



# Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

FROM THE TOWN MANAGER

June 19, 2020


TO: Board of Selectmen

RE: Status of Restaurants Seeking Open Seating and Authorization to Serve Alcohol

With Governor Baker's transition to phase 2 of his reopening plan, municipalities were given direction on a process to permit restaurants to seek outdoor seating. Additionally, restaurants with existing licenses to serve alcohol were given the ability seek authorization to serve alcohol in the designated outdoor seating areas through November 1, 2020. The Town established a process which was ratified by Selectmen at your June 8, 2020 meeting. Below is an update through today on restaurants that have pursued these options:

Restaurant	Applying For		Authorized For	
	Seating	Alcohol	Seating	Alcohol
Burger King			✓	•
Country Chef			✓	•
Greg's			✓	•
Ninety-Nine			✓	✓
Pancho's Cantina		✓	✓	
Peter's Pizza			✓	•
Red Heat Tavern			✓	
Rocco's Restaurant			✓	✓
Tremezzo			✓	✓
Tremezzo's Pizza			✓	•
Wilmington House			✓	•
Casa Blanca	✓			

- Do not have license to serve alcohol

  
Jeffrey M. Hull  
Town Manager



Charles D. Baker, Governor  
Karyn E. Polito, Lieutenant Governor  
Stephanie Pollack, MassDOT Secretary & CEO  
Steve Poftak, General Manager

**massDOT**  
Massachusetts Department of Transportation

## **New Five-day Flex Pass Pilot for Commuter Rail Begins July 1**

*The Five-day Flex Pass is a bundled fare good for any five days of travel within a thirty-day period.*

*Pilot also includes Commuter Rail upgrades to the Youth Pass.*

BOSTON – The MBTA today announced a new customer-driven Commuter Rail fare product pilot to begin July 1: the Five-day Flex Pass on mTicket, a bundled fare good for any five days of travel within a thirty-day period. With the understanding that travel patterns are changing and many employers are exploring new ways of working like staggered schedules and telework policies, this new fare product aims to serve Commuter Rail riders whose commutes may change as they return to using the system during the Commonwealth’s reopening phases. This product also comes as part of the MBTA’s Fare Transformation program, which aims to make paying for transit easier and more convenient. d

“We understand our Commuter Rail riders need another fare option as travel patterns adjust and many previous daily commuters see their post-pandemic work schedules changing,” said MBTA General Manager Steve Poftak. “Using mTicket, Commuter Rail customers can purchase a Flex Pass and use their five one-day passes any day within a thirty-day period, giving riders the flexibility to travel when they need to, using an option that’s cheaper than the traditional roundtrip ticket.”

The Five-day Flex Pass Pilot will take place beginning July 1 through September 30 and is available within the mTicket app only. Once activated within mTicket, the Flex Pass provides five one-day passes that can be used at any time in a thirty-day period. Available for all zones and interzones, the price of a Five-day Flex Pass is a 10% discount when compared to five round-trip tickets.

### **Youth Pass Improvements:**

As part of this pilot, beginning July 1, Youth Pass holders can now purchase half-price fares for all Commuter Rail zones at ticket windows, onboard, and via the mTicket app, which was not previously available to Youth Pass holders. The Youth Pass Program is a partnership between the MBTA and participating cities and towns that offers young adults with low incomes roughly 50% reduced one-way fares or \$30 monthly LinkPasses and was previously only available on bus and subway. Other recent Youth Pass updates include approval this past May by the Fiscal and Management Control Board of allowing Youth

Pass holders to purchase half-price Zone 1A Commuter Rail tickets. This half-price Zone 1A Youth Pass ticket is available through the use of Fairmount Line validators, at ticket windows, and onboard trains beginning upon the commencement of the Fairmount Line Weekday Service Pilot on Monday, June 22.

**Additional Commuter Rail Fare Improvements:**

Today the MBTA also announced a one-time extension of its Commuter Rail ticket expiration policy. Understanding that many Commuter Rail customers were unable to use their tickets and passes due to the recent stay-at-home orders during the pandemic, beginning June 22, Commuter Rail customers may use expired paper tickets that were valid on March 10, 2020, onboard for the next ninety days. For expired mTickets, customers do not need to take any action – the MBTA will automatically push new mTickets to customers' apps on June 22 for use over the next ninety days. If customers do not use these tickets before they expire, the MBTA will push re-expired tickets at the end of the state of emergency. Customers also should note that the MBTA is unable to re-issue tickets earlier than June 22.

For more information, please visit [mbta.com](http://mbta.com) or connect with the T on Twitter [@MBTA](https://twitter.com/MBTA), Facebook [/TheMBTA](https://www.facebook.com/TheMBTA), or Instagram [@MBTApics](https://www.instagram.com/MBTApics).

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Charles D. Baker, Governor  
Karyn E. Polito, Lieutenant Governor  
Stephanie Pollack, MassDOT Secretary & CEO  
Steve Poftak, General Manager

**massDOT**  
Massachusetts Department of Transportation

## **FMCB Approves Four-Year Extension of Commuter Rail Contract with Keolis through June 2026**

*Contract extension incentivizes better service now and provides cost certainty in a challenging market.*

BOSTON – With the goal of incentivizing better service now and providing cost certainty in a challenging market among other objectives, today the MBTA’s Fiscal and Management Control Board approved of a four-year extension of the Commuter Rail Operating contract between the MBTA and Keolis Commuter Services, LLC, through June 30, 2026.

