



Town of Wilmington

Finance Committee
121 Glen Road Wilmington, 01887

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TOWN OF WILMINGTON, MA

Meeting Minutes
Tuesday, March 15, 2022

Finance Committee Chairman, John F. Doherty III, called the meeting to order at 7:00. Members present were Theresa M. Manganelli, Vice Chairman; Marianne Gallezzo, Secretary, Jonathan Dugas, Joseph Lavino, Scott Neville, and David Tamang. Leigh Martinson was absent.

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.

The purpose of the meeting was to review the articles to be presented at the Annual Town Meeting on Saturday April 30, 2022

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 48.

ARTICLE 48 To see if the Town will vote to amend the Zoning By-laws to rename the Board of Selectmen as the "Select Board" therein and, for such purposes, to replace the words "Board of Selectmen" or "Selectmen" with "Select Board" and "Selectman" with "Select Board Member", and to authorize the Town Clerk to make non-substantive ministerial revisions to ensure that gender and number issues in related text is revised to properly reflect such change in title; provided, however, that this by-law amendment shall take effect only after the special act as referenced in Article 46 of this warrant has been enacted; or take any other action related thereto.

ARTICLE 49 To see if the Town will vote to amend the Zoning Map of the Town of Wilmington by rezoning the following parcels to Neighborhood Mixed Use as follows, and as shown on a plan entitled, "Proposed North Wilmington Neighborhood Mixed Use District", available for viewing in the Office of Planning and Conservation; or take any other action related thereto. (See warrant for full details of article 49)

ARTICLE 50 To see if the Town will vote to amend Section 6.4.4.1 of the Zoning By-laws by inserting the underlined language, and removing the strikethrough language, as follows, and to amend Section 6.4.4.2 of the Zoning By-laws by inserting a new Section 6.4.4.2.a, as follows, and renumber the remainder of Section 6.4.4.2 accordingly; or take any other action related thereto (see warrant for full details of article 50)

ARTICLE 51 To see if the Town will vote to amend Section 3.8.14 of the Zoning By-laws by inserting the underlined language as follows; or take any other action related thereto (see warrant for full details of article 51)

ARTICLE 52 To see if the Town will vote to amend the Zoning By-law by deleting Section 6.4.2.5 in its entirety, and replacing it with a new Section 6.4.2.5 as follows; or take any other action related thereto (see warrant for full details of article 52)

ARTICLE 54 To see if the Town will vote to authorize the selectmen to enter an agreement, the terms of which shall be determined by the selectmen, to sell, convey or otherwise dispose of all or part of the following described parcel: following a determination made by the Town Manager that the land is not needed for any municipal purpose, and in accordance with Chapter 3, Section 16 of the By-Laws of the Inhabitants of the Town of Wilmington Revised and other applicable law; the parcel being located on Pershing Street and described in the town of Wilmington Assessor records as Map 77, Parcel #77-26; or take any other action related thereto.

There were no questions for the Planning Board Articles.

Planning Board voted to adjourn the meeting at 7:21 and Finance Committee takes over the public hearing.

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 April 30, 2022

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 no unpaid bills for services that were incurred in the prior fiscal year.

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 \$125,516,578 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 (3) replacement police cruisers at a value of \$400,000. The Fire Department is seeking to purchase (1) ambulance and (1) perform corrosion prevention of Tower 1 body and frame for \$460,000. The Department of Public Works is seeking for the Highway Division (1) heavy duty 10 wheeled dump truck with plow, for the Highway Division (1) heavy duty dump truck with plow and sander and for the Parks and Grounds Division (1) heavy duty one ton utility body truck with plow at total value of \$495,000. The Public Buildings Department is seeking to purchase (1) replacement aerial platform truck at \$147,000.

ARTICLE 7: Request for funds for the purchase of dispatch recorder for the Public Safety Dispatch Center.

ARTICLE 8: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow pursuant to any applicable statute a sum of money for the upgrade of critical radio communications infrastructure and equipment in the Public Safety Dispatch Center. Mr. Hull stated the amount is \$450,00 from free cash.

ARTICLE 9 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the installation of traffic control lights on Route 62 at the Public Safety Building. Mr. Hull stated the amount is \$400,000 from free cash.

