

BOARD OF SELECTMEN MEETING

June 27, 2016

Chairman Judith L. O'Connell called the meeting to order at 7:02 p.m. in Room 9 of the Town Hall. Present were Selectmen Gregory B. Bendel, Kevin A. Caira, Michael L. Champoux and Michael V. McCoy. Also present was Town Manager Jeffrey M. Hull.

Chairman O'Connell asked those present to rise and Selectman Caira led the pledge of allegiance.

TREASURY WARRANTS

Chairman O'Connell asked for a motion to accept the Treasury Warrants. A motion was made by Selectman Champoux, seconded by Selectman McCoy and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen accept Treasury Warrants 48, 48A, 49, 49A, 50, 50A, 51, 51A, 52 and 52A.

MINUTES

A motion was made by Selectman McCoy, seconded by Selectman Champoux and by the affirmative vote of three with Selectmen Bendel and Caira abstaining, it was

VOTED: That the Board of Selectmen approve the minutes of their meeting held March 14, 2016 and all action taken is hereby ratified and confirmed.

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

VOTED: That the Board of Selectmen approve the minutes of their meeting held May 9, 2016 and all action taken is hereby ratified and confirmed.

BOARD OF SELECTMEN RECOGNITION OF WILMINGTON ROTARY

C. Michael Burns and George Hooper were present representing Wilmington Rotary. Mr. Hooper was Rotary President and initiated the replacement of the sign at Rotary Park. The new sign is made of composite material on granite posts and is lit at night. The sign is a valuable resource to the Town to notify residents of events.

Chairman O'Connell asked if there were any questions or comments from the Board. Members of the Board thanked Mr. Burns, Mr. Hooper and members of Wilmington Rotary for their generosity to the Town of Wilmington including scholarships awarded to Wilmington students.

Mr. Burns noted that the 4th of July celebration will kick off on Thursday and Wilmington Rotary will be providing the meal. In addition, the Community Ice Bucket Challenge will take place on Saturday, August 27 at 10 a.m. at Rotary Park. Last year Wilmington Rotary raised over \$5,000 for ALS research.

Chairman O'Connell presented a Certification of Appreciation to Wilmington Rotary.

THERESA MARCIELLO, ELDERLY SERVICES DIRECTOR, RE: UPDATE ON PROGRAMS AT BUZZELL SENIOR CENTER

Ms. Marciello was present to provide the Board with an update on programs at the Buzzell Senior Center. Ms. Marciello stated that kayak lessons began last Thursday on Lake Quannapowitt in Wakefield. She said that initially some seniors were apprehensive about their ability and whether they would physically be capable of participating. Ms. Marciello advised that Wilmington is the first senior center to partner with L. L. Bean and its success will allow for future programs with L. L. Bean. Ms. Marciello stated that there are three L. L. Bean staff members, including the regional director, who are assisting the seniors.

Ms. Marciello stated that there are some members of the community who are homebound and unable to participate in Fourth of July events. She said that volunteers will be delivering meals to these residents, along with a patriotic token, to ensure they feel part of the events.

Ms. Pickett, Case Manager, has begun going out into the community to reach seniors. Ms. Marciello and Ms. Pickett were at Deming Way twice and residents who do not live at Deming Way attended the presentation so that they may learn more about the Senior Center. Ms. Marciello advised that there will also be a presentation at the library in September.

Ms. Marciello advised that the recipient of the scholarship from the Buzzell Senior Center this year was Joe Tavanese. She noted that when he was an eighth grade student he brought the Wii game to the Senior Center and participants are the most competitive group.

Ms. Marciello advised that the Senior Center is beginning to receive applications for fuel assistance as renewals are completed in August. She noted that the Fan and Air Conditioner Drive is still ongoing.

Chairman O'Connell asked if there were any questions or comments from the Board. Members thanked Ms. Marciello for the update and commented about the diversity of the programs and the enthusiasm.

Chairman O'Connell asked if there were any questions or comments from the audience and there were none.

MICHAEL MORRIS, TOWN ACCOUNTANT, RE: BORROWING FOR FIRE PUMPER AND YENTILE FARM RECREATIONAL FACILITY

Mr. Morris was present as the Town is finishing the process to issue Bond Anticipation Notes (BANs) for the Yentile Farm Project and the acquisition of the Fire Pumper. He advised that there is a series of votes that the Board needs to take in order to formalize the sale and issuance of the BANs and to amend the borrowing term for the Fire Pumper. Mr. Morris reviewed the votes that needed to be taken.

A motion was made by Selectman McCoy and seconded by Selectman Bendel. Selectman Caira inquired about the breakdown relative to the Yentile Farm and the Fire Pumper. He asked with interest added, how much the Town was projected to pay on the pumper. Mr. Morris stated that it would be approximately \$750,000, noting that the Town does not have the interest rates at this time.