“Our main goals are to provide continuity and the best possible service for our Commuter Rail customers, as well as provide adequate time to plan for a future transformational procurement. With this extension in place, we look forward to continuing this partnership with Keolis,” said MBTA General Manager Steve Poftak. “This extension includes a number of additional benefits for riders, including further incentives for on-time performance, measures to address fare evasion, and flexibility and cost certainty in a challenging market.”

“We’re pleased the MBTA recommended and the board voted to extend Keolis’ contract for four years, exercising the full term of the contract options,” said CEO and General Manager of Keolis Commuter Services David Scorey. “This extension balances taxpayer and passenger needs as it keeps costs low while also enhancing the passenger experience, including a focus on providing more capacity, further increasing on-time performance and accelerating capital delivery. On behalf of our Keolis Boston team, we look forward to continuing our collaborative work with the MBTA and building upon the successful initiatives we’ve delivered together for the Commonwealth and our Commuter Rail passengers.”

Keolis Commuter Services is the MBTA’s contracted Commuter Rail operating partner with Keolis currently providing all mechanical, transportation, and engineering services. The eight-year contract that began July 1, 2014, and is set to expire June 30, 2022, included options for two two-year extensions through 2024 and 2026. The MBTA’s contract with Keolis is performance-based with the contract including a fixed price for a certain level of service and penalties related to on-time performance and passenger comfort. In collaboration with the MBTA during the current contract period, Keolis has added 10,000 more trains per year compared to 2014, including new weekend train service, piloted routes, and other services; deployed customer improvements that include technology that

allows passengers to pay for tickets onboard with credit and debit cards; and reinforced safety management protocols that include an expanded and updated Safety Department.

This four-year extension now also includes a number of additional benefits that include:

- Incentives for improved Commuter Rail service immediately through performance payments for on-time performance, train crew staffing, and seating capacity, which are designed to achieve service outcomes and promote continuous improvement. These incentives related to performance are worth a potential total of \$5 million per year in fiscal years 2021-2026.
- Measures to address fare evasion/non-collection through the continuation of the Revenue Share Agreement for fiscal years 2023-2026, including the installation of automated fare gates that will significantly reduce ticketless travel. Train crew staffing incentives will also result in additional conductors onboard trains to check tickets.
- Investments in MBTA railroad infrastructure and assets, including incentives to accelerate capital investments that include early phases of Rail Transformation.
- Increased fleet availability and reliability through improved management of Mechanical Parts in fiscal years 2022-2026;
- Flexibility and time to develop transformational successor contract, with the possibility of re-procurement as early as 2025;
- Cost certainty in a challenging market with the MBTA paying less than the current market price for this contract;
- Extending this contract also avoids a potentially disruptive transition that might come with a re-procurement and followed by an uncertain multi-year transition to a new operator.

The four-year extension of commuter rail operating agreement with Keolis has been approved for contract years 9 through 12 (FYs 2023-2026) with the MBTA given the ability to opt out after option year 3 (FY 2025). The agreement accounts for contractual cost growth with inflation rates reflecting current railroad industry relevant cost increases.

The projected net total new cost per contract year, which assumes a minimum of \$100 million in capital work per contract year or a minimum general and administrative expense fee of \$6 million, is an estimated \$16,273,987 for CY7 / FY21; an estimated \$34,704,927 for CY8 / FY22; an estimated \$35,063,511 for CY9 / FY23; an estimated \$43,398,524 for CY10 / FY24; an estimated \$46,833,816 for CY11 / FY25; and an estimated \$48,144,883 for CY12 / FY26.

During this four-year extension, the MBTA will continue to plan for the future of the Commuter Rail with a new contract developed upon the completion of contract study and the development of additional contract objectives. The Rail Transformation capital plan will continue to be developed based on objectives for future Commuter Rail service with critical investments beginning to be made in infrastructure and rolling stock to better

position the MBTA for a more competitive procurement. A new contract model will be identified based on information gained from the contract study, market sounding, and the commuter rail capital plan. Following the release of an RFI and a six-month public procurement, a new contract will be awarded by January 2026 that allows for at least six months of transition between contractors.

For more information, please visit [mbta.com](https://www.mbta.com) or connect with the T on Twitter [@MBTA](https://twitter.com/MBTA) and [@MBTA\\_CR](https://twitter.com/MBTA_CR), Facebook [/TheMBTA](https://www.facebook.com/TheMBTA), or Instagram [@MBTApics](https://www.instagram.com/MBTApics).



# Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

FROM THE TOWN MANAGER

June 19, 2020

TO: Board of Selectmen

RE: Status of Grant for North Wilmington Commuter Rail

You will recall that, through the efforts of Wilmington's legislative delegation, the Town received \$180,000 to assist with upgrades to the north Wilmington commuter rail station. At this point I have been informed by Angel Donahue-Rodriquez, Director of Special Projects from the MBTA, that the funds will be transferred from the Massachusetts Office of Travel and Tourism to the MBTA for purposes of completing upgrades to the commuter rail platform

The MBTA had previously committed to paying for a platform that was patterned after a platform at one of their rail stations on the south shore. The final scope of work remains to be finalized by the MBTA. Components that the Town is seeking to be covered by the grant funds will be approximately 800' feet of black vinyl fencing, pedestrian lighting, installation of a sidewalk extending from the rail platform and connecting with the sidewalk on Middlesex Avenue and a callbox. Work on this project is not expected to begin until late 2020.

  
Jeffrey M. Hull  
Town Manager

cc: Michael Woods, Public Works Director  
Valerie Gingrich, Director of Planning & Conservation  
Joseph Desmond, Police Chief  
William Cavanaugh, Fire Chief



# Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

FROM THE TOWN MANAGER

June 19, 2020


TO: Board of Selectmen

RE: Improvements to Buzzell Senior Center

The upgrades to the Buzzell Senior Center have been completed at a cost of \$31,330.94 which is slightly more than the \$30,000 provided from the state grant. Reimbursement for just over \$22,000 has already been received and the final request for reimbursement was submitted this week. The attached PowerPoint presentation, prepared by Public Buildings Superintendent George Hooper and Elderly Services Director Terri Marciello, describes in some detail the improvements that have been made to the center.

The entry ways to the game room and arts and crafts room were modified. Previously, each entry had two doors which closed to a center post. That center post was not compliant with the Americans with Disabilities Act (ADA) as individuals utilizing wheelchairs could not easily access the rooms. The center posts were removed and replaced with French doors. Men's and ladies' restrooms were upgraded with replacement of partitions, painting of walls and ceilings and new LED light fixtures. The main function room received a lighter coat of paint on the walls, new LED lighting and a new finish to the floor. It can be said that the heart of any home is in the kitchen and so it was that a major focus was upgrades in the kitchen. Existing flooring was replaced and cabinets, counters, sinks and faucets were replaced with new materials. A folding table, which for many years has served as the coffee station, was replaced with a counter and cabinet combination for that purpose. Electrical outlets and switches were changed out and a new refrigerator was purchased.

These improvements will not address the underlying limitations of the existing senior center and do not diminish the need for more space that is flexible to meet the evolving programmatic and social needs of Elderly Services. However, for the immediate term, the work that was completed by personnel from the Public Buildings Department provides for a much more accommodating and inviting environment for members of our senior population seeking to socialize, attend events and remain involved in the community. Terri Marciello and George Hooper were instrumental in establishing the improvement plan and George's crew deserve kudos for executing the plan.

  
Jeffrey M. Hull  
Town Manager

## Attachment

cc: Kerry Colburn-Dion, Assistant Town Manager/Human Resources Director  
Terri Marciello, Elderly Services Director  
George Hooper, Public Buildings Superintendent





# Senior Center Project Overview




Town of Wilmington | Department of Public Buildings





## Project Goals

- Work with Director of Elder Services to identify areas in need of improvement.
  - Develop a plan to implement improvements.
  - Maximize grant funding for improvements.
- 

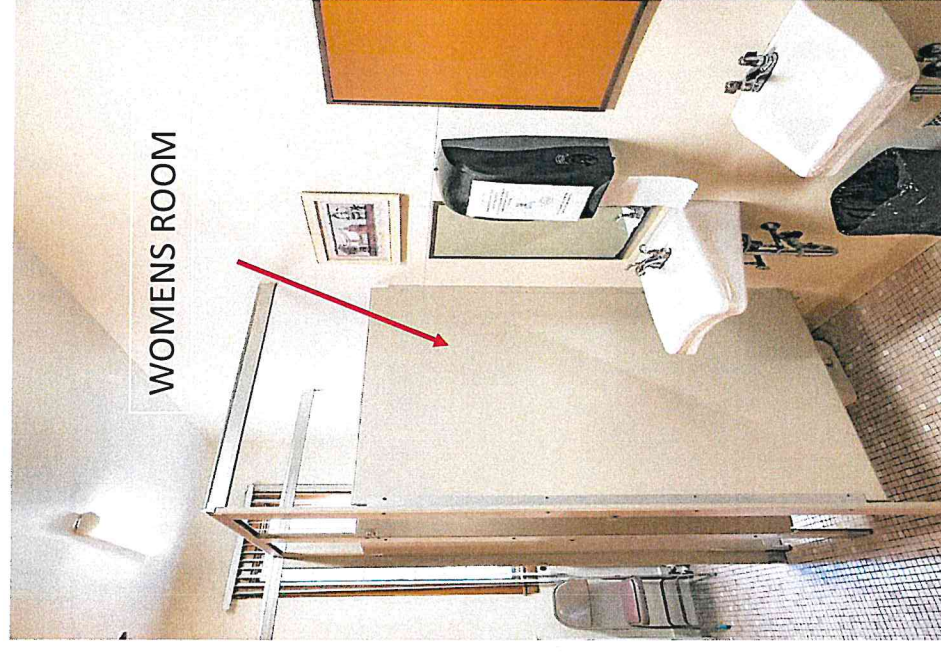
## Remodel the Game room and Arts & Crafts room Doorways

- Removed the double doors and center post.
- Installed new French doors and Thresholds.
- Install new hardware
- Improved accessibility .



