

Sean E. Powers
President
At Large

Shannon L. Hume
At Large

CHARLES C. Kokoros
District 1

John C. Mullaney
District 2

Thomas M. Bowes
District 3



Charles B. Ryan
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 -

March 21, 2017 • Horace T. Cahill Auditorium, Town Hall • Starting Time: 7:30PM

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

ANNOUNCEMENTS

- 067 16 Council President: A Lifeline for those concerned about a loved one's Addiction (MassBar)
- 013 17 Council President: AARP Fundraiser, May 13, 2017
- 015 17 Council President: 1st Annual Kate's 5k Run, April 30@10am, BHS
- 016 17 Council President: Run for Charlotte, April 23@10am, Bayshore

APPROVAL OF MINUTES

- None

COMMUNICATIONS AND REPORTS FROM THE MAYOR AND TOWN BOARDS

OLD BUSINESS

- 17 012 Council President: Re-Appointment Town Clerk or take up any action relative thereto
- 17 010 Mayor: Authorization of Five Year Lease Agreement – Golf Course or take up any action relative thereto

NEW BUSINESS

- None

Refer to the Committee on Ordinance & Rules

- 17 015 Discontinuance: Bennett Lane or take up any action relative thereto

Topics the Chair does not reasonably anticipate will be discussed

UPCOMING MEETINGS:

Next Council Meeting is to be held on - **TUESDAY, April 4, 2017@ 7:30pm**

ADJOURNMENT

A LIFELINE

for those concerned
about a loved one's

ADDICTION

Massachusetts General Laws Chapter 123, Section 35 permits individuals to petition the courts to involuntarily commit family members to an inpatient treatment program when their alcohol or drug use puts themselves or others at risk.

Get **FREE LEGAL ASSISTANCE**
with Section 35 petitions. Contact:
SECTION 35 HELPLINE*

(844) 843-6221

or

HelpUs@MassBar.org



MASSBAR
ASSOCIATION

*The "SECTION 35" HELPLINE is a project created by Massachusetts Bar Association President Robert W. Harrelle to help friends and families who are struggling with a loved one's substance abuse. Callers will be referred to volunteer lawyers for assistance.



AARP is Having Fund Raiser!

AARP IS HAVING A SILENT AUCTION FUND RAISER

SATURDAY MAY 13, 2017

FROM 6 PM TO 10 PM

THE COST IS \$20 PER PERSON

AT GREAT POND BAY STATE RD. BRAINTREE

THERE WILL BE MANY ITEMS TO BID ON

WITH A BUFFET DINNER & DESSERTS

THE ENTERTAINER WILL BE KATHY AT THE KEYS

COME IN AND ENJOY THE EVENING!

FOR TICKETS, CONTACT AL VARRASO AT

781-843-8086

015 17



SIGN IN New User? SIGN UP



LOCATION: BRAINTREE, MA US 02184 DIRECTIONS
TYPE: RUN OR RUN/WALK

Race Name

1st Annual Kate's 5k Run

The Kate Phalon McCarthy Memorial
Foundation

Sunday, April 30, 2017 @ 10:00 a.m. - Braintree High School, Braintree,
MA



Merchandise Awards to TOP 3 Male/Female Finishers

Medals to TOP 3 Age Group Finishers

Register TODAY!!! - First 800 receive a TSHIRT

Limited race day registration starting @ 8:00 a.m. - \$35

USATF Sanctioned Race

About Neuroblastoma

Neuroblastoma is an aggressive form of cancer associated with the nerve cells and adrenal glands. It commonly occurs in infants and very young children. Its cause is unknown. Only 650 new cases are reported in the United States annually. Neuroblastoma therefore is regarded as an orphan disease, one that does not attract funding. As such, it is left largely to the families of neuroblastoma patients to raise the necessary funds to further research to find a cure.

Seventh Annual Run for Charlotte

Over the past six years, *Prayers for Charlotte* has donated over \$175,000 to research and family support organizations, and has made over 100 donations to assist families with the financial hardship that comes with diagnosis. Our work is not done. On April 23, 2017, we will meet again at the starting line to continue the race against cancer. We hope you will join us to support this year's event, to give help and hope to families fighting pediatric cancer.



USA Triathlon Sanctioned Event

10K, 5K, Youth, and Wheelchair Divisions

5K Walk

Kids Activities following Race

Races begin and end at
Bayshore Athletic Club
24 Plain Street, Braintree



Run for Charlotte
Move your toes for Charlotte Rose

016 17 Run For Charlotte

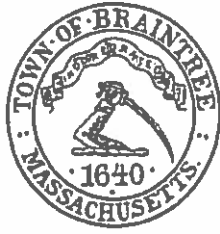


**Give Help and Hope to
Families Fighting
Pediatric Cancer**

**April 23, 2017
10:00 am**

Post Race Entertainment by
Jim Plunkett
New England's Favorite Entertainer

Registration Information



Braintree Town Council

ORDER NO: 14 041

DATE FILED: APRIL 1, 2014

REQUEST OF: COUNCIL PRESIDENT

APPOINTMENT – TOWN CLERK

Pursuant to Section 2-8 (b) of the Charter of the Town of Braintree the Town Council appoints James M. Casey as Town Clerk effective May 2, 2014.

