



Town of Wilmington
Office of the Town Accountant
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June 7, 2021

TO: Board of Selectmen

RE: Fiscal 2021 Grant Awards

I wanted to take the chance to advise the Board of notable grants awarded to the Town of Wilmington during FY21 and receive the formal authorization to accept and expend these awards. Please find attached a table outlining the town department, grantor, total award, and a brief description of the grant's use. These grants alone are anticipated to provide in excess of \$3.9 million in funding in FY21. This figure does not include the \$2.1 million in CARES Act Coronavirus Relief Fund for use over multiple fiscal years. Nor does this figure the American Relief Plan Act of 2021 which is will highlighted under a separate memorandum.

The town does receive various other awards that do not formally require a vote by the Board. The School Department received approx. \$1.9 million state and federal education grant awards for explicitly defined purposes and an additional \$1.2 million in multi-year awards aimed at COVID relief. The School Department figure does not include Circuit Breaker Funds received annually to help defray certain costs with Special Education. The Police Dept receives certain levels of federal funding annually based on numerous factors that vary from year to year. The town is also the recipient of various gifts and donations. These funds help supplement operating expenses and may allow the town to fund projects that they otherwise would not have the opportunity to do so. These are all greatly appreciated and help the town in countless ways.

Should you wish to discuss this further, I will be available to answer any of your questions.

Thank you,

Bryan Perry
Finance Director/Town Accountant

cc: Jeffrey M. Hull, Town Manager

FY21 GRANTS

Town Department	Grantor	Total Amount Granted	Description
Arts	MA Cultural Council	8,000.00	Local cultural council allocation for Wilmington Cultural Council.
Board of Health	Metropolitan Area Planning Commission/Public Health	32,333.53	For expenses incurred to cover the costs to combat the spread of COVID-19.
Board of Health	Metropolitan Area Planning Commission/Infectious Disease	2,587.13	For expenses incurred to cover the costs to combat the spread of COVID-19.
Board of Health	Lowell Five	5,000.00	For expenses incurred to cover the costs to combat the spread of COVID-19.
DPW/Engineering	Executive Office of Housing & Economic Development	2,891,000.00	Mass Works grant for Princeton Wilmington Smart Growth Housing Project
Elderly Services	Winchester Hospital	5,000.00	To support the Meals and More Program.
Elderly Services	Executive Office of Elder Affairs	48,540.00	FY21 census-based formulary grant.
Fire	Department of Fire Services	8,818.76	For Haz-Mat related upgrades.
Fire	Department of Fire Services	50,000.00	For equipment upgrades to the emergency vehicles, including new laptops.
Fire	Department of Fire Services	5,281.00	FY21 SAFE Grant
Fire	Department of Fire Services	2,680.00	FY21 Senior SAFE Grant
Fire	MA Emergency Management Agency	5,100.00	Emergency Management Performance Grant For maintaining standards of Free Public Library and meeting minimum open hours for service.
Library	MA Board of Library Commissioners	34,287.08	
Library	MA Board of Library Commissioners	3,360.00	For Library Services and Technology Act special projects.
Planning & Conservation	Executive Office of Energy & Environmental Affairs	31,000.00	Municipal Vulnerability Preparedness
Police	Executive Office of Public Safety & Security	25,000.00	Municipal Road Safety Grant
Police	U.S. Department of Justice	10,800.00	Bulletproof Vests Partnership Grant
Public Works	MA DOT	777,851.00	FY21 apportionment for Chapter 90 transportation aid.
Town Clerk/Elections	Center For Tech & Civic Life	8,600.00	For planning and operationalizing a safe and secure election.

NOTABLE ONGOING, MULTI-YEAR GRANTS

Town Department	Grantor	Total Amount Granted	Description
Emergency Management	Commonwealth of Massachusetts	2,107,825.00	FY20 CARES Act Coronavirus Relief Fund (CvRF)
Fire	FEMA SAFER Grant	1,509,600.00	Three year award covering salary and benefits for eight (8) additional full time firefighters.
Police	Cummings Grant	300,000.00	Ten year award to help fund community based programs.
Board of Health	Executive Office of Health and Human Service	112,500.00	We are currently in year 2 of 3 for \$37,500 each year. This is awarded to address the current epidemic of youth vaping, and to support implementation of new tobacco laws. The three year total for this grant is \$112,500.



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June 7, 2021

TO: Board of Selectmen

RE: American Rescue Plan Act of 2021

In May 2021, the U.S. Department of Treasury launched the Coronavirus State and Local Fiscal Recovery Fund. This was established by the American Rescue Plan Act of 2021 (ARPA) with the intent on providing \$350 billion in emergency funding for state, local, territorial, and Tribal governments. The Treasury Department has already drafted a two-page Quick Reference Guide (attached), an eight-page Fact Sheet (attached), and a 151-page Interim Final Rule. The attached fact sheets outline the allowable uses for the funds to respond to acute pandemic-response needs, fill revenue shortfalls, and support the communities and populations hardest hit by COVID-19.

The Coronavirus State and Local Fiscal Recovery Funds provide substantial flexibility for each jurisdiction to meet local needs — including support for households, small businesses, impacted industries, essential workers, and the communities hardest-hit by the crisis. Within the categories of eligible uses listed, recipients have broad flexibility to decide how best to use this funding to meet the needs of their communities, according to the Treasury.

In addition to allowing for flexible spending up to the level of their revenue loss, the Treasury states, recipients can use funds to:

- Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral health care, mental health and substance misuse treatment, and certain public health and safety personnel responding to the crisis, among other uses.
- Address negative economic impacts caused by the public health emergency, including by rehiring public sector workers, providing aid to households facing food, housing or other financial insecurity, offering small business assistance, and extending support for industries hardest hit by the crisis.
- Aid the communities and populations hardest hit by the crisis, supporting an equitable recovery by addressing not only the immediate harms of the pandemic, but its exacerbation of longstanding public health, economic and educational disparities.
- Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service during the pandemic.
- Invest in water, sewer and broadband infrastructure, improving access to clean drinking water, supporting vital wastewater and stormwater infrastructure, and expanding access to broadband internet.

