

BOARD OF SELECTMEN MEETING

June 14, 2021

Chairman Lilia Maselli called the meeting to order at 6:00 p.m. This meeting was held in Room 9 of the Town Hall. Present were Selectmen Gregory B. Bendel, Kevin A. Caira, Gary B. DePalma and Jomarie F. O'Mahony. Also present was Town Manager Jeffrey M. Hull.

A motion was made and duly seconded and by the affirmative roll call vote of all, it was

VOTED: That the Board of Selectmen enter Executive Session for the purpose of discussing the purchase, exchange, lease or other acquisition of real property at 64 Wildwood Street in accordance with Massachusetts General Law Chapter 30A, Section 21(a)6, as an open meeting may have a detrimental effect on the negotiating position of the Town as so determined by the Chairman and further to consider whether to approve for release minutes to Executive Session minutes dated January 13, 2020, January 11, 2021 and January 25, 2021.

Chairman Maselli reconvened the meeting at 7:00 p.m. Present were Selectmen Gregory B. Bendel, Kevin A. Caira, Gary B. DePalma and Jomarie F. O'Mahony. Also present was Town Manager Jeffrey M. Hull.

Chairman Maselli asked meeting participants to rise and she led the pledge of allegiance.

TREASURY WARRANTS

Chairman Maselli asked for a motion to accept the Treasury Warrants. A motion was made by Selectman Bendel, seconded by Selectman Caira and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen accept Treasury Warrants 48, 48A, 49, 49A, 50 & 50A.

NOEL POWELL, WINEMAKER, AARONAP CELLARS, LLC, RE: REQUEST TO OBTAIN FARMERS MARKET WINERY LICENSE TO SELL WINE AT THE 2021 WILMINGTON FARMERS MARKET

Mr. Powell was present to introduce himself and his winery to the Board of Selectmen relative to his application to obtain a Farmers Market Winery License to sell wine at the 2021 Wilmington Farmers Market. Mr. Powell attends farmers markets in other communities.

Town Manager Hull reminded the Board of Selectmen of the process noting the requirement to apply to the Massachusetts Department of Agriculture for certification that the farmers market is an agricultural event. Police Chief Joseph Desmond reviewed the application and recommends approval.

Town Manager Hull also noted that if the Board of Selectmen approves the application this evening, notification must be made to the Alcoholic Beverages Control Commission at least seven days prior to the start date and therefore the first date Aaronap Cellars would be eligible to be at the Wilmington Farmers Market would be Sunday, June 27, 2021.

A motion was made by Selectman Caira, seconded by Selectman O'Mahony and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen grant a Farmers Market Winery License to Noel Powell, Winemaker, Aaronap Cellars, LLC to sell wine at the 2021 Wilmington Farmers Market located at 140 Middlesex Avenue, Wilmington, MA also referred to as the Swain Green.

PAUL CARDELLO, IPODS FOR WOUNDED SOLDIERS, RE: PROGRAM UPDATE

Mr. Cardello introduced himself to members of the Board of Selectmen. He stated that he served in the United States Air Force and is a member of the Disabled American Veterans (DAV). He has been a resident of Wilmington since 1975. Mr. Cardello was present to provide an update regarding iPods for Wounded Veterans. He noted that the organization was receiving inquiries whether donations were being accepted and he confirmed they are. He stated that the last event was held September 2019 at the Brockton Veterans Administration. Like many organizations, activities were stopped due to the COVID-19 pandemic. On Friday, June 18, they will be at Veterans Inc., Worcester Central Massachusetts Stand Down Event where they will be donating electronics to help start a new computer lab. Selectman O'Mahony noted that the organization's name is a misnomer as the organization donates a variety of electronics to veterans.

Ms. Gail Protopapas, member of the Buzzell Senior Center, was also present. She stated that there is a group of seniors who have established a knitting and crochet group. The group has made blankets, hats and scarves, a total of seven bags, to be donated to veterans. In addition Robin Theodos and her group made 250 bracelets to be donated and Karen Clark made 400 bracelets during the pandemic. Mr. Cardello recognized the involvement of Selectman O'Mahony through We're One Wilmington and Selectman Cairra through Sons of Italy, both organizations are generous sponsors to iPods for Wounded Veterans.