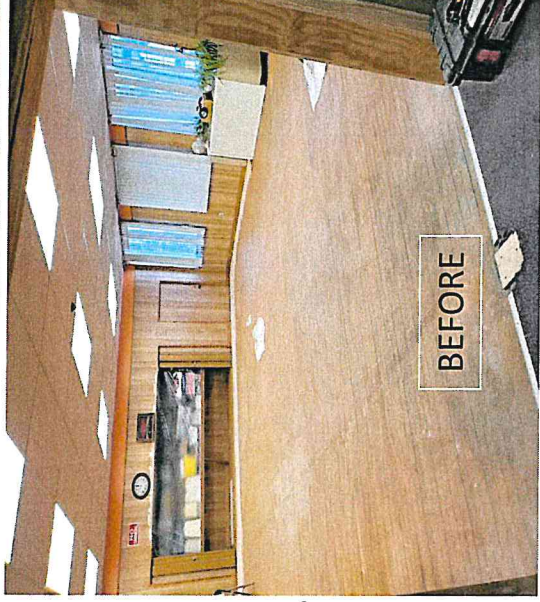
## Restroom upgrades.

- New Partitions
- New LED fixtures
- Painted walls and ceilings.
- New Handicap hardware and handrails

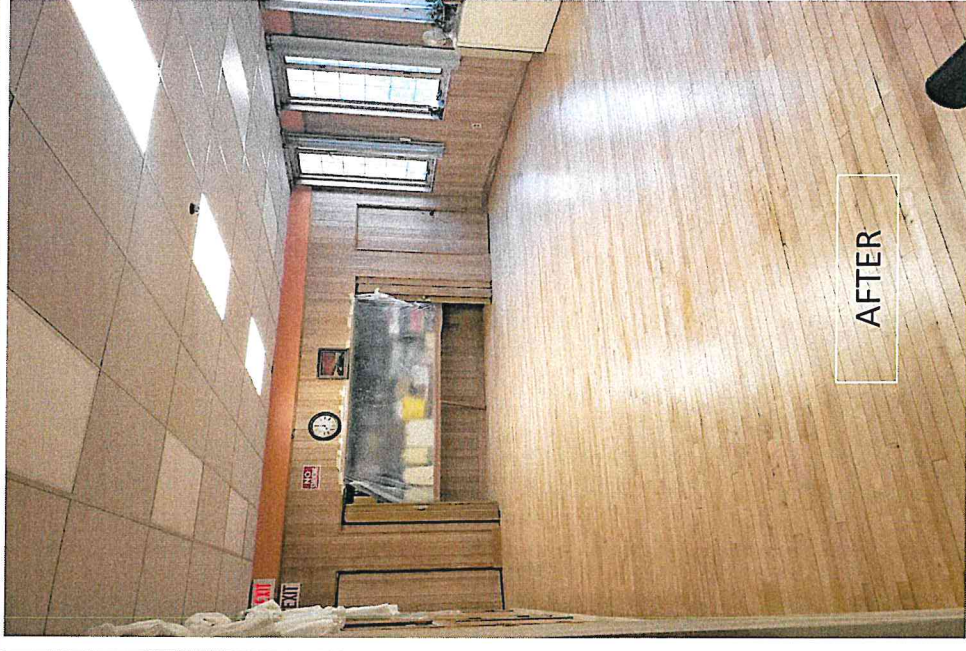


## Arts & Crafts room

- Removed old carpet and adhesive.
- Replaced floorboards as needed.
- Refinished Hardwood floor.



