

**CITY OF WOBURN
JUNE 12, 2017 – 7:00 P.M.
SPECIAL MEETING OF THE CITY COUNCIL
COUNCIL CHAMBER, WOBURN CITY HALL**

Roll Call

| | |
|-----------|--------------|
| Anderson | Gately |
| Campbell | Higgins |
| Concannon | Mercer-Bruen |
| Gaffney | Tedesco |
| Haggerty | |

VOTED to dispense with the reading of the previous meeting's Journal and to APPROVE, all in favor, 9-0.

Pursuant to Woburn Municipal Code Title 3, Article I, Section 3-3(C), and to Rule 31 of the Rules and Orders of the City Council, the President of the City Council has called a Special Meeting of the City Council for the purposes of reviewing, conducting a public hearing and taking action as determined by the City Council on the Fiscal Year 2018 Budget, taking action on financial matters presented and pending before the City Council, taking action on financial matters pending in Committee on Finance, providing a first reading for financial matters, and for any other matters that may legally come before the City Council.

Alderman Concannon stated that under guidance from the State Ethics Commission a family member who works in the School Department, and that since he is not voting directly on a salary item but rather the entire budget amount for the department nothing further is required except disclosure. Alderman Higgins stated that she has a family member who works in the School Department, and that she is making disclosure. Alderman Tedesco stated that he has a family member who works in the School Department, and that he is making disclosure. Alderman Campbell stated that she has a family member who work in the Office of the City Clerk, and that she is making disclosure.

PUBLIC HEARING OPENED. Michael Mulrenan, 937 Main Street stated that he was in favor of the budget as submitted by the Mayor. Motion made and 2nd that the public hearing be closed, all in favor, 9-0. PUBLIC HEARING CLOSED.

A discussion of the Fiscal Year 2018 Budget as submitted and recommended by the Mayor ensued in which each page of the Budget was reviewed by the City Council. On motion made

and 2nd each page of the Budget was approved with 9 in favor, 0 opposed unless otherwise indicated herein.

Motion made and 2nd to take Page 31 School Department out of order, all in favor, 9-0. Relative to Page 31 School Department. Alderman Concannon stated that the stipend for the School Committee should be reduced to the level prior to the recent increase. Motion made and 2nd to approved Page 31 School Department, 8 in favor, 1 opposed (Concannon opposed). Motion made and 2nd to return to the regular order of business, all in favor, 9-0.

Motion made and 2nd to return to the regular order of business, all in favor, 9-0.

Relative to Page 1 City Council Department. Alderman Mercer-Bruen stated that the City Council stipend should be reduced to the level prior to the recent increase. Alderman Concannon stated that he was concerned about the timing of the increase, that the departments indicated a need for additional funds for operating expenses, and that these are voluntary positions. Alderman Anderson stated that these salaries will not go into effect until January 1, 2018. Motion made and 2nd to reduce the salary line item for City Council Department from \$107,745.24 to \$93,745.24, 2 in favor, 7 opposed (Anderson, Campbell, Gaffney, Gately, Higgins, Tedesco, Haggerty opposed). Motion made and 2nd that Page 1 City Council Department be approved, 6 in favor, 2 opposed (Concannon, Mercer-Bruen opposed), 1 abstained (Campbell abstained).

Relative to Page 2 Mayor Department. Motion made and 2nd that Page 2 Mayor Department be approved, 8 in favor, 0 opposed, 1 abstained (Tedesco abstained).

Relative to Page 3 Mayor Community Services Department. Alderman Concannon stated that unless the city has invoices showing services provided to the city then the city cannot fund these accounts, and that he will take the word of the Mayor that the city has received the invoices. Motion made and 2nd to suspend the rules for the purposes of hearing from Mayor Galvin. Mayor Galvin stated that the city has received invoices from the organizations documenting the services provided, and that Home Care Corp. is Minuteman Senior Services. Motion made and 2nd that Page 3 Mayor Community Services Department be approved, 8 in favor, 1 opposed (Anderson opposed).

Relative to Page 6 Assessor Department. Motion made and 2nd that Page 6 Assessor Department be approved, 8 in favor, 0 opposed, 1 opposed (Haggerty opposed).

