



Town of Wilmington

Board of Health

121 Glen Road
Wilmington, Massachusetts 01887

TO: John Doherty, Chairman
Finance Committee

FROM: Shelly Newhouse, Director of Public Health

RE: COVID funds

DATE: December 8, 2021

With the Cares Act Funding ending on December 31, 2021 I am requesting that I keep receiving funding for COVID case tracking. Wilmington is in a surge with the rest of the country and with the new Omicron variant I expect this winter season we will continue to see a rise in cases. Currently we are allowing our Public Health Nurse to work and additional 15 hours. I have another Public Health Nurse that works 30 hours. I have a data entry admin that works 10-12 hours a week. I am concerned as to how I will be able to manage case loads without additional funding to keep my staff paid. The Health Department is working 7 days a week over 10 hours a day just on COVID cases and we still have our whole other job duties to do to keep our department running.

Cases are active for up to 2 weeks (this includes the isolation and quarantine period)

10/9	47
10/23	77
11/6	79
11/20	128
12/3	173
12/6	197

We are averaging at least 12 cases a day with a high of 32 cases on Monday December 6, 2021. Each case with contact tracing can take over an hour to do. Then we have random calls all day long helping people with return to work and school questions and case investigations with our schools, daycares and long term care facilities.



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

FROM THE TOWN MANAGER

December 10, 2021

TO: Board of Selectmen

RE: Assistant Town Manager/Human Resources Director Position

Interviews have been conducted with three finalists for the position of Assistant Town Manager/Human Resources Director. My expectation is to make a decision within the next ten days, after completing reference checks, and to make an offer. The new hire will likely wish to provide their current employer with three or four weeks of notice of their intention to resign from their position. This would lead to a start date of late January 2022. Kerry Colburn-Dion, Assistant Town Manager/Human Resources Director, will conclude her employment with the Town on February 11, 2022.



Jeffrey M. Hull
Town Manager



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

FROM THE TOWN MANAGER

December 10, 2021

TO: Board of Selectmen

RE: Schedule for a March 8, 2022 Special Town Meeting

As you know, the final major step for the Town during the MSBA Eligibility Period is the appropriation of funds to pay for a feasibility study to examine a series of options for replacement of the Wildwood Early Childhood Center. The Eligibility Period will expire on March 28, 2022 meeting. Based upon discussions at the Selectmen's October 25, 2021, Board members indicated a willingness to call a Special Town Meeting on March 8, 2022. Below is the proposed schedule that would lead to a Special Town Meeting on that date.

ACTION	DATE
Selectmen Call for a Special Town Meeting	1/10/2022
Selectmen Determine Whether to Open & Close Warrant at Same Meeting or to Set Deadline for Submission of Petition Articles	1/10/2022
Notice of Finance Committee Public Hearing (must appear at least 7 days before hearing)	2/02/2022
Notice to <i>Town Crier</i> of Intention to Call Special Town Meeting (Must publish notice in newspaper at least 20 days prior to Special Town Meeting)	2/09/2022
Selectmen Sign and Issue Warrant	2/14/2022
Finance Committee to Conduct Public Hearing (Joint Hearing with Planning Board if Zoning Articles on Warrant)	2/15/2022
Deadline to Register to Vote for Special Town Meeting; Town Clerk's Office to be Open Until 8:00 pm	2/16/2022
Finance Committee to Issue Recommendation	2/17/2022
Warrant to be Posted in Six Precincts (Must post at least 14 days prior to Special Town Meeting)	2/22/2022
Finance Committee to Provide to the Town Clerk Report and Recommendation(s) for Articles No Less Than 7 Days Before Special Town Meeting	3/01/2022
Special Town Meeting Wilmington High School Auditorium at 7:00 p.m.	3/08/2022

The plan is to conduct the Special Town Meeting in the Wilmington High School auditorium with a mask requirement for all participants and social distancing. The Shriners Auditorium is available on March 8th but has a show on March 5th and 6th leaving little time for the Public Buildings Department and IT Department to set up for the meeting.



Jeffrey M. Hull
Town Manager

cc: Jonathan Eaton, Town Moderator
Dr. Glenn Brand, School Superintendent
Elizabeth Lawrenson, Town Clerk
George Hooper, Public Buildings Superintendent
Mark Reich, Town Counsel



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

FROM THE TOWN MANAGER

December 10, 2021

TO: Board of Selectmen

RE: Site Assignment Process for a Solid Waste Disposal Facility

A proposal for a construction and demolition debris transfer station is under review by the Department of Environmental Protection (DEP). The DEP is expected to issue a site suitability report possibly before the end of the calendar year or in early 2022. Once the site suitability report is issued, the Wilmington Board of Health will be called upon to conduct a public hearing to consider whether the proposal conforms to specific criteria or whether it poses a risk to public health. Attached is an explanation of the site assignment process which has been prepared by Town Counsel.


