



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

FROM THE TOWN MANAGER

September 25, 2020

TO: Board of Selectmen

RE: Recovery/Remembrance Vigil

The Recovery/Remembrance Vigil, which is coordinated by Samantha Reif, Health & Recovery Coordinator, and the Wilmington Substance Abuse Coalition (WASC) and typically held in September, has been rescheduled this year to take place on October 15th starting at 5:30 p.m. In light of COVID-19 and the restrictions on social gatherings, this will be a multi-town event with limited attendance. It was initially planned for the Billerica Town Common. However, late yesterday following the deadline for posting of the Selectmen's agenda Ms. Reif became aware that Billerica Access Television (BATV) could not stream the event live.

Since it has been the intention to provide live coverage of the event, she contacted Wilmington Community Television (WCTV) who confirmed the ability to provide live coverage. Since the Board of Selectmen are not meeting again until October 13th, in consultation with Chairman Eaton, a determination was made to authorize the event to occur on the Wilmington Town Common.

Representatives from ten (10) communities have been invited to attend the remembrance/vigil. In light of the fifty (50) person limit placed on outdoor gatherings and accounting for those invited to provide music, the WCTV crew, invited parents, who will offer comments about their child's struggles with substance abuse, and a member of the clergy, each community is asked to have not more than three representatives present.

The ceremonies are expected to commence with comments from Samantha Reif and Chief Desmond. This will be followed by a limited slate of speakers that is still being determined. As has been the case in prior years, a memorial slide show will be presented followed by music and closing remarks.

If you would like to attend the vigil please let Beverly know by, Friday, October 9th.


Jeffrey M. Hull
Town Manager

cc: Kerry Colburn-Dion, Assistant Town Manager/Human Resources Director
Joseph Desmond, Police Chief
Samantha Reif, Health & Recovery Coordinator



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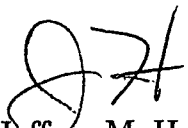
RE: EPA Comment Period for Olin Chemical Superfund Site Clean-Up Plan

The deadline for written comments in response to the Environmental Protection Agency's (EPA) proposed clean-up plan for the Olin Corporation Superfund site is Monday, October 26, 2020. Both the oral comments offered at the EPA virtual public comment hearing on September 22, 2020, and written comments submitted by the noted deadline, will be considered by EPA and have the same weight. The Town's environmental consultant, GeoInsight, is finalizing written comments which will be filed with EPA. Additionally, the Town is working with Daniel Deutsch, Esq., Special Counsel, to prepare comments of a non-technical nature to be provided to EPA.

Written comments may be mailed or emailed to:

Melanie Morash
U.S. EPA Region 1 – New England
Mail Code 7-4
5 Post Office Square
Boston, MA 02109-3912

Email: morash.melaine@epa.gov


Jeffrey M. Hull
Town Manager



Wilmington, Massachusetts

INTER-DEPARTMENTAL COMMUNICATION

FROM THE TOWN MANAGER

August 21, 2020

TO: Board of Selectmen

RE: Textron

On Wednesday, August 19, 2020 at the invitation of Carley Jones, Facilities Planner with Textron Systems Corporation, I participated in a virtual meeting with several representatives from the company's Wilmington and Hunt Valley, MD operations. The purpose of the meeting was to update the Town on Textron's plans in Wilmington.

After several years of evaluating options including whether to relocate their existing operations or remain in Wilmington the company has decided to maintain its operation in Wilmington for the foreseeable future. The company has been successful recently in obtaining a number of government contracts which has led to an increased demand for employees. For several years Textron's employment hovered around 55 to 60 employees. They are in a hiring mode currently and employ over 100 employees with the expectation of employing approximately 300 employees within the next five (5) years.

Textron is aiming to consolidate their operations into fewer buildings and remove some of the existing facilities. Currently, so-called buildings 1, 2 and 3 are vacant. Building 4 is 30% occupied, building 6 is 40% occupied and building 9 is the most fully occupied with most personnel, laboratory space and shipping and receiving. Work which will include renovation, demolition and landscaping will be fully funded by Textron. Details on their other buildings were not offered. A rough time frame of their plans are as follows:

- Current focus on improvements to office space in building 9 and make building more secure. Electricity in buildings 1, 2 and 3 will be shut off.
- Phase 2 slated for 2022 would include making building 9 self-sufficient, exit building 4 and 6 and establish a new electrical connection to Lowell Street.

- Phase 3 will include transfer or production laboratories from buildings 4 and 6 into building 9. Building 4 and 6 will be demolished and a new main entrance with landscaping will be established on Lowell Street.

