

BOARD OF SELECTMEN MEETING

September 13, 2021

Chairman Lilia Maselli called the meeting to order at 6:00 p.m. in the Auditorium of the Town Hall. Present were Selectmen Gregory B. Bendel, Kevin A. Caira, Gary B. DePalma and Judith L. O'Connell.

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 strategy sessions in preparation for negotiations with nonunion personnel – Town Manager in accordance the Massachusetts General Law Chapter 30A, Section 21(a)3 as the Chairman declares that an open meeting may have a detrimental effect on the negotiating position of the Town with the intention to return to open session.

Chairman Lilia Maselli reconvened the open session at 7:07 p.m. in the Auditorium of the Town Hall. Present were Selectmen Gregory B. Bendel, Kevin A. Caira, Gary B. DePalma and Judith L. O'Connell. Also present was Town Manager Jeffrey M. Hull.

Chairman Maselli asked those present 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 DePalma and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen accept Treasury Warrants 8, 8A, 9, 9A, 10, 10A, 11 & 11A.

SALUTE TO SERVICE

Selectman Bendel stated that he had the distinct pleasure to present the Salute to Service to William B. "Bill" Farrell for service to his country as a United States Marine during World War II and for service to his community. Mr. Farrell was present this evening with Director of Veterans' Services Lou Cimaglia and Patti Meehan of the Veterans' Service Office.

Selectman Bendel stated that the Board is eternally grateful for his service and understands that Mr. Farrell made it his mission to make sure the last soldiers from WWII made their way home.

Mr. Cimaglia stated that Mr. Farrell joined the Marines before he graduated from high school. He used to sketch pictures of Marines in combat and knew when he got out of high school he would be drafted. He joined the Marines to ensure he was not drafted into the Army. Mr. Farrell has been married to his wife Veronica for 70 years.

BRENDEN FITZPATRICK, EAGLE SCOUT CANDIDATE, RE: REQUEST TO PLACE AGENT ORANGE MEMORIAL AT SILVER LAKE

Mr. Fitzpatrick introduced himself to the Board of Selectmen advising that he is a junior at Wilmington High School and is working to become an Eagle Scout. He advised that he has met with Director of Veterans' Services Lou Cimaglia regarding the placement of an Agent Orange monument at Silver Lake. The monument is proposed to be located on the Main Street side in the area that currently has the Sailors Monument, John Landry Monument and Antonio Gagnon Monument.

Chairman Maselli asked if there were any questions or comments from the Board. Board members thanked Mr. Fitzpatrick for his presentation indicating that they are related to / know of a veteran who has been affected by Agent Orange. Mr. Cimaglia commented that more soldiers were lost due to Agent Orange and noted the medical complications attributed to exposure to Agent Orange.

Mr. Cimaglia noted that Brenden Fitzpatrick had an uncle who served in Vietnam. The Board was advised that the location of the monument would be made in consultation with the Department of Public Works to ensure its placement will not impede lawn maintenance operations. 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 approve the request of Brenden Fitzpatrick and authorize the placement of an Agent Orange Memorial at Silver Lake, Main Street.

AARON DANCEWICZ, EAGLE SCOUT CANDIDATE, RE: REQUEST TO PLACE SIX MILITARY FLAGPOLES ON TOWN COMMON

Aaron Dancewicz was present and described his proposed project to the Board of Selectmen. He proposes the installation of six flagpoles, one for each branch of the military, at the Town Common around the American flag pole.

Chairman Maselli asked if there were any questions or comments from the Board. Board members thanked Mr. Dancewicz for his presentation. Selectman O'Connell referenced the presentation that he provided to the Board and indicated an obstacle would be access to water source and asked what the need was for water. Mr. Dancewicz advised that water is needed for the mixing of concrete to install the poles. Selectmen asked Mr. Dancewicz about fundraising efforts and was advised to provide information to the Town Manager's office to help disseminate it. 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 approve the request of Aaron Dancewicz and authorize the placement of a six military flagpoles on Town Common.