Jeffrey M. Hull
Town Manager

Attachment

cc: Shelly Newhouse, Health Director
Al Spaulding, Building Inspector
Valerie Gingrich, Planning & Conservation Director
Michael Woods, Public Works Director
Mark Reich, Town Counsel

TO: Jeffrey Hull (*By Electronic Mail Only*)
FROM: Mark R. Reich
RE: Site Assignment Procedures
DATE: September 3, 2019

You have requested an outline of the Solid Waste Disposal Facilities Site Assignment Process in anticipation of an application for the siting of a transfer station within the Town. The process involves action by both the Department of Environmental Protection and the Board of Health in consideration of an application for a site assignment. I have outlined the general process below.

Site Assignment Process

The site assignment process is governed by the provisions of G.L. c. 111, §§150A and 150A1/2. This process involves both the state Department of Environmental Protection (DEP) and the Town's Board of Health. The DEP is obligated to determine site suitability which determination is the prerequisite to the Board of Health undertaking the site assignment process.

1. Applicant seeking to maintain or operate a site for a new facility or the expansion of an existing facility submits an application for a site assignment to the local board of health and simultaneously provides copies to the DEP and the state Department of Public Health (DPH).
2. Site Suitability Report - within 60 days of receipt of application, DEP shall issue a report stating whether the proposed site meets the criteria established under G.L. c. 111, §150A1/2 for the protection of the public health and safety and the environment. Any such reports shall be made available to the public in a timely manner prior to any public hearing concerning the site application.
3. Within sixty days of receipt of the application, DPH shall review the application and comment as to any potential impact of a site on the public health and safety.
4. Board of Health – public hearing - within 30 days of the receipt of DEP site suitability report, the Board of Health shall hold a public hearing pursuant to provisions of G.L. c. 30A.
5. Board of Health – site assignment decision - within forty-five days of the initial date of the public hearing, the Board of Health shall issue a written site assignment decision determining whether to assign a site for a facility, accompanied by a statement of reasons therefor. Notice of the decision shall be published, including determinations of each issue of fact or law necessary to the decision.
6. Board of Health – considerations:

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- a. No assignment shall be granted by the Board of Health unless the DEP site suitability report indicates the proposed site complies with the siting criteria of G.L. c. 111, §150A1/2.
 - b. The Board of Health shall consider the any concerns relative to the public health and safety cited by DPH.
 - c. The Board of Health shall grant a site assignment unless it makes a finding, based on the siting criteria of G.L. c. 111, §150A1/2, that such siting would constitute a danger to the public health or safety or the environment.

Other Permitting Requirements

Once the applicant has received a Board of Health site assignment, other project permitting will be required, in addition to permits required from Town boards and departments (building permits, orders of conditions, site plan approval, etc).

1. DEP solid waste approval - permit application BWP SW 05. This permitting process would take approximately 6 months.
2. Authorization to Construct - once DEP has approved the application BWP SW 05 the applicant would need to file a Notice to Construct prior to starting the facility construction. This permitting process would take approximately 3 months.
3. Authorization to Operate - once the facility is built the operator would need to file a Notice to Operate begin operating the facility. This process would take approximately 1 month.

This memorandum is intended to provide a broad outline of the referenced regulatory procedures. Additional requirements and obligations will be imposed upon the applicant, and significant review of all applicant filings will be undertaken during the site assignment process. The applicant will be required to comply with or satisfy all statutory site assignment criteria unless otherwise limited by the DEP site suitability report.



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

FROM THE TOWN MANAGER

December 10, 2021

TO: Board of Selectmen

RE: Legal Review of RMLD License

As you will recall the Town was awarded two electric vehicle (EV) charging stations through a grant obtained by the Reading Municipal Light Department (RMLD). In order to move forward with installation of the charging stations, RMLD is seeking a license for the two locations in Wilmington: (1) Town Hall parking lot (2) Wilmington Memorial Library parking lot. The Town of Reading is also receiving EV charging stations and is required to enter into a similar license. Typically, such a document would be reviewed by Town Counsel to ensure that the license is in the Town's best interest. Since RMLD is also a client of KP Law, the ability to seek a review by Mark Reich is not as straightforward a process. While there is a means by which the Board could determine that Attorney Reich's review does not constitute a conflict another option may be available to the Town.

Coleen O'Brien, RMLD's General Manager, has indicated that the Town of Reading's Town Counsel may be willing to review the license on behalf of the Town as it has already done so for the Town of Reading. As I have indicated that the Town of Wilmington should not be required to pay for the cost of special counsel to review the document, Ms. O'Brien has stated that RMLD will cover the cost for the review. I am seeking authorization from the Board of Selectmen to engage the services of Reading's legal counsel to review the draft license.