In response to my question about their plans for use of the vacated property, representatives responded that they do not currently have plans. I advised them about the intersection improvements slated to take place at the intersection of Lowell Street and Woburn Street. They were advised that the Town has been working with the Massachusetts Department of Transportation to replace the existing signals and to reconfigure the lanes to improve safety and expedite traffic flow. I once again noted the Town's interest in the tennis courts and ballfields and noted the proximity to the Town's Yentile Farm Recreational Facility. Textron currently has no plans for that property.

I expressed the Town's appreciation for their desire to remain in Wilmington and offered to assist their efforts as needed. Paul Alunni, Town Engineer, and Valerie Gingrich, Planning and Conservation Director, were apprised of the meeting particularly as it relates to their plans for a new main entrance on Lowell Street. I advised Ms. Jones that consulting with Paul Alunni when they begin to plan for the new entrance would be advisable to avoid potential negative impacts to the intersection improvements.



Jeffrey M. Hull
Town Manager



TOWN OF WILMINGTON

**121 GLEN ROAD
WILMINGTON, MA 01887**

**THE OFFICE
OF TOWN CLERK**

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

Date: September 23, 2020

To: Jeff Hull
Town Manager

From: Tina Conway
Town Clerk

Subject: Update on Election Day Voting at Shriners

Please accept this update of steps taken since the Board of Selectmen approved moving in person Election Day voting to the Shriners Auditorium on September 14, 2020.

There are several different aspects to the planning for this event, and I address them separately below.

NOTICE TO RESIDENTS

A notice was posted on the Town of Wilmington's Facebook page last week.

A 5.5" x 8.5" postcard has been designed by Gannett Companies to be sent to all Wilmington households that contain at least one voter; if a voter has a specified mailing addresses, a card will be sent to that address also. In addition to having already designed the card, Gannett will perform all data work and will take care of addressing and mailing the cards. The current estimate for the cost is approximately \$3,700, which is comparable to what it would cost for us to purchase the pre-paid postcards and have them printed. My estimated cost for performing this work "in-house" did not take into account the cost of labels or in-house labor cost of placing the labels on the cards and getting them mailed, and would have taken longer to accomplish than using the vendor. The current plan with Gannett is for the postcards to hit voters' homes the week of October 12.

We have reached out to the Elections Division of the Secretary of State's Office to change the message voters receive when they go to the SOC's "Where Do I Vote" link; we are awaiting a response from that office.

We are mailing out neon yellow notices with each Acknowledgement Notice that is sent from our office to voters who have newly registered or changed their registration.

A press release has been prepared and will be distributed to the press within the next day. Once it is completed, we will announce the change on Twitter with a link to the press release.

Town Topics and the Elder Services Newsletter will announce the change in their upcoming issues. The Recreation Department will do email blasts to its mailing list recipients and clients announcing the change; those blasts are planned for the end of September and again towards the end of October. The Wilmington Library is holding an outdoor Voter Registration Day, with our Registrars participating, on September 29, 2020, and have prepared a Bookmark with the information about changing of polling locations and Early Voting and Early Voting by Mail Information for distribution. They will also hand out Early Vote by Mail applications at their "pop up" library events through the application deadline of October 28.

The Board of Registrars and Town Clerk are scheduled to go to WCTV to film an informational question and answer spot and also public service announcements regarding the polling location change, early voting availability, and Early Vote by Mail alternatives to in person Election Day voting. The taping is scheduled for October 1.

Reverse 9-1-1- calls will be sent three times: once by the end of September, once during the middle of October, on the eve of Early Voting, and once during the last week of October. Whether these calls will be the same message or adjusted to the events surrounding the time they are issued has yet to be determined.

Signs will be placed at the Wildwood and Boutwell Schools and Town Hall for the week preceding the November 3 election, advising voters that all precincts will vote at the Shriners Auditorium on Election Day.

The Rotary Park signboard will be utilized to announce the change, though as of now the timing has not been established.

INTERDEPARTMENTAL AND VENDOR-INVOLVED VOTING LOCATION PLANNING

The Town Engineer will assist in laying out the Shriners Auditorium space to allow for ease of access, ingress and egress, similar to the role played at the Annual Town Meeting.

The DPW will assist with signage at the site for Election Day and temporary adjustments to handicapped parking spots. I have also inquired of DPW their capacity to make the signs for the voting locations.

Public Building personnel will bring all Election Day equipment to the site on Monday, November 2 and set up in accordance with the plan developed by the Town Engineer and the Town Clerk. That department will also provide Election Day custodial coverage to ensure frequent disinfection of the high touch areas of the voting sections and the rest rooms. Finally, Public Building personnel will break down the site on Wednesday, November 4.