ARTICLE 10 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the Information Technology Department to continue the replacement of a Voice Over Internet Protocol (VOIP) systems. Mr. Hull states the amount is \$54,000.

ARTICLE 11 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the construction of intersection signal improvements at Shawsheen Avenue/Hopkins Street/Lake Street.

ARTICLE 12 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the replacement of the Frank Kelley Track. Mr. Hull states the amount is \$520,000.

ARTICLE 13 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money to resurface the teachers' parking lot at the Wilmington Middle School. Mr. Hull states the amount is \$200,000.

ARTICLE 14 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money to comply with the Municipal Separate Storm Sewer Systems (MS4) Mr. Hull states the amount is \$50,000.

ARTICLE 15 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the demolition and removal of existing structure at 64 Wildwood Street. Mr. Hull states the amount is \$40,000.

ARTICLE 16 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the phased cemetery development. Mr. Hull states the amount is \$40,000.

ARTICLE 17 To see if the Town will vote to appropriate the sum of \$3,886.80, or such other amount as Town Meeting may approve from the Transportation Infrastructure Receipts Reserve Account for the purpose of Roadway Surface Crack Sealing.

ARTICLE 18 To see if the Town will vote to raise and appropriate or transfer from department receipts or user fees a sum of money to operate the Department of Public Works Sewer Division Enterprise.

ARTICLE 19 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the relocation of an underground control panel at Main Street (Route 38) Sewer Pump Station. Mr. Hull states the amount is \$45,000.

ARTICLE 20 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the replacement of approximately 24,000 square feet of roofing at the Shawsheen School. Mr. Hull states the amount is \$825,000 from the Capital Stabilization Account.

ARTICLE 21 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the design phase to replace approximately 19,124 square feet of roofing at the West Intermediate School. Mr. Hull states the amount is \$50,000.

ARTICLE 22 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the design phase to replace two oil fired boilers with Variable Frequency Drives (VFDs) at the Woburn Street School. Mr. Hull states the amount is \$80,000.

ARTICLE 23 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the replacement of existing projectors with interactive projectors and classroom sound system at the Woburn Street School. Mr. Hull states the amount is \$80,000.

ARTICLE 24 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the replacement of existing projectors and classroom sound systems at the Wilmington High School with interactive projectors and replacement classroom sound systems. Mr. Hull states the amount is \$125,000.

ARTICLE 25 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the replacement and upgrade of Public Address (PA) systems at the Early Childhood Centers, Elementary and Intermediate Schools. Mr. Hull states the amount is \$24,000.

ARTICLE 26 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the replacement of network switches at the six elementary schools. Mr. Hull states the amount is \$117,000.

ARTICLE 27 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the replacement of the wireless networks at the six elementary schools. Mr. Hull states the amount is \$54,000.

ARTICLE 28 To see if the Town will vote to appropriate from the PEG Access and Cable Related Special Revenue Fund a sum of money to be expended under the direction of the Board of Selectmen for PEG access services. Mr. Hull states the amount is \$525,000

ARTICLE 29 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money to deposit in the Other Post Employment Liability Trust Fund. Mr. Hull states the amount is \$1,000,000 from the tax levy.

ARTICLE 30 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money to deposit in the “Capital Stabilization Fund” as established by vote on Article 23 at the April 27, 1991, Annual Town Meeting. Mr. Hull states the amount is \$1,000,000 from the tax levy.

ARTICLE 31 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money to pay the Middlesex Retirement System. Mr. Hull states the amount is \$1,500,000 from the tax levy.

ARTICLE 32 To see what sum the Town will vote to transfer into various line items of the Fiscal Year 2022. Mr. Hull states the amount is the FY2022 budget.

ARTICLE 33 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the funding of a Fourth of July celebration. Mr. Hull states the amount is \$50,000.

ARTICLE 34 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for the observance of Memorial Day and Veterans' Day. Mr. Hull states the amount is \$8,000.

ARTICLE 35 To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute the sum of \$750.00 each (a total of \$1,500) for the purpose of renewing under the authority of Section 9 of Chapter 40 of the General Laws as amended, the lease of a; Veterans of Foreign Wars Clubhouse and b; American Legion Clubhouse. (See warrant for full details of article 35) Mr. Hull states the amount is \$1,500.

