

ZOOM INFORMATION

Not Available



WINTHROP TOWN COUNCIL

MEETING AGENDA

JUNE 17, 2025
TOWN COUNCIL
6:30 PM
SENIOR CENTER

Town Council Members

Town Council President James Letterie
Precinct 1 Councilor Costigan
Precinct 3 VP- Councilor Belcher
Precinct 4 Councilor Swope
Precinct 5 Councilor Aiello
Precinct 6 Councilor DaRos
Councilor at Large DeMarco
Councilor at Large Tassinari

ROLL CALL

PLEDGE OF ALLEGIANCE

1. MINUTES

Approval of Minutes June 3, 2025 as circulated

2025 JUN 12 PM 5:07
TOWN CLERK-WINTHROP

2. GENERAL INFORMATION AND RECOMMENDATIONS

3. PUBLIC HEARING

- Town Council vote to adopt two sections of the Hero's Act
- Town Council Vote to Authorize Unpaid Bills of Prior Year to be paid from the current Dept. Budgets
- Town Council Vote to Transfer \$75,000 an appropriation from the General Fund to a Revolving Account closing of FY25
- Town Council Vote to Modify the General Fund Budgets to facilitate the June 30, 2025 closing of FY25

4. PUBLIC COMMENT

5. CORRESPONDENCE

6. COMMITTEE REPORTS

Finance Committee

FHBC

7. SCHOOL DEPARTMENT REPORT

8. UPDATE POLICY MAKING COMMITTEES

9. TOWN MANAGER REPORT

10. OLD BUSINESS

- Town Council Vote to Approve the Planning Board's Recommendation on Section 3A of the MGL Law
- Town Council vote to adopt two sections of the Hero's Act
- Town Council Vote to Authorize Unpaid Bills of a Prior Year to be paid from the current Dept. Budgets
- Town Council Vote to Transfer \$75,000 an appropriation from the General Fund to a Revolving Account closing of FY25
- Town Council Vote to Modify the General Fund Budgets to facilitate the June 30, 2025 closing of FY25
- Short Term Rentals

11. NEW BUSINESS

- New Appointments / Re-Appointments
- Discussion of May 20, 2025 Town Council Meeting Minutes
- Review Candidates and vote to Appoint Precinct 2 Councilor for a Term Date to Expire 12-31-25
- Decorum

12. PUBLIC COMMENT

13. PUBLIC RELATIONS / UPCOMING EVENTS

- o Nomination Papers for the Local Election 11-4-25 Available Clerks Office-All
- o Community Health Needs Assessment Survey has been extended until June 30th-Please participate on Town Website
- o June 21, 2025 – Strawberry Festival-Winthrop Deane House
- o June 21, 2025 I Love Winthrop Festival
- o Keep Informed of Updates on Fire Station-Town Website

14. ADJOURNMENT



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

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

Anthony Marino
Town Manager

Town Council Motion

May 27, 2025

Fiscal Year 2025

Motion Summary

Title: Hero's Act Veterans Exemption increase

Motion ID: TCM25-023

Amount: Current total exemptions equal \$76,000, FY26 40% increase equals \$30,400 plus COLA mentioned in clause 22I

Funding Source: Allowance for Abatements

Motion Details

Motion Type: Adopt

Submitted by: Anthony Marino, Town Manager

Date Submitted: May 27, 2025

Text of Motion

MOTION: I move that the Town Council vote to adopt two sections of the Hero's Act; or take any other action thereto.

ADJUSTED EXEMPTION AMOUNT CLAUSE 22I

MOTION: That the town of Winthrop accept MA General Laws Chapter 59, Section 5, Clause 22I, which authorizes an annual increase in the amount of the exemption granted under MA General Laws Chapter 59, Section 5, Clause 22, Clause 22A, Clause 22B, Clause 22C, Clause 22E and Clause 22F by the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) for the previous year as determined by the Commissioner of Revenue, to be effective for applicable exemptions granted for any fiscal year beginning on or after July 1, 2025.

OPTIONAL ADDITIONAL VETERAN EXEMPTION CLAUSE 22J

MOTION: That the Town of Winthrop accept General Laws Chapter 59, Section 5, Clause 22J, which authorizes an annual increase in the amount of the exemption granted under General Laws Chapter 59, Section 5, Clause 22, Clause 22A, Clause 22B, Clause 22C, Clause 22E and Clause 22F by 40% of the personal exemption amount, subject to the conditions in Clause 22J, to be effective for applicable exemptions granted for any fiscal year beginning on or after July 1, 2025.