Mr. Cardello highlighted upcoming events that iPods for Wounded Veterans will be participating in including the town of Chelmsford's Fourth of July Parade on Monday, July 5, 2021 from 10:00 a.m. to 12:00 noon. He stated that there is room for one more vehicle to participate with them. Mr. Cardello stated that the organization will be walking and passing out pamphlets and stickers to those viewing the parade.

Chairman Maselli thanked Mr. Cardello and Ms. Protopapas for the update. Members of the Board of Selectmen thanked Mr. Cardello and Ms. Protopapas for their efforts and congratulated the organization on their tenth anniversary.

COMMUNICATIONS

Town Manager Hull reviewed a memorandum from Bryan Perry, Finance Director/Town Accountant, advising the Board of Selectmen of notable grants awarded to the Town of Wilmington during FY21. Mr. Perry advised that the Board would need to formally authorize the acceptance and expenditure of the grants. He also noted that the Town receives other awards that do not formally require a vote by the Board and include education grant awards received by the School Department and awards received by the Police Department.

Town Manager Hull reviewed a memorandum from Bryan Perry, Finance Director/Town Accountant, regarding the American Rescue Plan Act of 2021. He advised that the Act established the Coronavirus State and Local Fiscal Recovery Fund with the intent on providing \$350 billion in emergency funding for state, local, territorial and tribal governments. Mr. Perry provided an eight page fact sheet which outlined the allowable uses for the funds.

Town Manager Hull reviewed his letter to Mr. Paul Tivnan thanking him for his service as a member of the Economic Development Committee.

Town Manager Hull reviewed his letter to Mr. Scott Audette thanking him for his service as a member of the Ice Rink and Recreational Facility Committee.

Town Manager Hull reviewed his letter to Mr. Gregory Maynard appointing him to serve as a member of the Economic Development Committee.

Selectman Caira reviewed his memorandum which provided an update on activities of the Town Hall / School Administration Building Committee. He advised that four architectural firms were interviewed on May 18 and May 25. Each firm was well versed in design and construction of municipal buildings. The committee recommended Johnson Roberts Architects Inc. as the firm to be awarded the contract for feasibility and schematic design services.

Town Manager Hull reviewed his memorandum regarding training programs offered by KP | Law. Town Manager Hull noted that the Town's contract for legal services provides for two trainings per year at no cost to the Town. He recommended that the two trainings be *Harassment / Discrimination Avoidance Training* and *Everything You Always Wanted to Know About Town Meeting But Were Afraid to Ask*. Town Manager Hull suggested that the Board review the list of topics and that the training topics be decided at their June 28 or July 12 meeting.

Town Manager Hull reviewed his memorandum advising that a committee including Chairman Lil Maselli, Selectman Greg Bendel, Director of Veterans' Services Lou Cimaglia and Mark Staffier and Tracey Kassin from Wilmington Public Schools held a Zoom session on June 3rd to discuss preparations for a remembrance to honor the victims of the terrorist attacks on Tuesday, September 11, 2001. In light of September 11, 2021 being the 20th anniversary of those tragic events, a program is being planned to take place in the Wilmington High School courtyard and cafeteria beginning at 8:30 a.m. Additional information will be announced as details are confirmed.

Town Manager Hull reviewed his memorandum regarding an Electric Vehicle Charging Station Grant. George Hooper, Public Buildings Superintendent, spoke with Town Manager Hull regarding the prospect of participating in a grant application offered by the Massachusetts Department of Environmental Protection. The application was being filed by the Reading Municipal Light Department to obtain electric charging stations for their member communities. The grant would cover the full cost for the installation and operation of electric vehicle charging stations. While the number of electric vehicles remain low, there are residents with electric vehicles and that number is likely to increase. There are specific criteria that are considered when determining the suitability of a site for a charging station. Each site was evaluated by the RMLD Engineering Department who identified certain qualifying criteria. The sites deemed most advantageous are the Yentile Farm Recreational Facility and Town Hall parking lot. The grant requires that siting be on municipal property. RMLD has been notified that it was successful in receiving the grant which includes two charging stations for Wilmington. The expectation is that two parking spaces will be made available for each charging station for use by individuals in electric vehicles. However, the Town has no plan to take any enforcement measures in the event that a non-electric vehicle is parked in one of the spaces.

