



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

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WWW.WILMINGTONMA.GOV

March 7, 2022

Steven Poftak, General Manager
Massachusetts Bay Transportation Authority
Room 3910
10 Park Plaza
Boston, MA 02116

Dear Mr. Poftak:

The tragic events of Friday, January 21, 2022 have shaken residents and Town officials in Wilmington. Roberta Sausville-Devine was a neighbor, a friend, a mother, a sibling and, through no fault of her own, her life's journey was abruptly and painfully cut short. We are told that the cause of this horrible incident was due to human error, but an investigation is ongoing that will take months. On the Saturday following the crash a Zoom session was conducted with the Town's legislative delegation, Chairman of the Board of Selectmen Lilia Maselli, Angel Donahue-Rodriquez from the MBTA, a MassDOT representative and myself to discuss the response. The Town and legislative delegation stressed the importance of the MBTA providing the Town with timely and regular communication about the steps being taken to ensure that human error or mechanical failure never result in serious injury or claiming of a life again. Mr. Donahue-Rodriquez stated he could not make such a commitment but would bring the message back to the MBTA.

Unfortunately, the MBTA chose not to provide any follow-up communication with Town officials about efforts to assess the proper operation of rail crossing gates or other safety features at rail crossings in Wilmington. Not until February 22, 2022 was a press release issued stating the Middlesex Avenue rail crossing was safe and noting a few steps being taken by staff. Multiple other accounts of gate malfunctions were reported via social media and to the Police Department since that Zoom conference. Without any regular updates from the MBTA, Town officials have had nothing to offer residents in the way of information. Given the lack of confidence from motorists about the reliability of the safety features at the rail crossings, reports have been brought to my attention of motorists coming to a near stop on the approach to crossings. This reaction to the unease about the rail crossings is creating its own hazards to motorists.

On February 18, 2022 at 12:19 a.m. a Wilmington police officer responded to a report that the rail crossing gates at the north Wilmington crossing were stuck in the down condition in spite of no train activity. Once again at 6:44 a.m. a second officer was dispatched to the same location due to a report of gates being stuck in the down position. The officer reported that “the Keolis worker explained to him that the regular signal stopped working and that Keolis was waiting for a contractor to arrive on scene to rectify the issue.” The officer further reported that he returned to the location at 7:46 a.m. and spoke with a Keolis representative. “He reported that the switch signal between Middlesex Ave and Concord St has malfunctioned and that they needed an ET to respond. He stated he needs an ET to look at some equipment and he pointed to 3 or 4 electronic boxes that were on the wall above the work shelf where he was sitting at.”

In spite of this report, in an email issued by Mr. Donahue-Rodriquez on the evening of February 18, 2022 he states, in part, “The railroad crossing’s safety system performed as it was designed. When snow piles melt and the water mixes with salt that was used to treat roads, ponding can occur in the tracks at railroad crossings. Upon sensing something occupying the space between the rails (shortly after midnight), the safety system’s gates were automatically lowered (as designed). This is the manner in which crossing systems around the world operate. It is not a failure nor a malfunction of the crossing’s safety system.” The lack of communication with the Town as requested, and the communications that contradict information being provided by employees of Keolis, does not foster a sense that the MBTA either takes these matters seriously or is prepared to devote the necessary time and resources to solve the problem.

On March 4, 2022 at approximately 6:30 p.m. a call was received by the Wilmington Public Safety Dispatch Center of crossing gates being stuck in the down position across Glen Road. A Wilmington officer responded and remained on scene until an MBTA police officer arrived to relieve him. Beyond an inconvenience to motorists these instances in which gates are “stuck” and extend across the roadway present a very real obstacle to police and fire personnel responding to emergencies of any nature. The traffic back up on Glen Road due to the gate issue would have seriously delayed the response time for police and fire to any incident, medical emergency, etc. in residential neighborhoods off Glen Road. These incidents cannot be permitted to continue, and the Board of Selectmen expects that you, or individuals on your team with authority to set policy and direct resources along with individuals who have the technical expertise about the safety systems, meet with them to explain to the Board and residents the plan to resolve these issues.

New England is known for its cold and snowy winters. While snow totals vary from year-to-year, snow accumulation during the 2021-2022 winter is not a unique occurrence and yet this is the first time that Town officials have received reports of snowmelt causing problems with rail crossing gate arms at multiple locations and at multiple times. The Town is not seeking to establish an adversarial relationship with the MBTA but, as one of your customers, we expect that the agency will establish regular and robust lines of communication and focus on addressing the

problems with the safety features at rail crossings in Wilmington. Rail crossings are as much a part of the community's infrastructure as is the case with our water and sewer systems and our bridges. We all need to have confidence that our lives will not be imperiled by using them.