Jeffrey M. Hull
Town Manager

cc: George Hooper, Public Buildings Superintendent/RMLD Citizens Advisory Board



TOWN OF WILMINGTON
DEPARTMENT OF PUBLIC WORKS

Highway Water & Sewer Engineering
Tree Parks & Grounds Cemetery

Interoffice Memorandum

TO: Jeffrey M. Hull, Town Manager
FROM: Michael J. Woods, Director of Public Works
SUBJECT: PFAS6 Update
DATE: December 10, 2021

The Town's water system continues to function properly and all required testing by the Regulators are being performed by staff. We sample for PFAS compounds per directive every month, and the last sample was taken on December 1, 2021, and results from the laboratory are as follows:

- Sargent Water Treatment Plant (WTP): **None Detected**
- Butters Row Water Treatment Plant: **4.1 parts per trillion (ppt)**

Samples that exceed 20 ppt are subject to public notification by the DEP. We will be sampling again just after the start of the new year.

The educational letter on PFAS was mailed out to all addresses over the last two weeks of November. We had committed to notifying all customers on the slight exceedance of 20 ppt at the Sargent WTP. The opportunity was taken to send household's information on what happen, basics on PFAS and where to find more in-depth material on these compounds.

As with any issue concerning our drinking water, residents should not hesitate to contact the DPW at 978-658-4711 and speak with Joseph Lobao directly about questions they may have.



TOWN OF WILMINGTON

**121 GLEN ROAD
WILMINGTON, MA 01887**

**THE OFFICE
OF TOWN CLERK**

**VOICE (978) 658-2030
FAX (978) 657-7564**

Date: 12/09/2021

To: Board of Selectmen

**Cc: Jeffrey Hull
Town Manager
Town Council**

From: Elizabeth Lawrenson Town Clerk

Subject: Preliminary Draft General Code

I have enclosed the preliminary Draft of General Code that was sent to me on December 8, 2021. I also included the Guidelines for Draft Review and the preliminary Town Meeting Articles. I am sending this out to you to start the review process. We have 45 days to respond with changes.

We would like to have a vote on this at the January 10, 2022 Board of Selectmen meeting. If you see something that concerns you, please send that to Jeff and me as soon as possible. This will help me to expedite this process and facilitate a vote at that meeting.

Thank you for your time and consideration.



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

December 10, 2021

TO: Board of Selectmen

RE: Update on Senior Center Building Committee Recommendation

Marco Crescentini, Senior Project Architect with Dietz & Company Architects, made a presentation to the committee on the three remaining Town sites at their November 30, 2021 meeting. Discussions took place on each of the remaining three sites: School Street site, Glen Road site and the former St. Dorothy's site.

Three (3) options were presented for possible use of the School Street site and following numerous questions from committee members and comments from the audience each of the three options were removed from further consideration. Mr. Crescentini also presented options for the Glen Road location that included siting a new senior center with eventual removal of town hall, a senior center on a portion of the athletic fields with the existing town hall remaining in place and a scenario that considered a new town hall/school administration building and senior center on the site utilizing a portion of the athletic fields. Three siting options were also offered at the former St. Dorothy's property.

A healthy discussion took place about the pros and cons of the two remaining sites under consideration. George Hooper, Chair of the committee, called for a vote on the recommendation to the Board of Selectmen. A majority of committee members voted in favor of a new senior center being located at the former St. Dorothy's property.

The time and effort of committee members and the engagement of residents in these deliberations is to be commended. Clear progress is being made in the pursuit of a new senior center

Gregory B. Bendel
Board of Selectmen

Jeff Hull

From: Shah, Hiram (SEN) <Hiram.Shah@masenate.gov>
Sent: Friday, December 3, 2021 4:11 PM
Subject: [EXTERNAL] From Senator Tarr: An Act relative to immediate COVID-19 recovery needs
Attachments: Wilmington ARPA Items.docx; ARPA Conference Report Summary.docx



The Commonwealth of Massachusetts
Office of The Senate Minority Leader
Senator Bruce Tarr
State House, Boston, MA 02133-1054

To: Municipal and School Officials
From: Senate Minority Leader Bruce Tarr
Date: 12/3/2021

Re: An Act relative to immediate COVID-19 recovery needs

On 12/3/2021 the House and Senate gave final approval to H.4269, "An Act relative to immediate COVID-19 recovery needs," this spending bill, which appropriates a total of \$3,998,744,000 from the combined sources of \$2.5 billion in federal discretionary ARPA funds, and \$1.5 billion from the surplus state funds resulting from Fiscal Year 2021.

While this bill does contain a significant number of local earmarks (a list of those relevant to your community is attached), it also establishes broad categories of spending for items and projects larger than those contained in specific earmarks.