ARTICLE 36 To see if the Town will vote to determine the spending limits for revolving accounts established pursuant to Section 53E½ of Chapter 44 of the General Laws and Section 29 of Chapter 3 of the Town of Wilmington Inhabitant By-Laws for the fiscal year beginning July 1, 2022, and ending on June 30, 2023. Mr. Hull states the amount is \$204,500.

ARTICLE 37 To see if the Town will vote to raise and appropriate, transfer from available funds or borrow pursuant to any applicable statute a sum of money for the acquisition of interests in land necessary to carry out the Lowell Street and Woburn Street road improvement project.

ARTICLE 38 To see if the Town will vote to authorize the Board of Selectmen to acquire, by gift, purchase, eminent domain or otherwise, and upon such terms and for such consideration as the Selectmen deem appropriate, permanent and temporary interests in lands abutting Lowell Street and Woburn Street. Mr. Hull authorizes the Board of Selectmen to accept easements.

ARTICLE 39 To see if the Town will vote to accept the alteration of the layout of Lowell Street, a public way in the Town, as ordered by the Board of Selectmen and more or less depicted as the addition to said layout of Parcel E-1 on the plan entitled: “Massachusetts Department of Transportation Highway

Division Plan and Profile of Lowell Street (Route 129) & Woburn Street in the Town of Wilmington, Middlesex County, Preliminary Right of Way Plans,” dated 5/31/2019, last rev. 8/6/2021, prepared by TEC, containing 16 sheets, as such plan may be amended or replaced, and as described in that Easement recorded with the Middlesex North District Registry of Deeds in Book 36151, Page 210, said alteration having been placed on file with the Town Clerk as required by law, and further to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, and upon such terms and conditions and for such consideration as the Board of Selectmen deems appropriate, interests in the land included within the layout by such alteration sufficient to complete its acceptance. Mr. Hull authorizes the Board of Selectmen to accept layout.

ARTICLE 40 To see if the Town will vote to accept the provisions of Massachusetts General Law Chapter 90, Section 20A allowing the Town Manager to designate or appoint a parking clerk, who may also perform other municipal functions except police functions, and who shall be directly responsible to the Town Manager. Mr. Hull states this will be assigned to an existing employee.

ARTICLE 41 To see if the Town will vote to accept the provisions of Massachusetts General Law Chapter 140, Section 139 which provides that no fee shall be charged for a license for dog owned by a person aged 70 years over in the Town. Mr. Hull states this will be \$10/\$15 January through March and \$25/\$30 after April 1st.

ARTICLE 42 To see if the Town will vote, pursuant to Chapter 3, Section 28 of the Inhabitant By-laws, to name the corner of Arlene Avenue and Salem Street as “Richard K. “Dick” Hayden Memorial Corner” in the memory and honor of Richard K. Hayden, who served his country honorably in United States Marines and volunteered for many years in the community including serving on the Finance Committee, the Friends of the Library and the Wilmington Education Foundation, and to have a sign installed to commemorate the same.

ARTICLE 43 To see if the Town will vote, pursuant to Chapter 3, Section 28 of the Inhabitant By-laws, to name the Hathaway Acres Conservation Trail as the “Officer John “Jack” Maguire Memorial Trail” in the memory and honor of the late Woburn Police Officer and Wilmington resident John Maguire who was killed in the line of duty, and to have a sign installed to commemorate the same.

ARTICLE 44 To see if the Town will vote amend the Inhabitant By-laws to renumber and recaption the Inhabitant By-laws by (a) assigning a chapter/article number to each of the Inhabitant By-laws; (b) renumbering each section of each by-law accordingly; (c) inserting chapter, article, section and subsection titles; and (d) updating internal references to reflect the new numbering system, all as set forth in the Final Draft of the Code of the Town of Wilmington, dated February 2022, on file with the Town Clerk.

ARTICLE 45 To see if the Town will vote to amend the Inhabitant By-laws to make clerical and substantive revisions fully set forth in the document entitled “Inhabitant By-laws General Revisions” and the Final Draft of the Code of the Town of Wilmington, dated February 2022 both as on file with the Town Clerk.