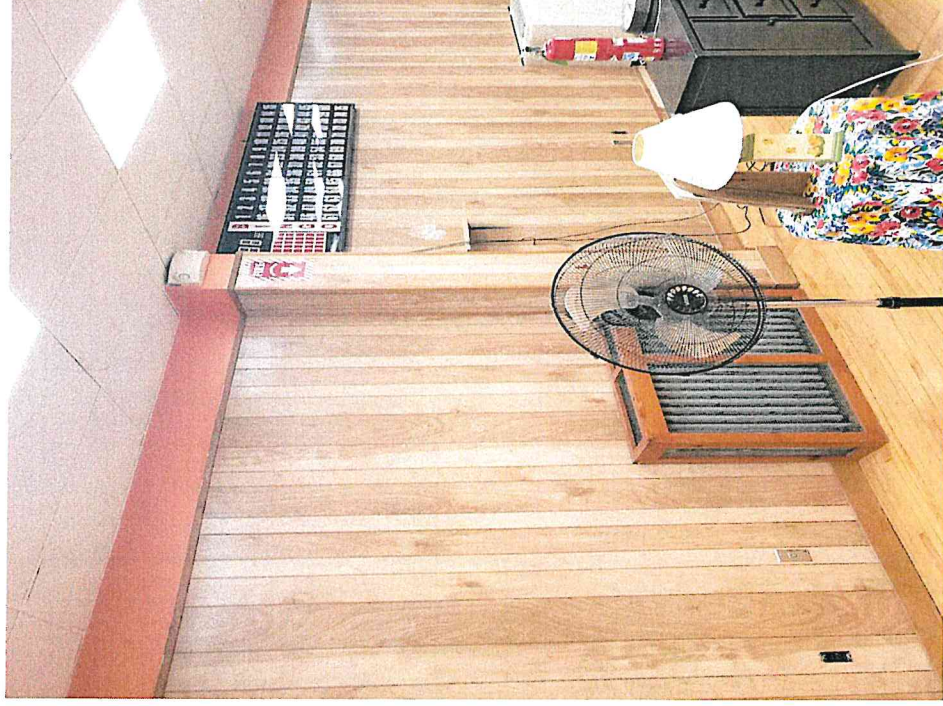
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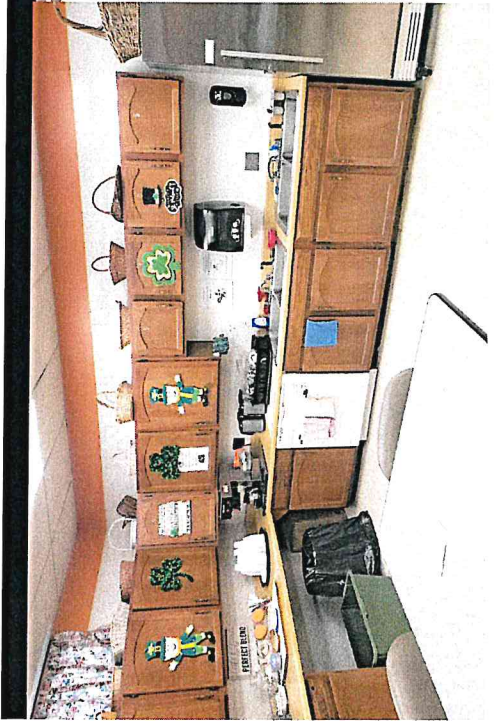


AFTER

## Main Function Hall

- New LED Lighting
- Painted walls
- Refinished Floor
- 2 New HVAC units.





- Existing Kitchen.

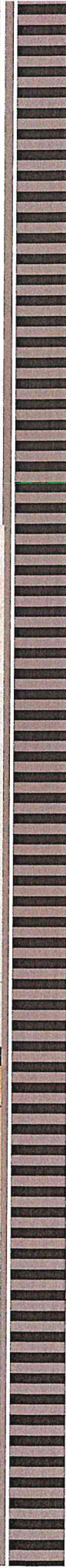
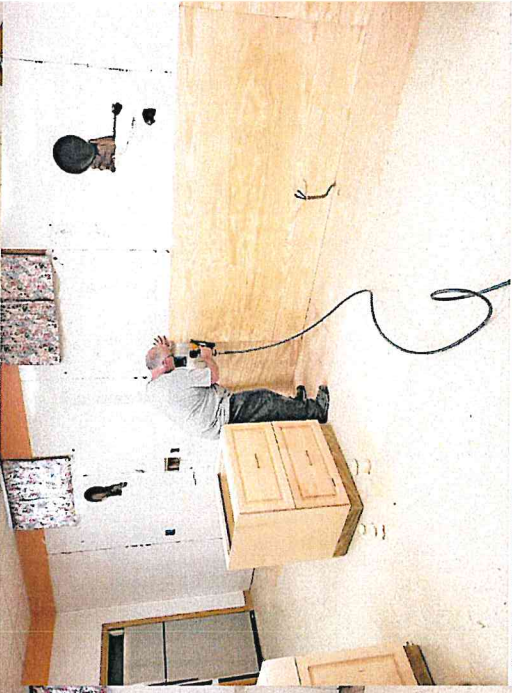
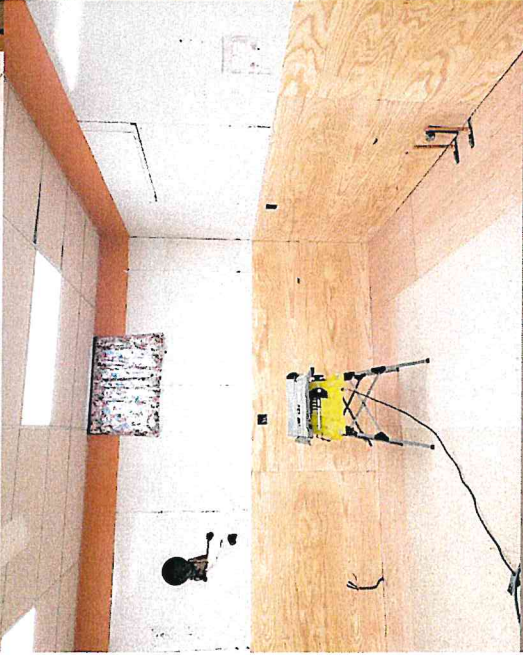


- Existing 8' table where the new coffee station will go.

