

## BOARD OF SELECTMEN MEETING

February 10, 2014

Chairman Michael V. McCoy called the meeting to order at 7:05 p.m. in Room 9 of the Town Hall. Present were Selectmen Michael L. Champoux, Louis Cimaglia, IV, Michael J. Newhouse and Judith L. O'Connell. Also present was Town Manager Jeffrey M. Hull.

### TREASURY WARRANTS

Chairman McCoy asked for a motion to accept the Treasury Warrants. A motion was made by Selectman O'Connell, seconded by Selectman Cimaglia and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen accept Treasury Warrants 31, 31A, 32 and 32A.

### **CAROLE HAMILTON, PLANNING AND CONSERVATION DIRECTOR, RE: REGIONAL HOUSING SERVICES**

Ms. Hamilton stated that the Board is being asked to enter into an agreement with Reading, Saugus and North Reading for regional housing services. She advised that the agreement was developed with assistance from the Metropolitan Area Planning Council (MAPC) and has been reviewed by Town Counsel. The Town of Reading has agreed to host a Regional Housing Services Office. Ms. Hamilton advised that funding for Wilmington to utilize this service (\$24,900), at least for the initial year, will be provided from Program Interest collected as the result of payoffs of loans from former recipients of Housing Rehabilitation Program assistance. The annual fee is based on the number of affordable units. The service will provide monitoring and oversight of affordable housing stock.

Chairman McCoy inquired if Wilmington was at the 10 percent requirement and whether the Town continues to consider affordable housing plans. Ms. Hamilton advised that the Town is currently over 10% and confirmed that the Town continues to entertain plans for affordable housing as it is possible that the Town's affordable housing inventory may fall below 10% after the next census.

Chairman McCoy asked if there were any questions or comments from the Board. Selectman Champoux asked about the cost associated with the program and whether it is an expenditure worth incurring. Ms. Hamilton stated that Wilmington's participation will ensure compliance with the Department of Housing and Community Development. She advised that a large number of affordable homes where funding was provided through the Community Development Block Grant are being removed from the inventory each year.

Selectman O'Connell commented that she was surprised Wilmington's cost was so high in comparison to the other communities. Ms. Hamilton advised that the Town of Wilmington is the only community of the four that is at 10%.

Selectman Cimaglia commented that the Wilmington Housing Authority does well filling their units. Ms. Hamilton advised that the Town does not overlap with the Housing Authority, they manage their units. Individuals on their waiting list are not interested in Town rental units. She stated that if the Housing Authority requires assistance, they would not be part of the agreement but could contract separately.

Selectman Newhouse asked about the Town of Reading being the host community and about documentation. Ms. Hamilton advised that the Town of Reading offered space, to supervise and hire with input from other communities. She advised that relative to documentation, DHCD has some lists, some electronically. She stated that she compiled a spreadsheet relative to housing rehabilitation and commented that it was a large, onerous project.

Selectman Champoux asked if there is a precedent. Ms. Hamilton stated that the Town of Sudbury was the first one, with three or four members. She advised that the staff person is very active and creative in pursuing affordable housing. Ms. Hamilton advised that they have been in existence for three or four years.

Chairman McCoy asked if there were any questions, comments or a motion. A motion was made by Selectman Cimaglia, seconded by Selectman Newhouse and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen sign the Inter-Municipal Agreement with Reading and Others for Regional Housing Services.

**RECOGNITION OF JOSEPH MASELLI, WILMINGTON MIDDLE SCHOOL, FIRST PLACE AWARD RECIPIENT MASSACHUSETTS MUNICIPAL ASSOCIATION STATEWIDE 6<sup>TH</sup> GRADE ESSAY CONTEST**

Chairman McCoy invited Joseph Maselli to sit at the guest table. Chairman McCoy provided the audience with information regarding the Massachusetts Municipal Association's (MMA) statewide essay contest. Mr. Maselli's essay was chosen from among 2,500 entries and was judged based on creativity, clarity, proper use of grammar and an understanding of local government.

Chairman McCoy provided Joseph with the opportunity to read his essay. The theme of the essay contest was "If I were elected leader of my community I would make a difference by..." Joseph wrote that he would make a difference "making the town greener and develop a mentoring program for high school students."