Relative to Page 10 City Clerk Department. Motion made and 2nd that Page 10 City Clerk Department be approved, 8 in favor, 0 opposed, 1 abstained (Campbell abstained).

Relative to Page 11 Election & Registration Department. Motion made and 2nd that Page 11 Election & Registration Department be approved, 8 in favor, 0 opposed, 1 abstained (Campbell abstained).

Relative to Page 12 License Commission Department. Motion made and 2nd that Page 12 License Commission Department be approved, 8 in favor, 1 opposed (Concannon opposed).

Relative to Page 14 Conservation Department. Motion made and 2nd that Page 14 Conservation Department be approved, 8 in favor, 1 opposed (Concannon opposed).

Relative to Page 15 Planning Board Department. Motion made and 2nd that Page 15 Planning Board Department be approved, 8 in favor, 1 opposed (Concannon opposed).

Relative to Page 16 Board of Appeals Department. Motion made and 2nd that Page 16 Board of Appeals Department be approved, 7 in favor, 1 opposed (Concannon opposed), 1 abstained (Anderson abstained).

Relative to Pages 18 through 23 inclusive Woburn Police Department. Alderman Tedesco stated that if the Woburn Police Department budget is being taking as a total amount then he does not have to abstain from voting on the budget. President Haggerty stated that the vote would be to take the Woburn Police Department budget as a total. Motion made and 2nd to take Pages 18 through 23 inclusive Woburn Police Department collectively and to adopt, all in favor, 9-0.

Relative to Page 29 Sealer of Weights & Measures Department. Motion made and 2nd that Page 29 Sealer of Weights & Measures Department be approved, 8 in favor, 1 opposed (Gately opposed).

Relative to Page 33 Woburn Public Works Department. Alderman Gately stated that the incumbent Deputy Superintendent of Public Works will be retiring on June 30, 2017 and that he wishes him well, that a reevaluation of the job description and qualifications will take place in July 2017, that the salary line item for the position should be reduced by \$20,000.00 to \$86,096.53, that this will be more in line with the duties of the position, and that there should be a competitive process to fill the position. Motion made and 2nd to suspend the rules to hear from Mayor Galvin, all in favor, 9-0. Mayor Galvin stated that there is an ordinance that establishes the salary and the amount must be paid until the position is filled, that he asks a change in the budget amount not be made until there is a change in the salary ordinance for the position, and that the position is not a union bargained position. Alderman Anderson stated that the duties, qualifications and salary for the position is being reviewed in the Committee on Ordinances. Mayor Galvin stated that if the City Council wants to adjust the salary he would respect their action however this action is putting the cart before the horse to act now. Motion made and 2nd to

return to the regular order of business, all in favor, 9-0. Alderman Campbell stated that it is premature to reduce the salary for the position, that the City Council needs to see the qualifications of the individuals who apply for the position, and that the City Council can look at adjusting the salary at a later date. Alderman Anderson stated that the salary should be adjusted before seeking applicants, and that the individual retiring has served in the position for decades and has skills that a newer person may not have. Alderman Higgins stated that the City Council should look at the position and the job description. Alderman Gaffney stated that could vote to have any adjusted salary reflected in the FY2018 budget. Alderman Concannon stated that the matter will be reviewed by the Committee on Ordinances and the Committee on Personnel, and that this is the appropriate process. Motion made and 2nd to reduce Deputy Superintendent salary line on Page 33 Woburn Public Works Department from \$106,096.53 to \$86,096.53, ROLL CALL: Anderson – Yes, Campbell - No, Concannon – No, Gaffney – Yes, Gately - Yes, Higgins - Yes, Mercer-Bruen – No, Tedesco - No, Haggerty – Yes, Motion Passes. Motion made and 2nd to adopt Page 33 Woburn Public Works Department at \$517,908.09, as amended, 8 in favor, 1 opposed (Concannon opposed).

Relative to Page 34 Woburn Public Works Department. Motion made and 2nd to that Page 34 Woburn Public Works Department be approved, as amended, all in favor, 9-0.

