

BOARD OF SELECTMEN MEETING

January 22, 2018

Chairman Michael L. Champoux called the meeting to order at 6:00 p.m. in Room 9 of the Town Hall. Present were Selectmen Gregory B. Bendel, Kevin A. Caira and Edward P. Loud, Sr. Also present was Town Manager Jeffrey M. Hull.

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

VOTED: That the Board of Selectmen enter Executive Session for the purpose of discussing strategy with respect to likely litigation regarding the high school gymnasium floor and to approve Executive Session minutes of August 12, 2013, September 23, 2013, September 27, 2013, September 22, 2014 and July 17, 2017 with the intention to return to open session.

Chairman Michael L. Champoux called the meeting to order at 7:13 p.m. in Room 9 of the Town Hall. Present were Selectmen Gregory B. Bendel, Kevin A. Caira and Edward P. Loud, Sr. Also present was Town Manager Jeffrey M. Hull. Chairman Champoux stated that Selectman McCoy was recuperating from surgery and he extended the Board's get well wishes.

Chairman Champoux asked those present to rise and he led the pledge of allegiance.

TREASURY WARRANTS

Chairman Champoux asked for a motion to accept the Treasury Warrants. A motion was made by Selectman Loud, seconded by Selectman Caira and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen accept Treasury Warrants 28, 28A, 29 and 29A.

MINUTES

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

VOTED: That the Board of Selectmen approve the minutes of their meeting held September 25, 2017 and all action taken is hereby ratified and confirmed.

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

VOTED: That the Board of Selectmen approve the minutes of their meeting held January 8, 2018 and all action taken is hereby ratified and confirmed.

JAMIE MAGALDI, PE, MCA, DPW OPERATIONS MANAGER, AND CHERYL SESSA, SITE SERVICES MANAGER, ANALOG DEVICES, RE: WILMINGTON GRANT FOR TREE PLANTING

Mr. Magaldi stated that several weeks ago Town Manager Hull asked the DPW to investigate the potential for environmental projects and learned that Analog Devices was donating \$5,000 to the Town of Wilmington for an environmental project. The DPW researched what would be a good project including solar panels and high efficiency lighting and opted to pursue tree planting. Mr. Magaldi provided information on his background and noted he is a professional engineer and certified arborist. Mr. Magaldi noted that there are only two individuals in the commonwealth that have both designations. He is also certified in pesticide application for rights-of-way and shade tree.

Mr. Magaldi reviewed the benefits associated with planting trees including air quality improvements, reduction of carbon dioxide, energy conservation benefits, heat island reduction and stormwater benefits. He noted ancillary benefits including increased property values. He stated that tree plantings provide psychological benefits and, when planted in commercial areas, the economy.

Mr. Magaldi thanked Analog for the \$5,000 which will allow for the planting of several trees and indicated the locations being considered.

Chairman Champoux offered representatives of Analog Devices the opportunity to provide comment. Cheryl Sessa, Site Services Manager, stated that she is part of the Contributions Committee and noted that in the past a \$10,000 grant had been provided to the Ipswich River Watershed Association. This year Analog's Site Manager asked the committee to find something more local to donate part of the grant. She stated that this may possibly be an annual grant of \$5,000. Chairman Champoux thanked Analog for its commitment to the Town of Wilmington.

Chairman Champoux asked if there were any questions or comments from the Board of Selectmen. Members thanked Analog for the generous grant. Selectman Caira asked if planting trees at Wildwood Cemetery would be using space it should not be. Mr. Magaldi stated that the Town has experienced the loss of trees in the area and the DPW intends to plant trees in the same locations. Trees that will be planted are two inch diameter, much smaller than what were there.

Chairman Champoux presented a Certificate of Recognition on behalf of the Board of Selectmen to Analog Devices.

JAMIE MAGALDI, PE, MCA, DPW OPERATIONS MANAGER, RE: OVERVIEW OF VEGETATION MANAGEMENT PLAN

Town Manager Hull stated that the Vegetation Management Plan (VMP) has been in place for a few years and thought a brief presentation would be appropriate as there are new members of the Board of Selectmen.

