

Thomas M. Bowes
President
District 3

Shannon L. Hume
At Large

CHARLES B. Ryan
At Large

CHARLES C. Kokoros
District 1

JOHN C. MULLANEY
District 2



Sean E. Powers
Vice President
At Large

Stephen C. O'Brien
District 4

Michael J. Owens
District 5

PAUL "DAN" CLIFFORD
District 6

OFFICE OF THE TOWN COUNCIL

- AGENDA -

May 13, 2014 • Horace T. Cahill Auditorium, Town Hall • Starting Time: 7:30_{PM}

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

CORRESPONDENCE

ANNOUNCEMENTS

- 041 14 Council President: Sports Award Night
- 044 14 Council President: Kyleighs Cure Annual Road Race
- 035 14 Councilor Kokoros: Braintree Football Golf Tournament
- 047 14 Councilor Clifford: Thompson Memorial Golf Tournament
- 048 14 Councilor Hume: Mass Fallen Heroes

APPROVAL OF MINUTES

- April 30, 2014

CITIZEN CONCERNS/COUNCIL RESPONSE

COMMUNICATIONS AND REPORTS FROM THE MAYOR AND TOWN BOARDS

- 039 14 Council President: gphomstay – Archbishop Williams High School
- 045 14 Town Clerk: Appointment Assistant Town Clerk
- 046 14 Town Clerk: Travel Policy - Massachusetts Town Clerk's Association Conference

OLD BUSINESS

- 14 037 Mayor: Appointment Pond Meadow Park Commission – Frank Collins or take up any action relative thereto
- 14 015 Mayor: FY2014 Capital Plan or take up any action relative thereto

PUBLIC HEARINGS

- 13 062 Elmlawn LLC: Street Acceptance – Elmlawn Road Extension or take up any action relative thereto
- 14 016 Mayor: Rescind prior Borrowing Authorizations – Various Departments or take up any action relative thereto
- 14 017 Mayor: Transfer of Unexpended Funds – Building Renovations or take up any action relative thereto
- 14 018 Mayor: Supplemental Appropriation – FY2014 Capital Plan Water Enterprise or take up any action relative thereto
- 14 019 Mayor: Appropriation – FY2014 Water Capital Plan or take up any action relative thereto
- 14 020 Mayor: Supplemental Appropriation – FY2014 Capital Plan-Bonded or take up any action relative thereto
- 14 021 Mayor: Appropriation – FY2014 Capital Plan or take up any action relative thereto
- 14 035 Mayor: FY14 Supplemental Appropriations #3 or take up any action relative thereto
- 14 036 Mayor: Line Item Transfer CBA AFSCME, Library Association Patrolman or take up any action relative thereto
- 14 038 Council President: Prior fiscal Year Unpaid bill or take up any action relative thereto

NEW BUSINESS

None

UPCOMING MEETINGS

- Committee on Ways & Means: **MAY 19, 2014 @ 6:00pm**
- Committee on Ways & Means: **MAY 21, 2014 @ 6:00pm**
- Council: **MAY 27, 2014 @ 7:00pm ANNUAL TOWN MEETING**

Topics the Chair does not reasonably anticipate will be discussed

ADJOURNMENT

041 14 Council President

Sports Awards Night

Braintree Boys Junior Varsity Basketball

Braintree Boys Ice Hockey

Braintree Dance Team

Braintree Girls Basketball

Braintree Boys Indoor Track

Braintree Girls Indoor Track

Massachusetts National Gymnastics Team

Boys Basketball Coach of the Year Award Recipient – Robert Crook

Girls Coach of the Year Award Recipient – Kevin Burchill

Sponsor Form



"Kyleigh's Cure" 4th Annual Road Race

to Benefit Galactosemia Research at Children's Hospital Boston

A USATF Certified Course 10K, 5K, and Wheelchair Divisions, 5K Walk



Race is Sunday, June 8th, 2014 at 9:30 a.m.
Great Pond Room
120 Bay State Drive
Braintree MA 02184

Gold Sponsors \$5,000

► Gold Sponsor's Benefits:

- Sponsor's Name or Logo on the Kyleigh's Cure Road Race Start/Finish Line
- Large Sponsor's Name or Logo on the Kyleigh's Cure Road Race T-Shirts
- Logo on the Kyleigh's Cure Website
- Hospitality Tent and Route Signage on Race Day
- 25 Race Entries

Silver Sponsors \$2,000

► Silver Sponsor's Benefits:

- Sponsor's Name or Logo on banner at event.
- Name or Logo on the Kyleigh's Cure Road Race T-Shirts
- Logo on the Kyleigh's Cure Website
- 10 Race Entries

Bronze Sponsors \$500

► Bronze Sponsor's Benefits:

- Sponsor's Name or Logo on Kyleigh's Cure Road Race T-Shirt
- Logo on the Kyleigh's Cure Website
- 2 Race Entries

T-Shirt Sponsors \$250

► Sponsor's Name on Kyleigh's Cure Road Race T-Shirt

Mile Markers \$150

► Sponsor's Name on Sign at Mile Mark

"Kyleigh's Cure" to benefit
Galactosemia Research at:



Children's Hospital Boston

We are now a 501(c)3 non-profit organization



PLEASE DETACH, COMPLETE, AND RETURN THE FORM BELOW TO:

Kyleigh's Cure, PO Box 850633 Braintree, MA 02185

PLEASE MAKE CHECKS PAYABLE TO: KYLEIGH'S CURE, INC.

Donations gratefully accepted. Tax information available upon request.

Sponsor's Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

SPONSORSHIP LEVEL:

Gold Silver Bronze T-Shirt Mile Marker

For Kyleigh's story and more information, please visit
www.kyleighscure.com or email kyleighscure@gmail.com

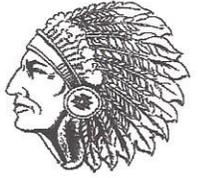


Scan me
for more info
NOW



BRAINTREE FOOTBALL BOOSTER CLUB

PRESENTS



**The 3rd Annual
Braintree Football
Golf Tournament**

FRIDAY, JUNE 6TH

BRAINTREE MUNICIPAL GOLF COURSE

8:00AM SHOTGUN START

\$130 PER GOLFER

**HOLE CONTESTS!
AUCTIONS,
RAFFLES
&
PRIZES**

**DINNER TO FOLLOW
@ BRAINTREE D.A.V.

ONLY \$20 FOR
NON-GOLFERS**

**BECOME A
HOLE SPONSOR
TODAY!

ONLY \$125**

**CALL GERRY MARTIN AT (339) 235-0351
DAN MAHONEY AT (508) 958-6973
OR CARMEN FILLETI AT (781) 812-6228**



*****PLEASE MAKE CHECKS PAYABLE TO: BRAINTREE FOOTBALL BOOSTER CLUB*****

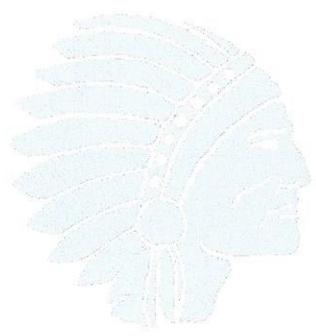
NAME: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

TEAMMATES: _____

I AM A: GOLFER HOLE SPONSOR DONOR
(CHECK ALL THAT APPLY)



047 14

-----Original Message-----

From: Clifford, Dan

Sent: Saturday, May 03, 2014 7:28 PM

To: Casey, Jim M.

Subject:

Jim,

An announcement for our next Council Meeting.,

The fourth annual Ryan M. Thompson Memorial golf tournament June 20, 2014.

Thanks,

-Dan-

Dan Clifford

Town Councilor District 6 (P6A & P6B formerly P11 & P12)

MASS FALLEN HEROES

MASSACHUSETTS IRAQ AND AFGHANISTAN FALLEN HEROES MEMORIAL FUND

WWW.MASSFALLENHEROES.ORG

SAMPLE SALE

SATURDAY, MAY 17TH 2014

Braintree Town Hall
1 John F. Kennedy Memorial Drive
Braintree, MA 02184

TIME: 12:00p.m. – 3:00p.m.

All proceeds benefit the Mass Fallen Heroes Memorial, Mass Fallen Heroes Programs, and other Veteran/Military charities. Join us to purchase items for your home and support a great cause. We have great deals on FOUR TRUCK LOADS of brand new products from three large retailers.

Featured items:

Quilted comforters: \$15 (retail price \$45 - \$60)
Gardening Pots: \$5 - \$40 (retail price \$35 - \$200)
Furniture: \$50 - \$500 (retail price \$150 - \$1250)
Woven baskets: \$10 - \$30 (retail price \$40 - \$150)

PRICES: \$1  \$5  \$10  \$15  \$20  \$25 

Multiple dots, add the prices together (ex: 2 orange = 20+20 = 40)
Items without a dot: price is indicated

**NOTE: dots may fall off or be removed. Our staff will charge the correct item price regardless.

May Special: Register for the MIAFHF License plate (\$40 cost); receive \$40 off your total purchase price.



Thank you to our sponsors:

Mayor Joseph C. Sullivan
Councilor Shannon Hume
Veterans Agent Dick Walsh
and
The Braintree Town Council





Thomas M. Bowes
President
District 3

Shannon L. Hume
At Large

CHARLES B. Ryan
At Large

CHARLES C. Kokoros
District 1

JOHN C. MULLANEY
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Michael J. Owens
District 5

PAUL "DAN" CLIFFORD
District 6

OFFICE OF THE TOWN COUNCIL

April 30, 2014

MINUTES

A meeting of the Town Council was held in the Horace T. Cahill Auditorium, Braintree Town Hall, on Wednesday, April 30, 2014 beginning at 7:30p.m.

Council President Bowes was in the chair.

The Clerk of the Council conducted the roll call.

Present: Thomas Bowes, President
Sean Powers, Vice President
Shannon Hume
Charles Ryan
Charles Kokoros
John Mullaney
Stephen O'Brien
Michael Owens
Paul Dan Clifford

Others: Elizabeth Nichols, finalist for Town Clerk position
William Rosenberry, finalist for Town Clerk position
James M. Casey, finalist for Town Clerk position

CORRESPONDENCE

None

OLD BUSINESS

- 034 14 Council President: Interviews: Town Clerk Position or take up any action relative thereto

Councilor President Bowes informed the Council and Candidates that the Council will be taking Nominations and Voting will take place at the Meeting on May 1, 2014 at 7:30p.m.

Council President Bowes instructed a first question will be asked by each Council member. A second question can be asked by each Council member after the first round.

The First person to be interviewed at 7:37p.m. was Elizabeth Nichols with a 2 minute opening statement.

At 8:13p.m. Elizabeth Nichols gave her Closing statements.

The Second person to be interviewed at 8:15p.m. was William Rosenberry with a 2 minute opening statement.

At 8:57p.m. William Rosenberry gave his Closing statements.

The Third person to be interviewed at 8:58p.m. was James M. Casey with a 2 minute opening statement.

At 9:28p.m. James M. Casey gave his Closing statements.

Council President Bowes indicated the Council will be taking Nominations and Voting will take place at the Meeting on May 1, 2014 at 7:30p.m.

Councilor Bowes congratulated all 3 finalists.

Councilor Bowes thanked all those helping with this process:

BECAM

Karen Shanley - Human Resources

Committee on Personnel Issues: Councilors Mullaney, Ryan and O'Brien on getting us to this point.

ADJOURNMENT

It was **unanimously voted** to adjourn the meeting at 9:30p.m.

Respectfully submitted,

Susan M. Cimino

Acting Clerk of the Council

Documents provided for Meeting

Nomination/Election Procedure

Candidate Resume

Candidate References

Personnel Hiring – What you can and cannot ask

Topics for Questions for Town Clerk



International Student Residential Services

Braintree Town Council Meeting

May 13, 2014

Why Host?

- Make a lifelong friend
- Learn about a new culture (and more about your own!)
- Introduce your children to cultural diversity
- Use your natural mentoring ability to help a foreign student adapt to American life
- Represent American culture



Who are our students?



High school-aged



Mostly from mainland China and South Korea

Length of stay



Typically, students stay for a 10-month academic year.



Students return home for the summer and many travel back home for winter break.

What are host commitments?



What services do we provide?



Check-ins



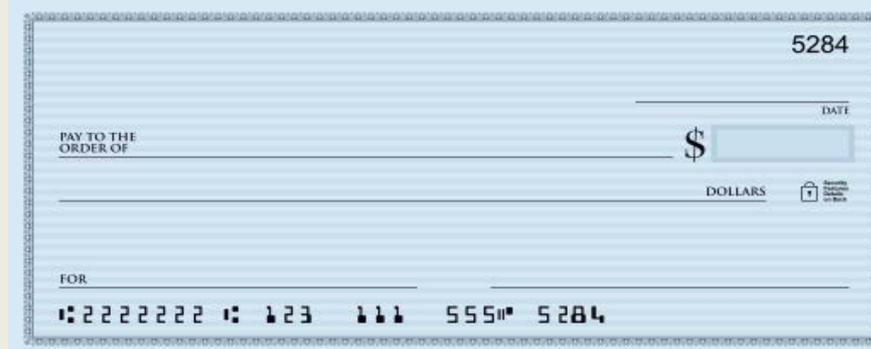
Residential Coordinator



Activities



What services do we provide?



What does the stipend cover?



Food



Utilities



Transportation/Gas

How do I become a host?



+



+



+



+



=



When do I find out if my family will be chosen to host?

- Gphomestay will notify you as soon as students make their selection
- Students are given your contact information to reach out to you over the summer
- Opportunities throughout the year will arise



After Selection

- Host parent orientation
- International student orientation
- Monthly check-in schedule



Contact Information

- Phone: **781.996.0763**
- E-mail: **alanger@gphomestay.com**
- Website: **www.gphomestay.com**
- Facebook: **www.facebook.com/gphomestay**
- Twitter: **[@gphomestay](https://twitter.com/gphomestay)**



James M. Casey
Town Clerk
(781) 794-8202
jmcasey@braintreema.gov

Debra J. Starr
Assistant Town Clerk
(781) 794-8244
dhelbig@braintreema.gov

Katarina S. Devin
Principal Clerk
(781) 794-8242
kdevin@braintreema.gov

Susan M. Cimino
Registration Clerk
(781) 794-8243
scimino@braintreema.gov

OFFICE OF THE TOWN CLERK

May 9, 2014

Thomas M. Bowes, Council President
Braintree Town Council
One JFK Memorial Drive
Braintree, MA 02184

Dear Council President Bowes,

Pursuant to Section 2-8 (b) of the Charter of the Town of Braintree and with the approval of the Town Council, I appoint Debra J. Starr as Assistant Town Clerk to serve coterminously with the Town Clerk.

Sincerely,

James M. Casey
Town Clerk

POLICY #1 – DEPARTMENTAL TRAVEL**Policy # 1- Department Travel:**

Travel for Town related business must be pre-approved during the budget process. The form entitled "Addendum A" shall be completed. For each conference or meeting attended, the form requesting approval should be submitted accompanied with the budget. The form will ask for the following information: Conference Date, Description of Conference, Agenda or course description, number of days attended, relativity to job function, expected value to Council member or employee including continuing education credits, expected value to both the individual and the Town expressed both quantitatively and qualitatively, number of days out of the office, estimated costs broken out by lodging, travel, and conference/meeting expenses along with a comparison showing the most economical choice is presented for pre-approval. The form will be signed by the Council President if the budget is approved by the Town Council.

The Council President shall sign all requests for payment submitted to the Town Accountant.

At the conclusion of the conference or meeting, the attendee shall give a detailed summary explaining if the objectives of the meeting or conference were met and what was accomplished at the meeting or conference to the Clerk of the Council to be distributed to all Council members at their next meeting.

Unanticipated requests not approved during the budget process shall be pre-approved by the Town Council at one of its meetings.