Selectman Caira asked how much money was deposited into the Capital Stabilization Fund. Mr. Morris stated that there is currently approximately \$2.4 million, having recently deposited \$1.5 million. Selectman Caira stated that he does not understand why the Town is borrowing for the pumper when there is such a large sum in the Capital Stabilization Fund. Mr. Morris stated that one reason is because the interest rates are low and the Town would like to put more money into the Capital Stabilization Fund as additional purchases may occur. Mr. Morris stated that the Town could also pay debt with this fund.

A motion having been duly made and seconded and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen approve the sale of a \$5,450,000, 2.00 percent General Obligation Bond Anticipation Note (the "Note") of the Town dated June 30, 2016, and payable June 30, 2017 to TD Securities (USA) LLC at par and accrued interest plus a premium of \$66,490.

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

VOTED: That the maximum useful life of the departmental equipment listed below to be financed with the proceeds of the \$650,000 borrowing authorized by the vote of the Town passed April 30, 2016 (Article 7) is hereby determined pursuant to G.L. c.44, §7(9) to be as follows:

<u>Purpose</u>	<u>Borrowing Amount</u>	<u>Maximum Useful Life</u>
Fire Pumper	\$650,000	12 Years

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

VOTED: That in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated June 10, 2016 and a final Official Statement dated June 16, 2016, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

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

VOTED: That the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Note for the benefit of the holders of the Note from time to time.

A motion was made by Selectman Champoux, seconded by Selectman McCoy and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen authorize and direct the Treasurer to establish post issuance federal tax compliance procedures in such form as the Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Notes.

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

VOTED: That each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

Selectman Cairra expressed concern that the Board of Selectmen was asked to sign the documents prior to the meeting. Town Manager Hull stated that it was for convenience. If the Board had decided not to authorize the borrowing, the documents would have been nullified. Town Manager Hull stated that the same process was taken when the Town borrowed the money for the high school. Mr. Morris stated that there is an additional document that needs to be certified by the recording secretary that the votes took place. Selectman Cairra stated that it is his position to not pre-sign documents.

MICHAEL WOODS, PUBLIC WORKS DIRECTOR, RE: FUTURE GROWTH IN THE WILDWOOD CEMETERY

Mr. Woods was present with Lorraine Church, Assistant Business Manager, who is responsible for the daily administrative functions of the cemetery. He stated that when he became DPW Director, there was concern about how much space is available at the cemetery.

Mr. Woods presented a map showing what lots are full and what lots have been sold. He stated that data from the past 10-15 years was studied to determine how many people are buried each year and whether it is cremation or full burial. Mr. Woods advised that approximately 153 people are buried each year and approximately 32 lots are sold each year. Typically, those are two grave lots. Of the 153 burials, 38% are cremations. Mr. Woods stated that there are approximately five Veteran burials each year and they are single lot burials. He stated that there is enough room in the Veterans' Lot to do 152 full burials and 604 cremations which allows for approximately 150 years. Mr. Woods advised that based upon the current rate of burials in the non-Veteran sections, there is enough room at Wildwood Cemetery for approximately 25 years.

Mr. Woods reviewed areas of the cemetery where space is available for expansion. He advised that the Town has looked into columbariums to increase the size of the cemetery. He explained that columbariums are granite drawers that cremations are placed in. The drawer has its own section where two urns may be placed. He stated that the use of columbariums would increase the years of the cemetery substantially. Mr. Woods identified where the columbariums would potentially be placed. Mr. Woods stated that the standard columbarium would provide 864 niches, and each niche could contain two urns. He stated that the Town would purchase one with 36 niches and once sold, would purchase the next one.

Mr. Woods stated that another way to increase the capacity of the cemetery is to provide a scatter garden. He explained that people are cremated and relatives keep the remains to scatter. He advised that there have been some inquiries and upon contacting other cemeteries he learned that the area is kept natural with benches. Mr. Woods described the location of the area identified for the scatter garden. He stated it has been approved by the Cemetery Commission and the department is in the planning stages to determine a cost of creating the scatter garden.

Chairman O'Connell thanked Mr. Woods for being present. She stated that she has spoken with Town Manager Hull and understands Board members have concerns regarding space at Wildwood Cemetery. She stated that the Cemetery Commission met recently and there were some changes in regulations which generated questions. In addition, comments have been made about the general maintenance plan of the cemetery including the media story about theft at the cemetery. She stated that the Board wanted the public to know that the Town has been having discussions relative to these issues.