The Treasury has also identified several ineligible uses, including funding debt service, legal settlements or judgments, and deposits into stabilization funds or financial reserves. General infrastructure spending is not covered as an eligible use outside of water, sewer, and broadband investments outlined in the guidance.


The Town of Wilmington is expected to receive this funding via two separate channels. In Massachusetts, there were 38 cities designated as "metropolitan cities" and will receive nearly \$1.7 billion through a modified Community Development Block Grant. The remaining cities and towns in the Commonwealth (including Wilmington) are designated as "non-entitlement communities". They will receive a total of \$385 million which will be apportioned on per-capita share. As a result of its "non-entitlement community" designation, the Town of Wilmington is expected to receive \$2,453,954 in direct aid. The second mechanism for these funds will be provided to Middlesex County. Where county governments have been abolished (Berkshire, Essex, Franklin, Hampden, Hampshire, Middlesex, Suffolk and Worcester), the law will keep the aid in the state by distributing the money to the cities and towns in the county based on the municipalities' percentage of the county population, and communities may use the funds to supplement their direct aid. According to the June 1, 2021 analysis provided by the Executive Office for Administration and Finance, the Town of Wilmington is expected to receive approximately \$4,553,916 from the Middlesex County reallocation. Combined, these estimated figures result in \$7,007,871 in relief. The guidance provided by the Treasury does note that expenses must be obligated by December 31, 2024, but actual payments may lag to December 31, 2026.

The expenditures of these funds will be a multi-year process with further guidance and clarifications still expected in the future. The National League of Cities (NLC) has partnered with the MA Division of Local Services to provide some guidelines on how to best maximize the funds impact. They include assessing government operations and the community's needs, prioritize fiscal stability, and maintaining records.

Given the scope of these funds and the timeline for availability, these funds should be used strategically to provide a maximum benefit to the town. A well-developed plan should likely consider water and sewer capital projects, better positioning the town to maintain critical services, and plan for contingent expenditures.

Should you wish to discuss this further, I will be available to answer any of your questions.

Thank you,



Bryan Perry
Finance Director/Town Accountant

cc: Jeffrey M. Hull, Town Manager
Finance Committee



U.S. DEPARTMENT OF THE TREASURY

Coronavirus State and Local Fiscal Recovery Funds

The American Rescue Plan will deliver \$350 billion for state, local, territorial, and Tribal governments to respond to the COVID-19 emergency and bring back jobs.

The Coronavirus State & Local Fiscal Recovery Funds provide a substantial infusion of resources to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery.

Funding Objectives

- **Support urgent COVID-19 response efforts** to continue to decrease spread of the virus and bring the pandemic under control
- **Replace lost public sector revenue** to strengthen support for vital public services and help retain jobs
- **Support immediate economic stabilization** for households and businesses
- **Address systemic public health and economic challenges** that have contributed to the inequal impact of the pandemic

Eligible Jurisdictions & Allocations

Direct Recipients

- States and District of Columbia (\$195.3 billion)
- Counties (\$65.1 billion)
- Metropolitan cities (\$45.6 billion)
- Tribal governments (\$20.0 billion)
- Territories (\$4.5 billion)

Indirect Recipients

- Non-entitlement units (\$19.5 billion)



Support Public Health Response

Fund COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff



Address Negative Economic Impacts

Respond to economic harms to workers, families, small businesses, impacted industries, and the public sector



Replace Public Sector Revenue Loss

Use funds to provide government services to the extent of the reduction in revenue experienced due to the pandemic



Premium Pay for Essential Workers

Offer additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors



Water and Sewer Infrastructure

Make necessary investments to improve access to clean drinking water and invest in wastewater and stormwater infrastructure



Broadband Infrastructure

Make necessary investments to provide unserved or underserved locations with new or expanded broadband access



For More Information: Please visit www.treasury.gov/SLFRP

For Media Inquiries: Please contact the U.S. Treasury Press Office at (202) 622-2960

For General Inquiries: Please email SLFRP@treasury.gov for additional information



Example Uses of Funds

Support Public Health Response

- **Services to contain and mitigate the spread of COVID-19**, including vaccination, medical expenses, testing, contact tracing, quarantine costs, capacity enhancements, and many related activities
- **Behavioral healthcare services**, including mental health or substance misuse treatment, crisis intervention, and related services
- **Payroll and covered benefits** for public health, healthcare, human services, and public safety staff to the extent that they work on the COVID-19 response

Replace Public Sector Revenue Loss

- **Ensure continuity of vital government services** by filling budget shortfalls
- **Revenue loss is calculated** relative to a counterfactual trend, beginning with the last full fiscal year pre-pandemic and adjusted annually for growth
- **Recipients may re-calculate revenue loss** at multiple points during the program, supporting those entities that experience revenue loss with a lag

Water & Sewer Infrastructure

- **Includes improvements to infrastructure**, such as building or upgrading facilities and transmission, distribution, and storage systems
- **Eligible uses aligned to Environmental Protection Agency project categories** for the Clean Water State Revolving Fund and Drinking Water State Revolving Fund

Equity-Focused Services

- **Additional flexibility for the hardest-hit communities and families** to address health disparities, invest in housing, address educational disparities, and promote healthy childhood environments
- **Broadly applicable** to Qualified Census Tracts, other disproportionately impacted areas, and when provided by Tribal governments

Address Negative Economic Impacts

- **Deliver assistance to workers and families**, including support for unemployed workers, aid to households, and survivor's benefits for families of COVID-19 victims
- **Support small businesses** with loans, grants, in-kind assistance, and counseling programs
- **Speed the recovery of impacted industries**, including the tourism, travel, and hospitality sectors
- **Rebuild public sector capacity** by rehiring staff, replenishing state unemployment insurance funds, and implementing economic relief programs