Section 22**85 Veterans or Widows receive the \$400 real estate tax exemption**

85 \$400 \$34,000 FY2025

Recommended 40% Increase

COLA	Increase	Total per Exemption	Total per Fiscal Year
10%	40	\$ 440	\$ 37,400
15%	60	\$ 460	\$ 39,100
20%	80	\$ 480	\$ 40,800
25%	100	\$ 500	\$ 42,500
30%	120	\$ 520	\$ 44,200
35%	140	\$ 540	\$ 45,900
40%	160	\$ 560	\$ 47,600
45%	180	\$ 580	\$ 49,300
50%	200	\$ 600	\$ 51,000
55%	220	\$ 620	\$ 52,700
60%	240	\$ 640	\$ 54,400
65%	260	\$ 660	\$ 56,100
70%	280	\$ 680	\$ 57,800
75%	300	\$ 700	\$ 59,500

\$13,600 Increase over FY2025

Section 22E**42 Veterans or Widows receive the \$1,000 real estate tax exemption**

42 \$1,000 \$42,000 FY2025

Recommended 40% Increase

COLA	Increase	Total per Exemption	Total per Fiscal Year
10%	100	\$ 1,100	\$ 46,200
15%	150	\$ 1,150	\$ 48,300
20%	200	\$ 1,200	\$ 50,400
25%	250	\$ 1,250	\$ 52,500
30%	300	\$ 1,300	\$ 54,600
35%	350	\$ 1,350	\$ 56,700
40%	400	\$ 1,400	\$ 58,800
45%	450	\$ 1,450	\$ 60,900
50%	500	\$ 1,500	\$ 63,000
55%	550	\$ 1,550	\$ 65,100
60%	600	\$ 1,600	\$ 67,200
65%	650	\$ 1,650	\$ 69,300
70%	700	\$ 1,700	\$ 71,400
75%	750	\$ 1,750	\$ 73,500

\$16,800 Increase over FY2025

\$ 30,400 Total Increase



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

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

Anthony Marino
Town Manager

Town Council Motion

June 03, 2025

Fiscal Year 2025

Motion Summary

Title: Unpaid Bills of a Prior Year
Motion ID: TCM25-024
Amount: \$4,742.28
Funding Source: Current Year Departmental Budgets

Motion Details

Motion Type: Budgetary
Submitted by: Anthony Marino, Town Manager
Date Submitted: 06/03/2025

Text of Motion

MOTION: I move that the Town Council vote to authorize Unpaid Bills of a Prior Year to be paid from current year departmental budgets as noted below; or take any other action thereto.

Funding Details

VENDOR	INV DATE	DESCRIPTION	Department	ORG-OBJ	AMOUNT
A1 Lighting Service	7/26/2023	Removal of Lights - CBD	DPW	0142052-524200	\$1,831.28
B&B Pest Control	3/15/2024	Pest Control	ISD	0124152-520000	\$ 59.00
B&B Pest Control	11/28/2023	Pest Control	ISD	0124152-520000	\$ 59.00
Fastest Labs of Boston	5/31/2022	Testing	DPW	0142053-530702	\$ 578.00
Fastest Labs of Boston	10/31/2022	Testing	DPW	0142053-530702	\$ 565.00
Independent Newspapers	4/26/2023	Legal Notice	Town Manager	0111253-530402	\$ 50.00
Massachusetts Municipal Assoc.	6/28/2024	Town Planner Job Listing	Town Manager	0111253-530702	\$ 150.00
Massachusetts Municipal Assoc.	8/22/2023	Finance Clerk Job Listing	Finance	0113553-530702	\$ 150.00
Mass. Dept. of State Police	7/12/2024	Police Detail Revere St.12/20,21,2020	DPW	0142053-538300	\$1,000.00
Comm. Of Ma. Dept. of Public Safety	5/14/2018	Fine for violation @ 151 Pauline	Building Maintenance	0119252-524100	\$ 300.00
			Total		\$4,742.28



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

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

Anthony Marino
Town Manager

Town Council Motion

June 03, 2025

Fiscal Year 2025

Motion Summary

Title: Year-End Closeout Transfers
Motion ID: TCM25-025
Amount: \$75,000
Funding Source: General Fund Appropriations

Motion Details

Motion Type: Appropriate
Submitted by: Anthony Marino, Town Manager
Date Submitted: June 03, 2025

Text of Motion

MOTION: I move that the Town Council vote to transfer \$75,000 from the below General Fund appropriation to the below Revolving funds to assist in closing out Fiscal Year 2025; or take any other action thereto.