**ADDENDUM A
REQUEST FOR TRAVEL EXPENSE APPROVAL**

REQUESTOR: James M. Casey

DEPARTMENT: Town Clerk

DATE OF MEETING OR CONFERENCE: June 11-13, 2014

- 1) Name and Description of Conference Joint meeting of the Massachusetts Town Clerks' Association and Massachusetts city Clerks' Association
- 2) Agenda or course description See attached Program Overview
- 3) Number of days for conference 3
- 4) Relativity to job function Resources and Tools for New Town Clerks, State Primary and State election Preparations and networking with other Town Clerks
- 5) Expected value to Council member or employee including continuing education credits Build knowledge and obtain clarity of the Town Clerk's role and responsibilities; gain insight into the challenging aspects of administering the State primary and State elections; (Both provide education credits). Network with other Town Clerks and foster relationships to provide guidance in various areas of the position. Speak with vendors and evaluate new voting machines that will be required within the next few years.
- 6) Expected value to the Individual and Town expressed both **quantitatively** and qualitatively Gain insight into the challenges facing a new Town Clerk and the tools needed to face these challenges. Provide Town with comprehensive capital plan to prepare funding sources for replacement of new voting machines.
- 7) Number of days out of the office due to conference and meeting travel 3
 - a) Meeting Cost \$ 50.00 (Conference Registration)
 - b) Travel Cost \$ 60.00 (estimated)
 - c) Lodging Cost \$521.00 (lodging and meals)
 - d) Total Cost \$631.00 (+/-)
 - e) Comparable costs showing the most economical choice is presented for pre-approval n/a

Authorized Signature (Requestor)

Town Council President certifying favorable vote

Approval date _____

MTCA & MCCA 2013 SUMMER CONFERENCE -

PROGRAM OVERVIEW

Wednesday, June 11, 2014

[Vendor Area – Open Noon – 5:00 PM]

10:00 AM – MTCA Executive Board Meeting – *Ballroom 1*

12:00 PM – MTCA Executive Board Luncheon – *Ballroom 1*

(EBoard - Please RSVP by May 15, 2012 to adowd@town.northborough.ma.us)

1:15 PM – 1:45 PM – Commuter Registration – *Main Lobby*

1:45 PM – 4:30 PM – Open Session – MTCA/MCCA –

❖ *National Election Trends as Applied to Massachusetts – Professor Charles Stewart*

4:30 PM – MTCA Committee Meetings *(location to be announced)*

5:00 PM – MCCA Executive Board Meeting *(location to be announced)*

7:00 PM - Dinner on your own

Thursday, June 12, 2014

[Vendor Area – Open 8:00 AM– 5:00 PM]

7:00 – 9:00 AM - Breakfast buffet – *Ocean View Dining Room*

8:00 – 9:00 AM – Commuter Registration – *Main Lobby*

9:00 AM – Noon – Education Courses – See full listing on education page

Noon – 1:30 PM - Luncheon & Business Meeting & MTCA Election of Officers – *Ocean View Dining Room*

1:45 – 4:45 PM - Education Courses – see full listing on education page

4:45 PM – “FAST” Meeting – Forum About Small Towns *(location to be announced)*

Join your fellow clerks and other small towns for a group discussion

“New Clerks” Meeting – *(location to be announced)*

6:00 – 7:00 PM - Cocktail Reception (Cash bar/hors d’oeuvres) – *Ballroom*

7:00 PM - Banquet – *Ballroom*

MTCA – Installation of Officers, CMMC Awards

Friday, June 13, 2014

7:00 – 9:00 AM – Breakfast Buffet/Meeting — *Ocean View Dining Room*

9:00 AM – *Conference Wrap-Up and Overview from State Officials*

Noon – Conference Adjourns

VISIT THE VENDOR DISPLAYS –

Wednesday Noon – Thursday PM

EDUCATIONAL OFFERINGS
MTCA/MCCA Association – Sea Crest Summer Conference
June 11-14, 2013



Wednesday, June 11th
1:30P.M. - 4:30 P.M.

Be Seen, Be Heard.....and Be Remembered!

Have you experienced those “aha” moments? You say to yourself, “huh, it was right here in front of me and I didn’t even know it. Or your wonder why you did something totally out of character and thought to yourself: *Where did this come from?* And what about those moments when you deserved to be seen, heard and remembered and it didn’t work out for you? What did you experience? How did you feel? If you had the opportunity to do it again, how would you choose?

We don’t know what we don’t know until we know it, and only then can we choose to do something about it. This program is designed to help create awareness, assess where you are today and learn how to move from “stuck to unstuck” along with the ability to create an option and action strategy to take with you.

Presenter: Carol Sacino

Thursday June 12th
9:00 A.M. – 12:00 P.M.

❖ **Open Meeting Law**

(CMMC Exam Credit Course)

Presenters: Attorney General’s Office, Division of Open Government:
Mark M. Higgins, Asst. Attorney General; Jonathan Sclarsic, Asst. Attorney General

This course will offer a comprehensive review of the Open Meeting Law, including a review of recent decisions and interpretations from the Attorney General’s Office.

❖ **Basic Excel– Step 1 for Beginners** (limited to 50)

(CMMC General Credit Course)

Presenter: Danielle M. Sicard, Norton Town Clerk

Excel can be an amazing tool to organize data and house information in the Town Clerks Office . This class is designed for those who are not comfortable using Excel and want to learn more about this software. Participants will see real applications of Excel as well as be provided with templates that can be used in their office. All participants must bring their laptops to class with a fully charged battery. Microsoft Excel 2003 or later must be installed.

Thursday A.M. Continued
9:00A.M.-12Noon

- ❖ **State Primary and State Election Preparations** (CMMC Exam Credit Course)
Presenter: Michelle Tassinari, Director/Legal Counsel Elections Division

This class will cover the most challenging aspects administering the state primary and state election. For the primary, this includes ensuring the voting lists are accurate, distributing the correct ballots and absentee voting. For the election, this includes preparation of the warrant, set up of polling places and post-election reporting. Special attention will be paid to observers in the polling place and processing UOCAVA voters.

- ❖ **Vitals – EDRS (Electronic Death Registration System)** (CMMC Exam Credit Course)
Presenters: MDPH/Registry of Vital Records.& Statistics
Alex Forman, Registration Unit Dir.; Danielle Norton, VIP consultant

The VIP Electronic Death Registration System (EDRS) is set to launch in 2014 and will allow the participation of physicians, funeral directors, boards of health and city& town clerks to record burial permits, death certificates and data. The VIP staff will provide updates to the EDRS and will go through the registration process. Participants are NOT being asked to bring their laptops. A power point presentation will be used. There will be a repeated session in the afternoon. If time permits, questions on the Birth Registry will be answered.

Thursday, June 12th 1:45 P.M. - 4:45 P.M.
--

- ❖ **Electronic Records Management and Preservation** (CMMC General Credit Course)
Presenter: Veronica Martzahl, Electronic Records Archivist/MA State Archives

Whether you are dealing with the electronic records created within your own office, being asked for advice from other offices, or working with your IT department on implementing enterprise systems for your municipality, there are some basic guidelines to keep in mind. This class provides an introduction to these guidelines, with emphasis on applying retention periods to electronic records and ensuring that electronic records are sustainable over time.

- ❖ **Where Do I Begin: Resources and Tools for New and Inquiring Clerks** (CMMC Exam Credit Course)

Presenters: Ellen Glidden, Barre Town Clerk; Rosemary Harvell, Sudbury Town Clerk;
Michael Palmer, Falmouth Town Clerk; Amy Warfield, Burlington Town Clerk;
Joan Wordell, Hudson Town Clerk

This session will build knowledge and provide clarity of the responsibilities of the Town/City Clerk's

role and responsibilities. Key topics will be covered and questions from Clerks will be addressed providing direction and support. Resources such as sample forms and procedures, reporting requirements and mandates will be highlighted utilizing the new MTCA website.

Thursday P.M. Continued
1:45 P.M.-4:45 P.M.

- ❖ **Vitals – EDRS (Electronic Death Registration System)** (CMMC Exam Credit Course)
Presenters: MDPH/Registry of Vital Records & Statistics
Alex Forman, Registration Unit Dir.; Danielle Norton, VIP consultant

The VIP Electronic Death Registration System (EDRS) is set to launch in 2014 and will allow the participation of physicians, funeral directors, boards of health and city& town clerks to record burial permits, death certificates and data. The VIP staff will provide updates to the EDRS and will go through the registration process. Participants are NOT being asked to bring their laptops. A power point presentation will be used. There will be a repeated session in the afternoon. If time permits, questions on the Birth Registry will be answered

- ❖ **Form Building 101- Using Excel to Create Forms- Budget Related Documents (limited to 50)** (CMMC Exam Credit Course)
Presenter: Danielle M. Sicard, Norton Town Clerk

You too can create forms that can be used in your office to provide more consistency, hold all your data in one location and require single entries for higher efficiency and reduction of errors. Using Budget Related documents (staff time sheets, budget payables and year to date/ projection worksheets) as an example, participants will gain better understanding on how to utilize multiple worksheets in one document, interlink information on multiple pages and create formulas in Excel. Class participants will leave this class with templates they can use in their office in addition to an increased confidence and skills in Excel so you can create forms from scratch that are beneficial to your own office. All participants must bring their laptops to class with a fully charged battery. Microsoft Excel 2003 or later must be installed.



#14-037

Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Joseph C. Sullivan
Mayor

781-794-8100

April 16, 2014

To: Thomas M. Bowes, Council President

From: Joseph C. Sullivan, Mayor

JCS

Re: Appointment to the Pond Meadow Park Commission

Cc: Town Clerk
Clerk of the Council

RECEIVED TOWN CLERK
BRAINTREE, MA
2014 APR 16 AM 10:33

In accordance with authority vested in me by Section 3-3 of the Charter of the Town of Braintree, I hereby appoint Frank Collins of 49 Mt. Vernon Street to the Pond Meadow Park Commission

Town of Braintree



Joseph C. Sullivan
Mayor

Capital Plan

Michael T. Coughlin
Chief of Staff and Operations

Edward J. Spellman
Director of Municipal Finance

March 17, 2014

Town of Braintree

Capital Plan

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**Town of Braintree
Capital Plan
INTRODUCTION**

Policy Purpose

The Town of Braintree, Massachusetts through the Mayor, as well as the Town Council and School Committee, are responsible for the accounting of all public funds and managing Town finances wisely. This responsibility includes the establishment of appropriate levels of reserves and planning for the adequate funding of the Town's infrastructure, needs and the services. The following established guidelines for the fiscal, economic and managerial stability of the Town.

Policy Goals

Financial policies are the statements of guidelines and goals that will inform and guide the financial management practices of the Town. They are based on the best practices of municipalities and are a cornerstone of sound financial management. The Town's policy goals are intended to:

- Promote long term financial stability by establishing clear and consistent guidelines;
- Maintain the highest credit and bond ratings possible;
- Provide a comprehensive overview of Town finances;
- Provide a framework for measuring the fiscal impact of government services against established benchmarks and indicators; and
- Review periodically to incorporate new developments

Long Term Financial Planning

The Town has adopted policies that support a financial planning and modeling process which assesses, on a multi-year basis, the long-term financial implications of current and proposed operating and capital budgets, budget policies and revenue forecasts.

The long term financial plan informs both policy and operational awareness of existing or potential problems and allows for timely corrective measures.

The Town will develop and maintain a multi-year financial forecasting model, including projections of all revenues and expenditures for both operating costs and capital improvements. As part of the forecasting and review process, management will annually reassess the model's baseline assumptions. Elements of this assessment will include:

- A review of each major revenue source with respect to expected trends including potential sources of onetime revenues;
- The status of Payments in Lieu of Taxes (PILOT) agreements and their impact on the Town's finances;
- The identification of significant expenditure categories including analysis and evaluation of any unfunded future liabilities;

- An assessment of the Town's debt position and its projected borrowing capacity;
- A review of the long term capital plan and the early identification of large scale projects;
- A review of trends in the value of the Town's property and other socio-economic indicators; and
- An historic overview of fiscal trends.

Capital Improvement Program

Braintree shall maintain a five-year Capital Improvement Program developed and annually updated by the Mayor. In accordance with the Town Charter, the Mayor shall present a capital plan annually to the Town Council for their approval that includes expenditures for new construction, improvements or renovations of existing Town buildings and infrastructure and for major purchases of equipment.

The Town shall fund capital projects, whenever appropriate, with available funds such as free cash, water and sewer revenue, Enterprise fund retained earnings and bond issues as allowed by State statute primarily Massachusetts General Law Chapter 44 s7+ s8 and with Community Preservation funds.

Capital projects will be prioritized with priority given to maintaining overall standards of safety, functionality and to protecting existing capital investments in infrastructure while incurring the lowest life-cycle cost.

It shall be the goal of the Town to get to an annual allocation of five (5) percent of the annual operating budget to its capital improvement plan. It is acknowledged that at the time of the adoption of this policy the town allocates approximately 3.9 percent of its most recent annual budget to capital improvements. The percentage will be gradually increased annually to meet the goal.

TOWN OF BRAINTREE
CAPITAL PLAN FY 2014

		<u>Sources of funding</u>				
		<u>project</u>	<u>dept. total</u>	<u>bond</u>	<u>cash</u>	<u>other</u>
<u>GENERAL FUND</u>						
Town Wide						
	Building Capital Stabilization Fund	1,000,000			1,000,000	
			1,000,000			
161 Town Clerk						
	No Capital Recommended at this time		0			
171 Planning and Development						
	Plotter	12,000			12,000	
	Comprehensive Zoning	175,000			175,000	
	SUB-TOTAL PLANNING AND DEVELOPMENT		187,000			
200 POLICE						
	Evidence Room /Archives Storage Renovations	32,000		32,000		
	Electrical Service	24,000		24,000		
	<u>MOTOR VEHICLES</u>					
	4- 2014 Ford Police Interceptor Utility Marked Cruisers	170,000			170,000	
	1- 2014 Unmarked Police Unmarked Cruiser	32,500			32,500	
	1-2014 Harley Davidson Motorcycle	21,000			21,000	
	<u>RADIO EQUIPMENT</u>					
	Satellite Receiver High School	9,975			9,975	
	SUB-TOTAL POLICE		289,475			
220 FIRE						
	East Braintree Station Renovation (593,000 previously auth.)	-				N.B.593,000
	Replace Oil Burner @ Headquarters	25,000			25,000	
	Flashlights	11,800			11,800	
	C-5 (Ford Explorer)	40,000			40,000	
	SUB-TOTAL FIRE		76,800			
241 Muni. Lic						
	MUNICIPAL LICENSE AND INSPECTION					
	Permit Software Program	50,000			50,000	
	SUB-TOTAL MUNICIPAL LICENSE AND INSPECTION		50,000			
300 SCHOOL						
	Braintree High bathroom renovations	90,000		90,000		
	Braintree High Dance studio	20,000		20,000		
	Braintree High Refurbish boys locker room	100,000		100,000		
	East Cafeteria table replacement	15,000		15,000		
	Flaherty Door replacement	20,000		20,000		
	Highlands Door replacement	20,000		20,000		
	Hollis Door replacement	20,000		20,000		
	Highlands Cafeteria floor tile replacement	30,000		30,000		
	Highlands Cafeteria ceiling replacement	20,000		20,000		
	Morrison Door system near gymnasium	5 20,000		20,000		

TOWN OF BRAINTREE
CAPITAL PLAN FY 2014

		<u>Sources of funding</u>			
	<u>project</u>	<u>dept. total</u>	<u>bond</u>	<u>cash</u>	<u>other</u>
South Auditorium refurbish	100,000		100,000		
System Wide Replace 1995 Chevrolet Van	25,000			25,000	
Monatiquot refurbishing	167,000			167,000	
EMS feasibility study Reimbursement possible MSBA +/- 48%	300,000			300,000	48%+/- reimb
SUB-TOTAL SCHOOL			947,000		
400 DPW					
ENGINEERING					
100 Roads Project 3 BOND FY 2015 ALLOCATION	1,700,000		1,700,000		
100 Roads Project 3 CHAPTER 90	1,000,000				1,000,000
FACILITIES					
Pool electric vehicles	110,000			110,000	
Daugherty Gym locker room improvements	50,000		50,000		
Daugherty Gym replace ceiling , windows BEMA	300,000		300,000		
truck utility	50,000			50,000	
Golf course underground storage tank replacement	80,000		80,000		
CEMETERY & GROUNDS MAINTENANCE					
4 X 4 All-Wheel Dr. Pick-up w/ tailgate and plow	48,000		48,000		
Cemetery roads	100,000		100,000		
Small 6 - Wheel Truck w/ dump body and plow	65,000		65,000		
HIGHWAY					
Build New mechanic bay to centralize all mechanics in same building	44,000		44,000		
Sign Making Machine	40,000		40,000		
Mini Excavator w/ trailer	140,000		140,000		
5-7 Ton Dump Truck w/ plow and sander	175,000		175,000		
Belly Scraper	15,000		15,000		
550 Rack Truck w/ plow sign division	80,000		80,000		
RECREATION					
Replacement of playground equipment at Town parks and playgrounds	25,000		25,000		
Replacement of swim platforms at Sunset Lake (4)	40,000		40,000		
Playground Equipment and Rehabilitation Project first 1/2	150,000		150,000		
SUB-TOTAL DPW			4,212,000		
541 Elder Affairs					
Function room carpet	4,500			4,500	
Elder Affairs building addition Study	25,000			25,000	
SUB-TOTAL ELDER AFFAIRS			29,500		
610 Library					
Computer Replacement	10,000			10,000	
SUB-TOTAL LIBRARY			10,000		
TOTAL GENERAL FUND REQUESTS			<u>66,801,775</u>	<u>6,801,775</u>	<u>3,563,000</u>
			<u>2,238,775</u>	<u>1,000,000</u>	

TOWN OF BRAINTREE
 CAPITAL PLAN FY 2014

	<u>project</u>	<u>dept. total</u>	<u>Sources of funding</u>		
			<u>bond</u>	<u>cash</u>	<u>other</u>
	-	less CO 13-064(2)		(1,000,000)	
		less CO 14-009		(167,000)	
		less CO 14-008		(300,000)	
		additional free cash to be voted		771,775	
<u>WATER FUND</u>					
Water Distribution System - 100 Roads Prg. (excludes Treatment Plant)	3,000,000		3,000,000		
Brookside Rd. Pump Station Roof	15,000			15,000	
Common St. Pump Station - Upgrade 2 Pumps	50,000			50,000	
Treatment Plant Bldg. Repairs - Window frames, exterior doors	50,000			50,000	
Total Water Department	3,115,000				
TOTAL WATER FUND REQUESTS	3,115,000	3,115,000	3,000,000	115,000	-
<u>SEWER FUND</u>					
Sewer Investigation and Rehabilitation Program - MWRA Financial Assistance	650,000		357,500		292,500
45% Grant MWRA and 55% 5 year 0% interest rate loan					
Total Sewer Department	650,000				
TOTAL SEWER FUND REQUESTS	650,000	650,000	357,500	-	292,500

TOWN WIDE

Building Capital Stabilization Fund 1,000,000

The Town voted in December to establish a Building Capital Stabilization Fund at established under MGL Chapter 40 § 5B The purpose of the fund is to assist in paying for construction, additions and renovations costs of public buildings or debt service associated with the improvements to public buildings The council established the fund by placing 1,000,000 from Free Cash. We plan to increase the fund from the following sources, a portion of the new local option meals tax and the sale of surplus town property.

