

TOWN COUNCIL MEETING MINUTES OF MAY MAY 5, 2026

President Letterie calls the meeting to order at 6:30 PM in the Harvey Hearing Room

ROLL CALL

Present: Councilor Costigan, Councilor Tassinari, Councilor Millar, Councilor Dimes, Councilor Romano
Councilor Finn, Vice President Swope, President Letterie

Absent: Councilor Reardon

PLEDGE OF ALLEGIANCE

MINUTES

Motion by Councilor Romano to Approve the Minutes of April 21, 2026, as circulated.

2nd by Councilor Dimes

Motion Passed

PUBLIC HEARING

Public Hearing Opened:

Town Council Appropriate and Transfer \$85,617.41/ Fund 527 Health Cycle Program to the Tipping Fees-Solid Waste Enterprise Fund

Discussion

Finance Committee voted with a Positive Recommendation

Public Hearing Closed

Motion by Councilor Romano to take this motion out of order

2nd by Councilor Dimes

Passed Unanimously

Motion by the Finance Committee with a positive recommendation that the Town Council Appropriate and Transfer \$85,617.41/ Fund 527 Health Cycle Program to the Tipping Fees-Solid Waste Enterprise Fund...

No 2nd Needed

Roll Call Vote

Yes: Councilor Costigan, Councilor Tassinari, Councilor Millar, Councilor Dimes, Councilor Romano Councilor Finn, Vice President Swope, President Letterie

Absent: Councilor Reardon

Motion Passes

Public Hearing Opened:

Town Council Appropriate \$30,000 from the Handicap Parking Fines Account /Expenses Benefit Persons with Disabilities

Finance Committee voted with a Positive Recommendation

Discussion

Public Hearing Closed

Motion by Councilor Romano to take this motion out of order

2nd by Councilor Dimes

Passed Unanimously

Motion by the Finance Committee with a positive recommendation that the Town Council Appropriate \$30,000 from the Handicap Parking Fines Account /Expenses Benefit Persons with Disabilities....

No 2nd Needed

Roll Call Vote

Yes: Councilor Costigan, Councilor Tassinari, Councilor Millar, Councilor Dimes, Councilor Romano Councilor Finn, Vice President Swope, President Letterie

Absent: Councilor Reardon

Motion Passes

Public Hearing Opened:

Town Council Review Ordinance Committee Recommendations on Town Ordinances
Discussion

Motorized Scooters and Electric Bikes remain in committee for review
Rules & Ordinance Committee voted with a Positive Recommendation

Public Hearing Closed

Motion by Councilor Romano to take this motion out of order

2nd by Councilor Dimes

Passed Unanimously

Motion by Councilor Romano to Amend the New Ordinance 13.04.12 to include **the wording Accessory Dwelling Units** after
“**New Construction**” and after “**Full Gut Renovation.**”

2nd by Councilor Tassinari

Motion Passed

Main Motion as Amended

Roll Call Vote

Yes: Councilor Costigan, Councilor Tassinari, Councilor Millar, Councilor Dimes, Councilor Romano Councilor Finn, Vice
President Swope, President Letterie

Absent: Councilor Reardon

Motion Passes

Public Hearing Opened:

Town Council Review Ordinance Recommendation from the Tree Committee

Discussion

Public Comment

Tom Derderian P3-Tree Warden is in favor of this ordinance

Jack Dowd P4-Will this be changed by any state rulings?

Town Council President asks if trees had to be replaced but there was no room on certain construction, would they be able to place
elsewhere in the town?

Joanne Hillman P6-Tree Committee-states Yes they could be relocated.

Celeste Ribeiro Hewitt P1-Climate Commission-In favor of this ordinance

Terry Delehanty P6-Believes there are some technicalities on this ordinance as it refers to the zoning ordinance of which the
correct procedures must be followed.

Tom Derderian P3-He has seen in construction areas it is much easier for the construction company to wipe out trees and proceed.
Additional and existing trees must be considered. We cannot allow trees to be crowded, there has to be a biological balance. This
ordinance addresses this.

Cassie Witthaus P5-Have worked with these requirements and the tree issues should be included in a site plan review and is in
favor of this ordinance.

Jack Dowd P4-He requests this vote be put off until it is further reviewed.

Councilor Swope believes the new construction on Shirley & Veterans included landscape design.

