



Town of Wilmington

Finance Committee

121 Glen Road Wilmington, 01887

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TOWN OF WILMINGTON, MA

Meeting Minutes

March 16, 2021

Finance Committee Chairman, John F. Doherty III, called the meeting to order at 7:00. Members present via video conferencing on ZOOM were Theresa M. Manganelli, Vice Chairman; Michele Kincaid, Secretary, Jonathan Dugas, Marianne Gallezzo, Andrew Lavigne, Leigh Martinson, Bernard P. Nally and Kevin Stokes.

Also present were Valarie Gingrich, Director of Planning and Conservation; Michael Sorrentino, Planning Board Chairman; Planning Board Members: Terrance Boland, Sean Hennigan, Randi R. Holland, and Angela Marcolina; Kerry Colburn-Dion, Assistant Town Manager; Michael Woods, Director of Public Works; George Hooper, Superintendent of Public Buildings; various Department Heads and Committee Members who were joined via Zoom.

The purpose of the meeting was to review the articles to be presented at the Annual Town Meeting on Saturday May 1, 2021.

To begin the meeting Mr. Doherty read a statement regarding Open Meeting Law and public access to the meeting via technological means. Chairman Doherty then took a verbal rollcall of the attendees from the Finance Committee and Chairman Sorrentino took a roll call of the Planning Board members. Mr. Doherty then reminded the participants of the meeting to identify themselves before speaking. He then turned the meeting over to Mr. Sorrentino.

ZONING ARTICLES

Planning Board Chairman, Mr. Sorrentino began by reading Article 46. Mr. Martinson asked about the 25 percent of volume limit of sales to other establishments and noted that state law does not limit an establishment with a brewer's license. Mr. Sorrentino referred to Ms. Gingrich to address this question. Ms. Gingrich answered that the use would be primarily a restaurant with a liquor license not a farmer/brewer license and, it would be mostly for a restaurant but with the option to brew on-site as well but to eliminate capacity for off-site sales. She added that it would be for less industrial use and more for restaurant use with the ability to brew.

The meeting host, John O'Neil, Director of IT then reminded anyone calling in wishing to comment or speak of the process for being recognized.

Returning to Chairman Sorrentino, he then read Articles 47, 48, and 49. There were no questions. On Article 50 the petitioners gave a brief presentation. Ms. Manganelli asked about the lots behind the property that were labelled as "non-buildable" on the petitioner's presentation. Ms. Gingrich stated that the lots themselves are too small to be buildable, however, grouped with the other lots surrounding them it could possibly be buildable if coupled with that other land. The area is zoned R20 and would require 20,000 sq. ft. to build. Mr. Sorrentino stated the land would have to be considered surplus by

the Town. Town Counsel agreed. Mr. Hull reviewed the process for various parcels requested to be disposed of by the Town.

Mr. Sorrentino continued, reading Articles 52, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63 and 64.

READING OF THE WARRANT ARTICLES

Present in Interest: Jeffrey Hull, Town Manager

Ms. Manganelli read the following Articles into the record:

ARTICLE 1: Regarding positions for election and notification of Annual Town Meeting on May 1, 2021.

ARTICLE 2: Regarding reports of the Committees. Mr. Hull had no reports this year.

ARTICLE 3: Request for funds for unpaid bills from the previous fiscal year. Mr. Hull stated that the Town had three unpaid bills for services that were incurred in the prior fiscal year but not received in the year the charge occurred. The total of the three is \$1,725.51 and all are related to medical services.

ARTICLE 4: Request to authorize the Town Treasurer/Tax Collector to enter into agreements with banks to conduct Town business. Mr. Hull stated that this is the standard and necessary annual banking article that authorizes the Treasurer/Collector to do business with banks.

ARTICLE 5: Request for funds in the amount of \$119,859,635 for salaries for Town Officers and Departments. Mr. Hull reviewed the expenditures and charges in different categories. He added that this number includes an additional \$7500 from his initial assessment due an increase in the Fire Department's oxygen budget to account for the previous vendor going out of business.

ARTICLE 6: Request for funds for procurement of capital equipment. The Police Department is seeking to purchase (2) replacement police cruisers at a value of \$100,000. The Fire Department is seeking (1) to purchase (1) reserve pumper for \$150,000. Mr. Hull stated this would be a draw on Free Cash. The Department of Public Works is seeking for the Highway Division (1) heavy duty wheeled excavator for \$235,000; (1) heavy-duty one-ton dump body truck with plow for \$175,000; and (1) asphalt hot box trailer for \$42,000. For the School Department, (1) replacement Handicap Accessible Wheelchair Minivan for \$42,000.

ARTICLE 7: Request for funds for the purchase of eight new voting machines. Mr. Hull stated the request is for \$35,000 and that a remaining \$10,000 needed for the cost of eight machines would be covered by a grant.

ARTICLE 8: Request for funds in the amount of \$70,000. to for the purchase of a VOIP phone system for the Information Technology Department.

ARTICLE 9: Requests for funds for the Information Technology Department for replacement servers for the Town Hall and Public Safety Building. Mr. Hull stated the request is for \$35,000.