The intent of the fund is to pay for construction, additions and renovations costs of public buildings or debt service associated with the improvements for construction, additions and renovations public buildings.

TOWN CLERK 0

A number of projects remain ongoing and no capital is recommended this year

PLANNING AND DEVELOPMENT

Plotter 12,000

The PCD & Engineering division work closely on a daily basis with Geographic Information System (GIS); copying of plans for general public; access to Assessor maps & plots. In addition, the Town had a number of historical plans and maps scanned into an access data base that are used daily from the Town’s main server and at different times need to be printed for projects and programs. Currently use the engineering department plotter however due to the projected relocation of both departments to be in two different locations we will be unable to continue joint use.

Comprehensive Zoning 175,000

This is a three program requiring the use of an outside consultant to analyze the existing zoning code and map to re-write – extensive public participation program. The purpose of the zoning rewrite project is to develop a clear and user friendly ordinance that is consistent with present-day plans and policies.

POLICE

Evidence Room /Archives Storage Renovations 32,000

Due to space constraints, we are proposing to install a modular storage system in the current evidence/ property room at the Police Department. We are also proposing to purchase trailers for police archived records.

Electrical Service 24,000

We are seeking continued upgrading and replacement of electrical panels at the police department, as well as parking lot/ building lighting improvements at the police station.

2014 Ford Police Interceptor Utility Marked Cruisers 170,000

Our preferred schedule for replacing front line marked cruisers is 4 one year and 3 the next and so on. This allows us to maintain our current fleet of 7 front line cars.

1- 2014 Unmarked Police Unmarked Cruiser 32,500

We are requesting to replace unmarked cruisers on a regular basis

1-2014 Harley Davidson Motorcycle 21,000

We are requesting to replace our motorcycles on a regular basis

Satellite Receiver Highlands section 9,975

To install a receiver in the Highlands section of town to improve police communications

FIRE

Replace Oil Burner @ Headquarters 25,000

The oil burner at Headquarters needs to be replaced because it is more than 25 years old and has required frequent maintenance.

Flashlights 11,800

The flashlights need to be replaced for the safety of the Firefighters. Some of the ones we currently own are broken or damaged.

C-5 (Ford Explorer) 40,000

The Ford Explorer is 13 years old and repairs are getting costly and too frequent.

MUNICIPAL LICENSE AND INSPECTION

Permit Software Program 50,000

The purpose of the capital request for a Permit Software Program is to improve efficiency and reduce costs by establishing an on-line permitting and inspection program through the Building Division. An on-line system will improve customer service by making permit applications available 24/7 through any internet access, and also allow regular users to avoid redundancies in providing information. Internally, the system will improve the individual efficiency of town staff, as well as the coordination of efforts between town departments.

SCHOOL

Braintree High bathroom renovations 90,000

Braintree High School has over 50 toilet locations, many of these bathrooms have never been renovated since it's construction in 1972. With 90,000 we will begin renovating some of these bathrooms with new wall tile, floor tile, and fixtures

Braintree High School Dance studio 20,000

The proposed Braintree High Dance Studio will be located in the gymnastics room and used by the boys' and girls' cheer, dance, and gymnastics teams. A mirrored wall, with a protective cover, is common in high school dance studios so as to improve the performance and spacing techniques necessary in these sports.

Braintree High Refurbish boys locker room 100,000

The five team rooms, located in the boys' and girls' locker rooms, need refurbishing and new oversized lockers to be installed to store school equipment and personal belongings.

East Cafeteria table replacement 15,000
Fifteen round folding cafeteria tables are needed at East Middle School to replace original cafeteria tables. Each table seats 10 students.

Flaherty Door replacement 20,000
Flaherty School needs 5 exterior double doors replaced complete with door closing hardware. This door replacement is to enhance school security.

Highlands Door replacement 20,000
Highlands School needs 5 exterior double doors replaced complete with door closing hardware. This door replacement is to enhance school security.

Hollis Door replacement 20,000
Hollis School needs 5 exterior double doors replaced complete with door closing hardware. This door replacement is to enhance school security.

Highlands Cafeteria floor tile replacement 30,000
The Highlands cafeteria floor is in significant disrepair with the original tiles separating from the floor below. These funds would be used to properly remove and replace these tiles following hazardous materials regulations.

Highlands Cafeteria ceiling replacement 20,000
The Highlands cafeteria ceiling is in significant disrepair. The ceiling, grid, and lighting need replacement.

Morrison Door system near gymnasium 20,000
At the lower level of the Morrison School, near the gymnasium, the steel window wall which includes 2 doors has failed. A new window wall will be needed, as well as, concrete work to prevent water infiltration from damaging the new window wall system and doors.

South Auditorium refurbish 100,000
Together with the South PTO, the plan is to repaint and re-light the South auditorium. Additionally, the seats will be removed, floor tile will be removed, carpeting will be installed, and the seats will then be reinstalled.

System Wide Replace 1995 Chevrolet Van 25,000

The 1995 Chevrolet van, which was donated by BELD, has over 123,000 miles. This van is needed by our maintenance staff to service equipment, transfer food, and rotate book/science kits between all of our schools.

DPW

100 Roads Project 3 BOND FY 2015

ALLOCATION 1,700,000

Reconstruction, milling and overlay of streets scheduled for July 1, 2014 construction season from bonding.

100 Roads Project 3 CHAPTER 90 1,000,000

Reconstruction, milling and overlay of streets scheduled for July 1, 2014 construction season from state reimbursable chapter 90 program.

Pool electric vehicles 110,000

Use of pool vehicles will provide Facilities Division craftsmen and inspectors accessibility getting around to municipal buildings and inspections.

Daugherty Gym locker room improvements 50,000

Upgrade men's and ladies shower facilities with new plumbing fixtures, lockers and lighting. Hardware is old and deteriorating. Use of building will be used as an emergency shelter, relocating Braintree Emergency Management Agency.

Daugherty Gym replace ceiling , windows BEMA 300,000

Town is in process of making building accessible for Emergency Shelter purposes. Removal and replacement of old ceiling (asbestos) and windows. Windows are not energy efficient.

Truck utility 50,000
To be used by Facilities Director and staff for transporting supplies and carrying tools from building to building.

Golf course underground storage tank replacement 80,000
Golf Division needs to replace a 32 year old underground storage tank with an above ground tank. In accordance with regulations, we have two years before it must be removed.

4 X4 Pick-up w/ tailgate and plow 48,000
To replace Cemetery and Grounds Maintenance vehicle of 13 years that is in very poor condition and shall be junked.

Cemetery roads 100,000
Effort to maintain town owned property. Road conditions are beyond repairs. Current conditions make it not passable.

Small 6 - Wheel Truck w/ dump body and plow 65,000
This is for use by Cemetery and Grounds Maintenance. Current truck is 15 years and has been junked.

Build New mechanic bay to centralize all mechanics
in same building 44,000
This is for use by Cemetery and Grounds Maintenance. Current truck is 15 years and has been junked.

Sign Making Machine 40,000
A purchase would give us a cost savings allowing signs to be made in-house.

Mini Excavator w/ trailer 140,000
This will replace the existing 2002 equipment which has been taken out of service.

5-7 Ton Dump Truck w/ plow and sander 175,000
This will replace a deteriorating 1998 International front line vehicle with salt spreader.

Belly Scraper 15,000
An instrumental piece of equipment, this equipment scrapes hard packed ice conditions. It will be installed on an existing front line truck.

550 Rack Truck w/ plow sign division 80,000
Replaces aging equipment in poor condition and is no longer used for plowing.

Replacement of playground equipment at Town parks and playgrounds 25,000
Currently, there is not funding or an inventory of replacement parts for existing equipment. There is equipment in need of replacing or repairing.

Replacement of swim platforms at Sunset Lake (4) 40,000
The current platforms are made of wood and have become unsafe and unreliable, requiring replacement of hardware often. Propose replacing with polyethylene, a durable, weather resistant and safe structure.

Playground Equipment and Rehabilitation Project first 1/2 150,000
Based on an inspection of fifteen (15) playgrounds, the Recreation Division would begin addressing removal of aging equipment no longer safe in order to meet required standards.

ELDER AFFAIRS

Function room carpet 4,500

To replace the carpet old and stained carpet in the main room the result of the high volume of activities at the center. The new carpet will provide a smother surface that will prevent trips and falls. Further the new carpeting will enhance the appearance of the room making it more attractive for our seniors.

Elder Affairs building addition Study 25,000

Study an addition possible 40 by 64 for an addition of 2,560 square feet to the west side of the Elder Affairs building

LIBRARY

Computer Replacement 10,000

The plan is to replace all library computers over a five year schedule. FY 14 we would replace ½ of the staff computers, FY 15 circulation and reference desk computers, FY16 ½ public access computers, FY 17 the other half of public access computers and FY 18 the other ½ of the staff computers.

WATER FUND

Water Distribution System - 100 Roads Prg. (excludes Treatment Plant) 3,000,000

Master plan for water services is in conjunction with 100 Rds. Program, maintains and upgrades water quality and avoids breaks, damage and service disruptions. The Debt service will be funded by the Water Enterprise Fund.

Brookside Rd. Pump Station Roof 15,000

Roof is deteriorating with some broken shingles. Roof is not leaking at this time. Recommend repairs this year.

Common St. Pump Station - Upgrade 2 Pumps 50,000

Pump is operating at 65 to 75% due to wear and tear; reduces capacity to pump during rainstorm \$25,000 per pump.

Treatment Plant Bldg. Repairs - Window frames, exterior doors 50,000

Windows (frames, sills) and doors are rotting. Funds would replace doors with fiberglass doors due to proximity of Reservoir. Deteriorating exterior is driving heating costs to increase.

SEWER FUND

Sewer Investigation and Rehabilitation Program - MWRA Financial Assistance 650,000

45% Grant MWRA and 55% 5 year 0% interest rate loan

Ongoing investigation and rehabilitation of inflow and infiltration, in accordance with consent order.

TOWN OF BRATINTREE
CAPITAL PLAN
FY 2014

3/1/2014

BONDED DEBT

<u>ref. #</u>	<u>description</u>	<u>debt authorized</u>	<u>bonded debt</u>	<u>FY 2016 principal</u>	<u>FY 2016 interest (l)</u>	<u>FY 2016 total</u>	
<u>GENERAL FUND</u>							
	13 Road Projects C44s7(5) FY 2015 Capital	Mar-14	1,700,000	113,333	51,000	164,333	15
	Police Station Building Repairs	Mar-14	32,000	6,400	960	7,360	5
	Police Station Building Electiral Repairs	Mar-14	24,000	4,800	720	5,520	5
	School Building Renovation	Mar-14	455,000	45,500	13,650	59,150	10
	Daughterty Gym Locker Room Improvmeents	Mar-14	50,000	2,500	1,500	4,000	20
	Daughterty Gym Repairs Ceiling, Windows BEMA	Mar-14	300,000	15,000	9,000	24,000	20
	DPW Underground Storage Tank Replacement Golf	Mar-14	80,000	16,000	2,400	18,400	5
	DPW Cemetery Equipment Dump Truck, Plow & Ac	Mar-14	113,000	22,600	3,390	25,990	5
	DPW Cemetery Roads	Mar-14	100,000	20,000	3,000	23,000	5
	DPW Highway New Mechanic Bay	Mar-14	44,000	4,400	1,320	5,720	10
	DPW Highway Equipment Dump Truck, Plow & Accc	Mar-14	450,000	90,000	13,500	103,500	5
	DPW Recreation Equipment Dump Truck, Plow & Ac	Mar-14	65,000	13,000	1,950	14,950	5
	DPW Playground Equipmernt less FY 16 debt sevice reduction from FY 2015	Mar-14	150,000	30,000	4,500	34,500 (276,214)	5
	Total Bonded Debt		<u>3,563,000</u>				
	Projected Net Increase To Debt Service		-			<u>214,209</u>	
	(l) estimated interest rate 3.00%						

OTHER THAN BONDING

TOWN OF BRATINTREE
CAPITAL PLAN

<u>ref.</u>	<u>description</u>		<u>FY 2014 Amount</u>	<u>Source</u>
	Planning and Development zoning plan	(A)	175,000	Free Cash
	Plotter	(B)	12,000	Free Cash
	4- 2014 Ford Police Interceptor Utility Marked Cruise	(C)	170,000	Free Cash
	1- 2014 Unmarked Police Unmarked Cruiser	(D)	32,500	Free Cash
	1-2014 Harley Davidson Motorcycle	(E)	21,000	Free Cash
	Satellite Receiver Highlands	(F)	9,975	Free Cash
	Replace Oil Burner @ Headquarters	(G)	25,000	Free Cash
	Flashlights	(H)	11,800	Free Cash
	C-5 (Ford Explorer)	(I)	40,000	Free Cash
	Permit Software Program	(J)	50,000	Free Cash
	School Vehcile Replacement	(K)	25,000	Free Cash
	Monatiquot refurbishing	(L)	167,000	Free Cash
	EMS feasibility study Reimbursement possible MSE	(M)	300,000	Free Cash
	Pool electric vehicles	(N)	110,000	Free Cash
	truck utility	(N)	50,000	Free Cash
	Function Room Carpet	(O)	4,500	Free Cash
	Elder Affairs Building Addition Study	(P)	25,000	Free Cash
	Computer Replacement	(Q)	10,000	Free Cash
			<u>1,238,775</u>	
	<u>Sources of capital funding</u>			
	Free cash			1,238,775

TOWN OF BRATINTREE
CAPITAL PLAN
FY 2014

1,238,775

WATER ENTERPRISE FUND

11-035A Water System Improvements

8/10/2011

3,000,000

150,000

90,000

240,000
(78,043)

20 20 yr. level

Projected FY 2016 net additional debt service

161,957

OTHER THAN BONDING

<u>ref.</u>	<u>description</u>	<u>Amount</u>	<u>Source</u>
	Brookside Rd. Pump Station Roof	15,000	Retained Earnings
	Common St. Pump Station - Upgrade 2 Pumps	50,000	Retained Earnings
	Treatment Plant Bldg. Repairs - Window frames, exterior doors	<u>50,000</u>	Retained Earnings
		115,000	

SEWER ENTERPRISE FUND

atm art. 22 MWRA Sewer Rehabilitation

5/14/2002

357,500

71,500

-

71,500
(7,051)

5 yr. zero interest

Projected FY 2016 net additional debt service

64,449

625,873 MWRA Grant 45% and MWRA Loan 55% five year 0%

	292,500
Grant	<u>357,500</u>
Loan	650,000
Total	

TOWN OF BRATINTREE
CAPITAL PLAN
FY 2014

<u>ref</u>	<u>COUNCIL ACTION REQUIRED TONIGHT</u> <u>description</u>		<u>amount</u>	<u>Source</u>
1)	general fund capital from bond authorizations			
	Road Projects C44s7(5) FY 2015 Capital	Mar-14	1,700,000	Bond issue
	Police Station Building Repairs	Mar-14	32,000	
	Police Station Building Electiral Repairs	Mar-14	24,000	
	School Building Renovation	Mar-14	455,000	
	Daughterty Gym Locker Room Improvmeents	Mar-14	50,000	
	Daughterty Gym Repairs Ceiling, Windows BEMA	Mar-14	300,000	
	DPW Underground Storage Tank Replacement Golf	Mar-14	80,000	
	DPW Cemetery Equipment Dump Truck, Plow & Ac	Mar-14	113,000	
	DPW Cemetery Roads	Mar-14	100,000	
	DPW Highway New Mechanic Bay	Mar-14	44,000	
	DPW Highway Equipment Dump Truck, Plow & Accc	Mar-14	450,000	
	DPW Recreation Equipment Dump Truck, Plow & Ac	Mar-14	65,000	
	DPW playground equipmernt	Mar-14	150,000	
			3,563,000	

TOWN OF BRATINTREE
CAPITAL PLAN
FY 2014

2) general fund capital from supplemental appropriation from other funds

Planning and Development zoning plan	(A)	175,000	Free Cash
Plotter	(B)	12,000	Free Cash
4- 2014 Ford Police Interceptor Utility Marked Cruise	(C)	170,000	Free Cash
1- 2014 Unmarked Police Unmarked Cruiser	(D)	32,500	Free Cash
1-2014 Harley Davidson Motorcycle	(E)	21,000	Free Cash
Satellite Receiver Highlands	(F)	9,975	Free Cash
Replace Oil Burner @ Headquarters	(G)	25,000	Free Cash
Flashlights	(H)	11,800	Free Cash
C-5 (Ford Explorer)	(I)	40,000	Free Cash
Permit Software Program	(J)	50,000	Free Cash
School Vehcile Replacement	(K)	25,000	Free Cash
Monatiquot refurbishing	(L)	-	previously voted 3/18/2014
EMS feasibility study Reimbursement possible MSE	(M)	-	previously voted 3/18/2014
Pool electric vehicles	(N)	110,000	Free Cash
truck utility	(N)	50,000	Free Cash
Function Room Carpet	(O)	4,500	Free Cash
Elder Affairs Building Addition Study	(P)	25,000	Free Cash
Computer Replacement	(Q)	10,000	Free Cash
		771,775	

