

BOARD OF SELECTMEN MEETING

February 8, 2021

Chairman Jonathan R. Eaton called the meeting to order at 7:04 p.m. This meeting was held via ZOOM and all votes taken were by roll call in alphabetical order. Present were Selectmen Gregory B. Bendel, Kevin A. Caira, Gary B. DePalma and Jomarie F. O'Mahony. Also present was Town Manager Jeffrey M. Hull.

Chairman Eaton thanked WCTV and IT Director John O'Neil for facilitating the meeting.

Chairman Eaton stated that pursuant to Governor Baker's March 12, 2020 order suspending certain provisions of the Open Meeting Law, G.L. Chapter 30A, Section 18, and the Governor's March 15, 2020 order imposing strict limitations on the number of people that may gather in one place, members of the public who wish to watch and listen to the meeting may do so in the following manner: WCTV (Channel 9 – Comcast xFinity; Channel 37 Verizon FiOS, and live stream wctv.org). No in-person attendance of members of the public will be permitted but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. Members of the public who would like to listen to this meeting while in progress may also do so via telephone by dialing 1-646-558-8656 and enter meeting ID 829 7854 5537 then press # and press # again at the next voice prompt. Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so, during the portion of the meeting designated for public comment, by following the steps previously noted then press *9 on their telephone keypad. This will notify the meeting host that the caller wishes to speak. All callers using this feature will be placed in queue in the order they entered the prompt. In the event that, despite our best efforts, we are not able to provide for real-time access, we will post a record of this meeting on the Town's website as soon as we are able.

Chairman Eaton asked meeting participants to rise and he led the pledge of allegiance.

TREASURY WARRANTS

Chairman Eaton asked for a motion to accept the Treasury Warrants. A motion was made by Selectman DePalma, seconded by Selectman Bendel and by the affirmative roll call vote of all, it was

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

MINUTES

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

VOTED: That the Board of Selectmen approve the minutes of their meeting held January 25, 2021 and that all action taken is hereby ratified and confirmed.

WILLIAM CAVANAUGH, FIRE CHIEF, RE: UPDATE ON COVID-19

Chief Cavanaugh stated that, relative to public safety, the past two weeks have been normal. He stated that there have been calls received that indicate they may be COVID related. In those instances, the department takes all necessary precautions. Vehicles and equipment continue to be sanitized following such calls.

Chief Cavanaugh advised that Ms. Newhouse, Health Director, was unavailable for this evening's meeting but provided him with information to relay. Chief Cavanaugh reported that there are currently 76 positive cases with 200 in quarantine. First responders will receive the second dose of the vaccine on Thursday. He also advised that the Town of Wilmington did not receive vaccine

from Massachusetts Department of Public Health and therefor there will not be a vaccination clinic for the general population eligible under Phase 2. Residents are encouraged to check the Town's website and other social media posts often, dial 211 or log onto mimmunizations.org for information on vaccination clinics. Chief Cavanaugh reported that additional mass vaccination sites will be opening in Lowell and Lynn.

Chairman Eaton asked if there were any questions or comments from the Board. Selectman Bendel asked to confirm the number of positive cases and noted that it decreased from numbers released on Thursday.

Selectman Bendel thanked those departments responsible for disseminating information. He stated that the Veterans' Services Office posted information for veterans over the age of 60 to contact the Bedford Veterans Administration for vaccination information.

Selectman DePalma asked Chief Cavanaugh whether his department has seen an increase in mental health calls. Chief Cavanaugh stated that in the beginning of the pandemic it was eerily quiet but more recently they have seen an increase in mental health and substance abuse calls. Chief Cavanaugh noted that people are under stress, many having lost their jobs due to the pandemic, and the state of the national administration. He advised that these calls are referred to Samantha Reif to follow-up. Chief Cavanaugh expressed appreciation that Town departments work as a team and noted that he has colleagues that are "on their own island."

Selectman Caira stated that he was advised by an elderly constituent that they called the senior center to sign up for an appointment. They were told that there was no vaccine and would receive a call back when the vaccine was available. Selectman Caira asked if that information is correct, whether the residents are receiving return phone calls when the vaccine is available. Chief Cavanaugh stated that he is unaware and that Ms. Newhouse may be the most appropriate person to provide an answer. He advised that he would confirm with Ms. Newhouse and report back to Mr. Hull.

Town Manager Hull stated that relative to Selectman DePalma's question, the Director of Veterans' Services Lou Cimaglia reported that the suicide rate among veterans increased 20% since the beginning of the pandemic. The suicide rate among active duty military has increased 30%.