ARTICLE 10: Request for funds for the purchase of (4) mobile computers, antennas and appropriate mounting to be installed in police cruisers, by the Information Technology Department. Mr. Hull stated the proposed amount is for \$30,000.

ARTICLE 11: Request for funds for the for the second phase of the upgrade of critical radio communications infrastructure and equipment in the Public Safety Dispatch Center and related facilities. Mr. Hull stated that the request is to seek \$450,000.00 from Free Cash for the second year of a proposed three-year plan to upgrade the infrastructure on which the Police, Fire and Dispatch rely.

ARTICLE 12: Request for funds for the for the replacement of the fire radio box alarm receivers and fire station alerting system at the Public Safety Building. The request is for \$55,000.

ARTICLE 13: Request for funds for the design phase to replace approximately 24,000 square feet of roofing at the Shawsheen School. Mr. Hull stated that this request is for \$85,000 to cover the design and engineering phase. Mr. Nally asked if this is for the full roof. Mr. Hull stated it is. Mr. Hooper clarified that there is a section of roof over the gymnasium that was completed in 2015 and that section will not be replaced and is not included in this project.

ARTICLE 14: Request for funds for the replacement of ceiling tiles at the Woburn Street School. Mr. Hull stated that the request is for \$527,000.00 from free cash. The tiles are suspended ceiling tiles and do contain asbestos. Ms. Gallezzo asked if the Town will be seeking funding from MSBA. Mr. Hooper said he would have to look into what is offered as this is a replacement and not a repair.

ARTICLE 15: Request for funds for the payment of the remaining amortized load on the trash and recycling barrels. Mr. Hull stated that the request is for \$365,000 to be drawn from Free Cash.

ARTICLE 16: Request for funds for the replacement of robotic total station survey equipment for the Engineering Division. Mr. Hull stated that the current equipment is 12 years old. The request is for \$25,500.

ARTICLE 17: Request for funds for traffic engineering design of intersectional signal improvement at the intersection of Shawsheen Avenue, Hopkins Street and Lake Street. Mr. Hull noted that this request is for \$25,000 to cover the engineering piece of this project.

ARTICLE 18: Request for funds for the installation of traffic signal detection at the intersection of Salem Street (Route 62) and Woburn Street. Mr. Hull stated the request is for \$20,000 to improve traffic flow and reduce backups.

ARTICLE 19: Request for funds for the reconstruction of tennis/basketball courts at Shawsheen School. Mr. Hull stated that the engineering work was done previously and the request for \$350,000.00 is for the reconstruction portion of the project.

ARTICLE 20: Request for funds for the design and engineering costs to replace the Frank Kelley Track surface at Alumni Stadium. Mr. Hull stated the request is for \$40,000. Mr. Nally asked if any patching needs to be done for students to use the track now. Mr. Hull deferred to Mr. Woods who stated that it is okay for another year but needs to be fixed before it fails completely.

At this time there was a request to take some Articles out of order for petitioners who were waiting in the queue. As there were no objections, Vice-Chair Manganeli took Articles 45, 51 and 50 in that order.

ARTICLE 45: To see if the Town will vote to name the first-floor meeting room at Memorial Library The Barbara Johnson Room.

ARTICLE 51: To see if the Town will vote to request the State Legislature authorize Kristopher Stokes have his results for the 2021 (and all future results if so needed) Massachusetts Civil Service Fire Fighter Exam be allowed for employment without regard to the applicant's age. The petitioner, Kristopher Stokes, then spoke on his own behalf. Ms. Manganelli asked Chief Cavanaugh, who was present in the session, if he had any comment. Chief Cavanaugh stated that if the petitioner goes through the channels and is presented the opportunity on the list, if Wilmington has an opening, he would be very happy to take him as a member of the Fire Department.

ARTICLE 53: To see if the Town will vote to name the soccer field behind the North Intermediate School in memory of and in honor of Frank S. Lentine. One of the petitioners, Janet Engrem, then spoke. There were no questions.

Ms. Manganelli then returned to the original line-up of Articles.

ARTICLE 21: Request for funds for phased cemetery development. Mr. Hull stated the request is for \$15,000.

ARTICLE 22: Request for funds to comply with the Municipal Separate Storm Sewer Systems (MS4) requirement as part of the National Pollutant Discharge Elimination System (NPDES). Mr. Hull noted that \$50,000.00 is the annual amount requested to maintain the permit required each year.

ARTICLE 23: Request for funds to operate the Department of Public Works Sewer Division Enterprise. Mr. Hull stated the request is for \$3,523,464 from the Enterprise Account.

ARTICLE 24: Request for funds to relocate underground control panel at Main Street (Route 38) Sewer Pump Station. Mr. Hull stated that the amount is \$40,000 from the Enterprise Account.

ARTICLE 25: Request for funds to replace the pump at Shawsheen Commons Pump Station. Mr. Hull noted the request is for \$25,000 from the Enterprise Account.

ARTICLE 26: Request for funds in the amount of \$7,929.70 for the purpose of Roadway Surface Crack Sealing from the Transportation Infrastructure Receipts Reserve Account. Mr. Hull noted the funds are received by the State and generated from fees to Lyft and Uber drivers.