TOWN OF BRATINTREE
CAPITAL PLAN
FY 2014

3) water fund capital from bond authorizations

	Mar-14		
Water Distribution System		3,000,000	Bond issue
		3,000,000	

4) water fund capital from other funds retained earnings

Brookside Rd. Pump Station Roof		15,000	Retained Earnings
Common St. Pump Station - Upgrade 2 Pumps		50,000	Retained Earnings
Treatment Plant Bldg. Repairs - Window frames, exterior doors		50,000	Retained Earnings
		115,000	

5) Sewer fund capital from bond authorizations

	Mar-14		
Water Distribution System		650,000	Bond issue
		650,000	

TOWN OF BRAINTREE CAPITAL PROGRAM fy 2014 - December 2013
GENERAL FUND

	<u>Project / Item Description</u>	<u>New / Replace</u>	<u>Age of Replacement</u>	<u>Total Cost</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>
161 Town Clerk	Enterprise-wide ECM System	N	N/A	68,000	50,000	18,000	-	-	-	-
	Electronic Content Management (ECM) software	N	N/A	175,700	29,450	29,450	29,450	29,450	29,450	29,450
	Document Imaging, Indexing & Scanning Services	N	N/A	4,000	4,000	-	-	-	-	-
	Kodak i1405 Scanner	N	N/A	1,600	1,600	-	-	-	-	-
	Kodak Tethered A3 Size Flatbed for i1405 scanner	N	N/A	-	-	-	-	-	-	-
	Conservation of Historic/Permanent Documents			300,000	50,000	50,000	50,000	50,000	50,000	50,000
	Conserve, scan and microfilm documents			550,300	135,050	97,450	79,450	79,450	79,450	79,450
	SUB-TOTAL CLERK			-	-	-	-	-	-	-
171 Planning and Development	Plotter	N		12,000	12,000	-	-	-	-	-
	Office Furniture	R		4,000	4,000	-	-	-	-	-
	Comprehensive Zoning	N	N/A	175,000	175,000	-	-	-	-	-
	Electronic Archive	N	N/A	25,000	-	12,500	12,500	-	-	-
	SUB-TOTAL PLANNING AND DEVELOPMENT			216,000	191,000	12,500	12,500	-	-	-
200 POLICE	BUILDING UPGRADES									
	GENERATOR			58,000	-	58,000	-	-	-	-
	SOUTH SHORE PLAZA SUBSTATION RENOVATIONS			18,000	18,000	-	-	-	-	-
	EVIDENCE ROOM/ARCHIVES STORAGE RENOVATIONS			32,000	32,000	-	-	-	-	-
	ELECTRICAL SERVICE , PARKING LOT LIGHTING UPGRADE			24,000	24,000	-	-	-	-	-
	TOTAL			132,000	74,000	58,000	-	-	-	-
	EQUIPMENT									
	HANDGUNS			27,000	27,000	-	-	-	-	-
	TOTAL			27,000	27,000	-	-	-	-	-
	MOTOR VEHICLES									
	2014 FORD POLICE INTERCEPTOR UTILITY MARKED CRUISERS			170,000	170,000	-	-	-	-	-
	2014 UNMARKED POLICE UNMARKED CRUISERS			97,500	97,500	-	-	-	-	-
	2014 HARLEY DAVIDSON MOTORCYCLES			63,000	63,000	-	-	-	-	-
	2014 PRISONER TRANSPORT WAGON			57,000	57,000	-	-	-	-	-
	TOTAL			387,500	387,500	-	-	-	-	-
	DATA PROCESSING									
	DESKTOP COMPUTERS			6,000	6,000	-	-	-	-	-
	LAPTOP COMPUTERS FOR CRUISERS			15,800	15,800	-	-	-	-	-
	PAMET SOFTWARE UPGRADES(WINDOWS 7, OFFICE 2010)			8,000	8,000	-	-	-	-	-
	SECURITY ENHANCEMENTS(FOBS, CAMERAS)			12,000	12,000	-	-	-	-	-
	FURNITURE AND FIXTURES(COMPUTER RACKS, UPS DEVICES)			5,000	5,000	-	-	-	-	-
	NETWORK PRINTER			2,000	2,000	-	-	-	-	-
	NETWORK SERVER(PAMET)			5,000	5,000	-	-	-	-	-
	TELEPHONE SYSTEM UPDATE			10,000	10,000	-	-	-	-	-
	SOFTWARE UPGRADES			18,000	18,000	-	-	-	-	-
	TOTAL			81,800	81,800	-	-	-	-	-
	RADIO EQUIPMENT									
	SAELITTE RECEVIER HIGH SCHOOL			9,975	9,975	-	-	-	-	-
	XTS1500 PORTABLE RADIOS			40,000	40,000	-	-	-	-	-
	XTL2500 MOBILE RADIOS			18,000	18,000	-	-	-	-	-
	EMERGENCY OPS CTR & COMMUNICATIONS DISPATCHER CONSOLES			30,000	30,000	-	-	-	-	-
	TOTAL			97,975	97,975	-	-	-	-	-
	SUB-TOTAL POLICE			-	-	-	-	-	-	-
220 FIRE	East Braintree Station Renovation	Addition/Renovation		-	-	-	-	-	-	-
	HQ Renovation	Renovation		2,000,000	-	2,000,000	-	-	-	-
	Oil burner @ Headquarters	Replace	25yrs	25,000	25,000	-	-	-	-	-
	Bunker Gear	New		225,000	35,000	36,000	37,000	38,000	39,000	40,000
	Boots	New		27,000	-	27,000	-	-	-	-
	Flashlights	New		11,800	11,800	-	-	-	-	-
	Hose	Replace	5yrs	20,000	-	10,000	10,000	-	-	-
	C-1 (Chevy Tahoe)	Replace	6 yrs.	55,000	55,000	-	-	-	-	-
	C-5 (Ford Explorer)	Replace	13 yrs.	40,000	40,000	-	-	-	-	-
	Ladder 2 (E-1 Aerial Ladder)	Replace	12 yrs.	750,000	-	750,000	-	-	-	-
	Engine 2 (E-1 Typhoon)	Replace	11 yrs.	650,000	-	-	650,000	-	-	-
	Engine 4 (E-1 Typhoon)	Replace	7 yrs.	650,000	-	-	-	650,000	-	-
	Engine 1 (E-1 Typhoon)	Replace	7 yrs.	700,000	-	-	-	-	700,000	-
	SUB-TOTAL FIRE			5,153,800	166,800	2,823,000	697,000	688,000	739,000	40,000
241 Muni. Lic. & Inspect.	Permit Software Program	N		225,000	50,000	35,000	35,000	35,000	35,000	35,000
	Document Scanning	N		137,800	79,000	28,000	30,800	30,800	32,200	33,600
	SUB-TOTAL MUNICIPAL LICENSE AND INSPECTIONS			362,800	129,000	63,000	65,800	65,800	67,200	68,600
300 SCHOOL	EMS Feasibility study Renovations MSBA +/- 48%			300,000	300,000	-	-	-	-	-

TOWN OF BRAINTREE CAPITAL PROGRAM fy 2014 - December 2013
GENERAL FUND

Project / Item Description	New / Replace	Age of Replacement	Total Cost	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
EMS Renovations MSBA +/- 48% capital various			6,000,000	700,000	6,000,000				
computer hardware replacement / upgrade			300,000	300,000					
wireless building technology			350,000	350,000					
Monatiquot refurbishing			167,000	167,000					
Monatiquot exit to washington st			80,000	80,000					
			-	-	-	-	-	-	-
SUB-TOTAL SCHOOL			7,897,000	1,897,000	6,000,000				
541 ELDER AFFAIRS									
New Carpet for Function Room		18 yrs	4,500	4,500	-	-	-	-	-
An addition on the West side of Elder Attairs Building			850,000	850,000	-	-	-	-	-
SUB-TOTAL ELDER AFFAIRS			854,500	854,500					
400 DPW ENGINEERING									
100 Roads Project 3			9,000,000	3,000,000	3,000,000	3,000,000			
100 Roads Project 4			9,000,000				3,000,000	3,000,000	3,000,000
Traffic Signal System Replacement			998,000	150,000	156,000	164,000	170,000	176,000	182,000
GPS replacement / addition	1 Replacement	6	30,000	-	-	30,000	-	-	-
SUB-TOTAL ENGINEERING			19,028,000	3,150,000	3,156,000	3,194,000	3,170,000	3,176,000	3,182,000
FAILITIES									
Pool Electric Vechles			110,000	110,000	-	-	-	-	-
Town Building Renovations - excludes #1 and #2 JFK Memorial Dr. Highway Bldg., Water & Sewer Bldg. Park Bldg., Sunset Lake			850,000	250,000	250,000	175,000	175,000		
DPW Facility	Replacement		20,000,000	200,000	300,000	4,875,000	4,875,000	4,875,000	4,875,000
Roof replacement at Smith Beach bathhouse	Replacement		25,000		25,000				
Daugherty Gym Improvements to mens and ladies locker room and Daugherty Gym ceiling and window replacement / BEMA	Replacement		255,000	85,000	-		85,000		85,000
Truck Utility			350,000	350,000	-				
Truck with plow			50,000	50,000	-				
			45,000	45,000	-				
SUB-TOTAL FAILITIES			21,685,000	1,090,000	575,000	5,050,000	5,050,000	4,960,000	4,960,000
CEMETERY & GROUNDS MAINTENANCE									
All-Wheel Dr. Pick-up w/ tailgate and plow	Replacement	13 Poor / Junk	48,000	48,000					
4 x 4 Pick-up Truck w/ tailgate and plow	Replacement	15 Poor / Junk	48,000	48,000					
6 - Wheel Ramp Truck	Replacement	15 Poor / Junk	85,000	85,000					
Cemetery Roads	Replacement		200,000	200,000					
Zero Turn Mower w/ bagger	Replacement	Junk	15,000	15,000					
Small 6 - Wheel Truck w/ dump body and plow	Replacement	15 (Junk)	65,000	65,000					
Compost Site Study - Relocate			570,000		35,000				500,000
Chapel - Office and Bathroom	New		285,000		285,000				
6 - Wheel Trash Dump Truck	Replacement	10	80,000		80,000				
Lawn Sweeper	Replacement	14	46,000		46,000				
Small Dump Truck w plow and rack body	Replacement	13	56,000		56,000				
AWD Dump Truck w/ utility body and plow	Replacement	17	45,000		45,000				
Small 6 - Wheel Truck w/ utility body and plow	Replacement	13	56,000			56,000			
Backhoe / Loader	Replacement	11	175,000			175,000			
Small Tractor	Replacement	12	65,000			65,000			
Asphalt Roller	Replacement	14	15,000			15,000			
Backhoe / Loader	Replacement	11	175,000			175,000			
Small Tractor	Replacement	Poor	65,000			65,000			
Portable Pressure Washer	Replacement	17	10,000				10,000		
Fertilizer Spreader	Replacement	11	10,000				10,000		
Super Rake	Replacement	9	25,000				25,000		
Zero Turn Mower	Replacement	18	16,000				16,000		
Kubota 3 pt. attachments	Replacement	30	50,000				50,000		
Small 6 - Wheel Truck w/ dump body and plow	Replacement	10	75,000					75,000	
Landscape Trailer	Replacement	20	5,000					5,000	
Landscape Trailer	Replacement	20	5,000					5,000	
Lawn Mower (Large)	Replacement	7	100,000					100,000	
Lawn Mower (Large)	Replacement	7	100,000					100,000	
Zero Turn Mower w/ bagger	Replacement	8	17,000					17,000	
zero turn mower w/ bagger	Replacement	Poor / Junk	17,000					17,000	
SUB-TOTAL CEMETERY GROUNDS AND MAINTENANCE			2,524,000	496,000	547,000	551,000	111,000	319,000	500,000
HIGHWAY									
Clear Span, Poly Well Building for storage of equipment on Highway site,			44,000	44,000					
Sign Making Machine			40,000	40,000					
Mini Excavator w/ trailer	Replacement	11	140,000	140,000					
5-7 Ton Dump Truck w/ plow and sander	Replacement	22	175,000	175,000					
Belly Scraper	New		15,000	15,000					
550 Rack Truck w/ plow (Sign Division)	Replacement	18	80,000	80,000					
Front-End Loader L90F	Replacement	19	200,000		200,000				
5-7 Ton Dump Truck w/ plow and sander	Replacement	24	185,000		185,000				

TOWN OF BRAINTREE CAPITAL PROGRAM fy 2014 - December 2013
GENERAL FUND

Project / Item Description	New / Replace	Age of Replacement	Total Cost	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Street Sweeper	Replacement	9	200,000		200,000				
Wood Chipper	Replacement	26	175,000				175,000		
5-7 Ton Dump Truck w/ plow and sander	Replacement	20	170,000			170,000			
5-7 Town Dump Truck w/ plow and sander	Replacement	20	170,000			170,000			
SUV (Superintendent)	Replacement		25,000				25,000		
SUV (Asst. Superintendent)	Replacement		25,000				25,000		
Skid Steer	Replacement	25	80,000			80,000			
5-7 Ton Dump Truck w/ plow and sander	Replacement	17	190,000				190,000		
Asphalt Roller	Replacement	28	80,000				80,000		
Salt Spreader	Replacement	16	350,000						
SUB-TOTAL HIGHWAY			2,344,000	494,000	935,000	470,000	445,000	0	0
RECREATION									
Replacement of tennis nets, posts and basketball backboard and rims for			75,000		15,000	15,000	15,000	15,000	15,000
Replacement of playground equipment at Town parks and playgrounds			50,000		10,000	10,000	10,000	10,000	10,000
Replacement of swim platforms at Sunset Lake (4)			25,000	25,000					
Braintree High School irrigation improvements			40,000	40,000					
Aquatic weeds and sediment removal at Sunset lake			120,000		120,000				
Playground equipment and renovation project			301,979	301,979					
SUB-TOTAL RECREATION			611,979	366,979	145,000	25,000	25,000	25,000	25,000
SUB-TOTAL DPW									
610 Library									
Computer Replacement	Replacement		50,000	10,000	10,000	10,000	10,000	10,000	-
Building Improvements \$2,000 from state aid			22,000		22,000				
Exterior building siding			45,000		45,000				
Childrens department Flooring rerpalamcent	Replacement	14	125,000			50,000	25,000	25,000	25,000
Print time management stsyem up grade	Replacement		20,000			20,000			
Roof HVAC units			152,000		22,000	65,000	65,000		
Elevator modernization			54,000						54,000
SUB-TOTAL LIBRARY			468,000	10,000	99,000	145,000	100,000	35,000	79,000
TOTAL GENERAL FUND REQUESTS			62,421,654	9,648,604	14,510,950	10,258,950	9,734,250	9,368,450	8,900,450
SUB-TOTAL CLERK									
SUB-TOTAL PLANNING AND DEVELOPMENT									
SUB-TOTAL POLICE									
SUB-TOTAL FIRE									
SUB-TOTAL MUNICIPAL LICNESE AND INPECTIONS									
SUB-TOTAL SCHOOL									
SUB-TOTAL ELDER AFFAIRS									
SUB-TOTAL DPW									
SUB-TOTAL LIBRARY									

DPW CAPITAL PROGRAM - FY'14

Project / Item Description	New / Replace	Age of Replacement	Total Cost	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
WATER & SEWER									
Water Distribution System - 100 Roads Prg. (excludes Treatment Plant)			18,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Sewer Investigation and Rehabilitation Program - MWRA Financial Assistance			4,150,000	650,000	675,000	640,000	725,000	710,000	750,000
Brookside Rd. Pump Station Roof	Replacement	20	15,000	15,000					
Commerce Dr. and Surry Lane Pump Stations (Removal)			1,058,000	1,058,000					
Howard St. and Brookside Pump Station (Upgrade Pumps)			1,000,000			1,000,000			
Vactor Truck	Replacement	17	350,000						350,000
Utility Truck	Replacement	10	100,000				100,000		
Common St. Pump Station - Upgrade 2 Pumps	Replacement	12	50,000	50,000					
PC 7B Komatsu Mini Excavator	Replacement	11	90,000					90,000	
SUV Vehicle	Replacement	14	24,000		24,000				
Treatment Plant Bldg. Repairs - Window frames, exterior doors	Replacements		50,000	50,000					
Wastewater Tank @ Treatment Plant	Replacement	50	500,000	500,000					
WATER & SEWER TOTAL			25,385,000	5,321,000	3,699,000	4,640,000	3,825,000	3,800,000	4,100,000
			(0)						

DPW CAPITAL PROGRAM - FY'14

Project / Item Description	New / Replace	Age of Replacement	Total Cost	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
GOLF									
Irrigation System Pumphouse Replacement	Replacement	27 years	80,000	-	20,000	20,000	20,000	20,000	
Under Ground Gasoline Tank Removal and Replaced w/ Above Ground	Replacement	32 years	80,000	-	40,000	40,000			
Golf Mower and Maintenance Equipment	Replacement	8-15 years	100,000	-	25,000	25,000	25,000	25,000	
GOLF TOTAL			260,000	-	85,000	85,000	45,000	45,000	-
			<small>50</small>						



Joseph C. Sullivan, Mayor

BRAINTREE DEPARTMENT OF PUBLIC WORKS

Engineering Division

Robert P. Campbell, PE, PTOE, Town Engineer

rcampbell@braintreema.gov

John J. Morse, Assistant Town Engineer

jmorse@braintreema.gov

April 22, 2014

Honorable Joseph C. Sullivan, Mayor
Council President Thomas M. Bowes
Members of the Town Council
1 J. F. K. Memorial Drive
Braintree, MA 02184

RE: Acceptance of the extension of Elmlawn Road as a Public Way

Dear Mayor Sullivan, Council President Bowes and Members of the Town Council,

The Department of Public Works has re-inspected the improvements within the Elmlawn Road layout, and with the agreement of the site contractor to seal the open joint between the driveway and sidewalk at number 210 Elmlawn Road, the street is in acceptable condition.