Sincerely,

A handwritten signature in black ink that reads "Jeffrey M. Hull". The signature is written in a cursive style with a large, prominent "J" and "H".

Jeffrey M. Hull
Town Manager

cc: Board of Selectmen
Senator Bruce E. Tarr
David A. Robertson, Representative
Jamey L. Tesler, Secretary of Transportation
Governor Charles D. Baker
Senator Edward J. Markey
Senator Elizabeth Warren
Congressman Seth W. Moulton



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

FROM THE TOWN MANAGER

March 11, 2022

TO: Board of Selectmen

RE: Discussion with Legislative Delegation and MBTA Representatives About Rail Crossing Safety Issues

As a consequence of the ongoing issues associated with the MBTA rail crossings, a Zoom session was held on March 8th with Senator Bruce Tarr, Representative David Robertson, Chairman Lilia Maselli, Selectman Judith O'Connell, Steven Poftak, MBTA General Manager; David Abdo, MBTA Chief of Staff; Michael Muller, MBTA Executive Director of Commuter Rail; Jeffrey Gonnevill, MBTA Deputy General Manager, and Ryan Coholan, MBTA Chief Railroad Officer.

Town officials provided a recap about the Glen Road crossing gate incident on March 4th and the previous incidents reported to us. Mr. Coholan stated that some of these problems are due to the melting snow mixing with salt which creates conductivity that interferes with electronic signals on the rails. These electronic signals are responsible for instructing when the crossing gates come down or return to the upright positions. Signal maintainers are called upon to adjust these electronic signals which is a delicate balance. He noted that the Town's dispatch center should call the MBTA as soon as they receive a report of a problem at a crossing. In response, it was noted that Wilmington dispatch currently contacts the MBTA dispatch when calls are received about the rail crossings.

Concern was expressed by Town officials about the initial conference following the January 21st tragedy and the fact that, in spite of insistence on prompt communication by the MBTA regarding the steps to be taken to address the problems, no such communication followed. MBTA representatives were told that no such communications were issued until the February 18th incident in North Wilmington at which time an MBTA representative issued an email explaining that the gates were functioning properly. Town officials also noted the discrepancies between accounts reported by Wilmington police officers following conversations with Keolis employees and the official response from the MBTA spokesperson. Additionally, the MBTA was advised that the gates in the down position for an extended period, such as occurred on March 4th, impede the ability of emergency responders to quickly reach their destination. Given the traffic back up on Glen Road when those gates were frozen in the down position, police and fire personnel would have experienced serious difficulties responding to emergencies in neighborhoods off Glen Road.

The MBTA was advised that the Town expects regular communication with the MBTA about efforts to address rail crossing issues including appearing before the full Board of Selectmen, that a call be made to designated Town personnel when the MBTA is performing work at or around the rail crossings, an explanation for the increase in accounts of malfunctioning grade crossing gates and an explanation of the plans to address the problems. Officials from the MBTA did agree to schedule bi-weekly conferences with Wilmington representatives with the next session to be March 16th. They requested time to review reports about their safety equipment at grade crossings during these incidents of reported malfunctions. It was agreed that MBTA representatives would not attend the upcoming Selectmen's meeting due to the need for them to gather information about the rail crossings.



Jeffrey M. Hull
Town Manager



TOWN OF WILMINGTON
THE OFFICE OF THE TOWN CLERK
121 GLEN ROAD
WILMINGTON, MA 01887

VOICE (978) 658-2030

FAX (978)657-7564

March 11, 2022

To: Town Manager
Board of Selectmen

From: Elizabeth Lawrenson
Town Clerk

Subject: Re-Precincting Data\Map

Pursuant to Massachusetts General Law, Chapter 54 Section 1, the Town of Wilmington has changed voting precincts to reflect population changes as calculated by the 2020 federal census. Tina Touma-Conway began this process with Anthony LaVerde in June of 2021. The Town of Wilmington didn't receive the official Census figures until August 12, 2021.

My department worked with our GIS Coordinator Anthony LaVerde to create new precinct lines that were deemed least disruptive to the residents of Wilmington. The final approved plan has 1094 households that will change their precincts. Of that, only 203 Households will change their polling location. This will minimize any confusion regarding polling location.