Attached to this memo is a 3 page summary of those spending categories produced by the Senate Committee on Ways and Means. In the days ahead, as the channels for spending from these broad categories become clearer, it will be important for us to work together to identify your local priorities that align with those categories, and to then endeavor to secure as much funding as possible for priorities.

Pursuant to our earlier request for priorities, many communities have supplied my office with information about specific projects and needs. That information has been extremely effective in the development of the bill that passed today, and it will be equally if not more important as this spending process move forward.



The Commonwealth of Massachusetts
Office of The Senate Minority Leader
Senator Bruce Tarr
State House, Boston, MA 02133-1054

- **Wilmington**
 - \$40,000 to the Wilmington/Tewksbury Chamber of Commerce, Inc. for small businesses assistance, development, and promotion to facilitate recovery from the impact of the 2019 novel coronavirus
 - \$200,000 for the town of Wilmington to support the redesign and repaving of the Deming Way senior housing parking access and sidewalks to increase handicap-accessibility and for repairs and upgrades to the state and federally funded municipal housing
 - \$50,000 for the town of Wilmington to support the expansion of sidewalks and associated stormwater runoff infrastructure in the Andover Street area

American Rescue Plan Act (ARPA) Conference Report

Subject Area	Spending
Oversight	\$2,000,000
Economic Development/Workforce	\$1,577,862,000
Education	\$271,079,000
Energy & Environment	\$370,100,000
Health & Human Services	\$1,150,624,000
Housing	\$617,579,000
Judiciary	\$9,500,000
Grand Total	\$3,998,744,000

Economic Development/Workforce - \$1.578B

Highlights include:

- **\$500M** to support our front line workers through premium pay.
- **\$500M** to support our businesses through the Unemployment Insurance Trust Fund.
- **\$135M** for cultural assets and workforce through the Mass. Cultural Council.
- **\$107.5M** for workforce supports, including **\$37.5M** for the Workforce Competitiveness Trust Fund, **\$25M** to expand Career Technical Institutes, and **\$7.5M** for green job initiatives.
- **\$100M** for vocational school infrastructure improvements to increase access and expand career opportunities.
- **\$75M** for small business relief, including **\$50M** for minority-owned businesses.
- **\$50M** for broadband and internet access supports.
- **\$15M** to enhance the Commonwealth's cybersecurity workforce.

Health & Human Services - \$1.15B

Highlights include:

- **\$400M** for behavioral initiatives, including **\$122M** for loan repayment, recruitment and retention initiatives.
- **\$260M** for financial supports for hospitals impacted by the pandemic.
- **\$200.1M** for our local and regional public health systems.
- **\$50M** for our nursing home workforce and quality of care facility improvements.
- **\$50M** for at-risk youth, gun violence prevention and re-entry programming initiatives.
- **\$44.8M** for food security supports.
- **\$30M** for human service provider workforce supports.

Housing - \$617.6M

Highlights include:

- **\$230M** for housing production programs, including **\$115M** for the Commonwealth Builder Program and **\$115M** for workforce rental housing.
- **\$65M** for first-time homebuyer assistance supports.
- **\$150M** for permanent supportive housing, including prioritization for chronically homeless populations and regional veteran housing options.
- **\$150M** for local housing authority maintenance improvements.

Energy & Environment - \$370.1M

Highlights include:

- **\$100M** for environmental infrastructure supports, including the Municipal Vulnerability Preparedness (MVP) program.
- **\$100M** for water and sewer infrastructure.
- **\$90M** for offshore wind and marine port development.
- **\$25M** for tree-planting initiatives.
- **\$15M** for state parks and open spaces.
- **\$6.5M** to retrofit affordable housing with clean energy options.
- **\$5M** to increase geothermal energy opportunities.

Education - \$271.1M

Highlights include:

- **\$105M** for education supports, including **\$75M** for higher education maintenance supports, **\$20M** for special education supports, and **\$10M** for teacher diversity initiatives.
- **\$100M** for K-12 HVAC system upgrades.
- **\$25M** for the endowment incentive program.
- **\$24.5M** for the YMCAs, YWCAs, and Boys & Girls Clubs.

Other Highlights

- **\$5M** for CPCS COVID-19 related costs.
- **\$4.5M** for MLAC COVID-19 related costs.
- **\$2M** for ARPA oversight costs, including **\$500K** for the Equity and Accountability Panel.

Notable Policy Highlights

- Federal funds equity and accountability review panel to track in near real-time the amount and percentage of ARPA funds spent in these communities and awarded to diverse businesses.
- Participation goals for diverse businesses when awarding state contracts.
- Ensures continued funding for the Massachusetts Offers Rebates for Electric Vehicles (MOR-EV) program through June 2022 to help incentivize the purchase of electric vehicles.
- Provides tax relief for small-business owners who would have otherwise been required to pay personal income taxes on state or federal relief money.