ARTICLE 27: Request for funds for the replacement of switches at the Middle School. Mr. Hull stated that this is part of a five-year technology plan. The request is for \$90,000.

ARTICLE 28: Request for funds for the replacement of existing PCs in the Wilmington High School Labs. The request is for \$68,000. Mr. Hull stated that the equipment being replaced is seven years old.

ARTICLE 29: Request for funds for the replacement and/or upgrade of security servers for the Wilmington Public Schools. Mr. Hull noted the request is for \$30,000.

ARTICLE 30: Request for funds for the purchase of replacement projectors for the elementary schools. Mr. Hull noted that the original request was for \$200,000 but is now \$100,000 and he expects the same amount will be requested next year as well.

ARTICLE 31: To see if the Town will vote to authorize the Board of Selectmen to acquire or lease a portion of the property located at 201 Lowell Street, approximately 8.9 acres of land that include tennis

courts and ballfields. Mr. Hull stated that as the Town is still awaiting an appraisal of the property, there is no sum yet to request.

ARTICLE 32: Request for funds to deposit in the Other Post Employment Liability Trust Fund established in accordance with M. G. L. Chapter 32B, Section 20. Mr. Hull stated that the request is for \$1,000,000 from the tax levy and noted that this has been the practice for several years now.

ARTICLE 33: Request for funds to deposit in the Capital Stabilization Fund as established by vote on Article 23 at the April 27, 1991 Annual Town Meeting. The amount requested is \$1,000,000 to be transferred to the Stabilization Fund, to build up reserves for projects. Mr. Hull added that there is over \$16 million dollars in the account now.

ARTICLE 34: Request for funds to pay the Middlesex Retirement System in addition to the annual assessment. Mr. Hull state the request is for \$1,500,000.

ARTICLE 35: To see what sum the Town will vote to transfer into various budget line items of the Fiscal Year 2021. Mr. Hull stated that this Article allows the Town to address budget shortfalls and noted that it would apply to Fire and Dispatch overtime. Mr. Hull also stated that there is no specific figure at this time and he expects to have a number before Annual Town Meeting.

ARTICLE 36: Request for funding for the Fourth of July celebration in the amount of \$50,000. This funding will cover the expense of Police overtime but, Mr. Hull noted, there will not be a decision as to the likelihood of holding the celebration until May depending on the state of the pandemic as time continues.

ARTICLE 37: Request for funds for the observance of Memorial Day and Veterans' Day. Mr. Hull stated the request is for \$8,000.

ARTICLE 38: Request for funds for the purpose of renewing the lease of Foreign Wars Clubhouse (VFW) and American Legion Clubhouse. The request is for funds of \$750.00 each for a total of \$1,500.

ARTICLE 39: Request for funds from the PEG Access and Cable Related Special Revenue Fund for PEG access services pursuant to the provisions of M. G. L. Chapter 44, Section 53F3/4. Mr. Hull stated that the request is for \$525,000.

ARTICLE 40: Request to determine the spending limits for revolving accounts established pursuant to M. G. L. Chapter 44, Section 53 E ½ and Chapter 3, Section 29 of the Town of Wilmington Inhabitant By-Laws for the FY2021. Mr. Hull stated this is a long-standing article allowing the funds from the sale of compost bins to be deposited back into the revolving account, as well as funds from a program that gives loans to residents who cannot afford to replace their failing septic systems.

ARTICLE 41: Request to see if the Town will vote to raise funds for the purpose of operating a Public Rink enterprise. Mr. Hull noted that this request is to authorize, not appropriate, \$526,000 as a place-holder in the event that the Town acquires a rink in the future.

ARTICLE 42: To see if the Town will vote to name the corner of Federal Street and Liberty Street as "Edward J. Gillis Memorial Corner" in his honor.

ARTICLE 43: To see if the Town will vote to adopt Massachusetts General Law Chapter 39, Section 23(D). Mr. Hull noted this is also referenced as the "Mullin Rule" and allows for greater flexibility to conduct hearings and vote on decisions.

ARTICLE 44: To see if the Town will vote to amend the first line of Inhabitant By-Law Chapter 5, Section 55 to read: Section 55: Traveling Animal Acts. Mr. Hull noted this was intended to correct a clerical error and is somewhat of a "housekeeping" item.

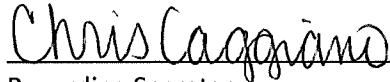
There was a brief discussion of the change of venue and time for Annual Town Meeting and Mr. Hull gave a brief description of the plan and steps taken for alerting residents to the changes. Selectmen Jonathan Eaton offered additional information on the plan.

At the conclusion of the discussion, and there being no further business to come before the Committee, a motion was made by Mr. Nally, seconded by Ms. Kincaid and by verbal roll call, it was, unanimously:

VOTED: That the Finance Committee adjourn.

Meeting adjourned at 9:57 pm

Respectfully Submitted,

A handwritten signature in cursive script, reading "Chris Caggiano", is written over a horizontal line.

Recording Secretary