Premium Pay for Essential Workers

- **Provide premium pay to essential workers**, both directly and through grants to third-party employers
- **Prioritize low- and moderate-income workers**, who face the greatest mismatch between employment-related health risks and compensation
- **Key sectors include** healthcare, grocery and food services, education, childcare, sanitation, and transit
- **Must be fully additive** to a worker's wages

Broadband Infrastructure

- **Focus on households and businesses** without access to broadband and those with connections that do not provide minimally acceptable speeds
- **Fund projects that deliver reliable service** with minimum 100 Mbps download / 100 Mbps upload speeds unless impracticable
- **Complement broadband investments** made through the Capital Projects Fund

Ineligible Uses

- **Changes that reduce net tax revenue** must not be offset with American Rescue Plan funds
- **Extraordinary payments into a pension fund** are a prohibited use of this funding
- **Other restrictions apply** to eligible uses

The examples listed in this document are non-exhaustive, do not describe all terms and conditions associated with the use of this funding, and do not describe all the restrictions on use that may apply. The U.S. Department of the Treasury provides this document, the State and Local contact channels, and other resources for informational purposes. Although efforts have been made to ensure the accuracy of the information provided, the information is subject to change or correction. Any Coronavirus State and Local Fiscal Recovery Funds received will be subject to the terms and conditions of the agreement entered into by Treasury and the respective jurisdiction, which shall incorporate the provisions of the Interim Final Rule and/or Final Rule that implements this program.

FACT SHEET: The Coronavirus State and Local Fiscal Recovery Funds Will Deliver \$350 Billion for State, Local, Territorial, and Tribal Governments to Respond to the COVID-19 Emergency and Bring Back Jobs

May 10, 2021

Aid to state, local, territorial, and Tribal governments will help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery

Today, the U.S. Department of the Treasury announced the launch of the Coronavirus State and Local Fiscal Recovery Funds, established by the American Rescue Plan Act of 2021, to provide \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments. Treasury also released details on how these funds can be used to respond to acute pandemic response needs, fill revenue shortfalls among these governments, and support the communities and populations hardest-hit by the COVID-19 crisis. With the launch of the Coronavirus State and Local Fiscal Recovery Funds, eligible jurisdictions will be able to access this funding in the coming days to address these needs.

State, local, territorial, and Tribal governments have been on the frontlines of responding to the immense public health and economic needs created by this crisis – from standing up vaccination sites to supporting small businesses – even as these governments confronted revenue shortfalls during the downturn. As a result, these governments have endured unprecedented strains, forcing many to make untenable choices between laying off educators, firefighters, and other frontline workers or failing to provide other services that communities rely on. Faced with these challenges, state and local governments have cut over 1 million jobs since the beginning of the crisis. The experience of prior economic downturns has shown that budget pressures like these often result in prolonged fiscal austerity that can slow an economic recovery.

To support the immediate pandemic response, bring back jobs, and lay the groundwork for a strong and equitable recovery, the American Rescue Plan Act of 2021 established the Coronavirus State and Local Fiscal Recovery Funds, designed to deliver \$350 billion to state, local, territorial, and Tribal governments to bolster their response to the COVID-19 emergency and its economic impacts. Today, Treasury is launching this much-needed relief to:

- Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control;
- Replace lost public sector revenue to strengthen support for vital public services and help retain jobs;
- Support immediate economic stabilization for households and businesses; and,
- Address systemic public health and economic challenges that have contributed to the inequal impact of the pandemic on certain populations.

The Coronavirus State and Local Fiscal Recovery Funds provide substantial flexibility for each jurisdiction to meet local needs—including support for households, small businesses, impacted industries, essential workers, and the communities hardest-hit by the crisis. These funds also deliver resources that recipients can invest in building, maintaining, or upgrading their water, sewer, and broadband infrastructure.

Starting today, eligible state, territorial, metropolitan city, county, and Tribal governments may request Coronavirus State and Local Fiscal Recovery Funds through the Treasury Submission Portal. Concurrent with this program launch, Treasury has published an Interim Final Rule that implements the provisions of this program.

FUNDING AMOUNTS

The American Rescue Plan provides a total of \$350 billion in Coronavirus State and Local Fiscal Recovery Funds to help eligible state, local, territorial, and Tribal governments meet their present needs and build the foundation for a strong recovery. Congress has allocated this funding to tens of thousands of jurisdictions. These allocations include:

Type	Amount (\$ billions)
States & District of Columbia	\$195.3
Counties	\$65.1
Metropolitan Cities	\$45.6
Tribal Governments	\$20.0
Territories	\$4.5
Non-Entitlement Units of Local Government	\$19.5

Treasury expects to distribute these funds directly to each state, territorial, metropolitan city, county, and Tribal government. Local governments that are classified as non-entitlement units will receive this funding through their applicable state government. Treasury expects to provide further guidance on distributions to non-entitlement units next week.

Local governments should expect to receive funds in two tranches, with 50% provided beginning in May 2021 and the balance delivered 12 months later. States that have experienced a net increase in the unemployment rate of more than 2 percentage points from February 2020 to the latest available data as of the date of certification will receive their full allocation of funds in a single payment; other states will receive funds in two equal tranches. Governments of U.S. territories will receive a single payment. Tribal governments will receive two payments, with the first payment available in May and the second payment, based on employment data, to be delivered in June 2021.

USES OF FUNDING

Coronavirus State and Local Fiscal Recovery Funds provide eligible state, local, territorial, and Tribal governments with a substantial infusion of resources to meet pandemic response needs and rebuild a stronger, more equitable economy as the country recovers. Within the categories of eligible uses, recipients have broad flexibility to decide how best to use this funding to meet the needs of their communities. Recipients may use Coronavirus State and Local Fiscal Recovery Funds to:

- **Support public health expenditures**, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- **Address negative economic impacts caused by the public health emergency**, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- **Replace lost public sector revenue**, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- **Provide premium pay for essential workers**, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Within these overall categories, Treasury’s Interim Final Rule provides guidelines and principles for determining the types of programs and services that this funding can support, together with examples of allowable uses that recipients may consider. As described below, Treasury has also designed these provisions to take into consideration the disproportionate impacts of the COVID-19 public health emergency on those hardest-hit by the pandemic.