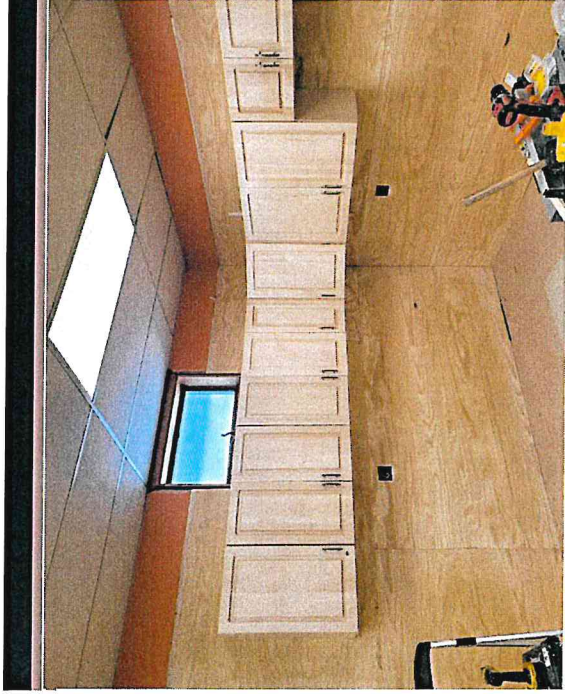


## Removed the existing cabinets

- Repair the walls and floor to make ready for new cabinets and flooring.
- Upgraded existing electrical and plumbing in kitchen.







- New Cabinets, counter tops and backsplash are being installed.



- The Coffee Station being put in place.

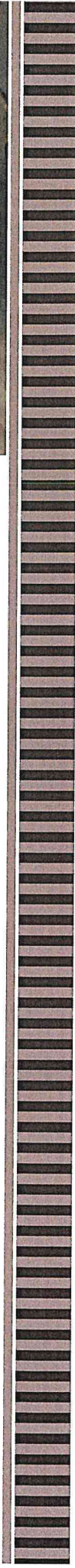
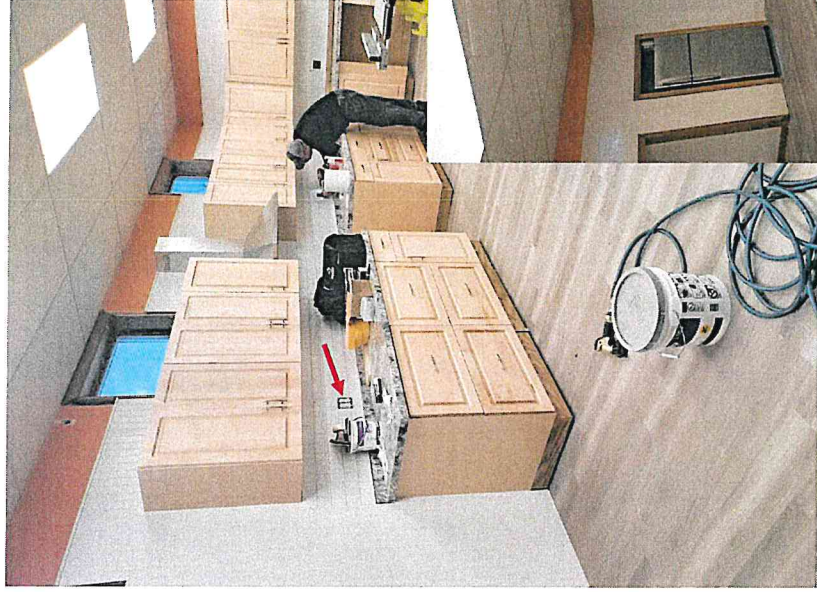


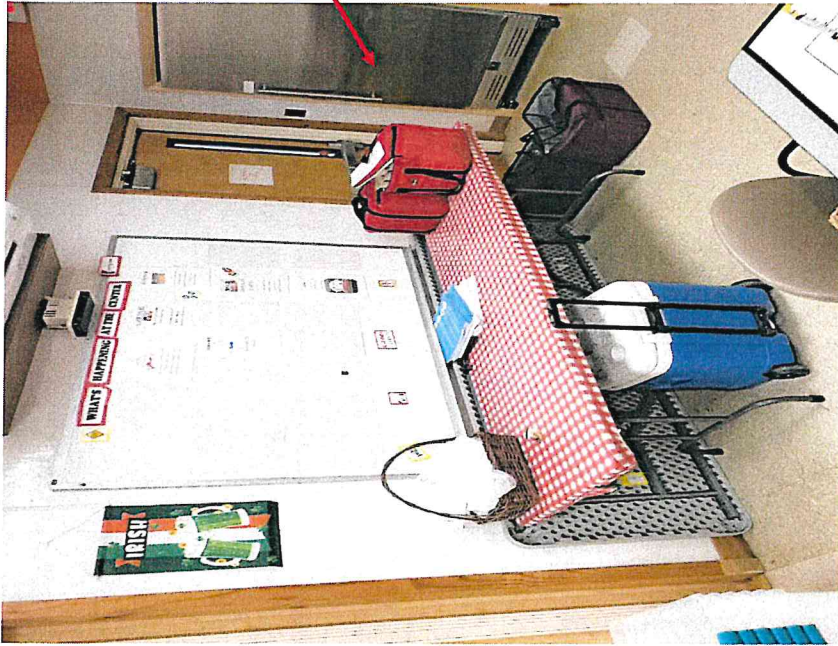
## Kitchen

- New floor installed
- Upper & lower cabinets in place
- New sinks with faucets installed
- Coffee Station in place
- Backsplash and Hood exhaust installed



- Installation of Beaded white wainscot panel.
- Installation of new electrical plugs and switches.



