

Ordinances & Rules Committee  
Meeting Minutes  
February 6, 2023

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The Clerk called the meeting to order at 8:20 p.m.

Present: Councillors Dunn, Harris, LeBlanc, McLaughlin and O'Brien.

Absent: None.

Councillor Dunn moved approval of the minutes from 1/17/2023. The motion was approved by a voice vote.

First agenda item: Zoning Ordinance Amendment for Large Family Child Care Homes

Councillor Dunn moved to approve for a second reading. The motion was approved by a voice vote.

Second agenda item: Non-union Compensation Ordinance Amendment to pay charts for Non-union Employees

Councillor McLaughlin moved to table the matter until the Auditor was able to be present at the meeting. The motion was approved by a voice vote and matter was tabled until later in the evening when the Auditor was out of the Finance Committee meeting.

Third agenda item: Non-union Vacation Ordinance Amendment

Councillor McLaughlin moved to table the matter until the Auditor was able to be present at the meeting. The motion was approved by a voice vote and matter was tabled until later in the evening when the Auditor was out of the Finance Committee meeting.

Fourth agenda item: Preserving Residentially Zoned Neighborhoods Resolution

Councillor LeBlanc spoke on the process and how the Resolution ended up in the Committee.

Councillor LeBlanc made a request to invite a designee from the Law Department into the Ordinances & Rules Committee to discuss the definition of single family zoning neighborhood.

On the request Councillors O'Brien, Dunn & McLaughlin spoke on the matter. Councillor McLaughlin reiterated to the people watching that this issue is related to absentee landlords mainly focusing on off campus housing for college students and trying to button up the process to be stricter on the landlords that do this. The request was approved by a voice vote.

Councillor LeBlanc moved to table the Resolution. The motion was approved by a voice vote and matter was tabled.

Fifth agenda item: Marijuana Special Permit application for Flora Holdings LLC

Pat Smith, 27 Franklin Street, Wakefield, MA, the petitioner, spoke on the petition. He submitted an updated proposed order and plan earlier this afternoon. Councillor Dunn asked a lot of questions about the plans submitted. They were in black and white ink and hard to see what was what. She also asked if the plot plan was filed with the registry of deeds yet. She asked about curb cuts, the sewer and drainage plan and catch basins. Councillor LeBlanc stated that most of the items Councillor Dunn was asking about are dealt with and approved before the petitioner received their building permits and occupancy permit. There was a question as to whether Mr. Winn, City Engineer signed off and acknowledged the plans. Mr. Smith stated the Engineer did sign off on plans. He had submitted a color coded plan to him. Councillor Dunn moved approval of the special permit application for Flora Holdings. The motion was approved by a voice vote.

Councillor McLaughlin moved to take the Compensation Ordinance Amendment for Non-union Employees off of the table. The motion was approved by a voice vote.

Councillor McLaughlin moved to suspend the rules to hear from all off committee members. The motion was approved by a voice vote. Auditor Paul Centofanti spoke on the amendment. He explained how the majority of the time these types of amendments mimic the union negotiations. Councillor McLaughlin asked questions to Mr. Centofanti and also thanked him for all his hard work and diligence in the unions negotiations. Councillor O'Brien asked about ARPA payments and Councillor LeBlanc also spoke on the matter. Councillor LeBlanc moved approval of a first reading on the amendment. The motion was approved by a voice vote.

Councillor McLaughlin moved to take the Ordinance Amendment for Non-union Employees Vacation Provisions off of the table. The motion was approved by a voice vote. Mr. Centofanti spoke on the vacation guidelines as they stand now and adjusting them to align with union employees. Employees after one year of employment may have three weeks' vacation and a cap of five weeks after ten years of employment. There is no longer a cash out option on vacation time anymore. Councillor McLaughlin moved approval for a first reading on the amendment. On the motion Councillor O'Brien asked about why prior to 2018 was not impacted. The Auditor stated it makes it fair to all employees not losing any time. This applies to anyone that has been employed from 2018 and going forward. The motion was approved by a voice vote.

Sixth agenda item: Marijuana Special Permit application for Waltham Cannabis Inc. Councillor LeBlanc recused himself. Councillor Dunn moved to accept a late filed communication from Engineer Winn. Attorney Joe Connors gave an update on the special permit and reference Mr. Winn's email he too had received earlier today. The Chair asked for color-coded plans. Attorney Connors will submit all track changes discussed and the final order for the application. Councillor O'Brien asked about the parking reduction and the driveway, snow storage and trees. Councillor McLaughlin made a request that was approved by a voice vote to have the Law Department opine on the guidance the Committee needs and the community host agreement process. Councillor Dunn moved to table the matter. The motion was approved by a voice vote.

Councillor McLaughlin moved to adjourn. The motion was approved on a voice vote and Chairwoman Harris declared the meeting adjourned at 9:38 p.m.

Respectfully submitted,  
Kara Wilson, Assistant City Clerk  
February 9, 2023