I would recommend that this extension of Elmlawn Road, as laid out in the supplied legal description, be accepted as a public way.

Very truly yours,

A handwritten signature in black ink that reads "Robert P. Campbell".

Robert P. Campbell, PE, PTOE,
Town Engineer

Cc: Tom Whalen
John Morse



Department of Planning and Community Development

Melissa M. SantucciRozzi, Principal Planner
1 JFK Memorial Drive – Braintree, Massachusetts 02184
Phone: 781-794-8234 Fax: 781-794-8089

Joseph C. Sullivan
Mayor

PLANNING BOARD

Robert Harnais, Chair
Joseph Reynolds, Vice Chair
James Eng, Clerk
Darryl Mikami, Member
Melissa B. McDonald, Member

TO: Braintree Town Council President Charles Kokoros
FROM: Braintree Planning Board
DATE: December 12, 2013
RE: Recommendation for Street Acceptance
Elmlawn Road Ext. - TCO #13-062

The Braintree Planning Board held a discussion at their December 10, 2013 Meeting. It was noted at the Meeting that this Roadway was created pursuant to the Subdivision Control Law as shown on a Definitive Plan Approved by the Planning Board in July of 2010 which was subsequently amended in March of 2012. The Subdivision has been completed in accordance with the Definitive Plan and received As-Built Approval from the Planning Board in July 2013. All Sureties being held by the Planning Board have been released and the Applicant's Attorney has turned over the Bank Account (\$1,000.00) to the Homeowners Association which is required to maintain the Drainage located outside of the Public Layout in perpetuity.

The Planning Board voted on December 10, 2013 to recommend favorable action to the Town Council on the Petition for Street Acceptance;

	<u>Favorable</u>	<u>Unfavorable</u>
Robert Harnais, Chair	X	
Joseph Reynolds, Vice-Chair	X	
James Eng, Member	X	
Darryl Mikami, Member	X	
Melissa B. McDonald, Member		NOT PRESENT

TOWN OF BRAINTREE STREET ACCEPTANCE
ACCEPTANCE OF ELMLAWN ROAD 2014 EXTENSION

At the request of Elmlawn LLC that the Town Council vote to accept as a Town way layout of Elmlawn Road Extension.

Elmlawn Road was an accepted public way from Elm Street to Roberts Street. A subdivision plan extending Elmlawn Road was signed by the Braintree Planning Board October 12, 2010 and the subdivision was constructed. Before its completion, an error in the survey was discovered. A modification of the subdivision was signed by the Braintree Planning Board April 20, 2012 finalizing the plan of the extension of Elmlawn Road that is the subject of this acceptance. This extension of Elmlawn Road is a 450 foot long cul-de-sac roadway running northerly to westerly from Robert Street, opposite the already accepted portion of Elmlawn Road. The nominal width of this street is 40 feet for the first 120 feet, more or less, expanding to 50 feet beyond that point, and the street layout is shown on the one-sheet plan entitled "STREET ACCEPTANCE PLAN IN BRAINTREE MASSACHUSETTS, ELMLAWN ROAD EXTENSION", by BORDERLAND ENGINEERING INC., dated 08-15-2012 recorded herewith and also shown on THE plan "SUBDIVISION MODIFICATION IN BRAINTREE, MASSACHUSETTS, ALMQUIST ESTATES" dated 1/15/2011 and recorded at Plan Book 614 as Plan No. 87. The description of the easterly and westerly sidelines is as follows:

Along the westerly street line of Elmlawn Road

Beginning at a point on a stone bound on the northerly street line of Robert Street, in front of house number 198 Robert Street, said point being the most southwesterly corner of the herein described extension of the Elmlawn Road layout, said point also being 509.27' N 64°53' 58" E of a drill hole in a stone bound on the northerly street line of Robert Street where it intersects the westerly street line of Holmes Street;

Thence easterly to northerly 18.81 feet along the arc of a 15.00 foot radius curve to the left to a stone bound at a point of tangency;

Thence N 06° 57' 01" W 114.89 feet to a stone bound at an angle point;

Thence turning and running S 83° 02' 59" W 4.89 feet to a stone bound at an angle point;

Thence turning and running northerly to westerly 145.18 feet along the arc of a 125.00 foot radius curve to the left to a stone bound at a point of compound curvature for a cul-de-sac curve;

Thence westerly 42.77 feet along the arc of a 30.00 foot radius curve to the left to a stone bound at a point of reverse curvature;

Thence westerly to easterly 290.63 feet along the arc of a 60.00 foot radius curve to the right to a stone bound at a point of reverse curvature on the easterly line of Elmlawn Road;

Along the easterly street line of Elmlawn Road

Thence easterly 17.90 feet along the arc of a 30.00 foot radius curve to the left to a stone bound at a point of reverse curvature;

Thence easterly to southerly 148.14 feet along the arc of a 175.00 foot radius curve to the right to an angle point;

Thence turning and running S 45° 36' 59" W 2.50 feet to angle point;

Thence turning and running southerly 107.41 feet along the arc of a 172.50 foot radius curve to the right to a stone bound at an angle point;

Thence turning and running S 83° 02' 59" W 2.55 feet to an iron rod cap at an angle point;

Thence turning and running S 06° 57' 01" E 94.92 feet to a stone bound at a point of curvature;

Thence southerly to easterly 28.31 feet along the arc of a 15.00 foot radius curve to the right to a stone bound at a point of tangency with said northerly street line of Roberts Street;

Thence turning and running along said northerly street line of Robert Street S 64° 53' 58" W 73.66 to the point and place of beginning.

The above described extension of Elmlawn Road including the 2.5 foot wide "SIDEWALK/GRASS STRIP EASEMENT" shown on the "Street Acceptance Plan..." is hereby accepted as a Public Way in the Town of Braintree, County of Norfolk, Commonwealth of Massachusetts together with all benefits and responsibilities currently appurtenant to the status of "Public Way" within the Commonwealth. All easements for roadway drainage shown on the referenced plan, and ownership of the drainage system within the roadway and to its discharge point(s) or at its (their) entrance to any detention basins, retention basins or similar stormwater impoundments are also accepted with this acceptance as a Public Way. Ownership and maintenance of other drainage easements, detention basins, infiltration/storage systems or similar stormwater impoundments is specifically excluded from this acceptance. Ownership and maintenance of overhead and underground electric, telephone, gas, and cable utilities is specifically excluded from this acceptance. This acceptance shall not be considered a fee taking. No damages are awarded. The Town does not accept any maintenance responsibility for any of the five "TRANSFORMER EASEMENTS" or of the "10 FOOT WIDE DRAIN EASEMENT" across Lots 2,3,4 and 5 shown on the "Street Acceptance Plan..." but acknowledges their intent and requires their continued existence and their maintenance by the underlying property owners suitable for the intended purposes.

REILLY BERCH

ATTORNEYS AT LAW
19 SOUTH MAIN STREET
RANDOLPH, MASSACHUSETTS 02368

TEL (781) 961-7313
FAX (781) 961-7343

LEGAL ASSISTANT
IRMA R. SANDS

KEVIN M. REILLY
LISA H. BERCH

November 14, 2013

Town of Braintree
Office of the Town Council
One John Fitzgerald Kennedy Memorial Drive
Braintree, MA 02184

Att: Mr. James Casey, Clerk of the Council

Re: Elmlawn Road Extension

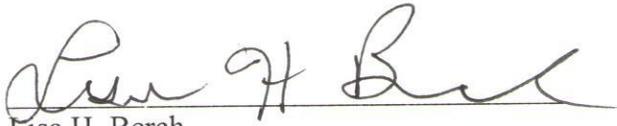
Dear Mr. Casey:

Enclosed please find the following documents for the Street Acceptance in the above matter:

1. Certified Abutters List for the above property;
2. Mylar and three copies of Street Acceptance Plan for Elmlawn Road Extension;
3. Twenty-two (22) envelopes that have all been addressed and stamped to the abutters.
4. Application for Street Acceptance –
Please advise if there is anything further you may need.

Thank you and your staff for your courtesy and cooperation in this matter.

Yours very truly,



Lisa H. Berch

LHB/iss
Enclosures

ORDER #:

Application for Street Acceptance – Worksheet

SECTION TO BE COMPLETED BY PETITIONER

Petitioner

Name: Elmlawn LLC

Address: 678 Depot Street
Easton, MA 02356

Contact/Billing Information

Name: Lisa H. Berch, Esq.
Attorney for Elmlawn LLC

Address: 19 South Main Street
Randolph, MA 02368

*Petition Submitted By:

Lisa H. Berch Attorney for Elmlawn LLC.

Date Received



Office of the Board of Assessors

ONE JOHN FITZGERALD KENNEDY MEMORIAL DRIVE
BRAINTREE, MASSACHUSETTS 02184
TEL: (781) 794-8050 • (781) 794-8056
FAX: (781) 794-8068

DATE: November 14th 2013

APPLICANT: Elmlawn LLC

PROPERTY LOCATION: Elmlawn Road Extension

MAP AND PLOT: 2072 0 60, 2072 0 61, 2072 0 62, 2072 0 63,
2072 0 64, 2072 0 65, 2072 0 66 and 2072 0 67,
consecutively.

This is to certify that at the time of submission of this form to the Board of Assessors, the names and addresses of the parties assessed as adjoining owners to the parcel of land shown and described are as written and are the parties according to the records of the Assessors.

Office of the Board of Assessors



Robert M. Cusack
Chairman

Abutters List

ParcelID	Location	Owner	Co-Owner	Mailing Address	City	State	Zip
2070 0 24	150 HOLMES ST	CARROLL CHARLES E/TERESA M	150 HOLMES ST REALTY TR	150 HOLMES ST	BRAINTREE	MA	02184
2070 0 47	120 HOLMES ST	GRAZIANO FIORE A	GRAZIANO CARMELA B TBY	120 HOLMES STREET	BRAINTREE	MA	02184
2070 0 48	130 HOLMES ST	DRAKE KEITH S	DRAKE VIVIAN	130 HOLMES ST	BRAINTREE	MA	02184
2070 0 49	140 HOLMES ST	TRETOLA CAROLYN M TRUSTEE	140 HOLMES STREET RLTY	140 HOLMES STREET	BRAINTREE	MA	02184
2072 0 1	19 CONRAD ST	CHIMINIELLO RALPH P		19 CONRAD STREET	QUINCY	MA	02169
2072 0 18	155 ELMLAWN RD	NGUYEN VAN VUONG	NGUYEN MAO TBYE	155 ELMLAWN RD	BRAINTREE	MA	02184
2072 0 2	3 CONRAD ST	LYONS JOHN F TRS	LYONS ANNETTE J TRS	3 CONRAD ST	BRAINTREE	MA	02184
2072 0 30	63 ROBERT ST	WONG JAMES L	WONG YONY L TBYE	63 ROBERT ST	BRAINTREE	MA	02184
2072 0 30E	198 ELMLAWN RD	SHEEHAN BRUCE P	SHEEHAN SAMANTHA L TE	198 ELMLAWN RD	BRAINTREE	MA	02184
2072 0 30F	202 ELMLAWN RD	CROWELL MARY ELLEN	CROWELL RICHARD W	202 ELMLAWN ROAD	BRAINTREE	MA	02184
2072 0 30G	55 ROBERT ST	GAUGHAN RICHARD J	GAUGHAN SUSAN M	55 ROBERT ST.	BRAINTREE	MA	02184
2072 0 4	15 CONRAD ST	RAFFA JOHN J	RAFFA JEAN TBYE	15 CONRAD ST	BRAINTREE	MA	02184
2072 0 6	27 ROBERT ST	HURLEBAUS THOMAS F	HURLEBAUS SUSAN E	27 ROBERT ST	BRAINTREE	MA	02184
2072 0 60	205 ELMLAWN RD	ANGELUCCI GIOVANNI	WOORI JOANNE JTS	205 ELMLAWN RD	BRAINTREE	MA	02184
2072 0 61	215 ELMLAWN RD	HYNES SHAWN	KELLY JESSICA A TBYE	215 ELMLAWN RD	BRAINTREE	MA	02184
2072 0 62	225 ELMLAWN RD	XU MING B		225 ELMLAWN ROAD	BRAINTREE	MA	02184
2072 0 63	235 ELMLAWN RD	SETO SHUI LUN	LEE JENNIFER K TBYE	235 ELMLAWN ROAD	BRAINTREE	MA	02184
2072 0 64	245 ELMLAWN RD	ZAHARAN SAMIEH	ZAHARAN REGINA NORTON	245 ELMLAWN ROAD	BRAINTREE	MA	02184
2072 0 65	230 ELMLAWN RD	NG PETER	NG JILL TBYE	230 ELMLAWN RD	BRAINTREE	MA	02184
2072 0 66	220 ELMLAWN RD	BAPTISTE ROLPH JEAN	WEISS RONALD J JTS	220 ELMLAWN ROAD	Braintree	MA	02184
2072 0 67	210 ELMLAWN RD	CESARZ JAMES J	CESARZ TRACEY C TBYE	455 MIDDLE STREET	BRAINTREE	MA	02184
2072 0 7	33 ROBERT ST	MCCLOUGHLIN MARY C	MCCLOUGHLIN ELIZABETH A	33 ROBERT STREET	BRAINTREE	MA	02184

End of Report

2012 060-67 ABUTTERS LIST

DATE: 11/14/13

LOCUS MAP & LOT:

LOCUS OWNER: Elmlawn LLC
LOCUS ADDRESS: Elmlawn Road Extension

CONTACT PERSON: Lisa H. Berch, Esq.
CONTACT PHONE #: 781-961-7313

PLEASE PRINT CLEARLY

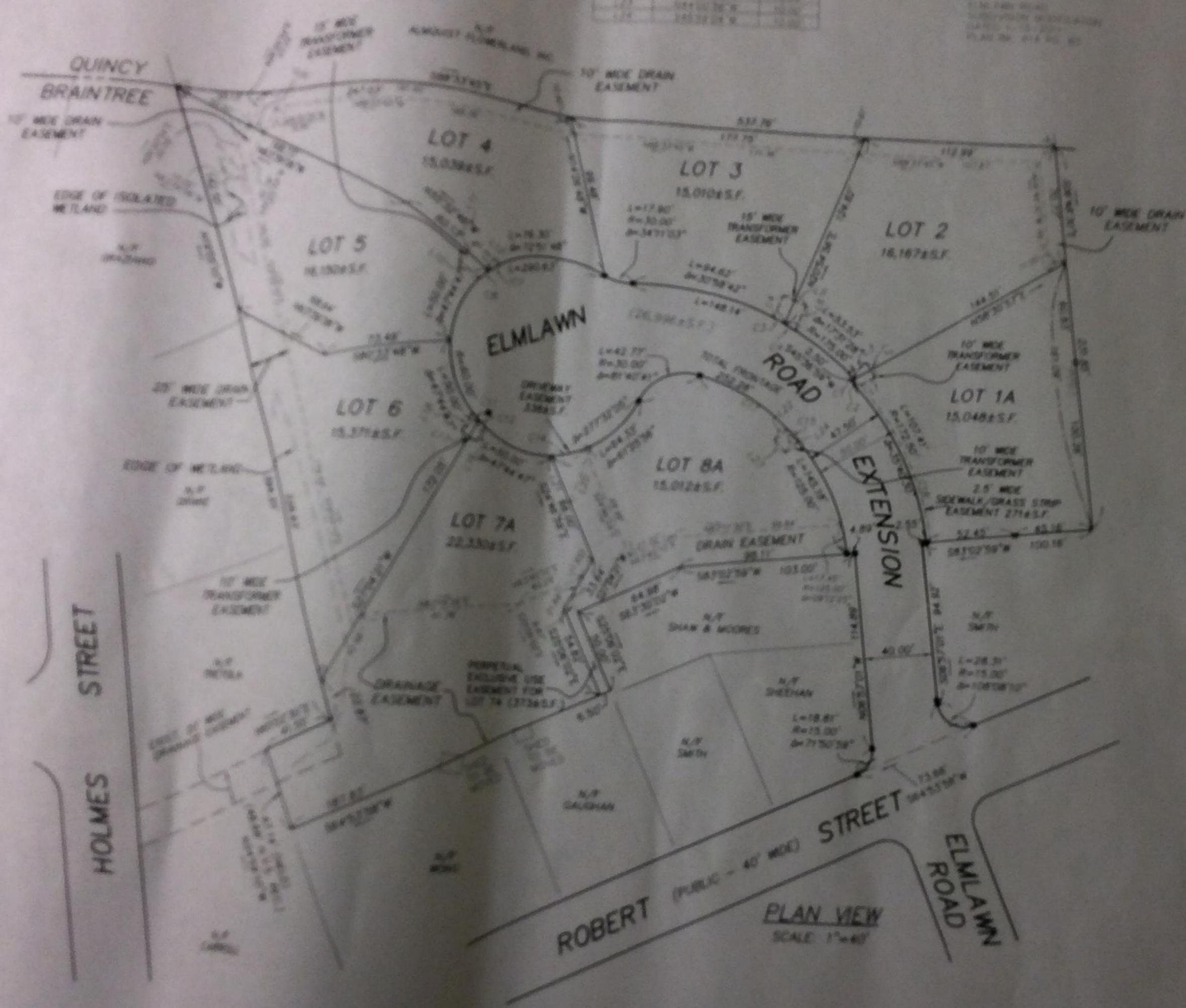
PARCEL ID / MAP AND LOT #'s	LOCATION OF PROPERTY	PROPERTY OWNER'S NAME AND MAILING ADDRESS
2070 047		
11 048		
11 049		
2070 024		
2072 030		
11 030G		
11 030D		
11 030E		