At the November 8, 2022 meeting I asked the Board of Selectmen to vote to approve the final precinct plan. I then submitted that vote along with the required Re-Precincting documents to the Census Division of the Secretary of the Commonwealth's office. This plan was approved on October 13, 2022 by the Local Election Districts Review Commission. They sent out a list of households that were changed for approval. Anthony LaVerde checked this list for discrepancies, and we sent back the Affirmation of Geo-Coding Review as requested. Friday March 4, 2022, I was notified that the changes had been made in the Voter Registration Database.

At this point we are getting ready to send a post card to the households that will be affected. It will inform them of their new precinct number and polling location. I've used language that was suggested by the Census Division. I have attached an example of this to this memo. There will be one for each precinct. I also plan to put a message on Facebook with a link to check voter registration. A notice will be posted about these changes on my Town Clerk page and my Voting and Elections page.



IMPORTANT: Precinct Change Notice

Pursuant to Massachusetts General Law, chapter 54 section 1 the Town of Wilmington has changed voting precincts to reflect population changes as calculated by the most recent federal census. Effective December 31, 2021, you are in Precinct 2 and your voting location is:

The Boutwell School 17 Boutwell St.

Call our office if you have any questions.

Sincerely,
Elizabeth M. Lawrenson
Town Clerk
978-658-2030



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

March 4, 2022

TO: Board of Selectmen

RE: Town/School Administration Building Committee Update

On Wednesday, March 2nd the Town/School Administration Building Committee met to further review office adjacencies for a new building. Phil O'Brien, LEED, AP from Johnson Roberts Associates, Inc., along with Dan Pallotta, Owners Project Manager, also participated in the meeting.

Mr. O'Brien walked the committee through the interior set-up for offices and other spaces for Town and School, presenting two options referenced as Scheme A.3 and Scheme D. Each option consists of three floors with Scheme A.3 being a shorter and deeper rectangle than Scheme D. Scheme A.3 depicts contiguous counter space for the Town Clerk, Treasurer/Collector and Assessors offices and for the Building and Health, Planning and Conservation and Engineering Offices on the second floor. The large meeting room roof is perpendicular to the roof line for the rest of the building. Scheme D has the counter space divided up on the first two floors. The Hearing Room/Selectmen's Room is situated in the back of the building with a smaller hearing room and WCTV studio separating it from the large hearing room. Both designs will permit the hearing rooms to be locked off from the remainder of the building for use of the space after regular business hours.

In each option the third floor is occupied by the school administration. A suggestion was made to consider adding the Public Works administration personnel to this building. These six individuals are currently located at the former Browns Crossing pump station building on Andover Street. Reference was made to the periodic flooding at the existing location and the prospect of working in the same place as the Engineering Division. The suggestion was made that the administrative personnel may be more appropriate to be located at the current highway garage. Committee members identified features of each option which they find beneficial. Mr. O'Brien will develop a third option that will be a hybrid of the two existing options.

The parking area was shown which noted that 304 spaces could be accommodated versus the existing limit of 247 spaces. Discussion took place about the potential of adding parking next to the existing senior center building into the embankment. A three-dimensional version of the two options was shown in an effort to illustrate the difference in massing between the two versions. The committee will meet again on March 16th.

Kevin A. Caira
Selectman

Memorandum to the Wilmington Board of Selectman
March 14, 2022

The Wilmington Rink & Recreation Committee continues to move forward toward its objective of securing a long term sustainable ice skating facility for the use of Wilmington residents and programs. Since its inception (pre-Covid), it has continued to explore all potential avenues to accomplish this goal whether it be through a publically funded endeavor or one accomplished through a public, private partnership. There was, and continues to be a strong inclination from the committee to move forward with the public-private partnership model but it continues to keep both options open for consideration.

Initial efforts of the committee were spent reviewing what town owned land might be available and suitable to build a rink/recreational facility. The committee identified its top four choices after thorough review, numerous discussions, and several presentations from Town Engineer Paul Alunni analyzing over a dozen sites. The committee's consensus of its top four choices included:

Whitefield School site (342 Middlesex)

Town Recycling Center (955 Main Street)

Grove Ave. parcel (vacant lot across street from Silver Lake)

Town Park (823 Main Street).

After the identification of these 4 sites, the committee looked for feedback from the community on its existing indoor sports and recreation facilities through the use of a survey. The survey asked residents a number of questions including how satisfied they were with the indoor activities that they participate in town versus outside of town; whether they support a new ice rink, recreation facility or both. The survey ran from June 7th to July 7th 2021 and the response was astounding. Over 950 residents shared their opinions and the overwhelming feedback was that residents are interested in and would support an indoor ice rink and recreation facility. Upon follow up meetings on July 15th 2021 and August 24th 2021 in which further discussions were had regarding the location of a potential facility and survey results, the committee decided to move forward with a follow-up survey so that it could learn more about initial feedback that was received. Progress on the follow-up survey was made during the October 27th 2021 and November 30th 2021 meetings and the committee now expects to complete and launch this survey within the coming week.