Selectman Caira stated that he is glad to hear the Town Manager indicate that they may potentially be at these two locations and noted that he had a conversation with the Town Manager when the memo was received. He stated that he has concerns about the locations identified. Selectman Caira related his experience in the community where he works. He stated that there are four stations at the parking lot and, in the year since installation, he has seen one vehicle using it. When no vehicles are using the charging stations, the parking spots remain vacant because no one is allowed to park there. He stated that another observation is during snow removal. Snow is cleared from those spots and is relocated to other parking spots making less parking spaces for those members of the community without electric vehicles.

Selectman Caira believes it is a good thing to have the charging stations but does not believe Town Hall is an appropriate location as it is customer based and people are in and out of the offices within a short period of time. He stated that when activities are at Town Hall, such as Pop Warner or Little League, it is difficult to find a place to park on meeting nights. He stated that there is also limited parking at Yentile and if two spots are designated for electric vehicles, those spots will be empty unless someone is charging their vehicle. Selectman Caira acknowledged the notation that there will not be any enforcement measures in the event a non-electric vehicle is parked in one of the spaces. He expressed concern that the spaces will be occupied by non-electric vehicles when someone needs to charge their vehicle. Selectman Caira also noted that the Yentile Farm Recreational Facility is closed from approximately November through March as the Town does not plow the parking lot.

Selectman Caira opined that the three spots that would get the most use would be Wilmington High School, site of the former Swain School and at one of the train stations. He said that he appreciates the effort Town Manager Hull and Public Buildings Superintendent George Hooper expended to identify these locations but he is concerned with locating one at Yentile.

Selectman DePalma asked whether the grant could be accepted but delay the location. Town Manager Hull stated that there may be discussion about the locations and asked Mr. Hooper if he had comments. Mr. Hooper stated that Selectman Caira has identified valuable points. He explained that when it was introduced to the Citizen's Advisory Board in March, they had approximately ten (10) to fourteen (14) days to identify locations. Mr. Hooper stated that Massachusetts Department of Environmental Protection (MassDEP) is increasing infrastructure for electric vehicles. He stated that he looked at different locations including the high school, Swain Green, train stations, Yentile and Town Park. He was asked to identify five locations to be considered. Mr. Hooper advised that there are criteria to be considered including proximity to the highway and access to appropriate power. He acknowledged that he does not know all the criteria. Mr. Hooper stated that the Town does not have to accept the grant but advised of the four RMLD communities to apply, Reading and Wilmington were the only two selected. Mr. Hooper opined that electric vehicles are becoming more common. He stated that he spoke with RMLD's General Manager regarding the concerns with Yentile. Mr. Hooper recommended that Coleen O'Brien, General Manager, RMLD, be invited in to a Board of Selectmen meeting to present the information. Mr. Hooper stated that he believes the train stations may not have been chosen as a location because it may only take a couple of hours to charge but commuters would be gone for the whole day while their car is utilizing the parking space.

Chairman Maselli inquired whether the other locations were not chosen because they did not meet the criteria. Mr. Hooper stated that he does not know but Ms. O'Brien may be able to answer the questions. Mr. Hooper mentioned use of the parking spot on Cross Street, which is near a pole but it would not be viable as it is not ADA compliant. Mr. Hooper opined that he would like to see the Town proceed.

Selectman Caira asked about compensation, noting that the community he works in received the charging stations by grant and once the grant ran out the community began charging. Mr. Hooper stated that the charging station would be the property of Reading Municipal Light Department and would also be maintained by RMLD. Mr. Hooper believes that the charging station will be taxable as it is a piece of equipment and he anticipates the Town will receive a payment in lieu of taxes.

Selectman O'Mahony commented that she believed the site of the Whitefield School would be appropriate as it is currently only being used for soccer. She also believed the Swain School site would be appropriate but is concerned with having commuters recharging their vehicles during the school day when school is in session. She believes the Town should accept the grant but further discussion should take place regarding locations and the criteria.