ABUTTERS LIST

PARCEL ID / MAP AND LOT #'s	LOCATION OF PROPERTY	PROPERTY OWNER'S NAME AND MAILING ADDRESS
2072 0 30F		
2072 0 18		
2072 0 7		
2072 0 6		
" 0 4		
" 0 1		
" 0 2		
2072 0 63		
" 0 64		

" 0 65
 " 0 66
 " 0 67
 " 0 60
 " 0 61

2072 0 62

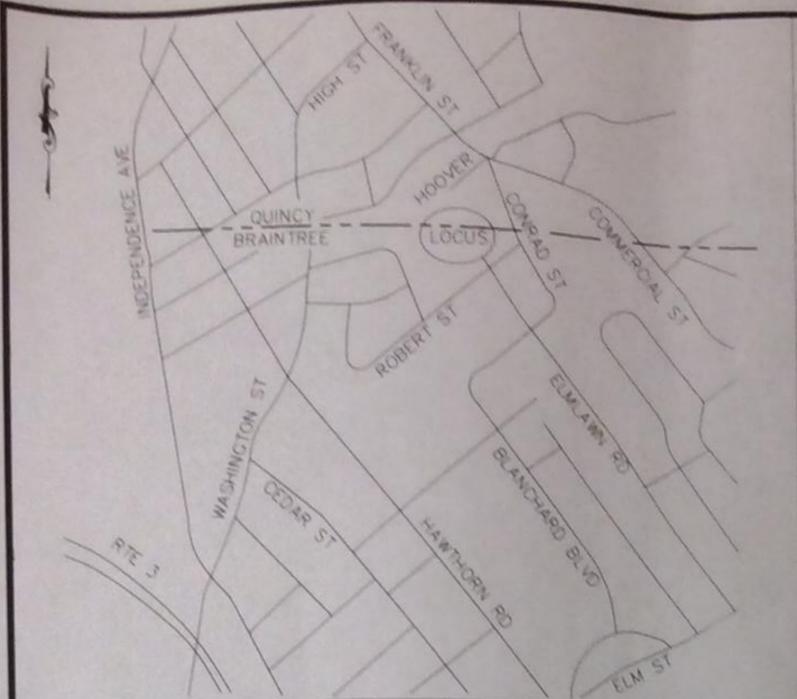


PLAN VIEW
SCALE 1"=40'

RECORDED IN
ACCEPTED BY
APPROVED AND
CERTIFIED THAT
THIS PLAN HAS BEEN PREPARED IN
ACCORDANCE WITH THE RULES AND REGULATIONS OF
THE BOARD OF REGISTRY OF PROFESSIONAL ENGINEERS
OF THE COMMONWEALTH OF MASSACHUSETTS

BORDERLAND
Civil Engineering
670 Pleasant Street
Savoy, MA 02368

STREET
BRAINTREE
ELMLAWN



LOCUS MAP
1 INCH = 600± FEET

PLAN BK. 614 PG. 87

CURVE	LENGTH	RADIUS
C1	5.15'	175'
C2	5.11'	175'
C3	7.54'	175'
C4	7.58'	60'
C7	7.88'	60'
C8	7.63'	60'
C11	5.27'	60'
C12	5.14'	60'
C14	20.42'	60'
C15	10.00'	60'
C17	61.63'	60'
C18	109.04'	60'

METES AND BOUNDS DESCRIPTION

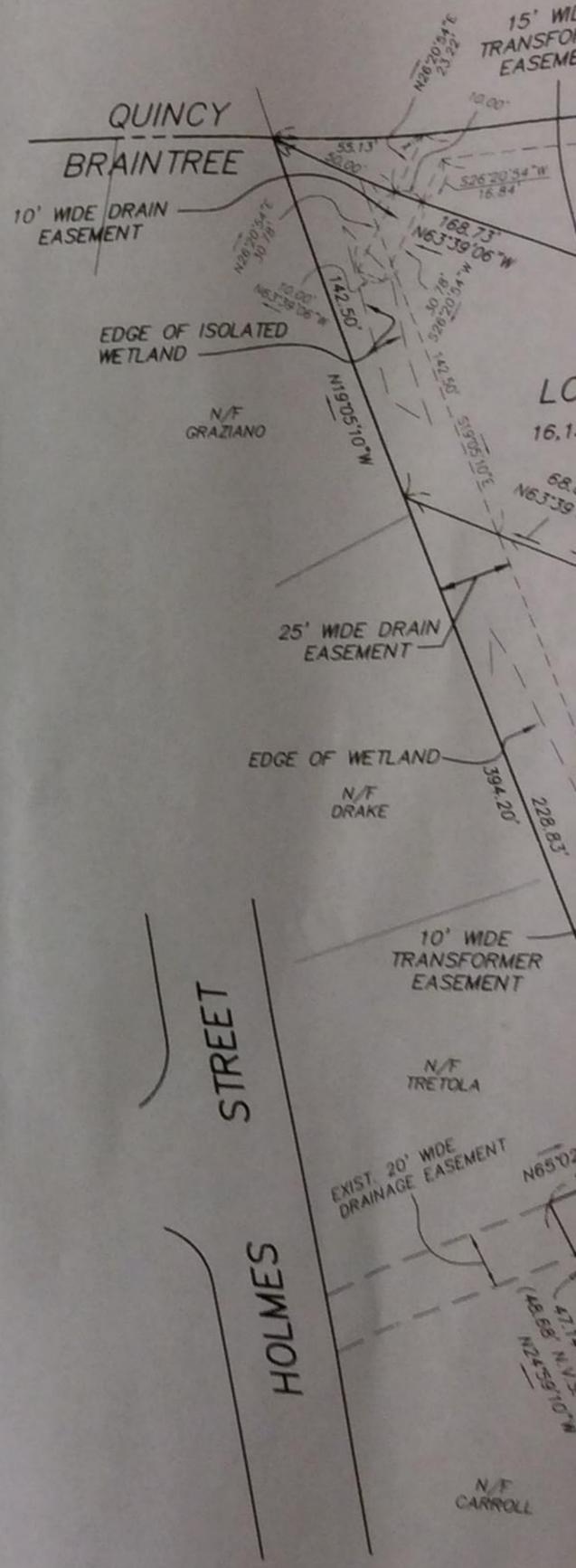
ELMLAWN ROAD MODIFICATION, BRAINTREE, MA

BEGINNING AT A POINT ON ROBERT STREET AT THE SOUTHWESTERLY CORNER OF ELMLAWN ROAD

- NORTHERLY ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 15.00 FEET AND A LENGTH OF 18.81 FEET ALONG ELMLAWN ROAD TO A POINT; THENCE RUNNING
- N06°57'01"W 114.89 FEET TO A POINT; THENCE TURNING AND RUNNING
- S83°02'59"W 4.89 FEET TO A POINT; THENCE TURNING AND RUNNING
- NORTHWESTERLY ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 125.00 FEET AND A LENGTH OF 145.18 FEET ALONG ELMLAWN ROAD TO A POINT; THENCE RUNNING
- WESTERLY ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 30.00 FEET AND A LENGTH OF 42.77 FEET ALONG ELMLAWN ROAD TO A POINT; THENCE RUNNING
- NORTHWESTERLY ALONG THE ARC OF A CURVE TO THE RIGHT HAVING A RADIUS OF 60.00 FEET AND A LENGTH OF 290.63 FEET ALONG ELMLAWN ROAD TO A POINT; THENCE RUNNING
- EASTERLY ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 30.00 FEET AND A LENGTH OF 17.90 FEET ALONG ELMLAWN ROAD TO A POINT; THENCE RUNNING
- SOUTHEASTERLY ALONG THE ARC OF A CURVE TO THE RIGHT HAVING A RADIUS OF 175.00 FEET AND A LENGTH OF 148.14 FEET ALONG ELMLAWN ROAD TO A POINT; THENCE RUNNING
- S45°36'59"W 2.50 FEET TO A POINT; THENCE TURNING AND RUNNING
- SOUTHERLY ALONG THE ARC OF A CURVE TO THE RIGHT HAVING A RADIUS OF 172.50 FEET AND A LENGTH OF 107.41 FEET ALONG ELMLAWN ROAD TO A POINT; THENCE RUNNING
- S83°02'59"W 2.55 FEET TO A POINT; THENCE TURNING AND RUNNING
- S06°57'01"E 94.92 FEET TO A POINT; THENCE TURNING AND RUNNING
- EASTERLY ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 15.00 FEET AND A LENGTH OF 28.31 FEET ALONG ELMLAWN ROAD TO A POINT AT THE INTERSECTION OF ROBERT STREET; THENCE RUNNING
- S64°53'58"W 73.66 FEET ALONG ROBERT STREET TO THE POINT OF BEGINNING

RECORD LOT OWNERS:

- LOT 1A
N/F ANGIUCCI & WUORI
40 ALBERTINA STREET, QUINCY, MA
- LOT 2
N/F HYNES
215 ELMLAWN ROAD, BRAINTREE, MA
- LOT 3
N/F MING
225 ELMLAWN ROAD, BRAINTREE, MA
- LOT 4
N/F SETO & LEE
235 ELMLAWN ROAD, BRAINTREE, MA
- LOT 5
N/F ZAHRAN
245 ELMLAWN ROAD, BRAINTREE, MA
- LOT 6
N/F PETER AND JILL NG
230 ELMLAWN ROAD, BRAINTREE, MA
- LOT 7A
N/F BAPTISTE & WEISS
220 ELMLAWN ROAD, BRAINTREE, MA
- LOT 8A
N/F CESARZ
210 ELMLAWN ROAD, BRAINTREE, MA



LINE	BEARING	LINE
L1	N58°30'57"E	10.00'
L2	N31°29'03"W	10.00'
L3	N58°30'57"E	12.29'
L4	N20°54'36"E	15.00'
L5	S69°05'04"E	75.00'
L9	N14°26'48"W	18.71'
L10	N55°32'46"W	15.00'
L11	N34°27'14"E	15.00'
L12	N55°32'46"W	18.72'
L16	S27°04'21"W	10.00'
L17	N62°55'39"W	10.00'
L18	S27°04'21"W	12.85'
L20	S17°05'31"W	35.66'
L21	N24°46'59"W	30.02'
L22	S45°59'04"W	10.00'
L23	N44°00'56"W	10.00'
L24	S45°59'04"W	10.00'

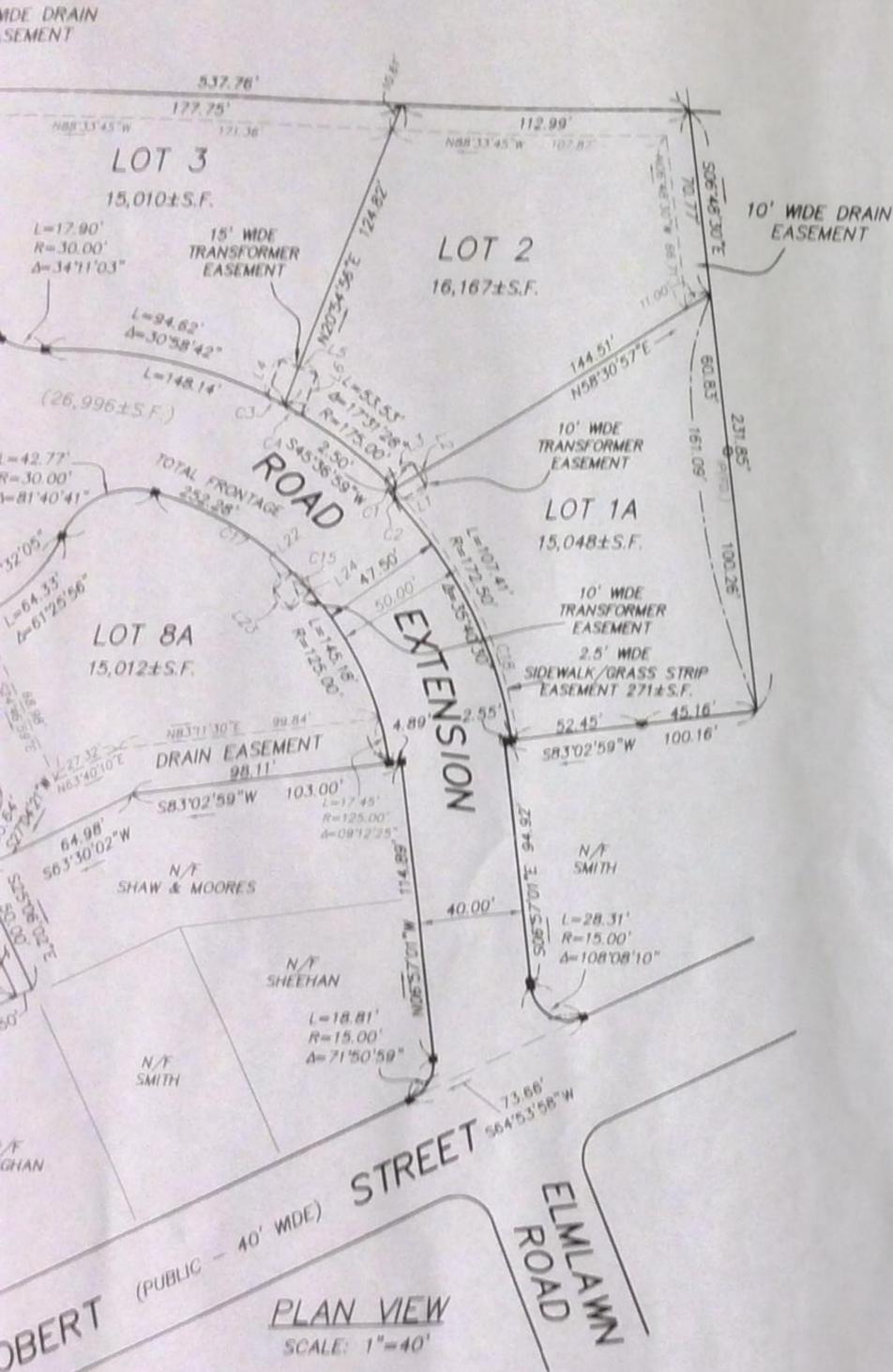
IRC(FD) - DENOTES IRON ROD CAP FOUND
 ■ - INDICATES GRANITE BOUND SET

ASSESSORS REFERENCE:

BRAINTREE MAP 2072 LOTS 60-67

PLAN REFERENCE:

ELMLAWN ROAD
 SUBDIVISION MODIFICATION
 DATED 1-15-2011
 PLAN BK. 614 PG. 87



I CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS.



8-15-12
 DATE

RESERVED FOR REGISTRY USE

RECOMMENDED BY THE BRAINTREE PLANNING BOARD

DATE:

ACCEPTED BY THE BRAINTREE CITY COUNCIL-MAYOR

DATE:

APPROVED AND ADOPTED AS THE OFFICIAL CITY WAY LAYOUT OF THE CITY COUNCIL AND MAYOR OF BRAINTREE.

I CERTIFY THAT THIS LAYOUT WAS RECEIVED AND A COPY PLACED ON FILE AT THE OFFICE OF THE CITY CLERK IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAWS, CHAPTER 82, SECTION 23.

BRAINTREE CITY CLERK

DATE

REVISIONS

No.	DATE	DESCRIPTION

BORDERLAND ENGINEERING, INC.