Funding Details

Funding Source			Funding Destination		
Account	Description	Amount	Account	Description	Amount
0191151-517700	Pension Appropriation	75,000.00	723	Pauline Street Revolving	75,000.00



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

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

Anthony Marino
Town Manager

Town Council Motion

June 03, 2025

Fiscal Year 2025

Motion Summary

Title: Year-End General Fund Inter-Budgetary Transfers
Motion ID: TCM25-026

Motion Details

Motion Type: General Fund Inter-Budgetary Transfers
Submitted by: Anthony Marino, Town Manager
Date Submitted: 06/03/2025

Text of Motion

MOTION: I move that the Town Council vote modify the following General Fund Budgets to facilitate the June 30, 2025 closing of the 2025 Fiscal Year; or take any other action relative thereto.

Funding Details

Funding Source			Funding Destination		
Account	Description	Amount	Account	Description	Amount
0111057-578100	Town Council Reserve	39,600.00	0111251-511100	Personnel(Town Manager)	3,000.00
0113151-511100	Personnel(Planning)	20,000.00	0111257-573100	Professional Assc(Town Manage	8,000.00
0115153-530400	Legal Services	14,541.77	0122051-513100	Overtime(Fire)	80,000.00
0116151-511100	Personnel(Town Clerk)	10,000.00	0122052-524106	Repair/Maint Vehicles(Fire)	15,000.00
0121051-511100	Personnel(Police)	50,000.00	0132053-532500	Northeast Regional Voc	13,415.77
0124152-520000	Purchased Services(ISD)	20,000.00	0142351-512120	Snow/Ice Manpower	89,199.88
0129056-569500	Regional Dispatch	105,307.93	0142355-553201	SNOW REMOVAL SUPPLIES	159,876.90
0132153-532400	Essex Agricultural School	13,496.05	0182053-532100	School Choice Sending Tuition	10,000.00
0142557-574100	Property Insurance	80,000.00	0182053-532200	Charter School Sending Tuition	40,000.00
0191151-517700	Pension Appropriation	204,326.54	0191051-517100	Workers Compensation	8,779.74
			0191051-517500	Retiree Health Insurance/OPEB	100,000.00
			0191051-517910	Medicare-Town	30,000.00
0193058-584138	Salt Storage Shed	27,579.84			
0193058-584145	Pico Park - BBall Resurface	1,800.00			
0193058-584155	Senior Center Trim	1,468.00			
0196058-588208	Enterprise Fee Study	10,000.00			
0196058-588213	Public Way Stairs	25.00	0193058-584139	Town Bldg Rehab / Upgrade	40,872.84
Total		598,145.13	Total		598,145.13



TOWN OF WINTHROP OFFICE OF THE TOWN COUNCIL

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1852

MOTION

Submitted by: Winthrop Planning Board

Date: 6-12-25

TEXT OF MOTION

MOTION: That the Winthrop Planning Board recommend that the Winthrop Town Council APPROVE Winthrop's MBTA 3A Action Plan that will create two overlay districts referred to as "Seal Harbor Road" and "Governor's Park" together with the associated zoning language contained in the report of RKG Associates.

6-12-25

Motion by the Planning Board with a Positive Recommendation to the Town Council

Roll Call Vote

Chris Boyce	Yes
Honor Merceret	Yes
Sarah Jane Fourness	Yes
Alyssa Gamble	Yes
Jason Pollutro	Yes

Motion Passes Unanimously



TOWN OF WINTHROP OFFICE OF THE TOWN COUNCIL

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1852

MOTION

Submitted by: Council President Letterie

Date: 6-12-25

TEXT OF MOTION

MOTION: That the Town Council vote to accept the Planning Board recommendation on Section 3A of the Massachusetts General Law to recommend the creation of two distinct overlay zoning districts to comply with Section 3A: **Seal Harbor Road** (covering Seal Harbor and Fort Heath) and **Governors Park**; or take any other action thereto.

Additionally, the **Center Business District** (CBD) is included as part of the compliance strategy as a Mandatory Mixed-Use Overlay, though it is not formally designated as a 3A Overlay District. However, the units already permitted in this district will contribute to the town's compliance, **without any impact on the CBD**; or take any other action thereto.

The Planning Board also passed a motion outlining the necessary zoning changes, including the elimination of a Special Permit process for the applicants seeking to pay the parking in lieu fee, Town Ordinance Section 17.50.210. Going forward, this fee will be paid during the site plan review process, with the Planning Boards approval; or take any other action thereto.