1. Supporting the public health response

Mitigating the impact of COVID-19 continues to require an unprecedented public health response from state, local, territorial, and Tribal governments. Coronavirus State and Local Fiscal Recovery Funds provide resources to meet these needs through the provision of care for those impacted by the virus and through services that address disparities in public health that have been exacerbated by the pandemic. Recipients may use this funding to address a broad range of public health needs across COVID-19 mitigation, medical expenses, behavioral healthcare, and public health resources. Among other services, these funds can help support:

- **Services and programs to contain and mitigate the spread of COVID-19, including:**
 - ✓ Vaccination programs
 - ✓ Medical expenses
 - ✓ Testing
 - ✓ Contact tracing
 - ✓ Isolation or quarantine
 - ✓ PPE purchases
 - ✓ Support for vulnerable populations to access medical or public health services
 - ✓ Public health surveillance (e.g., monitoring for variants)
 - ✓ Enforcement of public health orders
 - ✓ Public communication efforts
 - ✓ Enhancement of healthcare capacity, including alternative care facilities
 - ✓ Support for prevention, mitigation, or other services in congregate living facilities and schools
 - ✓ Enhancement of public health data systems
 - ✓ Capital investments in public facilities to meet pandemic operational needs
 - ✓ Ventilation improvements in key settings like healthcare facilities

- **Services to address behavioral healthcare needs exacerbated by the pandemic, including:**
 - ✓ Mental health treatment
 - ✓ Substance misuse treatment
 - ✓ Other behavioral health services
 - ✓ Hotlines or warmlines
 - ✓ Crisis intervention
 - ✓ Services or outreach to promote access to health and social services
- **Payroll and covered benefits expenses** for public health, healthcare, human services, public safety and similar employees, to the extent that they work on the COVID-19 response. For public health and safety workers, recipients can use these funds to cover the full payroll and covered benefits costs for employees or operating units or divisions primarily dedicated to the COVID-19 response.

2. Addressing the negative economic impacts caused by the public health emergency

The COVID-19 public health emergency resulted in significant economic hardship for many Americans. As businesses closed, consumers stayed home, schools shifted to remote education, and travel declined precipitously, over 20 million jobs were lost between February and April 2020. Although many have since returned to work, as of April 2021, the economy remains more than 8 million jobs below its pre-pandemic peak, and more than 3 million workers have dropped out of the labor market altogether since February 2020.

To help alleviate the economic hardships caused by the pandemic, Coronavirus State and Local Fiscal Recovery Funds enable eligible state, local, territorial, and Tribal governments to provide a wide range of assistance to individuals and households, small businesses, and impacted industries, in addition to enabling governments to rehire public sector staff and rebuild capacity. Among these uses include:

- **Delivering assistance to workers and families**, including aid to unemployed workers and job training, as well as aid to households facing food, housing, or other financial insecurity. In addition, these funds can support survivor's benefits for family members of COVID-19 victims.
- **Supporting small businesses**, helping them to address financial challenges caused by the pandemic and to make investments in COVID-19 prevention and mitigation tactics, as well as to provide technical assistance. To achieve these goals, recipients may employ this funding to execute a broad array of loan, grant, in-kind assistance, and counseling programs to enable small businesses to rebound from the downturn.
- **Speeding the recovery of the tourism, travel, and hospitality sectors**, supporting industries that were particularly hard-hit by the COVID-19 emergency and are just now beginning to mend. Similarly impacted sectors within a local area are also eligible for support.
- **Rebuilding public sector capacity**, by rehiring public sector staff and replenishing unemployment insurance (UI) trust funds, in each case up to pre-pandemic levels. Recipients may also use this funding to build their internal capacity to successfully implement economic relief programs, with investments in data analysis, targeted outreach, technology infrastructure, and impact evaluations.

3. Serving the hardest-hit communities and families

While the pandemic has affected communities across the country, it has disproportionately impacted low-income families and communities of color and has exacerbated systemic health and economic inequities. Low-income and socially vulnerable communities have experienced the most severe health impacts. For example, counties with high poverty rates also have the highest rates of infections and deaths, with 223 deaths per 100,000 compared to the U.S. average of 175 deaths per 100,000.

Coronavirus State and Local Fiscal Recovery Funds allow for a broad range of uses to address the disproportionate public health and economic impacts of the crisis on the hardest-hit communities, populations, and households. Eligible services include:

- **Addressing health disparities and the social determinants of health**, through funding for community health workers, public benefits navigators, remediation of lead hazards, and community violence intervention programs;
- **Investments in housing and neighborhoods**, such as services to address individuals experiencing homelessness, affordable housing development, housing vouchers, and residential counseling and housing navigation assistance to facilitate moves to neighborhoods with high economic opportunity;
- **Addressing educational disparities** through new or expanded early learning services, providing additional resources to high-poverty school districts, and offering educational services like tutoring or afterschool programs as well as services to address social, emotional, and mental health needs; and,
- **Promoting healthy childhood environments**, including new or expanded high quality childcare, home visiting programs for families with young children, and enhanced services for child welfare-involved families and foster youth.

Governments may use Coronavirus State and Local Fiscal Recovery Funds to support these additional services if they are provided:

- within a Qualified Census Tract (a low-income area as designated by the Department of Housing and Urban Development);
- to families living in Qualified Census Tracts;
- by a Tribal government; or,
- to other populations, households, or geographic areas disproportionately impacted by the pandemic.