Town Manager Hull reported that he received a phone call from Representative Robertson's office looking to identify sites for regional distribution of the vaccine. In addition, they were looking to identify refrigeration capacity. Town Manager Hull advised that refrigerated storage is not an issue but getting the vaccine is. Town Manager Hull reported that he questioned whether the state is looking to utilize the local Board of Health and did not receive a clear answer. He noted that Health Director Shelly Newhouse is prepared to conduct clinics as the vaccine is received.

MICHAEL SNAPUSKY, RED HEAT TAVERN, RE: REQUEST TO CHANGE MANAGER FROM DENNIS A. MARTIN TO MICHAEL SNAPUSKY

Mr. Snapausky stated that he has worked at the Red Heat Tavern for 3 ½ years and has served as General Manager for the past year. Mr. Snapausky advised that he has been in the restaurant business for 21 years and attended Johnson & Wales. He also advised the Board of Selectmen that he is a Wilmington resident.

Chairman Eaton advised that the Board of Selectmen is in receipt of communication from Deputy Police Chief Brian Pupa recommending approval.

Chairman Eaton asked if there were any questions or comments from the Board. A motion was made by Selectman DePalma, seconded by Selectman Bendel and by the affirmative roll call vote of all, it was

VOTED: That the Board of Selectmen approve the application of BGP Tavern, LLC DBA Red Heat Tavern to change the manager from Dennis A. Martin to Michael J. Snapausky.

**WILLIAM CAVANAUGH, FIRE CHIEF, AND COREY SWIFT, DISPATCH SUPERVISOR,
RE: UPGRADES TO DISPATCH CENTER**

Mr. Swift reviewed upgrades that were made to the dispatch center. The Board of Selectmen was able to view photographs on screen of the center prior to and following the upgrades. Mr. Swift commented that employees are happy with the new furniture noting the option to sit or stand at their desk. He highlighted additional upgrades including lighting and replacement of old analog equipment. Mr. Swift stated that this is the first upgrade since the building was occupied in 2001.

Chief Cavanaugh thanked the Board of Selectmen, Town Manager and Finance Committee for supporting the project. He stated that the upgraded was much needed and advised that the Dispatch Center handles approximately 40,000 calls annually.

Chief Cavanaugh and Mr. Swift reviewed logistics of completing the upgrades including the use of the state's 9-1-1 truck. They expressed their appreciation to members of the Public Buildings Department.

Members of the Board thanked Mr. Swift and members of Public Safety Central Dispatch, recognizing they are the calming voice when handling calls on a regular basis of people in crisis, experiencing what may be the worst day of their lives.

COMMUNICATIONS

Town Manager Hull reviewed a joint memorandum from him and Superintendent of Schools Dr. Glenn Brand to the Board of Selectmen and School Committee of a meeting held with representatives from the Massachusetts School Building Authority (MSBA) to discuss the Town's submission of six Statements of Interest (SOI). Various representatives from the MSBA posed questions about existing enrollment at the Wildwood Early Childhood Center, the uses of the current school space and program/educational constraints posed by the existing facility. The Town was advised that, to be invited into the program, MSBA expects the Town to clarify the options around which there is community consensus with respect to addressing the six (6) elementary schools. Factors that would be important to convey to MSBA include interest that may exist in grade consolidation, reduction in transitions from one school to another, desired grade configuration within schools and maximum student population to be accommodated in each school. Notification as to whether the Town will be invited into the program is expected prior to the next deadline for submission of SOIs.

Town Manager Hull reviewed his memorandum regarding plans to notify residents of the new start time and location for the Annual Town Meeting. At present, the change in venue and time has been posted on the Town's website, on the Town's Facebook page and announced via Twitter. Notice of the change in meeting location and time has been provided to the Wilmington Apple for coverage. In addition, notice will be placed in the April-June edition of Town Topics; continued Twitter posts; displayed on the signboard at Rotary Park, at the Roman House and the Town's two electronic signboards; postcard mailing to residents; Everbridge notification system and the School

Department notification system; Elderly Services, Library and Recreation email alerting systems; front cover of the Recommendations of the Finance Committee and Planning Board will include notice of the date, time and location; automated Town phone directory will include a brief announcement and WCTV will be utilized to inform residents.

Town Manager Hull reviewed his memorandum relative to petitioned articles which were received. He noted the deadline for the submission of petitioned articles to be placed on the warrant was Friday, February 5. Fifteen petitions were received including six requests to purchase Town-owned land, four requests to rezone property, two requests to amend Zoning By-Laws, a petition to allow Kristofer Stokes' test results be allowed for consideration as a fire fighter, a request to name the soccer field at the North Intermediate School for Mr. Frank Levine and a request to authorize the Board of Selectmen to accept a parcel of land as a gift.