RECOGNITION OF WILMINGTON LITTLE LEAGUE JUNIOR BASEBALL

Coach John Kelley thanked the Board of Selectmen for recognizing the Junior Baseball team for their achievement in earning the title of Massachusetts State Champions for 2021.

Coach Kelley thanked the Board of Selectmen for recognizing the team and noted how special it was in 2014 when his older son was on the team that won the District title and the Board recognized that team. He reviewed the sequence of games that led to their championship. Coach Kelley stated that the purpose is for the team to give back to the community whether participating in the Ice Bucket Challenge, becoming a coach, leader or volunteer in the community. He stated that after the events of the past weekend, as a veteran Marine, he is interested in becoming more involved with the Department of Veterans' Services. He would like to have team members participate in placing flags for Memorial Day. Coach Kelley opined that it is time for the young men to give back to the community.

Chairman Maselli commented that Coach Kelley grew up playing baseball and now he is giving back to the community by coaching. She stated that her son Michael played for Coach Kelley and opined that he is a fantastic coach, one that the players will be telling their children about. It is not about winning but doing your best and being respectful.

Chairman Maselli asked if there were questions or comments from the Board. Members of the Board of Selectmen offered their congratulations to the players and recognized the efforts of their families as well.

Certificates were presented to players and coaches of Wilmington Little League Junior Baseball.

CHRISTINE TOUMA-CONWAY, TOWN CLERK, RE: ESTABLISHING PRECINCTS FOLLOWING UNITED STATES CENSUS RESULTS

Anthony LaVerde, GIS Manager, was present with Ms. Touma-Conway. Ms. Touma-Conway advised that every ten years the decennial federal census is conducted. As a result of the census, precinct lines are redrawn to accommodate any shifts in population that may occur.

She advised that this year the Town thought there was a possibility that it would have to expand to seven precincts as the Town was close to the 24,000 population. Ms. Touma-Conway advised that precincts cannot have more than 4,000 people. The Town's total population is 23,349 enabling it to stay at six precincts and will remain at six for the next ten years.

Ms. Touma-Conway explained that when the population increases, it shifts and because of these shifts and other rules that have to be followed, keeping census blocks together as an example, precinct lines need to be redrawn. She advised that there have been minor shifts and the map shown indicates the current precinct lines with a dark line and the proposed precincts are in color. Ms. Touma-Conway stated that the Town Clerk's office has received preliminary approval and that it has met all the requirements. Those requirements include keeping census blocks together, no more than 4,000 people per precinct and no more than a 5% variance of the average precinct population.

Chairman Maselli confirmed that these will be the new districts with approval of the state. She asked when it would be effective. Ms. Touma-Conway confirmed and advised it would be effective January 1. She noted the deadline to submit the Town plan is October 30. She recommends that it be done earlier to submit and receive approval earlier and then the work of notifying voters can begin.

Chairman Maselli asked how voters would be notified and Ms. Touma-Conway advised that it would be sufficient to include with the census that is mailed annually. She believes there is consideration being given to sending a postcard to each household.

Town Manager Hull stated that the deadline for the Board to vote is prior to the end of October. The intention was to present the information this evening for the Board to review and it is his recommendation that the Board consider for approval at their meeting of September 27.

Ms. Touma-Conway advised that when the Board votes, they will be voting on the map, the list of census blocks and a legal description of the precincts.

Chairman Maselli asked if there were any questions or comments from the Board. Selectman Bendel recognized Assistant Town Clerk Elizabeth Lawrenson was present this evening. Members of the Board wished Ms. Touma-Conway well as Tuesday, September 14, 2021 will be her last day.

MICHAEL CHAMPOUX, CHAIRMAN, ECONOMIC DEVELOPMENT COMMITTEE, RE: UPDATE ON ACTIVITIES

Mr. Champoux thanked the Board of Selectmen for the opportunity to update them on the activities of the Wilmington Economic Development Committee (WEDC). He recognized committee members Carol Boisvert and Suzanne Sullivan were present.