Chairman McCoy congratulated Joseph and recognized members of his family that were in attendance. Chairman McCoy thanked Joseph for attending this evening. Chairman McCoy asked if there were any questions or comments from members of the Board. Members of the Board congratulated Joseph on his achievement.

Chairman McCoy provided Joseph with a certificate of recognition on behalf of the Board of Selectmen.

**WILLIAM D. ROWE, SECRETARY, RE: PUBLIC HEARING RELATIVE TO THE REQUEST OF AMERICAN LEGION POST 136 TO OBTAIN AN ALL ALCOHOL LICENSE FOR A CLUB FOR PROPERTY LOCATED AT 5 BAY STREET**

Selectman Cimaglia advised that he is the Veterans' Services Officer for the Town of Wilmington and issues may arise therefore he is recusing himself from discussion. In addition to Mr. Rowe other members of American Legion Post 136 present were Arthur Jenson, Michael Kelly and Francis Palazzi.

Town Manager Hull advised that the application to obtain an alcohol license was submitted on January 23, 2014 and the Board of Selectmen has 30 days to schedule a hearing. He advised that public notice was required and requested Mr. Rowe to submit the green cards from the certified mailing, the completed affidavit of notification to abutters and the required insurance certificate. Mr. Rowe provided the documentation.

Town Manager Hull advised that the application was reviewed by various departments. He advised that the Police Chief conducted a review and determined there was no basis to disqualify the application. He advised that the Building Inspector and Fire Chief have raised issue that two of the requirements for obtaining the all alcohol license is a certificate of occupancy and fire safety

certification. Town Manager Hull advised that those certifications have not been issued and he spoke with Mr. Rowe prior to the meeting. Town Manager Hull advised that the Building Inspector contacted Mr. Rowe and a plan of the interior of the building was provided to Mr. Spaulding. Town Manager Hull advised that typically the buildings are inspected on an annual basis and since 2007 efforts by the building inspector to gain access have not been successful. He stated that as a result, the certificate of occupancy and the fire safety certification have not been signed off on and it is his recommendation to the Board that, pending receipt of those documents, action on this license be tabled.

Mr. Jenson asked if the Board could approve pending receipt of approval from the Building Inspector and Fire Department. Chairman McCoy stated that since the Rhode Island Nightclub fire in 2003, safety inspections have been stepped up.

Town Manager Hull stated that by tabling any action, it remains “on the docket” of the Board. He advised that it will not be necessary to readvertise or provide another notice to abutters. Town Manager Hull stated that tabling the license request will allow the Town to receive the information required and at that time they will be scheduled before the Board.

Chairman McCoy asked if there were any questions or comments from the audience and there were none.

Mr. Rowe stated that they have tried to work with the Building Inspector to schedule inspections and he was contacted by Mr. Spaulding who advised he would not look at the building until he had an architect’s stamped drawing of the building. Mr. Rowe advised that the plan was provided and he has not heard from the Building Inspector. Town Manager Hull asked when the plans were provided. Mr. Palazzi advised that the plans were dropped off on Thursday, February 6. Mr. Rowe stated that the architect conducted a code review while doing the plans.

Chairman McCoy asked if there were any questions, comments or a motion. A motion was made by Selectman Newhouse, seconded by Selectman O’Connell and by the affirmative vote of four with Selectman Cimaglia abstaining, it was

VOTED: That the Board of Selectmen table the issuance of an All Alcohol License pending receipt of executed fire safety certification and an executed certificate of occupancy.

### COMMUNICATIONS

Town Manager Hull reviewed correspondence from Catrice Williams, Municipal Liaison, Department of Telecommunications & Cable, who was providing notice that the cable television license with Comcast Cable Communications, Inc. expires on January 27, 2018. Federal law provides for a formal franchise renewal process that begins 36 months prior to the license expiration date. Town Manager Hull advised that in the next few weeks he will be looking to establish a Cable TV Advisory Task Force.

Town Manager Hull reviewed a letter from Peter K. Stone advising the Board that he is no longer an employee or officer of Aleppo Temple and requested that his name be removed from the All Alcohol License. He stated that he has requested Aleppo Temple initiate the appropriate paperwork to change their manager.