Thanks to Assistant Town Manager Kerry Colburn-Dion, an insurance binder has been secured to provide to the Shriners Auditorium for November 2-4.

We are awaiting finalization of an agreement to rent two motorized scooters and two wheelchairs from Boston Medical Supplies. The cost is not expected to exceed \$400, though we have not discussed delivery charges as of yet.

LEGAL CONSIDERATIONS

Town Counsel has been consulted with regard to how to measure the allowable 150 foot electioneering parameters given that there will be multiple entrances to the Shriners.

There is also the possibility of having to deal with Early Voting and/or Election Day protesting. I have consulted with Chief Desmond, and he is not aware of any “chatter” about any protesting to be done here in Wilmington, and I am not saying I expect this to occur, but it is best to be prepared for it and not ever need to use a back-up plan than to need one and not to have one.

BUDGET

Any additional cost we will incur due to the change in polling location will be discussed with Chief Cavanaugh for possible submission as a CARES Act cost. In addition to the cost of the postcards and the scooters and wheelchairs rentals, I do anticipate some additional overtime costs for custodians and also potentially for police officers, should it be decided we need more than our usual allotment. Finally, there might be some outside vendor cost associated with signs depending on DPW’s capacity to produce signs.

I have also recently learned of a grant that is available from The Center for Tech and Civic Life to local election offices to help ensure they have critical resources needed to safely serve voters in 2020. I have not had an opportunity to explore this grant other than just having learned of its existence yesterday, but will certainly look into it and submit an application if I believe it appropriate. The application deadline is September 30. I will keep you advised as I learn more about this opportunity.

As always, I am available to answer any questions or concerns.



FOR IMMEDIATE RELEASE:

From the Office of the Town Manager

PRESS RELEASE

Due to the current COVID-19 pandemic, the Wilmington Conservation Commission and the Department of Planning & Conservation is asking residents to volunteer to do individual town clean-up efforts during the months of September and October in their neighborhoods. Specifically, volunteers are encouraged to walk neighborhood trails and visit town parks and public open space to remove trash and litter. Town-owned parcels and neighborhood trails can be located by using the Town's GIS maps on the Town's website: <https://www.wilmingtonma.gov/public-works/engineering-division/pages/gis-maps>. Printable trail maps for many trails can also be downloaded from the Town's website: <https://www.wilmingtonma.gov/planning-conservation/pages/town-trail-maps>.

As you are visiting the town's open spaces this fall, please remember to be safe. Rules and safety recommendations for conservation land can be found in the Town of Wilmington Conservation Land Stewardship Program Handbook here: https://www.wilmingtonma.gov/sites/g/files/vyhlf5221/f/uploads/land_stewardship_handbook_spring_2019_final_print.pdf.

If you are interested in conducting regular maintenance as a land steward or have any questions about clean-up activities please contact the Department of Planning & Conservation at 978-658-8238.

Valerie Gingrich
Director of Planning & Conservation
Town of Wilmington
121 Glen Road | Wilmington MA 01887
978-658-8238



TOWN of WILMINGTON

DEPARTMENT OF PLANNING & CONSERVATION

121 Glen Road, WILMINGTON, MA 01887 www.wilmingtonma.gov (978) 658-8238

MEMORANDUM

To: Jeffrey M. Hull, Town Manager
From: Valerie Gingrich, Director of Planning & Conservation
Paul Alunni, Town Engineer
Re: **Grant Award for Municipal Vulnerability and Preparedness (MVP) Plan and Hazard Mitigation Plan (HMP) Update**
Date: September 23, 2020

The Town of Wilmington has been awarded \$31,000 from the state to complete a combined Municipal Vulnerability and Preparedness (MVP) plan and Hazard Mitigation Plan (HMP) update. The funding will enable the Town to work with a state-certified consultant to lead the process and develop the plan. Town staff will provide support to the process as the local contribution to the effort.

The MVP planning process will include a community-wide planning workshop to identify climate-related hazards and vulnerabilities, such as flooding, storms and extreme temperatures. The MVP plan will provide prioritized action items to make the community more resilient to climate change.

The Town's current Hazard Mitigation Plan (HMP) outlines current natural hazards such as flooding, wind, and winter storms and is set to expire in 2021. Recognizing that to truly understand our risk to natural hazards, we need to factor in the potential impacts from climate change, the Town is taking this opportunity to update our local hazard mitigation plan in conjunction with developing an MVP Plan that will consider future impacts from climate change that are not fully factored into our current mitigation plan.