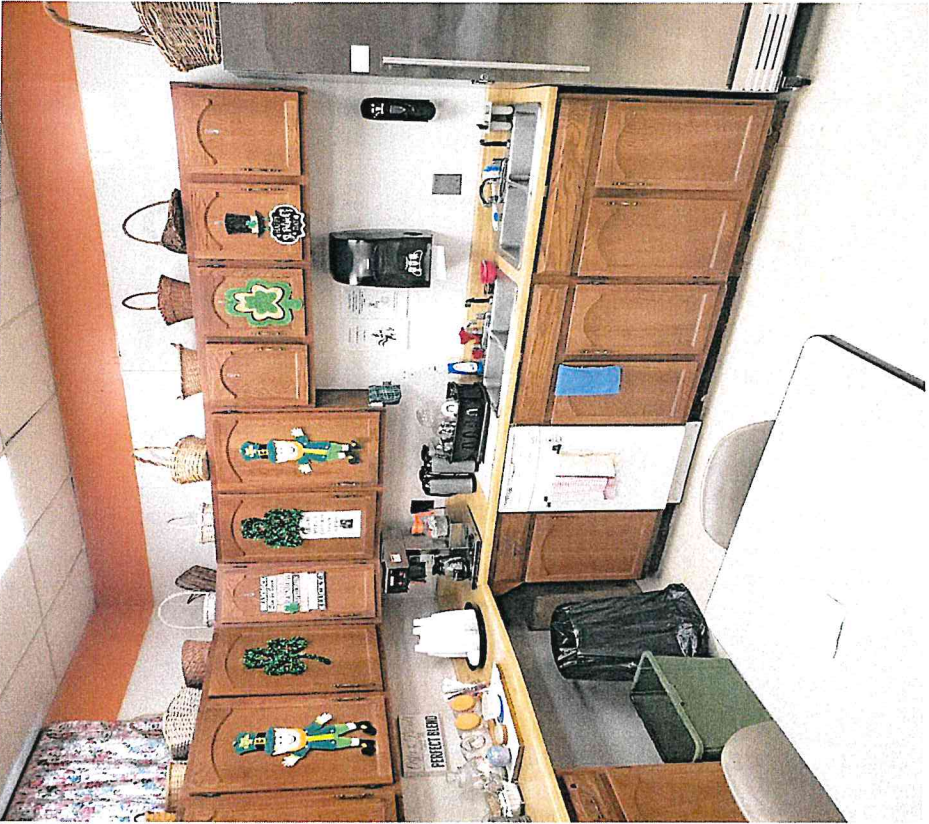


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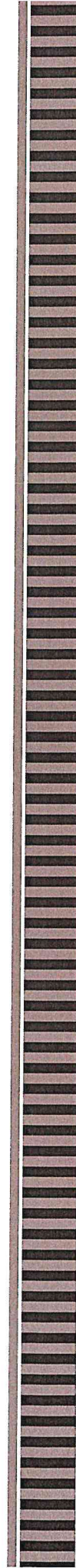




BEFORE



AFTER





BEFORE

AFTER



# SENIOR CENTER REMODEL COSTS WORKSHEET

Category	Items	Quantity	Estimated Cost	Actual Cost	Total Estimated Cost	Total Actual Cost
Cabinets	Base and upper cabinets with P-elm counter top, 4" back splash included in	1	\$8,542.00	\$8,830.10	\$8,542	\$8,830.10
Cabinets	ADA buffet cabinet with counter	1	\$1,793.00	\$1,932.16	\$1,793	\$1,932.16
Cleaning Appliances	Dishwasher	1	\$765.00	\$636.95	\$765	\$636.95
Bathroom Partitions	Restroom Partitions Mens & Womens	1	\$3,869.50	\$3,869.50	\$3,870	\$3,869.50
Doors	MHI Door 72 in. x 84 in. Both Active	2	\$818.00	\$546.00	\$1,636	\$1,092.00
Extras	Painted Composite Glass Clear Glass 15" Schlage Accent Satin Nickel Passage Hall/Close Door Lever	1	\$128.42	\$128.42	\$128	\$128.42
Flooring	Laminate LVT color TBD (quantity in square feet)	700	\$4.20	\$7,485.00	\$7,485	\$7,485.00
Floor Sanding	Sand off glue and refinish Air room floor with 4 coat system	1	\$3,674.00	\$3,674.00	\$3,674	\$3,674.00
Floor Sanding	Screen and dress coat floor with 2 coats of finish	1	\$577.00	\$577.00	\$577	\$577.00
Refrigerators	Whirlpool 19.2 cu. ft. Top Freezer Refrigerator in Monochromatic Stainless	1	\$882.00	\$648.90	\$649	\$648.90
Sinks	<a href="https://www.homedepot.com/p/KR-AU-S-Fax-Series-Drop-In-Stainless-Steel-25-in-">https://www.homedepot.com/p/KR-AU-S-Fax-Series-Drop-In-Stainless-Steel-25-in-</a>	2	\$299.95	\$299.95	\$600	\$599.90
Finish Trim	Finish trim around doors	1	\$242.16	\$242.16	\$242	\$242.16
Range Hood	<a href="https://www.homedepot.com/product/2ba3d734-">https://www.homedepot.com/product/2ba3d734-</a>	1	\$398.10	\$379.95	\$398	\$380
Coffee Brewer	BUNN Model No. 12950.0212 with water filtration system	1	\$855.00	\$855.00	\$855	\$855
Kitchen Faucet	<a href="https://www.homedepot.com/p/KR-AU-S-Bolden-Single-Handle-Pull-Down-">https://www.homedepot.com/p/KR-AU-S-Bolden-Single-Handle-Pull-Down-</a>	2	\$189.95	\$189.95	\$380	\$379.90
<b>Total</b>			\$23,088.28	\$30,295.04	\$31,593.88	\$31,330.94
					Total	\$31,330.94