Relative to Page 35 Woburn Public Works Department. Motion made and 2nd to that Page 35 Woburn Public Works Department be approved, as amended, all in favor, 9-0.

Relative to Page 36 Woburn Public Works Department. Motion made and 2nd that Page 36 Woburn Public Works Department, as amended at \$2,317,108.73 be approved, 7 in favor, 0 opposed, 2 abstained (Anderson, Concannon abstained).

Relative to Page 37 Woburn Public Works Department. Motion made and 2nd to that Page 37 Woburn Public Works Department be approved, as amended, all in favor, 9-0.

Relative to Page 38 Woburn Public Works Department. Motion made and 2nd to that Page 38 Woburn Public Works Department be approved, as amended, all in favor, 9-0.

Relative to Page 39 Woburn Public Works Department. Motion made and 2nd to that Page 39 Woburn Public Works Department be approved, as amended, all in favor, 9-0.

Relative to Page 40 Woburn Public Works Department. Motion made and 2nd to that Page 40 Woburn Public Works Department be approved, as amended, all in favor, 9-0.

Relative to Page 41 Woburn Public Works Department. Motion made and 2nd to that Page 41 Woburn Public Works Department be approved, as amended, all in favor, 9-0.

Relative to Page 42 Woburn Public Works Department. Motion made and 2nd to that Page 42 Woburn Public Works Department be approved, as amended, all in favor, 9-0.

Relative to Page 43 Woburn Public Works Department. Motion made and 2nd to that Page 43 Woburn Public Works Department be approved, as amended, all in favor, 9-0.

Relative to Page 74 Water and Sewer Enterprise Fund. Motion made and 2nd to that Page 74 Water and Sewer Enterprise Fund be approved, all in favor, 9-0.

Relative to Page 75 Water and Sewer Enterprise Fund. Motion made and 2nd to suspend the rules for the purposes of hearing from the City Auditor, all in favor, 9-0. City Auditor Charles Doherty stated that Page 75 Water and Sewer Enterprise Fund will have to be recalculated based on the modifications to the Department of Public Works budget.

Note: There was no Page 78 included in the budget.

Motion made and 2nd for a five minute recess, all in favor, 9-0.

President Haggerty called the meeting back to order.

Motion made by Alderman Anderson and 2nd to reconsider vote to approve Page 74 Water and Sewer Enterprise Fund, all in favor, 9-0. Motion made and 2nd to suspend the rules to hear from City Auditor Charles Doherty, all in favor, 9-0. City Auditor Doherty stated that the Indirect Charges would be reduced from \$1,551,132.32 to \$1,544,132.32 and the Total Water and Sewer Cost would be reduced from \$20,168,293.67 to \$20,161,293.67 with the adjustment made to the salary line for the Deputy Superintendent of Public Works. Motion made and 2nd to return to the regular order of business, all in favor, 9-0. Motion made and 2nd that Page 74 Water and Sewer Enterprise Fund, as amended, with the Indirect Charges at \$1,544,132.32 and the Total Water and Sewer Cost at \$20,161,293.67 be approved, all in favor, 9-0.

Motion made and 2nd that the WATER & SEWER ENTERPRISE FUND BUDGET including indirect costs in the sum of \$18,617,161.35 be ADOPTED, ROLL CALL: Anderson – Yes, Campbell - Yes, Concannon – Yes, Gaffney – Yes, Gately - Yes, Higgins - Yes, Mercer-Bruen – Yes, Tedesco - Yes, Haggerty – Yes, MOTION PASSES.

Motion made and 2nd that the GENERAL FUND BUDGET in the sum of \$126,185,813.60 be ADOPTED, ROLL CALL: Anderson – Yes, Campbell - Yes, Concannon – Yes, Gaffney – Yes, Gately - Yes, Higgins - Yes, Mercer-Bruen – Yes, Tedesco - Yes, Haggerty – Yes, MOTION PASSES.