Town Manager Hull suggested that the General Manager be invited to the Board's meeting of June 28 and have the conversation about the criteria and whether other locations meet the DEP criteria. Town Manager Hull stated that he understands that if a motorist is running low on a charge, they check the app for the nearest charging station. He does not believe the School Department will be receptive to motorists on school property while students are present.

Mr. Hooper stated that July 3 is the deadline that the Town has to provide notice that it is looking to proceed.

Selectman DePalma stated that his daughter has an electric vehicle and she would have been in trouble traveling to North Carolina without the app. He believes the Board should accept the grant. He stated that motorists will not leave the car unattended while charging for fear that someone will unplug it and charge their own vehicle.

Selectman Caira acknowledged the safety concern of placing the charging location at the high school but suggested the Public Buildings Department be a location.

Selectman Bendel stated that he is in agreement with comments of his colleagues and noted another location could be the Memorial Library.

Town Manager Hull reviewed his memorandum regarding the Board's signing of the weekly Treasury Warrants. With the lifting of COVID restrictions and the reopening of Town Hall, the Board is being asked whether they would like to continue to sign the weekly vendor and payroll warrants via DocuSign or whether they prefer to sign the warrants at Town Hall or the Public Safety Building. Town Manager Hull reminded the Board of the importance of signing the warrants on Wednesday afternoon or evening. This authorizes the Treasurer to issue timely payment to vendors and fund the payroll for employees. It was the consensus of the Board to continue signing via DocuSign. Chairman Maselli noted that it is more efficient to sign by DocuSign.

BOARD TO CONSIDER REQUEST FROM WILMINGTON BAND PARENTS AND FRIENDS TO SELL REFRESHMENTS (POPCORN, COTTON CANDY, HOT PRETZELS, SODA, WATER) DURING THE RECREATION COMMISSION'S SUMMER CONCERT SERIES

Chairman Maselli asked if there were any questions, comments or a motion. A motion was made by Selectman Bendel, seconded by Selectman Caira and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen grant the request of Wilmington Band Parents and Friends to sell refreshments (popcorn, cotton candy, hot pretzels, soda, water) during the Recreation Commission's Summer Concert Series.

BOARD TO CONSIDER REQUEST FROM KHALID HAZIMEH, TONY'S ICE CREAM, TO OBTAIN A HAWK & PEDLE LICENSE TO SELL ICE CREAM

Town Manager Hull advised that Mr. Hazimeh has been licensed in the Town of Wilmington for a number of years and is currently the vendor for the Beach Concession. Chairman Maselli asked if there were any questions, comments or a motion. A motion was made by Selectman DePalma and

was seconded by Selectman O'Mahony. Selectman Caira asked whether positive recommendations have been received from the Police Department and the Board of Health and Town Manager Hull confirmed. Selectman DePalma advised that he has noticed two additional trucks in his neighborhood and asked if they were licensed. Selectman DePalma was advised they were not and he suggested the other vehicles be stopped from selling. There being no further questions or comments, Chairman Maselli called for the vote and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen issue a Hawk & Pedle License to sell ice cream to Khalid Hazimeh, Tony's Ice Cream.

BOARD TO CONSIDER SALE OF TOWN VEHICLES AND EQUIPMENT

Town Manager Hull stated that this is an annual request and noted that Michael Woods, Director of Public Works and the mechanics have identified vehicles and equipment that are surplus to the needs of the Town. He advised that, with the Board's authorization, the Town will go through a procurement process. Interested individuals may submit a sealed bid and it would be awarded to the highest bidder. Chairman Maselli asked where the vehicles are located and how the public knows about the sale. Town Manager Hull advised that notice is placed on the Town's website, in the Town Crier and on CommBuys, a state registry. Vehicles are located at the DPW and may be viewed during regular business hours. Chairman Maselli asked if there were any questions, comments or a motion. A motion was made by Selectman DePalma, seconded by Selectman Bendel and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen authorize the sale of vehicles and equipment as identified by the Department of Public Works and listed below:

2010 FORD CROWN VICTORIA
2008 FORD EXPEDITION
2007 FORD F350
2006 FORD F350 TRUCK CAP
2006 FORD F350 BED – 6 ½ FEET (RED)
2000 HONDA ODYSSEY VAN
2006 FORD F250
2006 FORD F350 – CHASSIS ONLY
1996 CHEVROLET 3500