Mr. Champoux provided a summary overview to the Board noting that the 11 member committee was formed in the spring of 2019. The WEDC meets monthly and the first few meetings were spent writing a mission statement and defining the Committee's description and purpose. In late fall / early winter 2019 the Committee initiated a survey to gather residents' perceptions, ideas

and desires for the local economy. Mr. Champoux advised that, in addition a large volume of responses seeking Trader Joe's, the Committee received a lot of good, positive responses and the gist of what they are looking for is experiential businesses such as Kings.

The Committee began to ponder the results of the survey and the findings of the UMass Donahue Institute Main Street Study to consider proactive strategies until COVID. From the Spring of 2020 to the Spring of 2021 the primary focus pivoted to being a source of information and resources for businesses looking to understand how to operate in a pandemic economy.

In early 2021, the Massachusetts Office of Housing & Community Development (MHCD) offered the Local Rapid Recovery Program Grant as part of the Baker-Polito Recovery Plan to revitalize downtowns, respond to the effects of COVID-19 on local businesses and prioritize actions and strategies. WEDC received a grant in the form of consulting services valued at \$38,000.

The state assigned the firm of BerryDunn's Government Consulting Division to look specifically at Wilmington's Main Street Commercial Corridor, from Lucci's, located at 217 Lowell Street, to Rocco's Restaurant, located at 193 Main Street.

Mr. Champoux advised that BerryDunn has spent the spring and summer gathering data, conducting site visits and working with WEDC and MHCD to assemble and present final recommendations that the Town can consider to improve the economy in this area and help businesses recuperate from the pandemic. He noted the possibility of assisting businesses with facade improvement, painting or signage. He also referenced a branding and marketing initiative.

He advised that the survey is serving as the foundation and noted that there was a zoning change at the most recent Annual Town Meeting to allow for Brew Pubs in the Business District. Following confirmation that the core of the article was approved by the Attorney General's office, Mr. Champoux stated that the Committee began reaching out to local, state and professional outlets hoping to capitalize on Wilmington's heritage as a hops community in hopes of attracting an entity interested in locating in Wilmington. Committee member Robert Oliveri was able to open the lines of communication with the founder of Wormtown Brewing in Worcester. The gentleman was invited to a meeting of WEDC and provided advice and professional insights from the perspective of an entrepreneur and he continues to be available for future conversations.

Mr. Champoux advised that the LRRP grant will be coming to a conclusion in October. Once the consultant presents to the state and receives approval, they will present to WEDC. WEDC will request to be at a future Board of Selectmen meeting. He stated that he is hopeful recommendations will include activities that WEDC can pursue and recommendations/advice on how to fund those efforts.

Mr. Champoux stated that the marketing campaign is something WEDC is going to continue and, through the efforts of Committee member Nancy Vallee, Executive Director, Wilmington/Tewksbury Chamber of Commerce, they were able to develop a video that does a nice job highlighting Wilmington's abilities and strengths. He also recognized the contribution of Salem Five Bank. Planning Board funded a portion of the costs of producing the video and Salem Five paid the balance.

Chairman Maselli asked if there were any questions or comments. Members of the Board offered their appreciation for the presentation and commented that the video was something positive. Selectman DePalma opined that there is a stigma to Wilmington that it is a drive-thru community and asked how the Committee would address this. Mr. Champoux stated that the Committee is trying to create an environment that would attract businesses that would be a destination. He

also provided an example of having a food truck festival at Market Basket Plaza on a day that is less busy. People coming for the food truck festival will have an opportunity to see what other businesses are located in the area and will come back to patronize those businesses.

Selectman O'Connell stated that she is pleased with what she sees and the committee is providing a valuable service to the community. She stated that she appreciates the work done by members of the Committee and acknowledged it is a volunteer committee. Selectman O'Connell noted that Wilmington recently entered into its first Tax Increment Financing (TIF) agreement with Analog Devices and pondered whether other businesses could benefit.