Town Manager Hull reviewed his memorandum advising the Board of Selectmen that the Wilmington Economic Development Committee submitted an application to the Department of Housing and Community Development Massachusetts' Downtown Initiatives department to assist local businesses with recovery from the economic downturn brought on by COVID-19. The Town was informed that a technical services grant has been awarded to the Town. He reviewed how the grant would be used and advised that the target area is the Main Street corridor.

Town Manager Hull reviewed his memorandum which provided an update on the Senior Center Building Project. Town Manager Hull advised that the Owners' Project Manager (OPM) issued a Request for Qualifications seeking an architect/designer to work with the Town. Twelve proposals were received and each member of the Senior Center Building Committee will receive a full set of the proposals to review and evaluate. The OPM will guide the committee through the evaluation process and conduct the reference checks. The expectation is that a shortlist of designers will be identified for interviews similar to the process used to select the OPM.

Town Manager Hull reviewed a letter from Shonda D. Green, Department Secretary, Department of Telecommunications and Cable, providing notice to the Board of Selectmen that its cable license with Verizon New England will expire February 25, 2022. The Board was reminded that as the issuing authority, it should have completed the ascertainment process of determining the community's cable-related needs and reviewing Verizon's performance under the current license.

Town Manager Hull reviewed an email from Alicia Fraser, DSc, Massachusetts Department of Public Health, who wrote in response to Town Manager Hull's inquiry and advised that internal review of the Wilmington Childhood Cancer Study is progressing and she anticipates that she will be able to reach out to the Town and other stakeholders within the next month to start scheduling private briefings of the study's results.

Town Manager Hull reviewed a letter from Daniel Deutsch of Brooks & DeRensis to Cynthia T. Brown, Surface Transportation Board (STB), submitting a further status report pursuant to the Board's decision dated April 5, 2019 and amended October 24, 2019, requiring the parties to submit a status report by November 8, 2019 and every 90 days thereafter. Mr. Deutsch wrote that previous reports submitted summarized past discussions between the Town of Wilmington and Wilmington Woburn Intermodal (WWI)/GFI concerning a conceptual alternative to the project that is the subject of a proceeding before the STB. The pace and timing of WWI's engineering and planning of a protentional alternative redevelopment project have depended upon both the development and approval of remedial options for clean-up of the Olin site by USEPA and Olin Corporation and also the decision making of WWI and NET, matters which largely are beyond the control of Wilmington.

Town Manager Hull reviewed a letter to James M. Cashwell, Director, Environmental Remediation, Olin Corporation, from Joshua Fontaine, Remedial Project Manager, United States Environmental Protection Agency (USEPA). Mr. Fontaine provided comments on the *Design Plan, Containment Area Temporary Cap Replacement* dated January 8, 2021. The Design Plan was submitted by Olin in response to the USEPA's letter identifying issues pertaining to the containment area temporary cap maintenance, monitoring and reporting.

Selectman Caira asked whether a copy of the letter was provided to GeoInsight. Town Manager Hull assured the Board of Selectmen that when documents relative to Olin are received, they are provided to GeoInsight.

BOARD TO CONSIDER ESTABLISHING KENNEL LICENSE FEES

Chairman Eaton advised that the Board is in receipt of a memorandum from Christine Touma-Conway, Town Clerk, who noted that the Inhabitant By-laws provide that fees shall take effect upon approval by the Town Manager and the Board of Selectmen. Despite the fact that there is a provision for kennel licensing in the Inhabitant By-laws, no fees for those licenses were ever established. The effort required by the Town to ensure that kennels are operating safely is borne by the Animal Control Officer and Health Director. Chairman Eaton stated that Ms. Touma-Conway provided the Board with information from surrounding communities and her recommendations are within range of those communities. Ms. Touma-Conway proposes annual kennel license as follows:

- \$ 50 for kennel capacity of 1-4 dogs
- \$ 100 for kennel capacity of 5-15 dogs
- \$ 150 for kennel capacity of 16 dogs or greater

Chairman Eaton stated that he would entertain a motion. A motion was made by Selectman DePalma and seconded by Selectman O'Mahony for discussion. Selectman Caira asked if there are currently kennels in Wilmington. Town Manager Hull advised that there are two kennels. One is located at 555 Main Street and the other is located at 296 Shawsheen Avenue. Town Manager Hull stated that the lack of a fee schedule was discovered as a result of a question raised by the Health Director to the Town Clerk. The Health Director had become aware that one of the kennels was not licensed.