BOARD TO CONSIDER REQUEST OF KEVIN O'MALLEY TO CONDUCT TAI CHI/QI GONG CLASS ON THE TOWN COMMON, EVERY OTHER SATURDAY, JUNE 26, 2021 THROUGH SEPTEMBER 4, 2021

Town Manager noted that Mr. O'Malley made a similar request last year and it was his suggestion that the activity be allowed on the Swain Green. Mr. O'Malley noted that the class will be held at no charge. A motion was made by Selectman Caira and seconded by Selectman O'Mahony. Selectman Bendel asked whether there were any conflicts on any of the dates requested. He was advised that on August 7 there is a wedding scheduled in the afternoon. Selectman Bendel believes it is reasonable to advise Mr. O'Malley that the date is not available. Following discussion, Chairman Maselli called for the vote and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen approve the request of Kevin O'Malley to conduct Tai Chi/Qi Gong class on the Swain Green, every other Saturday, with the exception of August 7, from Saturday, June 26 through September 4, 2021.

BOARD TO CONSIDER ACCEPTING GRANTS RECEIVED DURING FISCAL YEAR 2021

Town Manager Hull noted that the Finance Director had provided a summary of grants that were received and the information was reviewed under correspondence. The Board needs to vote to authorize acceptance of the grants. A motion was made by Selectman Caira, seconded by Selectman DePalma and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen authorize the acceptance of grants as outlined in the memorandum from Bryan Perry, Finance Director/Town Accountant.

BOARD TO CONSIDER REVOKING LOCAL STATE OF EMERGENCY

Town Manager Hull noted that in response to the state of emergency declared by Governor Baker in March 2020, on March 20, 2020 the Board voted to establish a local state of emergency. The governor recently announced the removal of the state of emergency for the Commonwealth effective 12:01 a.m. June 15, 2021.

A motion was made by Selectman Bendel, seconded by Selectman Caira and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen revoke the local state of emergency issued March 20, 2020.

PUBLIC COMMENTS

There were none.

ANNOUNCEMENTS

Selectman O'Mahony announced her resignation from the Board of Selectmen effective midnight June 14, 2021. Members of the Board wished her well.

Selectman Caira wished his colleagues and residents a happy Father's Day.

NEW BUSINESS

There was none.

IMPORTANT DATES

Town Manager Hull reviewed important dates including:

- June 15 – Economic Development Committee
- June 17 – Senior Center Building Committee – Town Hall – Room 9 – 6:00 p.m.
- June 18 – *Town Offices Closed*
Juneteenth Independence Day
- June 23 – Environmental Protection Agency – Virtual – 6:30 p.m.
Record of Decision – Olin Superfund Site
Wilmington Childhood Cancer Study
- June 24 – Jazz Concert – Swain Green – 6:00 p.m.
- June 28 – Board of Selectmen – Town Hall – Room 9 – 7:00 p.m.
- July 7 – Brush Drop-Off – Old Main Street – 8:00 a.m. to 2:00 p.m.
- July 10 – Brush Drop-Off – Old Main Street – 9:00 a.m. to 4:00 p.m.

SALUTE TO SERVICE



Selectman Bendel recognized Mr. Frank Gaffey. Mr. Gaffey served honorably in the United States Air Force during the Vietnam era and earned the National Defense Service Medal and the Air Force Good Conduct Medal. Frank earned the rank of Sergeant.

A long time Wilmington resident, Mr. Gaffey is a member of the American Legion Riders, volunteering at all of our veteran events in Town. Frank is a proud family man always bragging about his children, one of which is also currently serving our country in the military.

Mr. Gaffey, we salute you and thank you for your service.

A motion was made by Selectman Bendel, seconded by Selectman Caira and by the affirmative roll call vote of all, it was

VOTED: That the Board of Selectmen adjourn to Executive Session pursuant to General Laws Chapter 30A, Section 21(A)(2) to conduct strategy sessions in preparation for negotiations with nonunion personnel and to conduct contract negotiations with nonunion personnel - Town Manager not to return to Open Session.

Meeting adjourned at 8:25 p.m.

Respectfully submitted,

Recording Secretary