Chairman Maselli thanked Mr. Champoux for his presentation.

COMMUNICATIONS

Town Manager Hull reviewed his memorandum regarding the resignation of Town Clerk Christine Touma-Conway. Ms. Touma-Conway advised him that she accepted the position of Chief of Staff to the mayor of Methuen. Her last day will be September 14, 2021.

Town Manager Hull reviewed his memorandum regarding his appointment of Assistant Town Clerk Elizabeth Lawrenson to Temporary Town Clerk beginning Wednesday, September 15, 2021. Ms. Lawrenson will serve in this capacity until an appointment to the position of Town Clerk has been made and a start date has been established.

Town Manager Hull reviewed his memorandum regarding the Massachusetts School Building Authority (MSBA) Wildwood School Eligibility Period advising that the next deadline is August 30 for the submission of membership on the School Building Committee. Town Counsel has advised that the Board of Selectmen serve as the Chief Executive Officers of the Town. In his capacity as a member of the Board, Selectman Bendel has been listed with the designation on the MSBA form. Alternates on the Board of Selectmen, School Committee and School Principal are included with the expectation that, in the absence of the primary committee member, one individual from each of the three categories would serve in their place and have one vote. The committee membership must be reviewed and approved by the MSBA. The next deadline is the submission of MSBA enrollment questionnaires. Town Manager Hull advised that the School Department is working on this information.

Town Manager Hull reviewed his memorandum regarding the location of a Special Town Meeting. He advised that a requirement of the MSBA Eligibility Period is for the Town to appropriate a sum of money to pay for the costs associated with schematic design and feasibility study for a new school. This funding authorization, in addition to information associated with enrollment and enrollment projects and information about efforts to maintain the existing schools, must be provided to MSBA not later than March 28, 2022. The need to seek authorization for funding before the end of March will require the convening of a Special Town Meeting. In light of the continuing number of residents who are contracting COVID or the COVID variant, consideration is being given to confirming the availability of the Shriners Auditorium. Sheila Bissett, the events manager from the Shriners, has indicated once again an eagerness to work with the Town subject to availability of the space.

Town Manager Hull reviewed his letter to Jared Costantino advising of his appointment to the Economic Development Committee.

Town Manager Hull reviewed correspondence from Brian Kane, Executive Director, MBTA Advisory Board and Marc Draisen, Executive Director, Metropolitan Area Planning Council, regarding municipal elections to the Boston Region Metropolitan Planning Organization (MPO).

There are four seats on the MPO up for election. Nomination papers are due Friday, October 1, 2021.

BOARD TO CONSIDER DESIGNATING A REPRESENTATIVE TO THE MASSACHUSETTS BAY TRANSPORTATION AUTHORITY (MSBA) ADVISORY BOARD

Town Manager Hull noted that the Board's designee has been vacant since the resignation of Jomarie O'Mahony in June. Selectman O'Connell asked questions regarding the length of appointment, the time commitment and where the meetings are located. She indicated that she may be interested in serving as the Board's designee pending additional information.

Town Manager Hull stated that, historically, the individual serves for an indefinite term. He advised that it is his understanding that the Advisory Board meets monthly, although it may be more frequently during budget and recently the meetings have been conducted via Zoom. He indicated that he would contact Mr. Kane, Executive Director, MBTA Advisory Board to confirm.

BOARD TO CONSIDER SCHEDULING TRAINING BY TOWN COUNSEL

Town Manager Hull stated that he had suggested the Board consider *Harassment/Discrimination Avoidance Training* and *Everything You Always Wanted to Know About Town Meeting But Were Afraid to Ask*. He advised that the first topic is particularly important to all departments and committees.

Selectman Bendel opined that the training is beneficial and indicated his preference that the topic be on public/private ways. Selectman Caira noted that there are two training sessions relative to public/private ways, one of which has been conducted.