Alongside these activities, the rink and recreation committee has continued to inquire with Richard Gallant, the owner of the Ristuccia Arena, about any potential changes that he may foresee with the rink. Mr. Gallant was contacted in December of 2020 and asked if his outlook for the Ristuccia Arena had changed. He indicated at that time that "there were no changes in plans at the rink." More recently, on February 17, 2022 the Town Manager, on behalf of the Town of Wilmington and the Wilmington Rink and Recreation Committee reached out to Mr. Gallant once again and have inquired as to whether his outlook for the Ristuccia Arena may have changed, including the thought of potentially selling the rink. If Ristuccia Arena were to again become available, the committee would like to pursue that option and have an opportunity to sit down with Mr. Gallant to discuss further.

Sincerely,

Mark DiGiovanni
Chairman, Wilmington Rink & Recreation Committee



EXECUTIVE OFFICE OF TECHNOLOGY SERVICES & SECURITY

COMMONWEALTH OF MASSACHUSETTS | 1 ASHBURTON PLACE, 8TH FLOOR, BOSTON, MA 02108

CHARLES D. BAKER
Governor

CURTIS M. WOOD
Secretary/CIO

KARYN E. POLITO
Lieutenant Governor

March 8, 2022

We are pleased to affirm that you have been selected to participate in the competitive Municipal Cybersecurity Awareness Grant program.

Cybersecurity continues to be a growing threat across the Commonwealth, and we are excited to partner with you to improve the cybersecurity posture of your organization.

This program delivers to the end-user an initial and final assessment, cybersecurity training, and threat simulation, administered by EOTSS and ProofPoint (cybersecurity vendor). As specified in the grant application, participation requires:

- Confirmation of executive-level ongoing commitment to the program.
- Identification of a point of contact who will work directly with EOTSS to successfully deploy the program.
- Selection of a training track; Year-Long, Abbreviated or Set Your Own Timeline
- Commitment of efforts to educate employees throughout this one-year program, including review of reports to identify and encourage employees who have not participated in the training.
- Acceptance of the standardized curriculum and scheduling to support a multi-jurisdiction effort.
- Approval for EOTSS and/or ProofPoint to send simulated phishing emails to staff in an effort to better understand cybersecurity posture and educate employees on how to identify phishing attempts.
- Approval for EOTSS to leverage data collected through the program to support efforts to better understand the cybersecurity posture of local government in the Commonwealth.

Your Office of Municipal and School Technology contact for this grant program will be Nikolas Gonzales, who may be reached at cyberawarenessgrant@mass.gov

We look forward to partnering with you on this critically important initiative to improve cybersecurity posture across the Commonwealth.

Sincerely,

Curtis M. Wood, Secretary

Beverly Dalton

From: Contact form at Town of Wilmington MA <cmsmailer@civicplus.com>
Sent: Wednesday, March 9, 2022 11:03 AM
To: Wilmington Selectmen
Subject: [EXTERNAL] [Town of Wilmington MA] Little League opening day parade (Sent by Mike Tentindo, wllprez@outlook.com)

Hello Selectmen,

Mike Tentindo (wllprez@outlook.com) has sent you a message via your contact form (<https://www.wilmingtonma.gov/user/62/contact>) at Town of Wilmington MA.

If you don't want to receive such e-mails, you can change your settings at <https://www.wilmingtonma.gov/user/62/edit>.

Message:

Hi Board of Selectmen,

My name is Mike Tentindo, and I'm President of Wilmington Little League. I'm reaching to invite you all to attend and participate in our 2022 WLL Opening Day Parade Ceremonies. As you know, we've had a stretch of about 3 year with no parade, and we are thrilled to be having one this year. We are in the process of creating our program for the day, but I do envision it to be very similar, or the same, as in years past.

We'd like very much to invite you all to participate and make some brief remarks on-field during our ceremony, if you'd like to.

Please feel free to reach out to me directly to discuss, or if you need any additional information. My contact info is included below.

This year's Opening Day Parade is Saturday, April 16. Our parade starts at 9:30 (still need to confirm that with WPD) and our onfield ceremony will immediately follow.

Hope to see you all there!

Mike Tentindo
wllprez@outlook.com
781-333-9626

This message is for the designated recipient(s) only. If you have received this message in error, please notify the sender immediately and delete the original. Please be advised that email is subject to the provisions of Massachusetts Public Records Law. MA G.L. c. 66.