Once the MVP plan is complete and the Town becomes a certified MVP community, we will be eligible for action grant funding to implement projects and strategies outlined in the Plan. Action grant funding is geared toward projects that use proactive strategies to address climate change impacts and may include efforts such as retrofitting and adapting infrastructure, design and engineering studies, culvert upgrades, drought mitigation, mosquito control initiatives, wetland restoration, and floodplain protection.

The planning process will occur over the next year and will benefit from involvement from various key town departments, community organizations, and residents. Additional details will be announced over the next few months.



Town of
Wilmington
MASSACHUSETTS

Published on *Town of Wilmington MA* (<https://www.wilmingtonma.gov>)

[Home](#) > Notice Regarding the Collection of Bulky Items

Notice Regarding the Collection of Bulky Items

There has been a substantial increase in requests from residents to have bulky items removed by Casella. Historically the number of items scheduled for pick up has been between approximately 50-100 bulky items per week. Since the Covid-19 shut down in March, these requests have increased to between 150 – 300+ per week. The number of trucks assigned to Wilmington and associated cost was based upon data provided in December of 2019 (pre-COVID) as part of the solicitation for a new solid waste collection vendor. This unforeseen increase in materials has unfortunately put a burden on Casella, causing a significant delay in scheduling pick up dates. A modest decrease in the number of requests are beginning to trend and there are indications that quantities of bulk items for collection will be back to a more manageable volume soon.

Casella has reported an excessive amount of stops where the items are not at the curb for pick up on the scheduled date. This is valuable time that the trucks could be picking up at other locations. Please remember to have your bulky items placed curbside on the day that you are scheduled for. If for some reason you need to cancel your pick-up, please do so by calling Casella @ 1-800-CASELLA as soon as possible in order to make room for another appointment.

Casella is working earnestly to catch up and we appreciate your patience and understanding during these unprecedented times. Please feel free to visit the Town's website for more trash and recycling information:

<https://www.wilmingtonma.gov/trash-recycling>

Source URL: <https://www.wilmingtonma.gov/home/news/notice-regarding-collection-bulky-items>

RMLD



Reading Municipal Light Department
RELIABLE POWER

For information contact:
Joyce Mulvaney, Communications Manager
781-942-6419; jmulvaney@rml.com
www.rml.com

FOR IMMEDIATE RELEASE
September 25, 2020

Press Release

RMLD Invites Customers to Celebrate Public Power Week Oct 4-10 with Virtual Resources and Activities for the Whole Family

Reading, MA – Public Power Week is October 4-10, 2020. This annual event is celebrated by not-for-profit, community-owned electric utilities that take pride in providing safe, reliable, and affordable electricity to the local community. Reading Municipal Light Department (RMLD) invites customers to celebrate this event virtually with resources and activities for the entire family to enjoy:

Virtual Storytime About Electricity (appropriate for preschool-aged children) – RMLD has partnered with the Reading Public Library, the Wilmington Memorial Library, and the Flint Memorial Library to bring young children in our community a virtual storytime about electricity. The video will be published to RMLD's website on October 4.

Kids Experiment Activity (appropriate for children ages 6-12 with adult supervision) – Parents/guardians are encouraged to complete an at-home science experiment with their child/children and submit a photo of the complete experiment on RMLD's website. Their child/children will then be sent an RMLD goodie bag by mail. The deadline to submit a photo is October 11.

Energy Efficiency Photo Scavenger Hunt – Customers who submit all of the photos identified on the scavenger hunt list will be entered into a raffle to win a Nest Thermostat. The deadline to submit photos is October 11. The drawing will be held October 13.

RMLD Lineworker Video – This short video will give customers a glimpse into what it's like to be an RMLD lineworker. The video will be published to RMLD's website on October 4.

Public Power in MA Video – This short video, produced by the Municipal Electric Association of Massachusetts (MEAM), highlights the benefits of public power in Massachusetts. The video will be published to RMLD's website on October 4.

RMLD



Reading Municipal Light Department
RELIABLE POWER

In year's past, RMLD has invited customers to an open house at its Ash Street Facility to meet the staff and enjoy fun, educational activities. This year, due to the pandemic, Public Power Week is going virtual. While it's not the same as being together, RMLD hopes that local families will enjoy these online resources and activities commemorating Public Power Week.

For more information, please visit <https://www.rmld.com/virtual-public-power-week-2020>.

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About Reading Municipal Light Department: Established in 1894, Reading Municipal Light Department (RMLD) is a municipal electric utility serving over 70,000 residents in the towns of Reading, North Reading, Wilmington, and Lynnfield Center. RMLD has over 29,000 meter connections within its service territory.