Chairman O'Connell asked if there were any questions or comments from the Board. Selectman Cairra stated that he attended a recent meeting of the Cemetery Commission where there was a lot of updates and changes to the rules and regulations. He stated that there is concern that there is only 25 years before the cemetery is at capacity and recognized the Town's attempt to acquire an abutting property for expansion. Selectman Cairra commented that the Cemetery Commission meeting was conducted at 8:00 a.m. and he believed that was not a convenient time for such an important meeting.

Selectman McCoy asked if the DPW Director or the Commission has considered removing a road within the cemetery for expansion. Mr. Woods stated that it has been considered and may be necessary 10 to 15 years down the road if additional property has not been acquired. Mr. Woods stated that if the cemetery adds the columbariums it will increase capacity substantially because there has been such an increase in cremations.

Selectman Champoux inquired about the security of the columbariums and expressed concern that it may be an invitation for vandalism. Mr. Woods does not believe it is any more of a risk than the gravestones. He stated that the Town of Wilmington is fortunate in that it has not had malicious destruction of the stones.

Chairman O'Connell asked Mr. Woods to review the maintenance of the cemetery, police patrols to go in during the day and what is allowed to be planted and the DPW policy on removing items from gravesites.

Mr. Woods stated that the full Rules and Regulations are available on the website. He stated that there are now signs on Wildwood Street stating that the hours are dawn to dusk and no dogs are allowed. Mr. Woods advised that plantings are not allowed and although mementos may be left on the stone, it is discouraged because people will remove it. He stated that the Cemetery Division does not remove flowers until there is nothing left of the flowers. He advised that if it is a nice ornamental basket or urn, the department will keep it and provide it to the family when they contact the department. Mr. Woods stated that he does not know how often the police patrol the cemetery, but he has seen them there when he is there.

Chairman O'Connell asked if there were any questions or comments from the audience. Margaret McKenna, Nichols Funeral Home, stated that Mr. Woods did a good job. Where he is proposing to place the columbariums are in locations that may not be utilized by traditional graves. She stated that the niches for cremations are in demand. Ms. McKenna stated that there are cemeteries with scattering gardens.

Ms. McKenna stated that she had asked about filling in streets and noted that, so as to not upset people who intentionally bought graves on the road, it cannot be done at this time. Once removing the street, the plots become in the middle.

Chief Begonis stated that the Police Department does receive complaints from people who have placed items on a loved one's grave and it is not there when they return. He stated that each shift patrols the cemetery. Although they may see someone at a grave, it is not respectful to ask questions about why the individual is there and whether they have authorization to remove items. He said there has been a suggestion to put cameras up throughout the cemetery and he is not certain that would be an ideal solution and he is unsure the Police Department could absorb the cost of cameras.

Chief Begonis stated that he has spoken with John Muise of the Cemetery Division who advised him that when there is a bad windstorm, items are blown off the gravesites and they do not know where to put it back and therefor place it next to the garage for a few days and then throw it out. He said that he has made it a point to go to the cemetery after a storm to see it for himself.

COMMUNICATIONS

Town Manager Hull reviewed a letter from Charles Boyle advising the Board of his resignation from the Wilmington Board of Appeals.

Town Manager Hull reviewed his memorandum regarding the vacancy on the Board of Appeals as a result of Charles Boyle's resignation. Town Manager Hull advised that based upon discussion with Chairman O'Connell, the Board will meet on Monday, July 25 at 7:00 p.m. for consideration of applicants.

Town Manager Hull reviewed correspondence from Steven Leifer, Attorney for New England Transrail, LLC, to the Surface Transportation Board requesting a waiver of the six-month pre-filing notice requirement.

Town Manager Hull reviewed a letter from Daniel Deutsch, Deutsch Williams, to the Surface Transportation Board, written in response to New England Transrail's request for a waiver.

Town Manager Hull reviewed his memorandum regarding New England Transrail's request for waiver. New England Transrail is requesting that the Surface Transportation Board waive the regulatory requirement to provide six months advance notice of its intentions to prepare an Environmental Impact Statement as required by the Surface Transportation Board.

Town Manager Hull reviewed his memorandum regarding the summary description of the rationale for Standard & Poors rating of the Town's general obligation bond related to the purchase of a fire pumper and to pay for the costs associated with the construction of the Yentile Farm Recreational Facility. The rating request was prompted by the Town's intention to issue a Bond Anticipation Note in the amount of \$5,450,000.

Town Manager Hull reviewed a memorandum from the Town Accountant, Michael Morris, who advised of votes needed by the Board to complete the process to issue Bond Anticipation Notes for the Yentile Farm Project and the acquisition of the Fire Pumper.

Town Manager Hull reviewed his memorandum regarding the Facilities Master Plan Committee meeting scheduled for Thursday, June 29, 2016 in the Middle School Auditorium. The purpose of the meeting is to update the community on the Committee's efforts to develop scenarios for the future of the Town's school and general government buildings and to receive input about the scenarios currently being discussed.