Selectman Caira asked the capacity of the two kennels currently in Wilmington and Town Manager Hull advised that he did not know. Selectman Caira asked if there have been any issues with the residents and Town Manager Hull advised that he is not aware of any issues.

Town Manager Hull advised that if the proposed fee schedule is approved by the Board of Selectmen, the kennels will be provided with the application documents to become licensed, the kennels will be inspected by the Animal Control Officer and the zoning at the location will be confirmed or determined to be grandfathered.

With a motion having been made and seconded, Chairman Eaton called for the vote and by the affirmative roll call vote of four with Selectman Bendel opposed, it was

VOTED: That the Board of Selectmen establish Kennel License Fees, to be paid annually, at \$50 for kennel capacity of 1-4 dogs; \$100 for kennel capacity of 5-15 dogs; \$150 for kennel capacity of 16 dogs or greater.

PUBLIC COMMENTS

Chairman Eaton asked if there were members of the public wishing to comment and was advised there were not. Chairman Eaton reminded viewers of the process to make public comment and advised that he would wait a moment in the event someone wishes to comment.

Chairman Eaton asked Mr. O'Neil whether there were any callers wishing to speak and after confirming no additional speakers he declared Public Comments closed and continued with the remainder of the agenda.

ANNOUNCEMENTS

Selectman Bendel offered his congratulations to Assistant Town Clerk Linda Golden who will be retiring before the end of the month and to Senior Clerk Elizabeth Lawrenson who has been promoted to Assistant Town Clerk.

Selectman Bendel expressed his appreciation to the employees of the Department of Public Works who have worked tirelessly ensuring Wilmington's roads and sidewalks are clear. He noted the challenge with the recent significant snowfall.

Selectman O'Mahony wished her son Patrick John O'Mahony, III a happy birthday. She noted that he will be turning 18 and will be able to vote.

NEW BUSINESS

There was none.

IMPORTANT DATES

Town Manager Hull reviewed important dates including:

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| February 9 | – | Finance Committee – Virtual – 7:00 p.m.
PUBLIC BUILDINGS DEPARTMENT |
| February 11 | – | Finance Committee – Virtual – 7:00 p.m.
PUBLIC LIBRARY, RECREATION, HISTORICAL COMMISSION |
| February 15 | – | President's Day – <i>Town Offices Closed</i> |
| February 22 | – | Board of Selectmen – Virtual – 7:00 p.m. |
| February 23 | – | Finance Committee – Virtual – 7:00 p.m.
POLICE DEPARTMENT, PUBLIC SAFETY CENTRAL DISPATCH, FIRE DEPARTMENT |
| February 25 | – | Finance Committee – Virtual – 7:00 p.m.
TOWN CLERK, INFORMATION TECHNOLOGY |
| March 2 | – | Finance Committee – Virtual – 7:00 p.m.
SHAWSHEEN TECHNICAL SCHOOL DISTRICT |
| March 4 | – | Finance Committee – Virtual – 7:00 p.m.
WILMINGTON PUBLIC SCHOOLS |
| March 8 | – | Board of Selectmen – Virtual – 7:00 p.m. |
| March 16 | – | Finance Committee/Planning Board Joint Public Hearing Relative to
the Warrant for the Annual Town Meeting – Virtual – 7:00 p.m. |
| March 18 | – | Finance Committee – Virtual – 7:00 p.m. |
| May 1 | – | Annual Town Meeting – 9:00 a.m.
Shriner's Auditorium, 99 Fordham Road |

SALUTE TO SERVICE

Chairman Eaton recognized Mr. Walter E. Moran. Mr. Moran is a Veteran of WWII and Korea having served in the Merchant Marines in WWII and the Army in Korea. Mr. Moran was awarded the Occupation Medal (Japan), Korean Service Medal with 5 Bronze Service Stars and the Presidential Unit Citation among other medals and awards. Mr. Moran was honorably discharged in 1952 with the rank of Sergeant First Class. Mr. Moran is a long time Wilmington resident and is very active in the Senior Center and the veterans' community. Mr. Moran attends all Veterans events and proudly wears his WWII/Korea Veteran hat. Mr. Moran is the perfect example of the "Greatest Generation" and we all should be honored to have men like Walter, who gave so much for our country, live in our community.

A motion was made by Selectman O'Mahony, seconded by Selectman Bendel and by the affirmative roll call vote of all, it was

VOTED: That the Board of Selectmen adjourn.

Meeting adjourned at 8:03 p.m.

Respectfully submitted,

Recording Secretary