March 1, 2022

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

COPIES TO THE TOWN BOARD
2/24/22 BY: [illegible]

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 relative to your community:

On April 26, 2022, HSN2 will move from Expanded Basic, Entertainment, Xfinity TV Starter and Xfinity TV Economy Plus to Limited Basic.

Effective May 12, 2022, FS1 will no longer be offered as part of Digital Economy, but will continue to be available in the Sports & News and Expanded Basic tiers.

Customers are receiving notice of this information in their bill. Please feel free to contact me at Catherine_Maloney@cable.comcast.com should you have any questions.

Very truly yours,

Catherine Maloney

Catherine Maloney, Sr. Manager
Government Affairs

From: "Connors, Niall S" <niall.s.connors@verizon.com>
Date: March 4, 2022 at 9:32:00 AM EST
Subject: [EXTERNAL] Fios TV LFA Notice — Fox Life

Dear Municipal Official:

This is to notify you of a change to Fios® TV programming.

On or after March 31, 2022, Fox Life network (channel 1582) will be discontinued by the content provider. This channel will be removed from the Fios TV channel lineup.

Verizon will notify subscribers through the Fios TV Message Center beginning on or around March 5, 2022. A sample customer notice is attached.

Access to the Fios TV channel lineup is available 24/7 online at [verizon.com/fiostvchannels](https://www.verizon.com/fiostvchannels).

We realize that our customers have other alternatives for entertainment and our goal is to offer the best choice and value in the industry. Verizon appreciates the opportunity to conduct business in your community. Should you or your staff have any questions, please contact me.

Sincerely,

verizon[✓]
Niall Connors

Franchise Service Manager
Fios Video Franchising
Verizon Consumer Group

O 857 415 5123
M 781 715 7058
6 Bowdoin Sq.
Floor 10
Boston, MA 02114



Fios® TV Programming Change

On or after March 31, 2022, Fox Life network (channel 1582) will be discontinued by the content provider. This channel will be removed from the Fios TV channel lineup.

From: Connors, Niall S <niall.s.connors@verizon.com>

Sent: Monday, March 7, 2022 10:11 AM

Subject: [EXTERNAL] LFA Notice: Channel Removal Certain Fios TV Plans

This is to notify you of a change to Fios® TV programming.

On or after April 25, 2022, certain networks will no longer be available in specific Fios TV packages:

- American Heroes Channel - Fios TV Extreme HD (channels: 125 SD/625 HD);
- Destination America- Fios TV Extreme HD (channels: 168 SD/668 HD);
- Discovery Family- Fios TV Extreme HD (channels: 259 SD/789 HD);
- Science Channel (channels 122 SD/622 HD):
 - Fios TV Extreme HD
 - Custom TV Home & Family
 - Fios TV Preferred HD
- Cooking Channel (channels: 163 SD/ 663 HD):
 - Extreme HD TV
 - Fios TV Essentials
 - Fios TV Premier
 - Fios TV Select HD
 - Custom TV Lifestyle & Reality
 - Custom TV Home & Family

Verizon began notifying subscribers through the Fios TV Message Center on or around March 3, 2022. A sample customer notice is attached.

Access to the Fios TV channel lineup is available 24/7 online at [verizon.com/fiostvchannels](https://www.verizon.com/fiostvchannels).

We realize that our customers have other alternatives for entertainment and our goal is to offer the best choice and value in the industry. Verizon appreciates the opportunity to conduct business in your community. Should you or your staff have any questions, please contact me.

Sincerely,

verizon[✓]
Niall Connors

Franchise Service Manager
Fios Video Franchising
Verizon Consumer Group

O 857 415 5123
M 781 715 7058
6 Bowdoin Sq.
Floor 10
Boston, MA 02114



Fios® TV Programming Change

On or after April 25, 2022, the following networks will no longer be available in certain Fios TV packages, as shown below:

American Heroes Channel - Fios TV Extreme HD (channels: 125 SD/ 625 HD); Destination America- Fios TV Extreme HD (channels: 168 SD/ 668 HD); Discovery Family- Fios TV Extreme HD (channels: 259 SD/ 789 HD); Cooking Channel (channels: 163 SD/ 663 HD):

- Extreme HD TV
- Fios TV Essentials
- Fios TV Premier
- Fios TV Select HD
- Custom TV Lifestyle & Reality
- Custom TV Home & Family

Science Channel (channels 122 SD/ 622 HD):

- Fios TV Extreme HD
- Custom TV Home & Family
- Fios TV Preferred HD

To learn about alternative packages that may suit your needs, please call 800.VERIZON.