Civil Engineering · borderlandeng.com · Site Planning
 61b Pleasant Street office 781-963-9500
 Randolph, MA 02368 fax 888-566-4131

**STREET ACCEPTANCE PLAN
 IN
 BRAINTREE, MASSACHUSETTS
 ELMLAWN ROAD EXTENSION**

OWNER:

N/F ELMLAWN, LLC
 678 DEPOT STREET, EASTON, MA
 DEED BK. 28337 PG. 260

"ALMQUIST ESTATES MODIFICATION"

DRAWING SCALE: 1 INCH = 40 FEET

PROJECT NUMBER: P1274

DATE: AUGUST 15, 2012

SHEET 1 OF 1

CHARLES C. KOKOROS
President
District 1

LELAND A. DINGEE
At Large

SEAN E. POWERS
At Large

CHARLES B. RYAN
At Large

JOHN C. MULLANEY
District 2



RECEIVED TOWN CLERK
BRAINTREE, MA
2014 JAN -6 AM 10:28

THOMAS M. BOWES
Vice President
District 3

HENRY N. JOYCE
District 4

RONALD E. DENAPOLI
District 5

PAUL "DAN" CLIFFORD
District 6

OFFICE OF THE TOWN COUNCIL

TOWN OF BRAINTREE PUBLIC HEARING

The Town Council of the Town of Braintree will hold a Public Hearing on Tuesday, **January 21, 2014** starting at 7:30PM at the Horace T. Cahill Auditorium at Town Hall, 1 JFK Memorial Drive, Braintree, MA for the purpose of hearing Council **Order No: 13 062: Elmlawn LLC Petition Street Acceptance – Elmlawn Road Extension**. The full text of the proposed petition with maps/plans are available for review at the Braintree Planning and Community Development Office located at 90 Pond Street, Braintree and also at the Braintree Town Clerk's Office located at 1 JFK Memorial Drive during normal business hours (M-F 8:30 am - 4:30 pm). **Disclaimer:** "This document is published for the benefit of the public, solely for purposes of information and to make the public aware of the general nature of certain subject matter the Town Council may consider at a future meeting. This publication is not intended to suggest that the measure will be adopted in this precise form, that it will be adopted with amendments, or that it will be adopted at all. Notwithstanding any amendments which may be made to this proposal by the Town Council it will not be published again before final enactment unless at least three Councilors vote to require such publication before final enactment."

Edward J. Spellman, Jr.
Director of Finance



Joseph C. Sullivan
Mayor

TOWN OF BRAintree
DEPARTMENT OF MUNICIPAL FINANCE
One JFK Memorial Drive, Braintree, MA 02184
Tel: 781-794-8035 Fax: 781-794-8181

To: Thomas M. Bowes, President of the Council
Clerk of the Council
Town Clerk

Cc: Joseph C. Sullivan, Mayor
Michael Coughlin, Chief of Staff and Director of Operations

From: Edward Spellman, Director of Municipal Finance

Date: March 27, 2014

RE: Rescind the following amounts that have been authorized to be borrowed, but which are no longer needed for the purposes for which they were initially approved:

The Town issues bonds on an annual basis in the spring of each year around May 1. Attached is a current list of the town authorized and unissued debt. It currently totals just over 12.7 million. We are looking at issuing 6.433 million based on the amounts list in the far right column. On our list of projects we have ten projects whose amounts that have been authorized to be borrowed, but which are no longer needed for the purposes for which they were initially approved. Essentially, the work has been completed and we no longer need the previous authorizations to remain on our books.

These projects noted on the attached list with a (**R**) in the column titled rescind completed or unneeded authorization. To clean up the towns authorized and unissued debt schedules for this and future disclosure statements we are requesting that you vote to rescind the following unnecessary bond authorizations. On the next page is the motion to rescind the ten items. A bond authorization requires a 2/3 vote to approval however to rescind these authorizations requires only a simple majority.

MOTION:

That the Town of Braintree rescinds the following amounts that have been authorized to be borrowed, but which are no longer needed for the purposes for which they were initially approved:

<u>Unissued Amount</u>	<u>Date of Loan Order Approval</u>	<u>CO /STM</u>	<u>Original Purpose</u>
50,000	10/21/97	A21 STM	Septic Loans Title V Grant money
150,000	5/5/1998	A10 STM	Septic Loans Title V Grant money
433,316	4/29/2009	09-009	South Middle School(MSBA approved)
98,000	3/16/2010	10-019	South Middle School fire protection
31,789	8/17/2010	10-055	BHS MSBA green program
157	9/21/2010	10-060	Water System improvements Azel Road
122,801	12/7/2010	10-076	East Middle School Windows MSBA green program
103,908	12/7/2010	10-076	Hollis School Windows MSBA green program
86,226	12/7/2010	10-076	Morrison School Windows MSBA green program
<u>28,286</u>	12/7/2010	10-076	Highlands School Windows MSBA green program
<u><u>1,104,483</u></u>			

Since the request involve bond authorizations a public hearing is required under section 2-9 of the Town Charter.

Edward J. Spellman, Jr.
Director of Finance



Joseph C. Sullivan
Mayor

TOWN OF BRAintree
DEPARTMENT OF MUNICIPAL FINANCE
One JFK Memorial Drive, Braintree, MA 02184
Tel: 781-794-8035 Fax: 781-794-8181

To: Thomas M. Bowes, President of the Council
Clerk of the Council
Town Clerk

Cc: Joseph C. Sullivan, Mayor
Michael Coughlin, Chief of Staff and Director of Operations

From: Edward Spellman, Director of Municipal Finance

Date: March 27, 2014

RE: Transfer unexpended funds originally appropriated and borrowed to pay costs of building renovations:

The Town issues bonds on an annual basis in the spring of each year around May 1. Attached is a current list of six projected that have been completed and that no further financial liability remains. These funds will be transfer to the One and Two JFK Memorial Drive (Town Hall and The Old Thayer Public Library) renovation account for which renovations are ongoing.

<u>BOND ISSUE PURPOSE</u>	<u>UNEXPENDED BALANCE</u>
1) School Capital	3,401.00
2) South Middle School	3,874.59
3) Hollis Elementary Green project	7,802.25
4) Morrison Elementary Green project	248.00
5) Highland Elementary Green project	3,289.00
6) High School Gym Green Repair project	8,399.00
	<hr/>
	<u>27,013.84</u>

Attached are six motions to transfer the unexpended funds. Since the request involve bond authorizations a public hearing is required under section 2-9 of the Town Charter.

TOWN OF BRAINTREE, MASSACHUSETTS

IN TOWN COUNCIL

1) ORDERED:

Ordered, that in accordance with Chapter 44, Section 20 of the General Laws, the sum of \$3,401 is transferred from unexpended amounts originally appropriated and borrowed to pay costs of School building renovations, which project has been completed and for which no further financial liabilities remain, to pay additional costs of Town Hall renovations.

TOWN OF BRAINTREE, MASSACHUSETTS

IN TOWN COUNCIL

2) ORDERED:

Ordered, that in accordance with Chapter 44, Section 20 of the General Laws, the sum of \$3,874.59 is transferred from unexpended amounts originally appropriated and borrowed to pay costs of building renovations, South Middle School which project has been completed and for which no further financial liabilities remain, to pay additional costs of Town Hall renovations.

TOWN OF BRAINTREE, MASSACHUSETTS

IN TOWN COUNCIL

3) ORDERED:

Ordered, that in accordance with Chapter 44, Section 20 of the General Laws, the sum of \$7,802.25 is transferred from unexpended amounts originally appropriated and borrowed to pay costs of building renovations, Hollis Elementary School which project has been completed and for which no further financial liabilities remain, to pay additional costs of Town Hall renovations.

TOWN OF BRAintree, MASSACHUSETTS

IN TOWN COUNCIL

4) ORDERED:

Ordered, that in accordance with Chapter 44, Section 20 of the General Laws, the sum of \$248.00 is transferred from unexpended amounts originally appropriated and borrowed to pay costs of building renovations, Morrison Elementary School which project has been completed and for which no further financial liabilities remain, to pay additional costs of Town Hall renovations.

TOWN OF BRAintree, MASSACHUSETTS

IN TOWN COUNCIL

5) ORDERED:

Ordered, that in accordance with Chapter 44, Section 20 of the General Laws, the sum of \$3,289.00 is transferred from unexpended amounts originally appropriated and borrowed to pay costs of building renovations, Highlands Elementary School which project has been completed and for which no further financial liabilities remain, to pay additional costs of Town Hall renovations.

TOWN OF BRAintree, MASSACHUSETTS

IN TOWN COUNCIL

6) ORDERED:

Ordered, that in accordance with Chapter 44, Section 20 of the General Laws, the sum of \$8,399.00 is transferred from unexpended amounts originally appropriated and borrowed to pay costs of building renovations, Braintree High School Gym Roof Replacement which project has been completed and for which no further financial liabilities remain, to pay additional costs of Town Hall renovations.



Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Joseph C. Sullivan
Mayor

781-794-8100

To: Thomas M. Bowes, President of the Council
Clerk of the Council
Town Clerk

Cc: Edward Spellman, Director of Municipal Finance
Michael Coughlin, Chief of Staff and Director of Operations

From: Joseph C. Sullivan, Mayor *JCS*

Date: March 31, 2014

RE: Request for Supplemental Appropriation – Fiscal Year 2014 Capital Plan Water Enterprise

RECEIVED TOWN CLERK
BRAINTREE, MA
2014 MAR 31 PM 3:05

In conjunction with the FY 2014 capital plan we present for your approval the following water sewer enterprise fund capital item to be funded from a transfer from other funds. Detail of the projects can be found in the accompanying 2014 Capital Plan.

Accordingly, your review and approval of the following motions is requested:

- 1) Water Department Building Repairs
MOTION: That the sum of \$15,000 be transferred from the Water Sewer Retained Earnings for the purpose of roof repairs at the Brookside Road pump station.
- 2) Water Department Pump Station Repairs
MOTION: That the sum of \$50,000 be transferred from the Water Sewer Retained Earnings for the purpose of pump upgrades at the Common Street pump station
- 3) Water Department Building Repairs
MOTION: That the sum of \$50,000 be transferred from the Water Sewer Retained Earnings for the purpose of building repairs at the Water Treatment Plant.

Since this request involves the appropriation of funds within the fiscal year 2014 budget, advertising and a public hearing is required under Sections 2-9 and 6-7 of the Town Charter.



Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Joseph C. Sullivan
Mayor

781-794-8100

To: Thomas M. Bowes, President of the Council
Clerk of the Council
Town Clerk

Cc: Edward Spellman, Director of Municipal Finance
Michael Coughlin, Chief of Staff and Director of Operations

From: Joseph C. Sullivan, Mayor (JCS)

Date: March 31, 2014

RE: Request for Appropriation – Fiscal Year 2014 Water Capital Plan

RECEIVED TOWN CLERK
BRAINTREE, MA
2014 MAR 31 PM 3:05

In conjunction with the FY 2014 budget year we present for your approval the following water capital article is to be funded from issuing bonds. The debt service is to be paid over future years the work and improvements done will benefit rate payers for a number of years. The \$3,000,000 borrowing is for Town-wide water distribution system improvements to improve water quality and fire flows.

Accordingly, your review and approval of the following order is requested.

TOWN OF BRAINTREE, MASSACHUSETTS

IN TOWN COUNCIL

ORDERED:

That the Town of Braintree appropriates the sum of Three Million Dollars (\$3,000,000) to pay costs of Town-wide water distribution system improvements, and for the payment of all other costs incidental and related thereto and that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said

amount under and pursuant to Chapter 44, Section 8 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

As this request involves a loan authorization, advertising and a public hearing is required under Sections 2-9 and 6-7 of the Town Charter.



Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Joseph C. Sullivan
Mayor

781-794-8100

To: Thomas M. Bowes, President of the Council
Clerk of the Council
Town Clerk

Cc: Edward Spellman, Director of Municipal Finance
Michael Coughlin, Chief of Staff and Director of Operations

From: Joseph C. Sullivan, Mayor (JCS)

Date: March 31, 2014

RE: Request for Supplemental Appropriation – Fiscal Year 2014 Capital Plan

RECEIVED TOWN CLERK
BRAINTREE, MA
2014 MAR 31 PM 3: 04

In conjunction with the FY 2014 capital plan we present for your approval the following General Fund Bonding capital article to be funded. Detail of the projects can be found in the accompanying 2014 Capital Plan.

Accordingly, your review and approval of the following motions is requested:

TOWN OF BRAINTREE, MASSACHUSETTS

IN TOWN COUNCIL

ORDERED:

That the Town of Braintree appropriates the sum of Three Million Five Hundred – Sixty-Three Thousand Dollars (\$3,563,000) to pay costs of the following capital projects:

<u>Project</u>	<u>Amount</u>	<u>Authorizing Statute</u>
Roadway Resurfacing	\$1,700,000	Ch. 44, s. 7(6)
Police Building Improvements	\$ 32,000	Ch. 44, s. 7(3A)

Police Building Improvements	\$ 24,000	Ch. 44, s. 7(3A)
School Building Renovations	\$455,000	Ch 44, s 7(3A)
Daugherty Gym Building Repairs	\$ 50,000	Ch. 44, s. 7(3A)
Daugherty Gym Building Repairs	\$300,000	Ch. 44, s. 7(3A)
DPW Underground Tank Replacement	\$ 80,000	Ch. 44, s 7(9)
DPW Cemetery Equip, Truck & Plow	\$113,000	Ch. 44, s 7(9)
DPW Cemetery Roads	\$100,000	Ch. 44, s 7(6)
DPW Building Improvements	\$ 44,000	Ch. 44, s. 7(3A)
DPW Highway Equip. Truck & Plow	\$450,000	Ch. 44, s 7(9)
DPW Recreation Equip. Truck & Plow	\$ 65,000	Ch. 44, s 7(9)
DPW Recreation Playground Equip.	\$150,000	Ch. 44, s 7(9)

and for the payment of all other costs incidental and related thereto; that the amounts indicated above for each project are estimates and that the Mayor may allocate more funds to any one or more of such projects, and less to others, so long as, in the judgment of the Mayor, each of the projects described above can be completed within the total appropriation made by this Order; that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to the authorizing statutes described above, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

As this request involves a loan authorization, advertising and a public hearing is required under Sections 2-9 and 6-7 of the Town Charter.

Order 14 020

Summary of Supplemental Appropriations – FY2014 Capital Plan

1 - Roadway Resurfacing \$1,700,000

100 Roads Project 3 BOND FY 2015

Reconstruction, milling and overlay of streets scheduled for July 1, 2014 construction season from bonding.

2 – Police Building Improvements \$ 32,000

Evidence Room /Archives Storage Renovations

Due to space constraints, we are proposing to install a modular storage system in the current evidence/ property room at the Police Department. We are also proposing to purchase trailers for police archived records.

3 – Police Building Improvements \$ 24,000

Electrical Service

We are seeking continued upgrading and replacement of electrical panels at the police department, as well as parking lot/ building lighting improvements at the police station.

4 – School Building Renovations \$ 455,000

\$90,000 - Braintree High bathroom renovations

Braintree High School has over 50 toilet locations, many of these bathrooms have never been renovated since it's construction in 1972. With 90,000 we will begin renovating some of these bathrooms with new wall tile, floor tile, and fixtures

\$20,000 - Braintree High School Dance studio

The proposed Braintree High Dance Studio will be located in the gymnastics room and used by the boys' and girls' cheer, dance, and gymnastics teams. A mirrored wall, with a protective cover, is common in high school dance studios so as to improve the performance and spacing techniques necessary in these sports.

\$100,000 - Braintree High Refurbish boys locker room

The five team rooms, located in the boys' and girls' locker rooms, need refurbishing and new oversized lockers to be installed to store school equipment and personal belongings.

\$15,000 - East Cafeteria table replacement

Fifteen round folding cafeteria tables are needed at East Middle School to replace original cafeteria tables. Each table seats 10 students.

\$20,000 - Flaherty Door replacement

Flaherty School needs 5 exterior double doors replaced complete with door closing hardware. This door replacement is to enhance school security.

\$20,000 - Highlands Door replacement

Highlands School needs 5 exterior double doors replaced complete with door closing hardware. This door replacement is to enhance school security.

\$20,000 - Hollis Door replacement

Hollis School needs 5 exterior double doors replaced complete with door closing hardware. This door replacement is to enhance school security.

\$30,000 - Highlands Cafeteria floor tile replacement

The Highlands cafeteria floor is in significant disrepair with the original tiles separating from the floor below. These funds would be used to properly remove and replace these tiles following hazardous materials regulations.

\$20,000 - Highlands Cafeteria ceiling replacement

The Highlands cafeteria ceiling is in significant disrepair. The ceiling, grid, and lighting need replacement.

\$20,000 - Morrison Door system near gymnasium

At the lower level of the Morrison School, near the gymnasium, the steel window wall which includes 2 doors has failed. A new window wall will be needed, as well as, concrete work to prevent water infiltration from damaging the new window wall system and doors.

\$100,000 South Auditorium refurbish

Together with the South PTO, the plan is to repaint and re-light the South auditorium. Additionally, the seats will be removed, floor tile will be removed, carpeting will be installed, and the seats will then be reinstalled.

5 – Daugherty Gym Building Repairs **\$ 50,000**

Daugherty Gym locker room improvements

Upgrade men's and ladies shower facilities with new plumbing fixtures, lockers and lighting. Hardware is old and deteriorating. Use of building will be used as an emergency shelter, relocating Braintree Emergency Management Agency.

6 – Daugherty Gym Building Repairs **\$ 300,000**

Daugherty Gym replace ceiling, windows BEMA

Town is in process of making building accessible for Emergency Shelter purposes. Removal and replacement of old ceiling (asbestos) and windows. Windows are not energy efficient.

7 – DPW Underground Tank Replacement **\$ 80,000**

Golf course underground storage tank replacement

Golf Division needs to replace a 32 year old underground storage tank with an above ground tank. In accordance with regulations, we have two years before it must be removed.

8 – DPW Cemetery Equipment: Truck & Plow **\$ 113,000**

\$48,000 - 4 X4 Pick-up w/ tailgate and plow

To replace Cemetery and Grounds Maintenance vehicle of 13 years that is in very poor condition and shall be junked.

