



## **Joint Meeting of the Town Council and the School Committee**

### **Meeting Minutes**

**Monday, June 06, 2022 6:00 p.m. via Zoom**

*The public is invited to attend this meeting remotely only, via phone or computer. In order to maintain safe social distancing guidelines, no physical presence will be allowed at this time. The Town website will be updated on the day of the meeting with the phone and computer access instructions.*

**Call to Order – Roll Call – Pledge of Allegiance:** Council President W. Alexopoulos called the meeting to order.

**Roll Call – Council Members Present:** Christos Alexopoulos, William Alexopoulos, Richard Brewer, Natacha Clerger, Ryan Egan, Jesse Gordon, and Katrina Huff-Larmond

**Pledge of Allegiance:** Councillor Gordon led the Pledge of Allegiance.

**Moments of Silent Prayer:** A moment of silent prayer held in remembrance of former conservation commission member James McGonnigal. He was a member of the Conservation Commission for many years.

#### **New Business:**

##### **1. Town Finance Director/Town Accountant's Contract through FY 2025**

Councillor Huff-Larmond: I want to thank Councillor Gordon and Councillor Egan for participating in this process of the Contract Negotiation Subcommittee for Town Accountant/Finance Director Janine Smith. We worked effectively with Ms. Smith to ensure she is happy with what she is receiving and taking the Town into consideration as well. The major changes include FY2023 starting with a salary of \$162,500, and then a 3% increase in FY2024 and FY2025. We also want to make sure that evaluations are a common practice throughout Town Hall so that everyone working in municipal government has all the support they need. The third thing we discussed was buying back up to vacation days a year since she rarely takes a vacation. Many contracts also included bereavement and jury duty coverage pursuant to the personal bylaws which went out of effect in 2010 when the form of government changed. The benefits are the same but it's just updated. We felt this was a fair contract.

##### **2. Town Manager's Contract through FY2027**

Council President Alexopoulos: The Contract Negotiation Subcommittee for Town Manager Brian Howard consisted of myself, Councillor Brewer, and Councillor Clifton. Due to Councillor Clifton's passing, we added Councillor Clerger to that team.

Councillor Brewer: We met twice to discuss the Town Manager's contract. During the first meeting, we ironed out dollar amounts, included some of the standard legal language that was missing, and made sure the Town Manager would tackle big issues and delegate smaller stuff to staff. In the second

meeting, we brought Councillor Clerger up to speed. Some of the changes in the contract include a 2.5% increase each year, in the event the Town Manager is terminated without cause a severance package of one year's salary would be included and if the Contract Subcommittee did not meet before the end of the contract term date then it would automatically renew for another year.

Councillor Gordon asked about the Assistant Town Manager position. Councillor Huff-Larmond asked about supervisory and/or leadership position meetings.

Councillor Burgess entered the meeting at 6:10 PM.

Motion made by Councillor Egan to ratify the Town Accountant/Finance Director's contract through FY2025 and Town Manager's contract through FY2027, seconded by Councillor Burgess.

Roll Call Vote: 8-0-0

Motion passes.

## **Public Hearings:**

### **1. 2022-021: FY2023 Annual Municipal Operating Budget**

Council President Alexopoulos opened the public hearing on Council Order 2022-021. Town Manager Howard introduced Council Order 2022-021 to the Town Council during the meeting of May 23, 2024. Town Attorney Griffin read the legal advertisement and Council President Alexopoulos read Council Order 2022-021.

Council President Alexopoulos: We will go through each department's budget and if you have any questions, you may request a "hold" so we can discuss that department's budget. With this being a public hearing, we will open the public hearing to public comments.

Joe Burke, 54 Hill Street: Are tax rates being set tonight? Council President Alexopoulos: No, that takes place in November.

There were no additional public comments. Council President Alexopoulos closed the public comments portion of the public hearing.

Town Council: Councillor Burgess asked about the Council Clerk position and making it a full-time position and the duties that would be assigned to a full-time Council Clerk. Councillor Huff-Larmond asked about the expense line item for Councillors Allowance.

Town Manager's Budget: Councillor Burgess asked about the Assistant Town Manager position and traffic camera maintenance. Councillor Huff-Larmond asked about a Diversity, Equity, and Inclusion position.

Law Department: Councillor Burgess asked for a breakdown of what is spent on outside Council.

Town Clerk: Councillor Huff-Larmond asked about funding for voting during elections and the census.

Licensing Board: Councillor Burgess asked about the salary for the clerk of the licensing board.

Conservation/Zoning Board of Appeals: Councillor Burgess asked about the revolving fund in this account and the salary and duties of the Conservation Agent.

Planning Department: Councillor Gordon asked about salaries for additional administrative support for grant management. Councillor Burgess asked about two employees who often sit in the Council office and potentially reorganizing the space to fit all of the Planning Department so they can all be together.

Police Department: Councillor Huff-Larmond asked about the number of police officers currently employed versus the number of police officers needed and whether or not the difference is included in the budget, and community policing.

Fire Department: Councillor Huff-Larmond asked about the number of firefighters currently employed versus the number of firefighters needed and whether or not the difference is included in this budget.

Inspectional Services: Councillor Burgess asked about code enforcement policies and enforcing the ticketing process.

Animal control/Animal Inspector: Councillor Huff-Larmond asked for clarification concerning the position in this department.

