communities.

Please let me know if any there are any questions or if more information is required.