The question was raised on when the trainings would be held. Town Manager Hull advised that, if the training is targeted to Town employees, it would be held during the day. Selectman Bendel noted that recent trainings were conducted via Zoom and asked whether that would continue. Town Manager Hull advised that he would contact Town Counsel to obtain answers to these inquiries.

BOARD TO CONSIDER REQUEST OF THE RECREATION COMMISSION TO CONDUCT ITS 53RD ANNUAL HORRIBLES PARADE ON SUNDAY, OCTOBER 24, 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 approve the request of the Recreation Commission to conduct its 53rd annual Horribles Parade on Sunday, October 24, 2021.

BOARD TO CONSIDER APPROVAL OF LICENSE TO SELL CHRISTMAS TREES FOR WILMINGTON METHODIST CHURCH, C/O JOHN ARVANITIS, AND FOR BOY SCOUTS OF AMERICA TROOP #56 C/O BENJAMIN DEGENNARO

Town Manager Hull reminded the Board that, historically, for non profit groups, the Board of Selectmen have waived the fee. 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 issue Christmas Tree Licenses to the Wilmington Methodist Church, c/o John Arvanitis, and Boy Scouts of America Troop #56, c/o Benjamin DeGennaro and the fee be waived.

BOARD TO CONSIDER EXECUTING AMENDED SECONDHAND DEALER LICENSE FOR GAMESTOP

Town Manager Hull advised that the Administrative Assistant was contacted by the Licensing Specialist for GameStop who advised that the manager on record was leaving their employ. They inquired as to the process to change the manager and inquired whether the District Manager could be listed as the manager on the license as there is a high turnover of store managers. He advised that the manager's name is on the license due to the requirement in the Town's By-laws that the manager submit to a fingerprint based criminal record check. The Administrative Assistant worked with the Police Chief and Deputy Police Chief who were amenable to the District Manager being listed on the license provided the individual is at the store, at minimum, on a weekly basis.

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

VOTED: That the Board of Selectmen execute the amended Secondhand Dealer License for GameStop.

PUBLIC COMMENTS

There were none.

ANNOUNCEMENTS

Selectman Caira noted that Saturday was the 20th Anniversary of the attacks on September 11, 2001. He commented that it was a moving tribute and mentioned the flags that were placed on the Town Common. Selectman Caira acknowledged the efforts of Selectman Bendel.

Selectman Bendel welcomed Judith O'Connell back as a member of the Board of Selectmen.

Selectman Bendel thanked Selectman Caira for his kind words and stated that it was a team effort and recognized the volunteers, Town employees and Wilmington Community Television. He acknowledged the generous donation of Lowell Five and the Sons of Italy which allowed the display of flags on the Town Common.

NEW BUSINESS

There was none.

IMPORTANT DATES

Town Manager Hull reviewed important dates including:

Sundays Through

- October 3 – Farmers Market – Town Common Parking Lot – 10:00 a.m. to 1:00 p.m.
- September 15 – Joint Senior Center Building Committee and Town Hall / School Administration Building Committee Meeting – Town Hall – Auditorium – 6:00 p.m.
- September 18 – Sons of Italy/Band Parents Yard Sale – Municipal Parking Lot
- September 18 – Town-Wide Yard Sale – 8:00 a.m. to 2:00 p.m.
- September 20 – Candlelight Vigil – Virtual – 6:30 p.m. to 8:00 p.m.
- September 20 – Economic Development Committee – Town Hall – Auditorium – 6:00 p.m.
- September 25 – Wilmington Incorporated 291 Years Ago

- September 27 – Board of Selectmen – Town Hall – Room 9 – 7:00 p.m.
- October 6 – Brush Drop-Off – Old Main Street – 8:00 a.m. to 2:00 p.m.
- October 9 – Brush Drop-Off – Old Main Street – 9:00 a.m. to 4:00 p.m.
- October 11 – Town Offices Closed – *Columbus Day*
- October 12 – 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 O’Connell, seconded by Selectman Bendel and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen adjourn.

Meeting adjourned at 8:48 p.m.

Respectfully submitted,

Recording Secretary