Grant \$30k  
\$1,330.94 over



Director of Elderly  
Services:  
Terri Marciello

Is soooo happy with the improvements!

Thank you for your Cooperation and  
patience.

The Wilmington Public Buildings Dept.







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](http://WWW.WILMINGTONMA.GOV)

June 15, 2020

Eric Beauregard, Site Manager  
DSM Coating Resins  
730 Main Street  
Wilmington, MA 01887

Dear Mr. Beauregard:

On behalf of the Town, thank you to DSM Coating Resins for the generous donation of sanitizer. As you know, sanitizer has been in short supply. The sanitizer is currently being made available to staff and we expect to make it available to the public when the general public is permitted to resume entry into our buildings.

Once again, thank you for thinking of us.

Sincerely,

Jeffrey M. Hull  
Town Manager

cc: Board of Selectmen

WILMINGTON TOWN MANAGER



20 JUN 17 AM 10: 31

TOWN OF  
WILMINGTON, MASS

June 15, 2020

Board of Selectmen  
Town of Wilmington  
121 Glen Road  
Wilmington, MA 01887

***Re: Changes to Channel Lineups and Packages***

Dear Chairman and Members of the Board:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. Accordingly, please note the following changes:

- On June 9, 2020, AMC Premiere (a Subscription Video OnDemand "SVOD" product) rebranded as AMC+ and SVOD subscribers received access to a new linear AMC+ channel.
- On June 9, 2020, Urban Movie Channel (a Subscription Video OnDemand product) rebranded as WEtv+.
- Effective June 16, 2020, GSN, Investigation Discovery, Travel and TV Land are now part of the Entertainment genre pack.
- Effective June 16, 2020, EWTN is now part of the Kids & Family genre pack.
- Effective June 16, 2020, Cartoon Network and Tennis Channel are now part of Expanded Basic. Expanded Basic will include Kids & Family, Entertainment, and Sports & News genre packs.
- The following triple play packages are now available: **Standard+ More** at \$129.99/mo includes Limited Basic, Expanded Basic, HD programming, 20 Hour DVR Service, Performance Pro Internet and Unlimited Voice; **Select+ More** at \$159.99/mo includes Limited Basic, Expanded Basic, Digital Preferred Tier, HD programming, DVR Service, Extreme Pro Internet, and Unlimited Voice; **Signature+ More** at \$189.99/mo includes Limited Basic, Expanded Basic, Digital Preferred Tier, Epix, HD programming, Premium DVR Service, Gigabit Internet, Unlimited Voice, and Netflix Standard HD Plan; and **Super+ More** at \$199.99/mo includes Signature+ More, HBO, The Movie Channel (TMC), Showtime and More Sports & Entertainment. Prices exclude Broadcast TV Fee, Regional Sports Fee, taxes and fees.
- The following double play packages are now available: **Standard+** at \$109.99 includes Limited Basic, Expanded Basic, HD programming, 20 Hour DVR Service, and Performance Pro Internet; **Select+** at \$139.99/mo includes Limited Basic, Expanded Basic, Digital Preferred Tier, HD programming, 20 Hour DVR Service, and Blast! Internet; **Signature+** at \$169.99/mo includes Limited Basic, Expanded Basic, Digital Preferred Tier, Epix, HD programming, DVR Service, Extreme Pro Internet, and Netflix Standard HD Plan; and **Super+** at \$189.99/mo includes Signature+, HBO, TMC and Showtime. Prices exclude Broadcast TV Fee, Regional Sports Fee, taxes and fees.

- The following packages will no longer be available to new customers starting June 16, 2020 and to existing customers for new subscription starting June 30, 2020: Super Triple Play, Signature Triple Play, Select Triple Play, Standard Triple Play, Super Double Play, Signature Double Play, Select Double Play, and Standard Double Play. Customers who currently subscribe to one of these packages, will continue to receive the package until they make a change, or they receive further notice.
- Starting June 18, 2020, Xfinity TV and Xfinity Flex customers subscribing to HBO will now have access to HBO's new streaming platform HBO Max. HBO Max has replaced HBO on our bills.

Please feel free to contact me at [Catherine\\_Maloney@comcast.com](mailto:Catherine_Maloney@comcast.com) should you have questions.

Very truly yours,

*Catherine Maloney*

Catherine Maloney, Sr. Manager  
Government Affairs

GBR\_MA\_V1