Motion made and 2nd that the total FISCAL YEAR 2017 BUDGET for the City of Woburn in the sum of \$144,802,974.95 be ADOPTED, ROLL CALL: Anderson – Yes, Campbell - Yes, Concannon – Yes, Gaffney – Yes, Gately - Yes, Higgins - Yes, Mercer-Bruen – Yes, Tedesco - Yes, Haggerty – Yes, MOTION PASSES.

| CITY OF WOBURN | | | FISCAL 2018 BUDGET | | |
|-----------------|--|-------------|--------------------|----------------|----------------|
| ORDERED: | That for the purpose of defraying expenses for the fiscal year July 1, 2017 / June 30, 2018 the following sums of money be and they are respectfully appropriated to the accounts and for objects and purpose herein after stated and explained: | | | | |
| Page | Department | Dept Code # | | Summary | FY18 Total |
| 1 | City Council | 0111 | Salary | \$107,745.24 | |
| | | | Maintenance | \$11,000.00 | \$118,745.24 |
| 2 | Mayor | 0121 | Salary | \$1,681,072.85 | |
| | | | Maintenance | \$93,700.00 | \$1,774,772.85 |
| 3 | Community Services | 0122 | Maintenance | \$67,450.35 | \$67,450.35 |
| 4 | Auditor | 0134 | Salary | \$287,718.27 | |
| | | | Maintenance | \$125,500.00 | \$413,218.27 |
| 5 | Purchasing | 0136 | Salary | \$139,748.70 | |
| | | | Maintenance | \$4,200.00 | \$143,948.70 |
| 6 | Assessor | 0137 | Salary | \$529,654.74 | |
| | | | Maintenance | \$77,500.00 | \$607,154.74 |
| 7 | Treasurer / Collector | 0138 | Salary | \$396,577.82 | |
| | | | Maintenance | \$126,200.00 | \$522,777.82 |

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| 8 | Law | 0151 | Salary | \$162,455.46 | |
| | | | Maintenance | \$118,000.00 | \$280,455.46 |
| 9 | Data Processing | 0154 | Salary | \$105,869.27 | |
| | | | Maintenance | \$394,800.00 | \$500,669.27 |
| 10 | City Clerk | 0161 | Salary | \$324,883.51 | |
| | | | Maintenance | \$7,350.00 | |
| | | | Outlays | \$0.00 | \$332,233.51 |
| 11 | Election & Reg | 0162 | Salary | \$82,245.24 | |
| | | | Maintenance | \$38,900.00 | |
| | | | Outlays | \$0.00 | \$121,145.24 |
| 12 | License Commission | 0164 | Salary | \$13,500.00 | |
| | | | Maintenance | \$0.00 | \$13,500.00 |
| 13 | Human Resources | 0170 | Salary | \$163,176.36 | |
| | | | Maintenance | \$8,600.00 | \$171,776.36 |
| 14 | Conservation | 0171 | Salary | \$118,084.78 | |
| | | | Maintenance | \$7,150.00 | |
| | | | Outlays | \$7,250.00 | \$132,484.78 |
| 15 | Planning Bd/ Comm Devel | 0172 | Salary | \$253,662.17 | |
| | | | Maintenance | \$68,000.00 | \$321,662.17 |
| 16 | Board of Appeals | 0173 | Salary | \$24,300.00 | |
| | | | Maintenance | \$0.00 | \$24,300.00 |
| 17 | Sundry Boards | 0174 | Maintenance | \$38,700.00 | \$38,700.00 |
| 18-21 | Police | 0210 | Salary | \$7,872,531.74 | |
| 22 | | | Maintenance | \$660,484.00 | |
| 23 | | | Outlays | \$30,600.00 | \$8,563,615.74 |
| 24-25 | Fire | 0220 | Salary | \$6,520,693.70 | |
| 26 | | | Maintenance | \$451,244.00 | |
| 27 | | | Outlays | \$5,000.00 | \$6,976,937.70 |