YEAS: Bowes, Clifford, Hume, Kokoros, Mullaney, O'Brien, Owens, Powers, Ryan

NAYS: NONE

ABSENT: NONE

PASSED IN COUNCIL: May 1, 2014

A True Record, Attest:


Debra J. Starr, Acting Town Clerk

Refer to the Committee on Personnel Issues

- 17 012 Council President: Re-Appointment Town Clerk or take up any action relative thereto

This needs to be voted at full Council on 3/21/17.

The original appointment was May 2, 2014. Need to reappoint by April 2, 2017 – minimum of 30 days prior to completion date.

(See Town Council Policy & Procedure #4 below)

Policy & Procedure #4

Reappointment Policy for Officers appointed by Town Council

Officers appointed by the Braintree Town Council (Section 2-8, Braintree Town Charter) shall be entitled to notice by a majority vote of the Town Council of reappointment or non-reappointment as the case may be, a minimum of thirty (30) days prior to the completion date of the appointment.

Each employee covered by this Agreement shall notify the Council President in writing of intent to accept or reject a reappointment within two (2) weeks of receipt of written notice by certified mail. Failure to notify of acceptance shall be construed to mean an appointee does not intend to return. (Passed in Council – December 7, 2010)

ACCOMPLISHMENTS

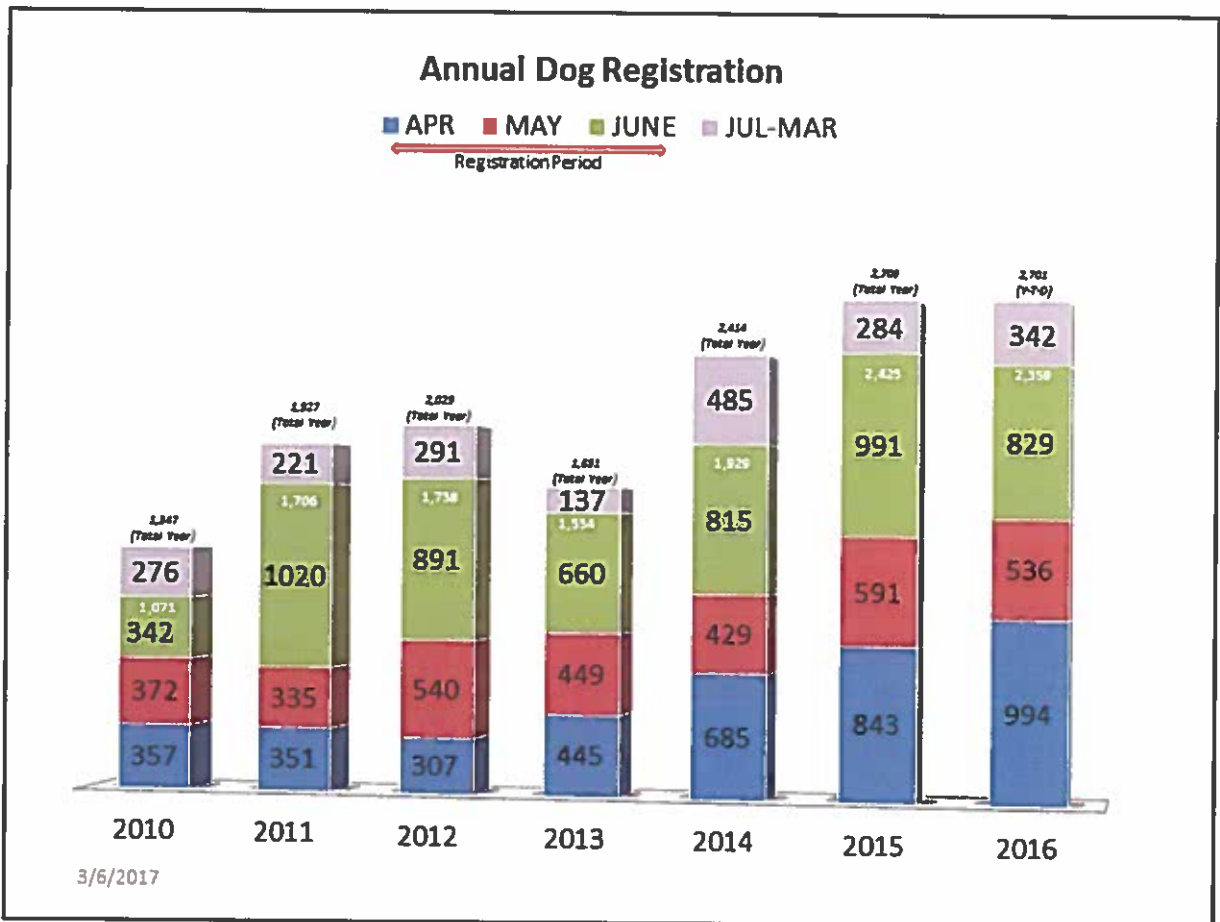
(2014 – 2017)

The following represents accomplishments in operational enhancements, policy changes and new responsibilities since my initial appointment in May 2014.

