

SELECT BOARD MEETING

January 8, 2024

Chair Gary B. DePalma called the meeting to order at 6:30 p.m. in Room 9 of the Town Hall. Present were Select Board members Gregory B. Bendel, Kevin A. Caira, Lilia Maselli and Frank J. West. Also present was Temporary Town Manager Louis Cimaglia.

A motion was made and duly seconded and by the affirmative roll call vote of all, it was

VOTED: That the Select Board enter Executive Session for the purpose of discussing the purchase, exchange, lease or value of real property at 333 Andover Street in accordance with MGL Chapter 30A, Section 21(a)6 and further or the purpose of discussing strategies with respect to collective bargaining as it relates to the New England Police Benevolent Association Local 1 and pursuant to General Law Chapter 30A, Section 22(a)(7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements - for the purpose of reviewing and considering release of Executive Session Minutes from October 16, 2023 in accordance with General Law Chapter 30A, Section 22.

Chair Gary B. DePalma reconvened the meeting at 7:12 p.m. in Room 9 of the Town Hall. Present were Select Board members Gregory B. Bendel, Kevin A. Caira, Lilia Maselli and Frank West. Also present was Temporary Town Manager Louis Cimaglia.

Chair DePalma asked those present to rise and he led the pledge of allegiance.

A moment of silence was held for Mike Kelley. Select Board Member West provided information on Mr. Kelley's activities and involvement in the community.

TREASURY WARRANTS

Chair DePalma asked for a motion to accept the Treasury Warrants. A motion was made by Select Board Member Maselli, seconded by Select Board Member Bendel and by the affirmative vote of all, it was

VOTED: That the Select Board accept Treasury Warrants 2424, 2424W, 2424T, 2425, 2425W, 2425T, 2425S, 2426, 2426W, 2426T, 2427, 2427W, 2427T and 24273S.

MINUTES

A motion was made by Select Board Member West, seconded by Select Board Member Maselli and by the affirmative vote of all, it was

VOTED: That the Select Board approve the minutes of their meeting held December 11, 2023 and all action taken is hereby ratified and confirmed.

ELIZABETH LAWRENSEN, TOWN CLERK, RE: UPDATE ON ELECTIONS

Ms. Lawrenson advised that she was present before the Board to begin preparations for the 2024 Election Season. She noted that the legislature passed "The Votes Act" to make changes to the voting laws. In addition to appointing election workers, the Select Board is now required to vote on Early Voting hours for each State and Federal Election and to assign the responsibility of appointing police details for election for the year.

Ms. Lawrenson provided a list of potential election workers for the Board's review. She advised that the Board was not being asked to vote on these items this evening but would at their next meeting on January 22. Select Board Member West stated that he filed with the Town Clerk as his wife Karen is a candidate for appointment as an election worker.

Ms. Lawrenson stated that in an effort to increase participation, she requests that the Select Board vote to opt-in to allow in person early voting for the 2024 local election.

Ms. Lawrenson stated that she requests the Select Board vote to authorize Police Chief Joseph Desmond to assign police officers to the three polling locations for the year 2024. She noted that this would ensure that union contracts are followed.

Ms. Lawrenson advised that Voting by Mail and Early In-Person Voting is now required for all State and Federal Elections. She advised that they are required to work at least six hours on the weekend of March 24th and 25th. As March 24 is the last day to register to vote for this election the office must remain open until 5:00 p.m. She is proposing to be open for early voting from 9:00 a.m. until 5:00 p.m., a total of eight hours, to avoid confusing the public.

COMMUNICATIONS

Temporary Town Manager Louis Cimaglia reviewed a memorandum from Susan L. Inman, Assistant Town Manager, regarding authorization for fairs, bazaars, antique shows and carnivals.

Temporary Town Manager Louis Cimaglia reminded the Board that this was brought to them for review at a previous meeting. He explained that due to a Zoning By-law change at the 2023 Annual Town Meeting, approval for a carnival is no longer issued by Special Permit of the Board of Appeals. The Board has been provided with an application and noted that Susan Inman was present this evening to answer questions.

Chair DePalma asked if there were any questions from the Board. He stated that he reviewed the application and has spoken to Ms. Inman and he has no issues.

Select Board Member Maselli asked whether the times for set-up and breakdown should be noted on the application. Ms. Inman noted that this is a general application, and the times may be different. Ms. Inman stated that issues raised in the memo were the difference of having a special permit process. The Select Board has not had a process. She noted applicants will continue to be asked to pay a fee, notify abutters by first class mail and to place a notification in the Town Crier two weeks prior to the Select Board meeting.

Recording Secretary provided information on the current process of public hearings. Members concurred that the more advertisements the better.