Councilor Tassinari Asks if this ordinance does have to be reviewed by the Winthrop Planning Board?

Town Manager-Yes, since it is included in our zoning, it would have to be reviewed by the Winthrop Planning Board.
And wants to make sure Attorney Cipoletta reviews this further.

Public Hearing Closed

Motion by Councilor Romano to take this motion out of order

2nd by Councilor Dimes

Passed Unanimously

**Motion by Councilor Romano to send this motion to the Winthrop Planning Board for a public hearing and
recommendation and also to Attorney Cipoletta for review**

2nd by Councilor Tassinari

Discussion

Councilor Swope asks if there can be further review by the Winthrop Planning Board on this

Roll Call Vote

Yes: Councilor Costigan, Councilor Tassinari, Councilor Millar, Councilor Dimes, Councilor Romano Councilor Finn, Vice President Swope, President Letterie

Absent: Councilor Reardon

Motion Passes

PUBLIC COMMENT

Joanne Hillman P6-Comments that the utilities were not included in that past ordinance, it's a little unclear how utility companies address the tree issues.

Celeste Ribeiro Hewitt P1-Adds that the town should be "setting more rules of engagement" with the utility company in reference to their Landscaping Details along to make sure the developer is aware of what must be done with an existing tree that may be within the construction.

Mark Sennott P2-He is asking about the water main breaks during the winter storm, who is paying for this water? It should not be passed on to the rate payer.

Tom Derderian P3-Discusses the town generating their own power? What would that cost be?

Karin Chavis P2-Makes clear that all ORC Ordinance Amendments were sent to Attorney Cipoletta

Also states the ordinances can be changed anytime and thanks the Dept. Heads who contacted her with their requests.

Terry Delehanty P6-Maybe develop an Ordinance Committee to review prior to the 5 year Charter Amendment allowances.

Cassie Witthaus P5-Supports Councilor Dimes Proclamation

Rob DeMarco P6- Supports Councilor Dimes Proclamation

We should also be celebrating Jewish Heritage Month

CORRESPONDENCE

None

COMMITTEE REPORTS

Finance Committee – Discussed Previously

Rules & Ordinance

FHBC -Town Council President reports all going along well and current activity will be including the side face of the gymnasium will be improved as it hasn't seen the light of day in over 60 years! . A Bid for the General Contractor will be going out mid June.

SCHOOL DEPARTMENT REPORT

Council President reports that Graduation is May 29th. Ongoing negotiations still moving ahead and being discussed. Hoping they will wrap up quickly.

UPDATE ON POLICY MAKING COMMITTEES

None

TOWN MANAGER REPORT

Blue Line will be closed on May 9th & 10th, please refer to their website for updates on closings.

Councilor Costigan discusses the easement with the PPYC. Asks if this involves the main street location connections?

Is it just Girdlestone and flooding area.

DPW Director Calla reports there will be drainage improvement in these areas but not to Main.

Is there any cost with association with this easement? Would like to see a cost analysis of using our pre-existing easement. Asks if the PPYC is using our easement currently?

He would like to see a presentation of exactly what this plan is, including the easement that should not have been used.

Town Manager will have the engineer offer a presentation.

Councilor Tassinari agrees that he would like to also see a presentation on this project and is there any existing violation on our easement? He also asks about cost of Attorney Cipoletta having to work on the exemption motion to intervene as this is money that the town has spent which effects the residents.

Town Manager will request from Attorney Cipoletta.

Requests for update / timeline on Shirley St. project

DPW Director Calla reports by May 13th roadway will be repaved.

Vice President Swope thanks Attorney Cipoletta for his help on the exemption case and motion to intervene.

OLD BUSINESS

Town Council vote to Approve Video Recordings of Committee Meetings to be Posted-**Continued**

Motion to Amend Town Council Rules & Procedures Rule 2 (b) (c)

Councilor Millar would like to take these in (2) parts:

Motion by Rules & Ordinance in reference to the Town Council Rules & Procedures with a positive recommendation on Rule 2 (b) that Matters to be placed on the Agenda for the Town Council(Please see attached motion)

No 2nd Needed

Discussion

Councilor Tassinari states the new language is the addition of ***“If the same matter is submitted by at least (4) councilors, then the matter shall be placed on the agenda”***

Councilor Swope comments that this is the same procedure if a Councilor wanted to call a Special Meeting, (4) Councilor must call it so a Special Meeting does not have to be called. She mentions she has also called the Town Council President and items have been put on agenda.