\$65,000 - Small 6 - Wheel Truck w/ dump body and plow

This is for use by Cemetery and Grounds Maintenance. Current truck is 15 years and has been junked.

9 – DPW Cemetery Roads **\$ 100,000**

Cemetery roads

Effort to maintain town owned property. Road conditions are beyond repairs. Current conditions make it not passable.

#10 – DPW Building Improvements \$ 44,000

Build New mechanic bay to centralize all mechanics in same building

This is for use by Cemetery and Grounds Maintenance. Current truck is 15 years and has been junked.

#11 – DPW Highway Equipment: Truck & Plow \$ 450,000

\$40,000 - Sign Making Machine

A purchase would give us a cost savings allowing signs to be made in-house.

\$140,000 - Mini Excavator w/ trailer

This will replace the existing 2002 equipment which has been taken out of service.

\$175,000 - 5-7 Ton Dump Truck w/ plow and sander

This will replace a deteriorating 1998 International front line vehicle with salt spreader.

\$15,000 - Belly Scraper

An instrumental piece of equipment, this equipment scrapes hard packed ice conditions. It will be installed on an existing front line truck

\$80,000 - 550 Rack Truck w/ plow sign division

Replaces aging equipment in poor condition and is no longer used for plowing.

#12 – DPW Recreation Equipment: Truck & Plow \$ 65,000

\$25,000 - Replacement of playground equipment at Town parks and playgrounds

Currently, there is not funding or an inventory of replacement parts for existing equipment. There is equipment in need of replacing or repairing.

\$40,000 - Replacement of swim platforms at Sunset Lake (4)

The current platforms are made of wood and have become unsafe and unreliable, requiring replacement of hardware often. Propose replacing with polyethylene, a durable, weather resistant and safe structure.

#13 – DPW Recreation Playground Equipment \$ 150,000

Playground Equipment and Rehabilitation Project first 1/2

Based on an inspection of fifteen (15) playgrounds, the Recreation Division would begin addressing removal of aging equipment no longer safe in order to meet required standards.

To: Thomas M. Bowes, President of the Council
Clerk of the Council
Town Clerk

Cc: Edward Spellman, Director of Municipal Finance
Michael Coughlin, Chief of Staff and Director of Operations

From: Joseph C. Sullivan, Mayor

Date: March 31, 2014

RE: Request for Appropriation – Fiscal Year 2014 Capital Plan

In conjunction with the FY 2014 capital plan we present for your approval the following capital items to be funded from transfers from Free cash. Detail of the projects can be found in the accompanying 2014 Capital Plan.

Accordingly, your review and approval of the following motions is requested:

- 1) Planning and Community Development Department
MOTION: That the sum of \$175,000 be transferred from Fiscal Year 2013 Certified Free Cash for the purpose of updating and revision of the current zoning ordinances.
- 2) Planning and Community Development Department
MOTION: That the sum of \$12,000 be transferred from transferred from Fiscal Year 2013 Certified Free Cash for the purpose of purchasing plotter for the planning and development department.

- 3) Police Department
MOTION: That the sum of \$170,000 be transferred from Fiscal Year 2013 Certified Free Cash for the purpose of purchasing replacement marked police cruisers.
- 4) Police Department
MOTION: That the sum of \$32,500 be transferred from Fiscal Year 2013 Certified Free Cash for the purposes of purchasing a replacement unmarked police cruiser.
- 5) Police Department
MOTION: That the sum of \$21,000 be transferred from Fiscal Year 2013 Certified Free Cash for the purposes of purchasing a replacement motorcycle.
- 6) Police Department
MOTION: That the sum of \$9,975 be transferred from Fiscal Year 2013 Certified Free Cash for the purpose of purchasing a satellite receiver in the Highlands.
- 7) Fire Department
MOTION: That the sum of \$25,000 be transferred from Fiscal Year 2013 Certified Free Cash for the purpose of replacing the oil burner at fire headquarters.
- 8) Fire Department
MOTION: That the sum of \$11,800 be transferred from Fiscal Year 2013 Certified Free Cash for the purpose of replacing flashlights for the firefighters.
- 9) Fire Department
MOTION: That the sum of \$40,000 be transferred from Fiscal Year 2013 Certified Free Cash for the purpose of replacing C-5 a Ford Explorer.
- 10) Municipal License and Inspections Department
MOTION: That the sum of \$50,000 be transferred from Fiscal Year 2013 Certified Free Cash for the purpose of purchasing a permit software program
- 11) School Department
MOTION: That the sum of \$25,000 be transferred from Fiscal Year 2013 Certified Free Cash for the purpose of replacing a school vehicle.
- 12) Department of Public Works
MOTION: That the sum of \$110,000 be transferred from Fiscal Year 2013 Certified Free Cash for the purpose of purchasing several pool electric vehicles and chargers.

- 13) Department of Public Works
MOTION: That the sum of \$50,000 be transferred from Fiscal Year 2013 Certified Free Cash for the purpose of purchasing of a utility truck for the facilities division.
- 14) Department of Elder Affairs
MOTION: That the sum of \$4,500 be transferred from Fiscal Year 2013 Certified Free Cash for the purpose of replacing the Function Room carpet.
- 15) Department of Elder Affairs
MOTION: That the sum of \$25,000 be transferred from Fiscal Year 2013 Certified Free Cash for the purpose of studying the feasibility of an additional at the Elder Affairs building.
- 16) Library Department
MOTION: That the sum of \$10,000 be transferred from Fiscal Year 2013 Certified Free Cash for the purpose of replacing computers at the library.

Since this request involves the appropriation of funds within the fiscal year 2014 budget, advertising and a public hearing is required under Sections 2-9 and 6-7 of the Town Charter.



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Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Joseph C. Sullivan
Mayor

781-794-8100

To: Thomas M. Bowes, President of the Council
Clerk of the Council
Town Clerk

Cc: Michael Coughlin, Chief of Staff and Director of Operations
Edward Spellman, Director of Municipal Finance

From: Joseph C. Sullivan, Mayor *JCS*

Date: April 15, 2014

RE: Supplemental Appropriations #3 FY14

RECEIVED TOWN CLERK
BRAintree, MA
2014 APR 15 PM 3:39

As we prepare to close out our Fiscal year 2014, some departments require supplemental funds for the remainder of this current fiscal year. You may recall that, in March, we submitted a number of transfers within existing budget appropriation. The golf course account transfers are similar to prior year requests as they are transfers of money within the Golf Course Enterprise Fund.

In the other matters, I am requesting additional funding for unforeseen conditions. You will note that the Snow and Ice account has grown over 150% of our original budgeted amount of \$400,000.00 due to the severe winter that we experienced. The fire and police overtime requests are to support our first responders and the reserve account for the Town Clerk's office is to support the salary of the Interim Town Clerk and the operations of said office through the balance of the fiscal year.

Accordingly, your review and approval of the following motions are requested:

1. Public Works Snow and Ice
MOTION: That the sum of \$664,440 be transferred from the Town's Stabilization fund to the Department of Public Works / Program 11 – Snow and

Ice, and further, that the Director of Municipal Finance be authorized to allocate said sums to and among the various line items affected thereby.

2. Town Clerk

MOTION: That the sum of \$17,806 be transferred from the Town Council Department / Program 02- Reserve Fund / Reserve Fund account to the Town Clerk Department / Program 01- Administration / Department Head account

3. Fire

MOTION: That the sum of \$225,000 be transferred from the Town's Stabilization fund to the Fire Department/ Program 04- Fire Suppression / Overtime account.

4. Police

MOTION: That the sum of \$110,000 be transferred from the Police Department / Program 05- Communications / Sworn Personnel account to the Police Department / Program 04 Patrol / Overtime account.

5. Police

MOTION: That the sum of \$40,000 be transferred from the Police Department / Program 05- Communications / Sworn Personnel account to the Police Department / Program 03- Equipment Maintenance / Gasoline account.

6. Elder Affairs

MOTION: That the sum of \$8,583 be transferred from the Public Works Department/ Program 20- Summer Program / Summer part time account to the Elder Affairs Department / Program-02 Equipment Maintenance program / Labor account.

7. Golf Enterprise Fund

MOTION: That the sum of \$15,000 be transferred from the Golf Course Department/ Program 5- Golf Shop Operations Program / Merchandise account to the following accounts \$5,000 to the Administration Program 01 / Data Processing Account, \$5,000 to the Administration Program 01 / Insurance Account and \$5,000 to the Administration Program 01 / Part time labor account.

8. Golf Enterprise Fund

MOTION: That the sum of \$25,000 be transferred from the Golf Course Department/ Program 4 - Turf Maintenance Program / Labor, Custodians, Mechanics account to the Administration Program 01 / Workers Compensation Insurance Account.

Since these requests involve the appropriation of funds within the fiscal year 2014 budget, advertising and a public hearing is required under the sections 2-9 and 6-7 of the Town Charter.



Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Joseph C. Sullivan
Mayor

781-794-8100

To: Thomas M. Bowes, President of the Council
Clerk of the Council
Town Clerk

Cc: Edward Spellman, Director of Municipal Finance
Michael Coughlin, Chief of Staff and Director of Operations

From: Joseph C. Sullivan, Mayor *JCS*

Date: April 15, 2014

RE: Line Item Transfers to Fund Library, AFSCME and Police Patrolmen Collective Bargaining Agreements and set aside funds for the remaining contracts

I am pleased to report that collective bargaining agreements have been reached between the Town of Braintree and the following unions Braintree Library Association workers, AFSCME and the Police Patrolman union. The agreement with the Library include a two percent (2%) wage increase for the current fiscal year and a 4% in year two and 0% in year three. The police patrolman agreement include a two percent (2%) wage increase for the current fiscal year and a 4% in year two and 0% in year three. The AFSCME include a two percent (2%) wage increase for the current fiscal year and a 2% in year two and 2% in year three. These are fair and affordable agreements and stay within the fiscal parameters that we requested. In anticipation of approval of these agreements, funds were appropriated to a salary reserve account and the 9c reserve account in the previously approved Fiscal Year 2014 budget.

There are two remaining contracts that are still in negotiations with the Police Superior Officers and the Fire Fighters. Therefore, I am putting forward the following four motions to approve, the three contracts and transfer funds from the approved Fiscal Year 2014 budget to the following unions Library, AFSCME and Police Patrolman various budget line items to fund the agreement and also we are also asking your approval to set aside funds in this year to carry over to the next

RECEIVED TOWN CLERK
BRAintree, MA
2014 APR 17 AM 9:57

fiscal year a FY 2014 salary reserve for the estimated costs to fund two remaining contracts police superior officers and fire department.

- 1) To approve and fund the Braintree Library Association contract

MOTION:

That the Town vote to amend the wage and salary classification schedules, as most recently amended by appropriating the sum of \$31,360 for the purpose of funding a wage increase and other items as detailed in the Memorandum of Agreement (MOA) for the Braintree Library Association (BLA) effective July 1, 2013, and for this purpose, the sum of \$31,360 be transferred from the Finance Department /Program 01 Administration /9C Reserve Account 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.

- 2) To approve and fund the AFSCME contract

MOTION:

That the Town vote to amend the wage and salary classification schedules, as most recently amended by appropriating the sum of \$79,230 for the purpose of funding a wage increase and other items as detailed in the Memorandum of Agreement (MOA) for AFSCME effective July 1, 2013, and for this purpose, the sum of \$79,230 be transferred from the Finance Department/ program 01 Administration /9C reserve account, 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.

- 3) To approve and fund the Police Patrolman contract

MOTION:

That the Town vote to amend the wage and salary classification schedules, as most recently amended by appropriating the sum of \$228,017 for the purpose of funding a wage increase and other items as detailed in the Memorandum of Agreement (MOA) for the Braintree Police Patrolman effective July 1, 2013, and for this purpose, the sum of \$183,492 be transferred from the Finance Department/ program 01 Administration /9C reserve account, that the sum of \$34,000 be transferred from the Finance Department/ program 09 General Insurance /Insurance premium account and the sum of \$10,525 be transferred from the Finance Department/ program 09 General Insurance /Insurance deductible account 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.

- 4) To approve the FY 2014 Salary Reserve for the pending police superior officers and Firefighters contracts

MOTION:

That the Town vote to appropriate a total of \$158,835 to the Human Resources Department/Program 02 Employee Benefits/Benefits Reserve account for the purpose of funding a FY 2014 salary reserve for the police superior officers and also the firefighters still in negotiations to be funded by transferring the following amounts \$130,000 from the Human Resources Department/ program 01 Administration /Unemployment Account, the sum of \$21,835 be transferred from the Town Council Department / Program 02- Reserve Fund / Reserve Fund account and \$7,000 from the Finance Department/ program 08 Information Technology /Consultant account.

Since these requests involve the appropriation of funds within the fiscal year 2014 budget, advertising and a public hearing is required under the sections 2-9 and 6-7 of the Town Charter.



TOWN OF BRAINTREE
DEPARTMENT OF MUNICIPAL FINANCE
One JFK Memorial Drive
Braintree, Massachusetts 02184
Tel: 781-794-8035 Fax: 781-794-8181

Edward J. Spellman, Jr.
Director of Finance

Joseph C. Sullivan
Mayor

To: Thomas M. Bowes, President of the Council
Clerk of the Council
Town Clerk

Cc: Joseph C. Sullivan, Mayor
Michael Coughlin, Chief of Staff and Director of Operations

From: Edward Spellman, Director of Municipal Finance 

Date: April 15, 2014

RE: Prior Fiscal Year Unpaid Bill

The final bill for the FY 2012 annual audit was not received by the Town. A review of the record is as follows The Town requested and approved the amount of \$57,000 for the FY 2012 audit that was budgeted and the work was performed in FY 2013. In FY 2013 a total of \$50,000 was billed and paid to our auditors. The last bill for the balance of the contract was not received by the Town for balance of the contract in the amount of \$7,000. There was a remaining balance of \$7,000 in the line item this amount was not encumbered and the funds were closed out to Free Cash at the end of the Fiscal year 2013. We recently received a bill for the balance of the contract in the amount of \$7,000.

This invoice was not received, and therefore, not paid prior to the close of the fiscal year. However, there were sufficient funds in the Town Council's Administration program/audit fee line to have paid this invoice.

Pursuant to G.L. c. 44, §64, this vote requires a two-thirds vote of the Town Council.

If approved, the appropriate motion for the Council is as follows:

THAT THE SUM OF \$7,000 BE RE-APPROPRIATED FROM THE FISCAL YEAR 2014 TOWN COUNCIL PROGRAM 01 ADMINISTRATION, ADVERTISING LINE ITEM ACCOUNT 01- 11101-5306 FOR THE PURPOSE OF PAYING AN UNPAID BILL TO POWERS AND SULLIVAN FOR THE REMAINING BALANCE OF THE FY 2012 AUDIT CONTRACT WHICH WAS INCURRED PRIOR TO JULY 1, 2013, WHICH WAS NOT IN EXCESS OF THE FISCAL YEAR 2013 APPRIOPRIATION.

Please be advised that this re-appropriation order is subject to the advertising provisions of Section 2-9 of the Charter.

Powers & Sullivan, LLC

100 Quannapowitt Parkway
Suite 101
Wakefield, MA 01880
Ph: 781-914-1700

Invoice

DATE	INVOICE #
3/17/2014	9463

Town of Braintree Mr. Edward Spellman, Jr., Director of Municipal Finance One J.F.K. Memorial Drive Braintree, MA 02184

TERMS	PROJECT
30 Days	FY2012 Audit

DESCRIPTION	AMOUNT
For professional services rendered in connection with the audit of the Town of Braintree's financial statements for the fiscal year ended June 30, 2012. Additional fee for the preparation of the Comprehensive Annual Financial Report for FY2012	7,000.00
Thank you.	Total \$7,000.00

Town of Braintree
2013 Expenditure Report
From 07/01/2012 to 06/30/2013

1 4 - 0 3 8

AUDIT FEE	PO#	Voucher	Invoice	Warr	Pkt#	Approp	Expended	Encumbered	Available	% Exp
01-11101-5300										
07/01/2012	BDAPP	CONVERTED BUDGET FROM			9000000	\$57,000.00	\$0.00	\$0.00	\$57,000.00	0.00%
07/25/2012	APWAR	Powers & Sullivan	8544	FY13-04	63	\$0.00	\$12,500.00	\$0.00	\$44,500.00	21.92%
10/24/2012	APWAR	Powers & Sullivan	8619	FY13-17	707	\$0.00	\$25,000.00	\$0.00	\$19,500.00	65.78%
03/06/2013	APWAR	Powers & Sullivan	8734	FY13-36	1393	\$0.00	\$12,500.00	\$0.00	\$7,000.00	87.71%
		01-11101-5300 Ending Bal				\$57,000.00	\$50,000.00	\$0.00	\$7,000.00	87.71%
		Period Total				\$57,000.00	\$50,000.00	\$0.00	\$7,000.00	
		11101 CNCL - ADMINISTRATION Ending Bal				\$57,000.00	\$50,000.00	\$0.00	\$7,000.00	
		Dept 111 TOWN COUNCIL Ending Bal				\$57,000.00	\$50,000.00	\$0.00	\$7,000.00	
		Fund 01 GENERAL FUND Ending Bal				\$57,000.00	\$50,000.00	\$0.00	\$7,000.00	
		Grand Total				\$57,000.00	\$50,000.00	\$0.00	\$7,000.00	87.71%