Select Board Member Bendel asked whether the process would be the same for organizations conducting fairs and bazaars and whether they would be required to come before the Board. Ms. Inman stated that she included the relevant zoning by-law because those activities are included. Select Board Member Bendel noted that there are a significant number of churches that have fairs and the festival of trees. Select Board Member Maselli stated that she does not want to make it more difficult for the organizations. Select Board Member Caira opined that the difference is that the fairs are on private property.

Ms. Inman advised that the activities are already approved by the Board without a special hearing process. The application is not looking to add unnecessary process.

Select Board Member Bendel opined that, provided abutters are notified, the application can be an appointment before the Board and not a formal hearing process.

Chair DePalma asked if there were any questions or comments from the audience. Patrick Giroux, Brattle Street and Chairman of the Fourth of July Committee, clarified that the by-law is not just for town owned land.

Ms. Inman stated that she is cognizant of the timeline for the Fourth of July Committee. Mr. Giroux stated that there are approximately 45 vendors for the celebration and the committee would like to have the permit for the carnival in hand before signing the contracts. Without a carnival there will not be a celebration. Select Board Member Caira challenged that there will still be a celebration and that a carnival is not necessary. Mr. Giroux advised that since COVID the cost of insurance has increased from \$5,000 to \$30,000. The carnival makes up 60% of the revenue. He added that 2024 will be a challenging year due to the construction of the Town Hall / School Administration Building.

Chair DePalma asked if there were additional questions and there were none.

A motion was made by Select Board Member West, seconded by Select Board Member Maselli and by the affirmative vote of all, it was

VOTED: That the Select Board table action until their meeting of January 22, 2024.

Temporary Town Manager Louis Cimaglia reviewed his memorandum regarding fiscal year 2025 budget and Finance Committee meetings. Finance Committee meetings will take place in Room 9 of the Town Hall beginning at 7:00 p.m.

Temporary Town Manager Louis Cimaglia reviewed a letter from Maura Healey, Governor, and Kim Driscoll, Lieutenant Governor, who wrote to advise the Town that its Fair Share apportionment for Fiscal Year 2024 is \$357,738.00. The apportionment will automatically be incorporated into the existing Chapter 90 contract with MassDOT with no further action by the municipality. The bill enacting these funds has been signed and the funds are now available for municipal use.

Temporary Town Manager Louis Cimaglia reviewed a letter from Tony McIntosh, Superintendent-Director, Shawsheen Valley Regional Vocational/Technical High School, who wrote to request that the Select Board include an article on the 2024 Town Meeting Warrant to establish a Capital Stabilization Fund.

Temporary Town Manager Louis Cimaglia reviewed a letter from Joseph A. Langone, President, Northeastern Development Corp., to Valerie Gingrich, Planning & Conservation Director, who wrote to request that the Planning Board initiate the procedure to accept Green Meadow Drive.

BOARD TO CONSIDER APPROVING THE PROCESS FOR AUTHORIZATION FOR FAIRS, BAZAARS, ANTIQUE SHOWS AND CARNIVALS

This item was brought up under communications.

PUBLIC COMMENTS

Suzanne Crooker, Middlesex Avenue, thanked the Select Board for requiring abutter notification.

ANNOUNCEMENTS

Select Board Member West noted that visiting hours for Mr. Kelley will take place on Friday at Nichols Funeral Home.

Select Board Member Maselli recognized the employees of the Department of Public Works who responded to a water main break about an hour before the snowstorm began.

Chair DePalma complemented the employees who responded during the storm including plowing and trees, branches and wires down.

NEW BUSINESS

There was none.

IMPORTANT DATES

Temporary Town Manager Cimaglia reviewed important dates including:

- Through -
- January 12 – Curbside Collection of Christmas Trees
- January 15 – Martin Luther King Day – *Town Offices Closed*
- January 22 – Select Board– Town Hall – Room 9 – 7:00 p.m.
- January 29 – Select Board– Town Hall – Room 9 – 7:00 p.m.
Town Manager’s FY 25 Budget Presentation

SALUTE TO SERVICE

Chair Bendel recognized the service of Michael Kelley, United States Air Force. Mr. Kelley was raised in Wilmington and attended Wilmington High School. He has served as Captain and Chaplain of the Wilmington Minutemen. In addition, Mr. Kelley has served as a Commander in the American Legion and is a founding member of the Legion Riders. He also served as Chaplain at Veterans’ Services events throughout the year.

The Select Board and citizens of Wilmington salute Michael Kelley and thank him for his service to our country and our community.

There being no further business to come before the Board, a motion was made by Select Board Member Maselli, seconded by Select Board Member Bendel and by the affirmative roll call vote of all, it was

VOTED: That the Select Board adjourn.

Meeting adjourned at 8:00 p.m.

Respectfully submitted,

Recording Secretary