ARTICLE 46 To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation to amend the provisions of Chapter 592 of the Acts of 1950, entitled “An Act Establishing a Town Manager Form of Government for the Town of Wilmington” by: (1) replacing the

term “Board of Selectmen”, “Board of Selectman”, “Board” or “Selectmen,” appearing in any context where reference is made to the entire Board, with the term “Select Board”, (2) replacing any reference to individual members of the Board with, “Select Board member,” and, (3) replacing any reference to a “Chairman” with the word “Chair”; and further, to authorize the General Court to make clerical or editorial changes of form only to any bill so filed unless approved in advance by the Board of Selectmen, and to authorize the Board of Selectmen to approve such revisions as fall within the scope, intent and public purposes of this vote.

ARTICLE 47 To see if the Town will to amend the Town’s Inhabitant By-laws by replacing, in each instance in which they appear: (1) the words “Board of Selectmen” , “Board of Selectman”, “Board”, or “Selectmen” , when such terms reference the entire Board, with the term “Select Board”; the term “Selectman” with “Select Board member” and (3) the term “Chairman” with the term “Chair; provided, however, that this by-law amendment shall take effect only after the special act as referenced in Article 46 of this warrant has been enacted.

ARTICLE 48 To see if the Town will vote to amend the Zoning By-laws to rename the Board of Selectmen as the "Select Board" therein and, for such purposes, to replace the words “Board of Selectmen” or “Selectmen” with “Select Board” and “Selectman” with “Select Board Member”, and to authorize the Town Clerk to make non-substantive ministerial revisions to ensure that gender and number issues in related text is revised to properly reflect such change in title; provided, however, that this by-law amendment shall take effect only after the special act as referenced in Article 46 of this warrant has been enacted.

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ARTICLE 50 To see if the Town will vote to amend Section 6.4.4.1 of the Zoning By-laws by inserting the underlined language, and removing the strikethrough language, as follows, and to amend Section 6.4.4.2 of the Zoning By-laws by inserting a new Section 6.4.4.2.a, as follows, and renumber the remainder of Section 6.4.4.2 accordingly.

ARTICLE 51 To see if the Town will vote to amend Section 3.8.14 of the Zoning By-laws by inserting the underlined language. (See warrant for full details of article 51)

ARTICLE 52 To see if the Town will vote to amend the Zoning By-law by deleting Section 6.4.2.5 in its entirety, and replacing it with a new Section 6.4.2.5. (See warrant for full details of article 52)

ARTICLE 53 To see if the Town will vote to ban the use of polystyrene at food establishments and town facilities. This excludes food and goods purchased outside of Wilmington and packaging intended for meat. Food establishments and town facilities will be encouraged to use biodegradable, compostable, or reusable packaging. (See warrant for full details of article 53)

ARTICLE 54 To see if the Town will vote to authorize the selectmen to enter an agreement, the terms of which shall be determined by the selectmen, to sell, convey or otherwise dispose of all or part of the following described parcel: following a determination made by the Town Manager that the land is not

needed for any municipal purpose, and in accordance with Chapter 3, Section 16 of the By-Laws of the Inhabitants of the Town of Wilmington Revised and other applicable law; the parcel being located on Pershing Street and described in the town of Wilmington Assessor records as Map 77, Parcel #77-26.

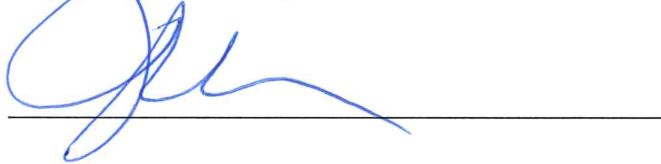
There was a brief discussion of the change of venue and time for Annual Town Meeting and Mr. Hull gave a brief description of the plan and steps taken for alerting residents to the changes. Selectmen Jonathan Eaton offered additional information on the plan.

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

VOTED: That the Finance Committee adjourn.

Meeting adjourned at 8:13 pm

Respectfully Submitted,



Jennifer Swanson

Recording Secretary