4. Replacing lost public sector revenue

State, local, territorial, and Tribal governments that are facing budget shortfalls may use Coronavirus State and Local Fiscal Recovery Funds to avoid cuts to government services. With these additional resources, recipients can continue to provide valuable public services and ensure that fiscal austerity measures do not hamper the broader economic recovery.

Many state, local, territorial, and Tribal governments have experienced significant budget shortfalls, which can yield a devastating impact on their respective communities. Faced with budget shortfalls and pandemic-related uncertainty, state and local governments cut staff in all 50 states. These budget shortfalls and staff cuts are particularly problematic at present, as these entities are on the front lines of battling the COVID-19 pandemic and helping citizens weather the economic downturn.

Recipients may use these funds to replace lost revenue. Treasury's Interim Final Rule establishes a methodology that each recipient can use to calculate its reduction in revenue. Specifically, recipients will compute the extent of their reduction in revenue by comparing their actual revenue to an alternative representing what could have been expected to occur in the absence of the pandemic. Analysis of this expected trend begins with the last full fiscal year prior to the public health emergency and projects forward at either (a) the recipient's average annual revenue growth over the three full fiscal years prior to the public health emergency or (b) 4.1%, the national average state and local revenue growth rate from 2015-18 (the latest available data).

For administrative convenience, Treasury's Interim Final Rule allows recipients to presume that any diminution in actual revenue relative to the expected trend is due to the COVID-19 public health emergency. Upon receiving Coronavirus State and Local Fiscal Recovery Funds, recipients may immediately calculate the reduction in revenue that occurred in 2020 and deploy funds to address any shortfall. Recipients will have the opportunity to re-calculate revenue loss at several points through the program, supporting those entities that experience a lagged impact of the crisis on revenues.

Importantly, once a shortfall in revenue is identified, recipients will have broad latitude to use this funding to support government services, up to this amount of lost revenue.

5. Providing premium pay for essential workers

Coronavirus State and Local Fiscal Recovery Funds provide resources for eligible state, local, territorial, and Tribal governments to recognize the heroic contributions of essential workers. Since the start of the public health emergency, essential workers have put their physical well-being at risk to meet the daily needs of their communities and to provide care for others.

Many of these essential workers have not received compensation for the heightened risks they have faced and continue to face. Recipients may use this funding to provide premium pay directly, or through grants to private employers, to a broad range of essential workers who must be physically present at their jobs including, among others:

- ✓ Staff at nursing homes, hospitals, and home-care settings
- ✓ Workers at farms, food production facilities, grocery stores, and restaurants
- ✓ Janitors and sanitation workers
- ✓ Public health and safety staff
- ✓ Truck drivers, transit staff, and warehouse workers
- ✓ Childcare workers, educators, and school staff
- ✓ Social service and human services staff

Treasury's Interim Final Rule emphasizes the need for recipients to prioritize premium pay for lower income workers. Premium pay that would increase a worker's total pay above 150% of the greater of the state or county average annual wage requires specific justification for how it responds to the needs of these workers.

In addition, employers are both permitted and encouraged to use Coronavirus State and Local Fiscal Recovery Funds to offer retrospective premium pay, recognizing that many essential workers have not yet received additional compensation for work performed. Staff working for third-party contractors in eligible sectors are also eligible for premium pay.

6. Investing in water and sewer infrastructure

Recipients may use Coronavirus State and Local Fiscal Recovery Funds to invest in necessary improvements to their water and sewer infrastructures, including projects that address the impacts of climate change.

Recipients may use this funding to invest in an array of drinking water infrastructure projects, such as building or upgrading facilities and transmission, distribution, and storage systems, including the replacement of lead service lines.

Recipients may also use this funding to invest in wastewater infrastructure projects, including constructing publicly-owned treatment infrastructure, managing and treating stormwater or subsurface drainage water, facilitating water reuse, and securing publicly-owned treatment works.

To help jurisdictions expedite their execution of these essential investments, Treasury's Interim Final Rule aligns types of eligible projects with the wide range of projects that can be supported by the Environmental Protection Agency's Clean Water State Revolving Fund and Drinking Water State Revolving Fund. Recipients retain substantial flexibility to identify those water and sewer infrastructure investments that are of the highest priority for their own communities.

Treasury's Interim Final Rule also encourages recipients to ensure that water, sewer, and broadband projects use strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions.

7. Investing in broadband infrastructure

The pandemic has underscored the importance of access to universal, high-speed, reliable, and affordable broadband coverage. Over the past year, millions of Americans relied on the internet to participate in remote school, healthcare, and work.

Yet, by at least one measure, 30 million Americans live in areas where there is no broadband service or where existing services do not deliver minimally acceptable speeds. For millions of other Americans, the high cost of broadband access may place it out of reach. The American Rescue Plan aims to help remedy these shortfalls, providing recipients with flexibility to use Coronavirus State and Local Fiscal Recovery Funds to invest in broadband infrastructure.

Recognizing the acute need in certain communities, Treasury's Interim Final Rule provides that investments in broadband be made in areas that are currently unserved or underserved—in other words, lacking a wireline connection that reliably delivers minimum speeds of 25 Mbps download and 3 Mbps upload. Recipients are also encouraged to prioritize projects that achieve last-mile connections to households and businesses.

Using these funds, recipients generally should build broadband infrastructure with modern technologies in mind, specifically those projects that deliver services offering reliable 100 Mbps download and 100

Mbps upload speeds, unless impracticable due to topography, geography, or financial cost. In addition, recipients are encouraged to pursue fiber optic investments.

In view of the wide disparities in broadband access, assistance to households to support internet access or digital literacy is an eligible use to respond to the public health and negative economic impacts of the pandemic, as detailed above.

8. Ineligible Uses

Coronavirus State and Local Fiscal Recovery Funds provide substantial resources to help eligible state, local, territorial, and Tribal governments manage the public health and economic consequences of COVID-19. Recipients have considerable flexibility to use these funds to address the diverse needs of their communities.