Randolph School Department: Councillor Gordon asked about a presentation of the School Committee regarding their budget.

Blue Hills: Councillor Gordon asked for additional information on the Blue Hills budget.

DPW/Highway Department: Councillor Gordon commented on the additional staffing that was added to this budget and asked about funding for road re-pavements. Councillor Burgess asked about the GIS position and what the role will entail.

Elder Services: Councillor Huff-Larmond asked about the positions in the Elder Services department.

Community Programs: Councillor Burgess asked about the funding source for the Director of Community Programs position.

Stetson Hall: Councillor Huff-Larmond asked about the functionality of Stetson Hall.

Motion to approve Conservation/ZBA budget as presented made by Councillors C. Alexopoulos, seconded by Councillor Clerger.

Roll Call Vote: 7-1-0 (Nays: Burgess)

Motion passes.

Motion to accept Council Order 2022-021 made by Councillor Gordon, seconded by Councillor Brewer.

Roll Call Vote: 7-1-0 (Nays: Burgess)

Motion passes.

## **2. 2022-022: FY2023 Randolph Community Preservation Budget and Reserves**

Town Manager Howard introduced Council Order 2022-022 to the Town Council during the meeting of May 23, 2024. Town Attorney Griffin read the legal advertisement that was published in the Patriot Ledger on May 26, 2022, and Council President Alexopoulos read Council Order 2022-022.

Council President Alexopoulos opened the public comments portion of the public hearing. There were no public comments. The public comments portion of the public hearing was then closed.

Town Manager Howard provided additional information regarding the purpose of this annual Council Order.

Councillor Gordon asked about open space and recreation and the restoration and rehabilitation of open spaces such as parks within the Town.

Motion to amend Council Order 2022-022 by adding the words “as well as for rehabilitation and restoration of land and recreational use” after the phrase “122,015 for the acquisition, creation and preservation of open space and land for recreational use,” seconded by Councillor Clerger.

Roll Call Vote: 7-0-0 (Absent during vote: Burgess)

Motion passes.

### **New Business (continued):**

#### **3. Tri-Town Joint Powers Agreement**

Council President Alexopoulos introduced the Tri-Town Joint Powers Agreement for the Tri-Town Water District. The Tri Water Board has been working diligently on this for two years. We had special legislation enacted by the state legislature and signed by the governor, creating the new Tri-Town Water District which allows the communities to build a single water treatment to supply the three towns. Last week the Tri-Water Board met and voted on the Joint Powers Agreement. Now it has to go back to all three communities to be voted on by the Randolph Town Council, Braintree Town Council, and Holbrook Board of Selectmen. Along with the Tri-Town Joint Powers Agreement is the Randolph-Holbrook inter-municipal agreement which spells out what happens between now and the end of the joint board and what happens once the joint board no longer ceases to function. It is all incorporated into the new Tri-Town Water District. This is one of the last steps needed to finalize the process before we can submit it to the Department of Environmental Protection.

Motion made by Councillor Burgess to ratify the Joint Powers Agreement and Randolph/Holbrook Intermunicipal Agreement, seconded by Councillor Egan.

Roll Call Vote: 8-0-0

Motion Passes.

#### **4. 2022-025: FY2023 Water and Sewer Enterprise Budget**

Council President Alexopoulos introduced and read Council Order 2022-025. Town Manager Howard provided additional information regarding the purpose of this routine Council Order.

This Council Order will be continued to a future Town Council meeting for a public hearing.

#### **5. 2022-026: Transfer of General Fund Free Cash for Prior Year Unpaid Bills**

Town Manager Howard introduced Council Order 2022-026 to the Council and provided additional information regarding each the purpose of this Council Order.

Motion to accept Council Order 2022-026 as presented made by Councillor Egan, seconded by Councillor C. Alexopoulos

Roll Call vote: 7-0-0 (Absent: Burgess)

Motion passes.

#### **6. 2022-027: Transfer of General Fund Free Cash for Snow & Ice Deficit**

Town Manager Howard introduced Council Order 2022-027 to the Council and provided additional information regarding each the purpose of this Council Order.

Motion to accept Council Order 2022-027 as presented made by Councillor Egan, seconded by Councillor Brewer.

Roll Call vote: 7-0-0 (Absent: Burgess)

Motion passes.

**7. 2022-028: FY22 Budget Transfers**

Town Manager Howard introduced Council Order 2022-028 to the Council and provided additional information regarding each of the budget transfers.

Motion to accept Council Order 2022-028 as presented made by Councillor Clerger, seconded by Councillor Gordon.

Roll Call vote: 7-0-0 (Absent: Burgess)

Motion passes.

**8. 2022-029: Transfer from Reserve Fund**

Town Manager Howard introduced Council Order 2022-029 to the Council and provided additional information regarding the budget transfer from the FY22 Reserve Fund to the Treasurer/Collector Salary.

Motion to accept Council Order 2022-029 as presented made by Councillor Gordon, seconded by Councillor Brewer.

Roll Call vote: 7-0-0 (Absent: Burgess)

Motion passes.

9. Councillor Gordon: I would like to introduce a Council Order for making an Annual Report and a Resolution detailing accepted and unaccepted streets.

**Adjournment:**

Motion to adjourn made by Councillor Clerger, seconded by Councillor C. Alexopoulos.

Roll Call Vote: 7-0-0 (Absent during vote: Burgess)

Meeting adjourned at 10:08 PM