Councilor Costigan believes this will give the council more of a voice.

Council President states that most items that are asked to be put on are put on unless there is a question with them...

Roll Call Vote

Yes: Councilor Costigan, Councilor Tassinari, Councilor Millar, Councilor Dimes, Councilor Romano Councilor Finn, Vice President Swope

No: President Letterie

Absent: Councilor Reardon

Motion Passes

Motion by Rules & Ordinance with a positive recommendation that in reference to Town Council Rules & Procedures Rule 2 (c) reads other than amendments, to existing motions, no business shall be considered by the Town Council unless : 1) There is a Majority vote of the Council to waive this rule.

No 2nd Needed

Discussion

Councilor Tassinari states he believes that if something is an emergency, the Town Council will definitely take up

Council President believes this might be an issue and has requested Attorney Cipoletta to review.

Motion by Councilor Romano to continue this motion until after review by Town Attorney

2nd by Councilor Costigan

Motion Passed

NEW BUSINESS

Pride Month Proclamation-Councilor Dimes

Councilor Dimes reads Proclamation (Please see copy on our Town Council Website)

Councilors thank Councilor Dimes

Council President agrees with Proclamation but believes the American Flag, State Flag, and POW Flags should be flown

All in Favor of Proclamation

Update on Houseboat Ordinance

Council President would like this Ordinance Reviewed

Appointment

Town Council President appoints Mary Crisafi to the Fire House Re-Use Committee

Discussion -Town Council June Meeting Dates in relation to the FY27 Budget

Council President discusses the budget schedule in reference to our Council meetings, requests that on June 2nd, the Finance Commission presents their recommendations and allow Town Councilor to review for a week and plan on voting on this and waiving Town Council Rules 2 (a) and be able to vote on the budget June 9th. If all is completed there would be no need for a meeting on June 16th. Meeting schedule will be June 2nd and June 9th.

Obviously if there is still information to be discussed, we will keep the June 16th meeting.

Councilor Romano would like to meet again on June 23rd , instead Council President schedules a Town Council Meeting on June 9th and we will keep June 16th.

PUBLIC COMMENT

Jack Dowd P4-Questions the new foundation that will be done on the gymnasium wall and asks about what is going to be done? Is there an engineering plan?

Joanne Hillman P6-Discusses the tree planting of about 30 trees on Revere St. Wondering if there will be grass planted on the green strip.

Jack Dowd P4-Ground water from the new area pass through the schools, where is this water going to lead to?

Mark Sennott P2-Discusses the easement at PPYC and whose it actually belongs too. Hopes Harbor Master did not issue a mooring sticker for the houseboat.

Tom Derderian P3-Another consideration is geothermal for Winthrop to consider.

Terry Delehanty P6-Discusses the OML there is an exemption for emergency motions and appreciates the legal advice on the motions.

Erin Barcello P5-Thanks, the Town Council for the proclamation and appreciates that Rule 2 (c) is being further reviewed. Today marks a full year of being on the bridge for their cause.

Councilor Dimes reports on the adopt a tree program and looking for volunteers, please see town website.
Rising Tides May 14th at Elks

PUBLIC RELATIONS / UPCOMING EVENTS

Councilor Dimes reports on the adopt a tree program and looking for volunteers, please see town website.
Rising Tides May 14th at Elks

No further business in front of the Town Council, President Letterie considers this meeting adjourned at 8:20 PM

Move to amend town council rules and procedures Rule 2 to say:

b) Matters to be placed on the Agenda for the Town Council, including but not limited to any ordinance, order, appointment, or other matters of business to be presented to the members for action at a regular meeting of the Town Council shall be submitted to both the Council Clerk and Council President, in paper or electronic format, by 1:00 pm on the Thursday preceding the regular meeting at which such matter is to be considered. All matters requiring a vote shall be submitted in full and in the form of a motion. Every effort shall be made to have all matters that are submitted for placement on the agenda accompanied by materials sufficient to inform Council members of the nature and purpose of the agenda item. **If the same matter is submitted by at least four councilors, then that matter shall be placed on the Agenda.** The Council President or the Council Clerk shall submit the Agenda, in paper or electronic format, complete with all motions and attachments to the Town Clerk no later than 4:00 pm on the Thursday preceding the regular meeting at which such matter is to be considered.