Town Manager Hull reviewed a letter from Dennis A. Clark, President and CEO, Cummings Properties, wherein he included a donation in the amount of \$1,000 to the Wilmington Public Safety Dispatchers. The gift was being made at the recommendation of and in honor of their employee, Noelle Jones. Cummings Properties is recognizing all colleagues who are regular full-time employees. Each of the staff were invited to designate a local charity to receive \$1,000 from the company.

Town Manager Hull reviewed information from the Massachusetts Municipal Association relative to their Legislative Breakfast meetings. Town Manager Hull advised that the closest meeting appears to be on March 14 in Lawrence.

**BOARD TO CONSIDER SIGNING INTER-MUNICIPAL AGREEMENT WITH READING AND OTHERS FOR REGIONAL HOUSING SERVICES**

This item was taken up earlier in the meeting.

**BOARD TO CONSIDER REQUEST OF SUSAN HENDEE, PMC WILMINGTON KIDS RIDE COORDINATOR, TO CLOSE A PORTION OF CARTER LANE TO CONDUCT THE ANNUAL PanMASS CHALLENGE WILMINGTON KIDS BIKE RIDE ON SUNDAY, MAY 18, 2014 FROM 8:00 A.M. TO 1:00 P.M.**

Chairman McCoy asked if there were any questions, comments or a motion. A motion was made by Selectman Newhouse, seconded by Selectman Cimaglia and by the affirmative vote of all, it was

**VOTED:** That the Board of Selectmen approve the request of Susan Hendee to close a portion of Carter Lane to conduct the annual PanMass Challenge Wilmington Kids Bike Ride on Sunday, May 18, 2014 from 8:00 a.m. to 1:00 p.m.

**PUBLIC COMMENTS**

George Lingenfelter, Concord Street, asked if the fee relative to the inter-municipal agreement is an annual fee or a one-time fee. Town Manager Hull advised that it is a one-time fee. Mr. Lingenfelter asked who pays for it once established. Town Manager Hull stated that the communities that elect to continue will continue to pay for the services.

**NEW BUSINESS**

Selectman Newhouse reported that the School Committee met on Thursday evening and they publicized and reviewed responses from public outreach relative to the Superintendent search. He stated that it is his understanding that at the next meeting they will finalize the screening committee. He stated that he anticipates the School Committee will accommodate a second municipal seat and interested members should contact Julie Broussard.

Selectman O'Connell stated that due to inclement weather the Yentile Farm Development Committee workshop has been rescheduled to Thursday, February 27.

Selectman Champoux noted that next week is school vacation week and asked residents to be careful as snow is anticipated over the weekend which will lead to children participating in winter activities.

Town Manager Hull reminded members of the Board that they have been invited to attend the Friendship Lodge dinner on February 19 and they have been invited to participate in the Minuteman Meals on Wheels program during March.

IMPORTANT DATES

Town Manager Hull reviewed important dates including:

- February 11 – Finance Committee Meeting – Town Hall – Room 9 – 7:00 p.m.  
*PUBLIC BUILDINGS, DEPARTMENT OF PUBLIC WORKS*
- February 13 – Finance Committee Meeting – Town Hall – Room 9 – 7:00 p.m.  
*RECREATION, PUBLIC LIBRARY, ELDERLY SERVICES*
- February 18 – Finance Committee Meeting – Town Hall – Room 9 – 7:00 p.m.  
*VETERANS' SERVICES, TOWN CLERK*
- February 24 – Board of Selectmen Meeting – Town Hall – Room 9 – 7:00 p.m.
- February 25 – Finance Committee Meeting – Town Hall – Room 9 – 7:00 p.m.  
*POLICE, PUBLIC SAFETY CENTRAL DISPATCH, FIRE*
- February 27 – High School Building Committee – Town Hall – Room 9 – 6:30 p.m.
- February 27 – Yentile Farm Development Committee – Wilmington High School –  
Cafeteria – 7:00 p.m.

There being no further business to come before the Board, a motion was made by Selectman O'Connell, seconded by Selectman Champoux and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen adjourn.

Meeting adjourned at 7:55 p.m.

Respectfully submitted,

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Recording Secretary