To ensure that these funds are used for their intended purposes, the American Rescue Plan Act also specifies two ineligible uses of funds:

- **States and territories may not use this funding to directly or indirectly offset a reduction in net tax revenue due to a change in law from March 3, 2021 through the last day of the fiscal year in which the funds provided have been spent.** The American Rescue Plan ensures that funds needed to provide vital services and support public employees, small businesses, and families struggling to make it through the pandemic are not used to fund reductions in net tax revenue. Treasury's Interim Final Rule implements this requirement. If a state or territory cuts taxes, they must demonstrate how they paid for the tax cuts from sources other than Coronavirus State Fiscal Recovery Funds—by enacting policies to raise other sources of revenue, by cutting spending, or through higher revenue due to economic growth. If the funds provided have been used to offset tax cuts, the amount used for this purpose must be paid back to the Treasury.
- **No recipient may use this funding to make a deposit to a pension fund.** Treasury's Interim Final Rule defines a "deposit" as an extraordinary contribution to a pension fund for the purpose of reducing an accrued, unfunded liability. While pension deposits are prohibited, recipients may use funds for routine payroll contributions for employees whose wages and salaries are an eligible use of funds.

Treasury's Interim Final Rule identifies several other ineligible uses, including funding debt service, legal settlements or judgments, and deposits to rainy day funds or financial reserves. Further, general infrastructure spending is not covered as an eligible use outside of water, sewer, and broadband investments or above the amount allocated under the revenue loss provision. While the program offers broad flexibility to recipients to address local conditions, these restrictions will help ensure that funds are used to augment existing activities and address pressing needs.



Town of Wilmington
Office of the Town Manager
121 Glen Road
Wilmington, MA 01887-3597

PHONE: (978) 658-3311

FAX: (978) 658-3334

TTY: (978) 694-1417

WWW.WILMINGTONMA.GOV

June 7, 2021

Mr. Paul F. Tivnan

Wilmington, MA 01887-2939

Dear Mr. Tivnan:

I am writing to acknowledge your decision to resign as a member of the Economic Development Committee.

On behalf of the Board of Selectmen, may I take this opportunity to thank you for the exemplary service you have provided to the community as a member of the Economic Development Committee. We appreciate the time and effort that you have put forward and your willingness to share your expertise and your time on behalf of Wilmington's citizens deserves the respect and admiration of the entire community.

Sincerely,

Jeffrey M. Hull
Town Manager

cc: Board of Selectmen



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June 8, 2021

Mr. Scott J. Audette

Wilmington, MA 01887-2810

Dear Mr. Audette:

I am writing to acknowledge your decision to resign as a member of the Ice Rink and Recreational Facility Committee.

On behalf of the Board of Selectmen, may I take this opportunity to thank you for the exemplary service you have provided to the community as a member of the Ice Rink and Recreational Facility Committee. We appreciate the time and effort that you have put forward and your willingness to share your expertise and your time on behalf of Wilmington's citizens deserves the respect and admiration of the entire community.

Sincerely,

Jeffrey M. Hull
Town Manager

cc: Board of Selectmen
Mark DiGiovanni, Chairman, Ice Rink and Recreational Facility Committee



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WWW.WILMINGTONMA.GOV

March 9, 2021

Mr. Gregory S. Maynard

Wilmington, MA 01887

Dear Mr. Maynard:

I am pleased to advise you that you have been appointed to serve on the Economic Development Committee. While Wilmington is well placed geographically and has a highly skilled workforce from which businesses can draw, Wilmington is also competing with many other communities in our region for opportunities made possible through economic development. At the same time, there will likely be circumstances in which partnering with our neighbors makes good sense.

At their meeting of August 29, 2019, the Economic Development Committee adopted the following mission statement:

The Wilmington Economic Development Committee's (WEDC) mission is to be the proactive arm of the Town of Wilmington to the business community. We seek to collaborate with residents, property owners and businesses to help promote an atmosphere conducive to smart economic growth, by thoughtfully identifying and targeting key business sectors that compliment the fabric our community, are beneficial to the residents, and create jobs.

The Wilmington Economic Development Committee (WEDC) will serve as an advisory board and liaison between businesses and municipal government providing recommendations for planning and permitting processes that best serve the business and resident communities, while being consistent with the town's master plan and being respectful of environmental and traffic considerations.

Please contact the Town Clerk, Mrs. Christine Touma-Conway, 978-658-2030 (8:30 a.m. to 4:30 p.m., Monday through Friday) in order to meet the requirement that you be sworn in before you assume the responsibility of this position. Please bring this letter when you appear before the Town Clerk for qualification.

As an eleven (11) member Town committee, all meetings of this committee will be held in open session in accordance with the Open Meeting Law and will follow applicable guidelines. Committee members will be called upon to actively participate in leadership roles including serving as chair, vice-chair and recording secretary. Committee responsibilities will include setting agendas, providing agendas to the Town Clerk for posting; maintaining minutes of each meeting for approval; arranging for speakers and other guests. The committee will serve in an advisory role to me and the Board of Selectmen and will be expected to report to the Board of Selectmen at least annually on its activities and accomplishments. Meetings will be expected to occur monthly with the possible exception of July and August.

Thank you for your willingness to participate on this vital committee.

Sincerely,



Jeffrey M. Hull
Town Manager

Then personally appeared the above-named Gregory S. Maynard and made oath that he would faithfully discharge all the duties of the office to which he was appointed.