Town Manager Hull reviewed correspondence from Mark Nelson requesting to be considered for appointment to the Board of Appeals.

Town Manager Hull reviewed an update from the United States Environmental Protection Agency regarding the Industri-plex Superfund Site located in Woburn.

BOARD TO CONSIDER APPROVING THE SALE OF TOWN-OWNED LAND LOCATED ON FIFTH STREET MAP 39, PARCEL 94, AS VOTED AT THE ANNUAL TOWN MEETING OF APRIL 30, 2016

This was a petition article and Town Meeting authorized the sale of this property. It is a small piece of property and has been declared surplus. The fair market value has been determined to be \$4,500. The Board is being asked to authorize moving forward. Chairman O'Connell asked if there were any questions, comments or a motion. A motion was made by Selectman McCoy, seconded by Selectman Cairra and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen authorize the sale of Town-owned land for property located on Fifth Street and identified on Assessor's Map 39, Parcel 94.

BOARD TO CONSIDER THE REQUEST OF ANGELA CAIRA AND MAUREEN GILMAN TO HAVE A NEIGHBORHOOD BLOCK PARTY TO BE LOCATED FROM 16 STROUT AVENUE THROUGH CUL-DE-SAC, SATURDAY, JULY 23, 2016, 12 PM TO 10 PM WITH A RAINDATE OF SATURDAY, AUGUST 6, 2016.

Town Manager Hull advised that the request proposes to close a portion of Strout Avenue. The applicants note that they have spoken to all but two residents. Chairman O'Connell asked if there were any questions, comments or a motion. A motion was made by Selectman Champoux, seconded by Selectman Bendel and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen approve the request of Angela Caira and Maureen Gilman to have a neighborhood block party to be located from 16 Strout Avenue through the cul-de-sac on Saturday, July 23, 2016 from 12 p.m. to 10 p.m. with a raindate of Saturday, August 6, 2016.

BOARD TO CONSIDER EXECUTING EASEMENT AGREEMENT WITH READING MUNICIPAL LIGHT DEPARTMENT FOR PROPERTY LOCATED AT 9 CROSS STREET – YENTILE FARM RECREATIONAL FACILITY

Chairman O'Connell recognized that Paul Alunni, Town Engineer, was present this evening and she thanked him for his work at the Yentile site. The Board was advised that two poles will conflict with the parallel parking spaces proposed for the recreational facility. The poles will be relocated onto the 9 Cross Street property. Chairman O'Connell asked if there were any questions, comments or a motion. A motion was made by Selectman Caira, seconded by Selectman Bendel and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen execute the easement agreement with Reading Municipal Light Department for property located at 9 Cross Street – Yentile Farm Recreational Facility

PUBLIC COMMENTS

There were none.

NEW BUSINESS – COMMITTEE REPORTS

Selectman Caira noted that the scoreboard at the lacrosse field is not visible due to overgrown vines.

Selectman McCoy asked whether the intersection at Glen Road/Middlesex Avenue/Wildwood Street is still being "tweaked". Town Manager Hull advised that the intersection is largely complete and there will be a meeting to schedule final adjustments. Town Manager Hull advised that the traffic signal is demand based.

Members of the Board wished residents a happy Fourth of July.

IMPORTANT DATES

Town Manager Hull reviewed important dates including:

Sundays Through

October 9 – Farmer's Market – Town Common Parking Lot – 10:00 a.m. to 1:00 p.m.

June 29 – Facilities Master Plan Committee – Middle School Auditorium – 6:30 p.m.

- June 30- July 3 – Fourth of July Festivities – 978-657-8081 – (www.funonthefourth.com)
- July 2 – Family Day& Spectacular Fireworks – Town Common
- July 6 – Brush Drop-Off – Old Main Street – 8:00 a.m. to 2:00 p.m.
- July 6 – Concert on the Common – “Howie and Jackie” – 6:30 p.m. to 8:00 p.m.
- July 9 – Brush Drop-Off – Old Main Street – 9:00 a.m. to 4:00 p.m.
- July 10 – Harnden Tavern Open House – 2 p.m. to 4 p.m.
- July 13 – Concert on the Common – “Ball in the House” – 6:30 p.m. to 8:00 p.m.
- July 18 – Board of Selectmen – Town Hall – Room 9 – 7:00 p.m.
- July 20 – Concert on the Common – “Jimmy & the Jesters” – 6:30 p.m. to 8:00 p.m.
- July 25 – Board of Selectmen – Town Hall – Room 9 – 7:00 p.m.*

There being no further business to come before the Board, a motion was made by Selectman Bendel, seconded by Selectman Cairra and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen adjourn.

Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Recording Secretary