- Introduced high resolutions directory/information kiosk/monitors to assist the general public in identifying town offices and buildings throughout the town as well as providing centralized access to public meeting notices, town events and general information. Updating the information system is managed by the Town Clerk's Office staff.
- Replaced older election voter tabulators with a voting system that is easier to operate by election workers, provides a higher level of security and an increased level of accuracy in recording intended votes.
- Launched an election night reporting application which displays visually appealing results across contest with reports detailing election results by precinct across the majority of reporting platforms (PC, Tablets, and Smartphones). Candidates, political parties, voters and media outlets can receive real-time election results via an automated deliver system.
- Added online, cloud based applications on the town clerk office webpage allowing users to apply for dog registrations and/or submit public information requests 24/7.
- Created application/information packet for candidates seeking to run for office in a local election.
- Added new nomination paper administrative guidelines which reduced the average signature certification process from 21-days to 3-days.
- Assumed administrative duties of Braintree cemeteries. Role includes managing and recording the sale of cemetery lots and recording of internments.
- Appointed as one of two Chief Records Officers for the town under the new Public Records Law. Responsible for establishing, implementing, drafting guidelines, training, and monitoring a tracking system for public records requests using a centralized tracking platform. The Town Solicitor has been appointed as the other Chief Records Officer and is responsible for all legal issues relating to public record requests.
- Managed Early Voting regulations for biennial state elections as defined under Chapter 111 of the Acts of 2014, Section 25B Chapter 54.
- Completed the delayed 2011 Historical Records Preservation Project.

- Introduced a new online dog registration application to manage the annual registration process which allows dog owners the convenience to register their dog and make payment from their home or office. Application provides a seamless email process to notify dog owners of upcoming registration period, rabies clinic, and reminder notices.

Over past three years (2014 – 2016) annual dog registrations, on average, increased nearly 50% over the previous four year period (2014 – 2013); going from an annual average of 1,749 registrations to an annual average of 2,608 registrations. Over this three year period nearly \$26,000 in lost revenue has now been captured.



- In 2014 implemented a monthly mail-merge administrative process which provides a reminder notice to local businesses that their four-year business certificate is set to expire within the next thirty-days.

Over the past three years (2014-2016) business certificates issued increased, on average, 28% over the previous four year period (2010 – 2013); going from an annual average of 206 business certificates issued to an annual average of 264. Over this current three year period over \$6,000 in lost revenue has now been captured.



2/24/2017

OBJECTIVES
(2017 – 2020)

- Attend advanced training classes in preparation of the 2020 Census project.
- Modernize voter check in/out procedures through a touchpad database management application.
- Voter precinct consolidation.
- Automate cemetery record keeping with accurate and current cemetery data in one central location as well as provide a digitized backup of all cemetery records.
- Introduce cloud based applications for annual application renewals within the Board of License Commissioners.
- Implement a paperless records management system to host a central repository of digitized documents to bring direct access to documents of historic significance and to make documents readily available as required under the new public records law.
- Add turnkey database applications for tracking appointments/reappointments to boards and commissions, State Ethics Training, document acknowledgements.
- Secure funding from the Community Preservation Committee to preserve historical records.

#17-010



Office of the Mayor
One JFK Memorial Drive
Braintree, Massachusetts 02184

Joseph C. Sullivan
Mayor

781-794-8100

To: Sean Powers, Council President
Town Council

Cc: Joseph C. Sullivan, Mayor
Town Clerk
Clerk of the Council
Daryn Brown, Director of Golf Operations

From: Lisa Maki, Town Solicitor

Date: February 23, 2017

RE: Golf Course -Authorization of Five Year Lease Agreement

The Director of Golf Operations has recommended to the Mayor, that the Town enter into a lease agreement for the lease of 60 golf carts and 4 Utility golf carts for the 2017-2021 golf seasons. The Town has the option of entering into a 3-year lease agreement, at a cost of approximately \$72,520 per year, or a 5-year lease at a cost of \$53,378 per year. Both lease agreements do not include an option to purchase the carts at the end of the lease period.

According to G.L. c. 30B, §12(b), the Town may not enter into a contract for a term greater than three years, without first obtaining a majority vote of the Town Council. The five-year lease is significantly less expensive; it affords the Town greater flexibility and affordability in terms of budgeting the payments. Accordingly, your favorable vote authorizing the Town to enter into a five-year lease agreement for golf carts is requested. An appropriate motion is as follows:

MOTION: PURSUANT TO GENERAL LAWS CHAPTER 30B, SECTION 12 (B), THAT THE TOWN, ACTING THROUGH THE DIRECTOR OF GOLF OPERATIONS AND UNDER THE DIRECTOR OF THE MAYOR, BE AUTHORIZED TO ENTER INTO A FIVE YEAR LEASE/PURCHASE AGREEMENT FOR GOLF CARTS BEGINNING WITH THE 2017-2021 GOLF SEASONS.

RECEIVED TOWN CLERK
BRAINTREE, MA
2017 MAR -3 PM 3:54