Town of Winthrop Planning Board

November 14, 2024

Jim Letterie, Council President
& Winthrop Town Council
Town of Winthrop
1 Metcalf Square
Winthrop, MA 02152

Dear Council President Letterie and Town Councilors,

I am writing on behalf of your Planning Board to share our recommended plan for compliance with Section 3A of MGL c 40A, otherwise known as the MBTA communities Act.

The requirement is codified as Section 3A of MGL c. 40A:

Section 3A. (a)(1) *An MBTA community shall have a zoning ordinance or by-law that provides for at least 1 district of reasonable size in which multi-family housing is permitted as of right; provided, however, that such multi-family housing shall be without age restrictions and shall be suitable for families with children. For the purposes of this section, a district of reasonable size shall: (i) have a minimum gross density of 15 units per acre, subject to any further limitations imposed by section 40 of chapter 131 and title 5 of the state environmental code established pursuant to section 13 of chapter 21A; and (ii) be located not more than 0.5 miles from a commuter rail station, subway station, ferry terminal or bus station, if applicable.*

(b) *An MBTA community that fails to comply with this section shall not be eligible for funds from: (i) the Housing Choice Initiative as described by the governor in a message to the general court dated December 11, 2017; (ii) the Local Capital Projects Fund established in section 2EEEE of chapter 29; (iii) the MassWorks infrastructure program established in section 63 of chapter 23A, or (iv) the HousingWorks infrastructure program established in section 27½ of chapter 23B.*

(c) *The executive office of housing and livable communities, in consultation with the executive office of economic development, the Massachusetts Bay Transportation Authority and the*

Massachusetts Department of Transportation, shall promulgate guidelines to determine if an MBTA community is in compliance with this section.

The Winthrop Planning Board has worked throughout 2024 to develop a plan that ensures compliance with Section 3A of Massachusetts General Laws (MGL), while minimizing the impact on the town. This plan aims to meet state requirements and maintain Winthrop's eligibility for future state grant funding. The process was iterative, refined through public feedback, town council input, and guidance from our consultant, RKG Associates, Inc.

On November 12, 2024, the Planning Board unanimously voted to recommend the creation of two distinct overlay zoning districts to comply with 3A: **Seal Harbor Road** (covering Seal Harbor and Fort Heath) and **Governors Park**. Please refer to the attached PDF for the final presentation of this plan.

Additionally, the Central Business District (CBD) is included as part of the compliance strategy as a Mandatory Mixed-Use overlay, though it is not formally designated as a 3A overlay district. However, the units already permitted in this district will contribute to the town's compliance, without any direct impact on the CBD.

The Planning Board also passed a motion outlining the necessary zoning changes, including the elimination of a special permit process for applicants seeking to pay the parking in lieu fee. Going forward, this fee will be paid during the site plan review process, with the Planning Board's approval.

This plan recognizes that Winthrop's already dense neighborhoods include areas where special permits created density that aligns with the goals of the MTA 3A law, despite existing base zoning not permitting the density we currently experience. These zoning overlays, without changes to base zoning, will support the town's compliance plan without causing additional strain or disruption to the community.

We appreciate your support throughout this process and are confident that this plan represents a practical path forward for Winthrop.

Thank you for your time and service,

Christopher Boyce
Chairperson Winthrop Planning Board

Karin Chavis
63 Lincoln Street
Winthrop, MA. 02152
617-276-4059

Council President Letterie:

This letter is to request interest in being appointed to the Winthrop Town Council for the open seat in Precinct 2 by the current Council members.

I am available to give the time and work to the position as is required.

My hope and vision for Winthrop is a town where people want to live and raise their families.
I also want to continue with all services provided by the Tax Dollar to all the citizens of Winthrop.
Public Safety and Education are priorities and should remain as such.

Attached is a list of committees and boards I have served on and remain on.

Thank you for your consideration.

Karin Chavis

Karin Chavis
63 Lincoln Street
Winthrop, MA 02152
617-276-4059

Graduate Soldiers Home School of Nursing
Graduate Winthrop High School
Retired

Town of Winthrop Appointed Boards and Committees:

Town Meeting Member/ 1992-2006
Advisory Committee/ 1992-2006
Citizens Advisory Finance Committee/2006-2020 Chair 2020-present
Finance Commission/2006-present
Town Manager Search Committee/ 2005
Town Manager Search Committee/ 2018
Town Manager Search Committee/ chair 2021
Human Resources Search Committee/ 2013
SBAC (new HS/MS) 2011-2020
SBAC Finance Sub-Committee/ chair 2011-2020
Miller Field Committee/ 2016-2021
Miller Field Finance Sub-Committee/ chair 2016-2021
Fire Station Building Committee co-chair 2023
Fire Station Building Committee co-chair 2025
Ordinance Review Committee/ 2015-2016
Ordinance Review Committee/ 2021-2022
Ordinance Review Committee/ chair 2025
Town of Winthrop Retirement Board/ 2017-2022 chair 2022-present
Larsen Rink Committee/ 2014-present
Scholarship Committee/ 2018-2022
Election Poll Worker Pct. 5/ 2012-present / Warden Pct. 5 2018 to present

Winthrop Public School Committees:

GFB Site Council 2010-2016
ATC Site Council 2012-2016
WMS Site Council 2016-2018
WHS Principal Search Committee 2013
ATC Principal Search Committee 2014

Winthrop Town Council

Winthrop Town Hall

1 Metcalf Square

Winthrop, MA 02152

May 20, 2025

Council President and Town Council Members,

I'm writing to formally submit my intent for your consideration for the appointment to the vacant Precinct 2 seat on the Council.

I have proudly called Winthrop home for the past 12 years and am the parent of a Winthrop Public Schools student. My family's roots in this town go back four generations. I deeply value the charm and character that have kept lifelong residents here and attracted so many new ones. In order to ensure a bright, prosperous future for its residents both present and future, we require thoughtful, compassionate leaders who communicate clearly and work with purpose. I bring those exact qualities to the table.

Precinct 2 deserves a dedicated councilor who is fully committed to understanding and addressing the challenges residents face. Flood mitigation in the Morton, Tileston, and Girdlestone areas remains a top concern. The council must also give careful attention to ongoing ADU regulation drafting, airport hazard mitigation, the demolition of the old middle school, and the construction of a new, state-of-the-art fire station. Throughout these efforts, we must maintain clear, consistent communication with the public. I will fully engage in this work and remain committed throughout my term.

I have actively participated in municipal politics for several years. As a founding member of a grassroots political advocacy group, I've worked to promote respectful, collaborative civic engagement on a variety of local issues. I've also volunteered with the Gorman Fort Banks PTO and the Yes! for Winthrop's Kids Proposition 2½ override campaign.

Since 2013, I've worked in sales and client services for Black Lapel (formerly Blank Label), a custom menswear company where I helped establish and grow the Boston showroom. As the main point of contact for over 800 clients annually, I've developed strong skills in relationship-building, attentive service, and solution-oriented communication-all of which I will bring to my work as a town councilor.

I believe local government should focus on what matters most: serving the people. My primary motivation for seeking this role is to ensure residents receive timely, effective, and respectful service from their local representatives. I approach this opportunity with a pragmatic mindset and a firm belief in practical, people-centered solutions.

Thank you for your consideration.

Michael Kinlin

49 Fairview Street

Michael Kinlin

49 Fairview Street, Winthrop, MA 02152

michael.kinlin@email.com | 978-314-3540

Professional Experience

Sales Manager

Black Lapel – Boston, MA

2013 – Present

- Lead end-to-end client experience for 800+ customers annually through a multi-week bespoke fitting and customization process, ensuring consistent, proactive communication.
- Generate over \$850,000 in annual showroom sales, contributing to sustained year-over-year revenue growth via consultative selling and client retention strategies.
- Plan and execute integrated marketing campaigns (digital, billboard) within a \$15,000 monthly budget, increasing brand visibility and showroom traffic.
- Manage operational budgets including alterations, materials, and facilities to maintain profitability while preserving product and service quality.
- Collaborate with software developers to build, maintain, and optimize a proprietary ERP system tailored to business needs.
- Forge and manage impactful partnerships with nonprofit organizations such as Mass General Hospital for Children and the Emerald Necklace Conservancy.
- Supervise, coach, and develop Sales Associate team members across sales, client service, shipping, and logistics functions.
- Ensure operational excellence and uphold luxury service standards in a fast-paced retail environment.
- Work closely with global manufacturing teams to support seamless product development and delivery.

English Teacher

Methuen High School – Methuen, MA

2008 – 2011

- Taught English Literature and Creative Writing to students in grades 9–12, including special education inclusion classes.
- Designed and delivered engaging curricula with specialized assessments aligned to IEP and Section 504 goals.

- Integrated multimedia technologies to enhance instruction in literature, poetry, and expository writing.
- Built strong relationships with students, families, faculty, and educational support staff to support student achievement.

Education

Bachelor of Fine Arts (BFA), Writing, Literature and Publishing

Emerson College – 2007