Town Clerk

Date

JMH/bjd

cc: Board of Selectmen
Christine Touma-Conway, Town Clerk
Appointment/Committee Files



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

June 11, 2021

TO: Board of Selectmen

RE: Recommendation of Designer Services for
Town Hall / School Administration Building

The Town Hall / School Administration Building Committee conducted interviews with four (4) architectural firms on May 18th and May 25th. These firms were short listed from a total of six (6) which responded to the Town's Request for Qualifications (RFQ). Each firm was well versed in design and construction of municipal buildings. The committee recommended Johnson Roberts Architects Inc. as the firm to be awarded the contract for feasibility and schematic design services. The Town Manager has accepted the recommendation and will be negotiating the terms and fee for their services. The firm, which is located in Somerville, MA, has completed the Dracut Town Hall, Cambridge City Hall, a renovation and expansion to the Sturbridge Town Hall and is working with the Town of Cohasset to renovate and restore their original Town Hall. Johnson Roberts has been engaged by several other communities to design other municipal buildings.

Kevin A. Caira
Selectman



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

FROM THE TOWN MANAGER

June 11, 2021

TO: Board of Selectmen

RE: KP | Law Training

Attached is the listing of training programs offered by KP | Law. As you know, the contract with KP Law provides for two trainings to be conducted per contract year at no cost to the Town. My recommendations are the following:

- Harassment/Discrimination Avoidance Training
- Everything You Always Wanted to Know About Town Meeting But Were Afraid to Ask

The first topic poses significant liability to a community if personnel are unfamiliar with the “landmines” that exist regarding the interactions with fellow employees whether in a supervisory role or a collegial role and would be relevant to all departments and committees. The second topic would also have relevance to all departments, the Selectmen, the Finance Committee and potentially the Planning Board. While a summary of the topic has not been provided, the title suggests an overview of the town meeting process and may offer some nuggets of information that are less familiar to us.

The Board is asked to review the topics and recommendations with the expectation that a decision on the training topics for fiscal year 2022 be decided at your June 28th or July 12th meeting.


Jeffrey M. Hull
Town Manager

Attachment

TOPICS INCLUDE:

- The New Public Records Law: Preliminary Review
- Tax Title Foreclosure Basics
- What Municipalities and Public Entities Should Know About CORI Reform in Massachusetts
- Public and Private Ways: Navigating Your way through the Law on Highways and Byways
- Everything You Always Wanted to Know About Town Meeting but Were Afraid to Ask
- Massachusetts Casino Law
- Community Preservation Act
- Writing Sound Decisions for Planning Boards, Zoning Boards of Appeal, and Conservation Commissions
- Drafting Reasonable Wetlands By-laws and Regulations to Withstand Successful Challenge
- Open Meeting Law and Public Records Law
- Pre-existing Nonconforming Residences
- Street Layout Process
- Comprehensive Permits
- Discrimination/Harassment Avoidance Training
- The Effects of Technology on the Public Records and Open Meeting Laws
- How to Conduct a Flawless Public Hearing
- Disciplining Public Employees with Due Process
- Conflict of Interest
- Show Cause and Disciplinary Hearings
- Land Use Law and Procedures
- Procurement and Contracting
- Betterment Assessments
- Private and Public Ways – Municipal Duties and Liabilities
- How to Conduct a Liquor License Hearing
- Municipal Tort Claims and Street Defects
- Effective Enforcement for Zoning, Planning, Health Boards, and Conservation Commissions
- Cable TV – License Negotiations in the Age of Competition
- Acquisition and Disposition of Land, Leases, Easements, and Restrictions
- Avoiding Unfair Labor Practice Charges



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

FROM THE TOWN MANAGER

June 11, 2021

TO: Board of Selectmen

RE: Remembering September 11, 2001

A committee including Chairman Lil Maselli, Selectman Greg Bendel, Director of Veterans' Services Lou Cimaglia and Mark Staffier from Wilmington Public Schools held a Zoom session on June 3rd to discuss preparations for a remembrance to honor the victims of terrorist attacks on Tuesday, September 11, 2001 and to acknowledge the family members whose lives have been dramatically and forever altered. Most of us who were alive on that date will remember where we were and perhaps what we were doing when news broke of commercial airplanes striking the north and south towers of the World Trade Center in New York City, a commercial plane crashing in a field in Shanksville, Pennsylvania and a passenger plane striking the Pentagon in Washington, DC.

In light of September 11, 2021 being the 20th anniversary of those tragic events, a program is being planned to take place in the Wilmington High School courtyard and cafeteria beginning at 8:30 a.m. on that date. Brief remarks are expected to be offered from invited guests and efforts are being made to invite students who participated in the creation of the 9/11 memorial area in the high school courtyard. Additional information will be announced as details are confirmed.

Jeffrey M. Hull
Town Manager



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

FROM THE TOWN MANAGER

June 11, 2021

TO: Board of Selectmen


RE: Electric Vehicle Charging Station Grant

George Hooper, Public Buildings Superintendent, spoke with me several months ago about the prospect of participating in a grant application offered by the Massachusetts Department of Environmental Protection (MDEP). The application was being filed by the Reading Municipal Light Department (RMLD) to obtain electric charging stations for their member communities. This grant would cover the full cost for the installation and operation of electric vehicle charging stations. These charging stations would allow individuals with electric vehicles to "plug in" for a full or partial charge of their vehicles. Given the fact that while the number of electric vehicles remain low, there are residents with electric vehicles and the number of electric vehicles is likely to increase, I agreed to participate in the grant. Individuals with electric vehicles can identify the locations of the charging stations via an app on their smart phone. The app will also allow the user to pay for the electricity being used.

Mr. Hooper, who also serves as one of the Town's representatives on the RMLD Citizen Advisory Board, accompanied an RMLD representative to multiple Town sites including a couple school parking lots. There are specific criteria that are considered when determining the suitability of a site for a charging station. Each site was evaluated by the RMLD Engineering Department who identified certain qualifying criteria. The sites scoring highest were suggested for inclusion in the grant. In the Town's case, the sites deemed most advantageous are the Yentile Farm Recreational Facility and Town Hall parking lot. The grant requires that siting be on municipal property as opposed to state property or private property. While RMLD has been notified that it was successful in receiving the grant which includes two charging stations for Wilmington, the Town does have time to consider whether to follow through with the charging stations.