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| 28 | Inspection Services | 0251 | Salary | \$524,474.30 | |
| | | | Maintenance | \$10,550.00 | |
| | | | Outlays | \$0.00 | \$535,024.30 |
| 29 | Sealer of Weights | 0254 | Salary | \$16,265.85 | |
| | | | Maintenance | \$500.00 | \$16,765.85 |
| 30 | Civil Defense | 0291 | Salary | \$47,813.44 | |
| | | | Maintenance | \$0.00 | \$47,813.44 |
| 31 | Woburn School | 0300 | Budget | \$60,214,181.52 | |
| 31 | Northeast Regional Essex North Shore Agricultural & Technical School District | 0301 | Budget | \$1,673,149.00 | |
| 31 | | 0302 | Budget | \$166,504.00 | |
| | | | | | \$62,053,834.52 |
| 32 | Engineering | 0410 | Salary | \$302,232.29 | |
| | | | Maintenance | \$22,500.00 | |
| | | | Outlays | \$2,400.00 | \$327,132.29 |
| 33-36 | Public Works | 0411 | Salary | \$2,137,108.73 | |
| 37 | Public Works | 0412 | Administration | \$12,500.00 | |
| 37 | Public Works | 0414 | Tree Moth | \$26,500.00 | |
| 38 | Public Works | 0417 | Street Maint | \$404,000.00 | |
| 39 | Public Works | 0418 | Snow Remove | \$279,000.00 | |
| 39 | Public Works | 0419 | Traffic Control | \$82,900.00 | |
| 39 | Public Works | 0420 | Street Lighting | \$205,000.00 | |
| 40 | Public Works | 0421 | Repair & resur | \$0.00 | |
| 40 | Public Works | 0422 | Sidewalk Rep | \$0.00 | |
| 40 | Public Works | 0424 | Comm. Events | \$14,000.00 | |
| 40 | Public Works | 0425 | Bridge Repair | \$0.00 | |
| 40 | Public Works | 0426 | Fence Repair | \$0.00 | |
| 41 | Public Works | 0428 | City Garage | \$0.00 | |
| 41 | Public Works | 0429 | Telephone | \$2,000.00 | |
| 41 | Public Works | 0430 | Gas & Oil Trucks & equip | \$252,000.00 | |
| 42 | Public Works | 0432 | Public building | \$220,000.00 | |
| 42 | Public Works | 0435 | | \$415,000.00 | |
| 44 | Total Public Works | | Budget | | \$4,230,008.73 |
| 45 | Cemetery | 0490 | Salary | \$441,491.60 | |

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|-------|-------------------------|------|-------------|----------------|----------------|
| 46 | | | Maintenance | \$0.00 | |
| 46 | | | Outlays | \$0.00 | \$441,491.60 |
| 47 | Board of Health | 0512 | Salary | \$403,246.07 | |
| 48 | | | Maintenance | \$43,550.00 | |
| 49 | Rubbish Removal | 0495 | Maintenance | \$3,119,000.00 | \$3,565,796.07 |
| 50 | Council on Aging | 0541 | Salary | \$235,289.31 | |
| | | | Maintenance | \$67,421.00 | \$302,710.31 |
| 51 | Veterans Benefits | 0543 | Salary | \$100,586.47 | |
| | | | Maintenance | \$2,500.00 | |
| | | | Benefits | \$275,000.00 | \$378,086.47 |
| 52 | United Veterans | 0544 | Maintenance | \$11,200.00 | \$11,200.00 |
| 53 | Public Library | 0610 | Salary | \$953,178.14 | |
| 54 | | | Maintenance | \$231,938.50 | |
| | | | | | \$1,185,116.64 |
| 55 | Recreation | 0620 | Salary | \$138,912.70 | |
| 55 | | | Programs | \$89,320.00 | |
| 56-57 | | | Maintenance | \$80,140.00 | \$308,372.70 |
| 58 | Parks | 0630 | Salary | \$390,791.24 | |
| 59 | | | Maintenance | \$122,250.00 | |
| 59 | | | Outlays | \$0.00 | \$513,041.24 |
| 60 | Historical Comm. | 0650 | Maintenance | \$500.00 | \$500.00 |
| 61 | Handicap Commission | 0660 | Maintenance | \$500.00 | \$500.00 |
| 62 | Biotech Commission | 0670 | Maintenance | \$500.00 | \$500.00 |
| 63 | Agricultural Commission | 0675 | Maintenance | \$1,000.00 | \$500.00 |
| 64 | Traffic Commission | 0640 | Maintenance | \$750.00 | \$750.00 |
| 65 | Human Rights Commission | 0685 | Maintenance | \$1.00 | \$1.00 |