The expectation is that the two parking spaces to be made available for each charging station will be for use by individuals in electric vehicles. However, the Town has no plan to take any enforcement measures in the event that a non-electric vehicle is parked in one of these spaces. There may be instances in which a parking lot is full, and the spaces designated for electric vehicles are occupied by non-electric vehicles simply because there are no other spaces available. Just as some private companies, including Analog Devices, have begun providing electric charging stations for their staff and visitors, the Town believes it is advisable to accommodate this nascent but growing demand.

George Hooper will be present at the meeting on Monday evening in the event there are specific questions about the electric vehicle charging station grant program.


Jeffrey M. Hull
Town Manager



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION


FROM THE TOWN MANAGER

June 4, 2021

TO: Board of Selectmen

RE: Electric Vehicle Charging Station Grant

The attached announcement from the Massachusetts Department of Environmental Protection is informing the Reading Municipal Light Department (RMLD) that their grant application for electric vehicle (EV) charging stations was successful. Wilmington will receive one charging station to be located at the Town Hall and one charging station to be located at Yentile Farm Recreation Facility. It is my understanding that each station will permit two (2) vehicles to "plug in" and recharge. George Hooper, Public Buildings Superintendent, and I discussed potential locations to consider for EV stations and decided to recommend to RMLD these two, high visibility locations.


Jeffrey M. Hull
Town Manager

Attachment

cc: Kerry Colburn-Dion, Assistant Town Manager/Human Resource Director
George Hooper, Public Buildings Superintendent



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

Charles D. Baker
Governor

Kathleen A. Theoharides
Secretary

Karyn E. Polito
Lieutenant Governor

Martin Sutberg
Commissioner

June 4, 2021

Charles Underhill
Reading Municipal Light Department
230 Ash St
Reading, MA 01867

Dear Charles Underhill,

The Massachusetts Department of Environmental Protection (MassDEP) is pleased to announce that Reading Municipal Light Department (Grantee) has been awarded a grant of \$94,080.00 to acquire six electric vehicle charging station(s) under the Massachusetts Electric Vehicle Incentive Program (MassEVIP) Public Access Charging (PAC) Program at the following location(s):

- An amount to not exceed \$10,930.00 for two ports at 32 Lincoln St, Reading, MA; and
- An amount to not exceed \$15,930.00 for two ports at 125 Woburn St, Reading, MA; and
- An amount to not exceed \$15,930.00 for two ports at 64 Middlesex Ave, Reading, MA; and
- An amount to not exceed \$28,430.00 for two ports at 580 Main St, Reading, MA; and
- An amount to not exceed \$11,430.00 for two ports at 9 Cross St, Wilmington, MA; and
- An amount to not exceed \$11,430.00 for two ports at 121 Glen Rd, Wilmington, MA.

Contract documents are attached. You will need to sign and return the two that require signatures within **30** business days of receipt. The Grantee is authorized to proceed with the

acquisition of the EV charging station(s) with the receipt of this approval letter. The contract documents include:

- *Commonwealth of Massachusetts - Standard Contract Form, to be signed* by an authorized signatory
- *Commonwealth Terms and Conditions*, no signature required
- *Contractor Authorized Signatory Listing, to be signed* by one of the parties specified on the listing
- *End User Agreement*, no signature required

Please email scanned copies of documents requiring signatures to MassEVIP.MassDEP@mass.gov and mail originals (wet signature, no copies) to the following address:

MassDEP
Attn: MassEVIP
One Winter Street, 6th Floor
Boston, MA 02108

MassDEP will execute the *Commonwealth of Massachusetts - Standard Contract Form* and email you a scanned copy for your records.

You have up to 6 months from MassDEP's execution of the contract documents to make the EV charging station(s) operational. You have up to 90 days from the date the EV charging station(s) are operational to request payment by completing and submitting the *End-User Agreement Attachment A Payment Request Form* and required attachments. MassDEP will not authorize the payment until receiving a complete *Payment Request Form* and required attachments. Required attachments include:

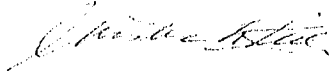
- Final invoice(s) for EV charging station(s) with line items for individual EV charging station costs.
- Final invoice(s) for EV charging station(s) installation costs.
- Photographs of installed EV charging station(s). Pictures should clearly show parking spaces, ADA accessible EV parking space(s) and EV designated signage.

The MassEVIP PAC grant can be paid to either the grantee or the equipment vendor, as specified by the grantee. Where possible, MassDEP would prefer to pay the equipment vendor.

On behalf of Commissioner Suuberg, I want to congratulate Reading Municipal Light Department for taking this important step towards making Massachusetts a regional leader in deploying electric vehicle charging equipment and helping the Commonwealth achieve its ambitious climate goals.

If you have any questions or comments regarding MassEVIP or the awarded grant, please contact us at MassEVIP.MassDEP@mass.gov.

Sincerely,



Christine Kirby
Assistant Commissioner
Bureau of Air and Waste

Attachments: *Commonwealth of Massachusetts - Standard Contract Form*
Commonwealth Terms and Conditions
Contractor Authorized Signatory Listing
End-User Agreement



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

FROM THE TOWN MANAGER

June 11, 2021

TO: Board of Selectmen

RE: Signing of Weekly Treasury Warrants

With the lifting of COVID restrictions and the reopening of Town Hall, the Board is asked to advise whether you will continue to sign the weekly vendor and payroll warrants via DocuSign or whether Board members prefer to stop at the Town Hall or Public Safety Building to sign the weekly warrants. Board members are reminded that it is extremely important to sign the weekly warrants Wednesday afternoon or evening. This action authorizes the Treasurer to issue timely payment to vendors and fund the payroll for employees. At least three signatures are required on each warrant and if it has been determined by the Finance Director that a Board member cannot sign a particular warrant due to payments that may be deemed a conflict, then at least three of the remaining members must sign.


Jeffrey M. Hull
Town Manager