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|----------------------------------|---|---------------------------------------|--|------------------------|--------------------------------|
| 66 | Historical District Commission | 0690 | Maintenance | \$1.00 | \$1.00 |
| 67 | Maturing Debt | 0710 | Principal | \$1,815,000.00 | |
| | | | Interest | \$857,376.41 | \$2,672,376.41 |
| 68 | Interest Temp Loans | 0715 | Interest | \$350,000.00 | \$350,000.00 |
| 69 | Woburn Retirement | 0970 | Salary&Maint | \$7,340,576.00 | \$7,340,576.00 |
| 70 | Non Contributory Pensions | 0970 | Salary | \$3,906.31 | \$3,906.31 |
| 71 | Unemployment | 0980 | Maintenance | \$100,000.00 | \$100,000.00 |
| 72 | Insurance | 0980 | Maintenance | \$19,874,260.53 | \$19,874,260.53 |
| 73 | Medicare Tax | 0980 | Maintenance | \$800,000.00 | \$800,000.00 |
| TOTAL GENERAL FUND BUDGET | | | | | <u><u>\$126,185,813.60</u></u> |
| 74-75 | Water & Sewer Enterprise Fund Budget | | | | |
| 76-79 | | Water = 0450 | | \$8,713,120.46 | |
| 80-84 | | Sewer = 0440 | | \$9,904,040.89 | |
| | | | Direct Charges to Enterprise Fund | | \$18,617,161.35 |
| | | | Indirect Charges Reflected in General fund | \$1,544,132.32 | |
| | Total Enterprise Fund Budget | | | <u>\$20,161,293.67</u> | <u>\$18,617,161.35</u> |
| | | Grand Total Fiscal 2018 Budget | | | <u><u>\$144,802,974.95</u></u> |

Presented to the Mayor: June 14, 2017

s/Scott D. Galvin June 14, 2017

Motion made and 2nd to suspend the rules for the purposes of adding the following matters to the Order of the Day as late filed matters, all in favor, 9-0.

Motion made and 2nd to suspend the rules to hear from Mayor Galvin, all in favor, 9-0. Mayor Galvin stated that historically the city has been allowed to carry over these items and raise the funds by taxation in the next fiscal year as the amounts cannot be precisely calculated when

setting the budget however the Department of Revenue will no longer allow this practice. Motion made and 2nd to return to the regular order of business, all in favor, 9-0.

ORDERED That the sum of \$137,000.00 be and is hereby appropriated as so stated from Employee Insurance Acct #0198051-517500 \$137,000.00 to Workers Compensation Acct #0198051-517100 \$12,000.00, Unemployment Comp Acct #0198051-517300 \$25,000.00, Medicare Match Acct #0198051-517600 \$100,000.00, Total \$137,000.00

I hereby recommend the above. s/Scott D. Galvin, Mayor
I have reviewed the above: s/Charles E. Doherty, City Auditor

s/President Haggerty

Motion made and 2nd to suspend City Council Rule 25, to suspend 1989 Woburn Municipal Code, as amended, Title 3, Section 3-3(G), all in favor, 9-0. Motion made and 2nd that the MATTER be LAID ON THE TABLE, all in favor, 9-0.

ORDERED That the sum of \$18,000.00 be and is hereby appropriated as so stated from Auditor Salary Acct #0113451-511000 \$18,000.00 to Short Term Interest Acct #0171559-592500 \$18,000.00

I hereby recommend the above. s/Scott D. Galvin, Mayor
I have reviewed the above: s/Charles E. Doherty, City Auditor

s/President Haggerty

Motion made and 2nd to suspend City Council Rule 25, to suspend 1989 Woburn Municipal Code, as amended, Title 3, Section 3-3(G), all in favor, 9-0. Motion made and 2nd that the MATTER be LAID ON THE TABLE, all in favor, 9-0.

Motion made and 2nd to return to the regular order of business, all in favor 9-0.

Motion made and 2nd to ADJOURN, all in favor, 9-0. Meeting adjourned at 7:52 p.m.

A TRUE RECORD ATTEST:

William C. Campbell
City Clerk and Clerk of the City Council