Mr. Magaldi stated that the Vegetation Management Plan is extremely laborious administratively and it allows the Town to control weeds in the rights-of-way. He stated that this is a five year plan which took approximately a year of preparation to receive approval. He stated that anyone involved in rights-of-way management must have a Category 40 endorsement in order to do the supervision. Mr. Magaldi stated that prior to 2013, the Department of Public Works observed an increase in roadside vegetation. Mechanical control methods (weed wackers, mounted flail mower and hand cutting) were not able to keep up with the rate of growth and, as a result, roadside weeds greatly impacted intersection sight distance, travel lane width and pedestrian paths. Mr. Magaldi provided photographs which showed various intersections prior to, and following, vegetation management.

The DPW submitted a five-year Vegetation Management Plan (VMP) as required in order to apply Environmental Protection Agency (EPA) approved herbicides to rights-of-way as part of an integrated annual roadside weed and overgrowth maintenance program. The vast majority is still mechanically controlled. The VMP was developed to ensure compliance with management regulations for the control of hazard, detrimental, nuisance and invasive vegetation in order to promote safe travel. The Town's workers' compensation insurer advised that during the summer, exposure to poison ivy is the number one workers' compensation claim.

Mr. Magaldi reviewed the process that took place to secure the VMP. Each year the Town is required to submit an annual report, Yearly Operations Plan. He noted that the application of herbicides is heavily monitored by the Massachusetts Department of Agricultural Resources. Additional information may be found on the DPW's webpage. Mr. Magaldi expressed his appreciation to the staff of the Department of Public Works. He recognized Town Engineer Paul Alunni and Business & Utility Manager Joe Lobao were also present this evening.

Town Manager Hull stated that in addition to the work Mr. Magaldi spoke of and the work completed in house, another aspect is improving the culture of safety amongst employees. At the Massachusetts Municipal Association's Annual Meeting, the Town was recognized by its insurer, Massachusetts Interlocal Insurance Association, for its attention to risk management. The Town has saved a significant amount of money in premiums due to efforts to control risk.

Chairman Champoux asked if there were any questions or comments from the Board. Members of the Board expressed their appreciation to the Department of Public Works.

Chairman Champoux asked how the DPW identifies locations for vegetation management. Mr. Magaldi stated that some of it is from personnel who notice problem areas while driving, and a lot has to do with the volume of vehicular or pedestrian traffic. The Town has to be selective with the herbicide. The DPW also relies on residents calling the office. Chairman Champoux asked if there is a problem with growth from private property infringing on Town property. Mr. Magaldi stated that is generally more with tree growth.

Selectman Caira asked what will happen once the VMP expires. He stated that the Town may take one year off from spraying, look at the program and prepare an application for a subsequent VMP. He stated that the Town is using exponentially less herbicide than it was at the beginning of the vegetation management plan.

JAMIE MAGALDI, PE, MCA, DPW OPERATIONS MANAGER; JOSEPH LOBAO, DPW BUSINESS & UTILITY MANAGER; AND PAUL ALUNNI, PE, TOWN ENGINEER, RE: ROUTE 93 WATER LINE REPLACEMENT

Mr. Lobao stated that there is approximately 170 feet of 10 inch cast iron pipe on the underside of the I93 bridge at Woburn Street that was installed in the late 1950s. At the end of December 2017, during the subzero temperatures, there was a water main break. A few years prior, the Water Division installed a gate valve in the area. This valve enabled the Town to shut down the pipe on each side of the bridge and still provide water service to the residents in the area. The pipe was inspected by a structural engineer because of its unique location above Route 93. The engineer recommended that the remaining length of pipe be removed as soon as possible. Paul Alunni, Town Engineer, coordinated with Massachusetts Department of Transportation to request an access permit from the state and with DCAM to request a waiver for various procurement laws. A contractor needed to be secured with expertise, equipment and availability to complete the project. The pipe was removed Thursday, January 18 and Friday, January 19. The pipe had been identified as needing to be replaced in the future. The DPW plans to include replacement of the pipe in the Fiscal Year 2019 Capital Improvement Plan. The pipe will be replaced with 12 inch pipe.

Chairman Champoux asked how the Town was able to continue to provide water with that part shut down and Mr. Lobao provided an explanation.

Chairman Champoux asked if there were questions or comments from the Board. Selectman Bendel asked how long the Town can go with the short term solution and was advised that there is a level of urgency. Selectman Bendel asked Town Manager Hull if he would budget for it now. Town Manager Hull stated that it will be included in the FY 2019 budget. He advised that an appropriation will not be required, but anticipates Town Meeting will be asked to approve borrowing.

Selectman Loud asked what type of pipe will be installed and what will protect the pipe from exposure and was advised it will likely be ductile iron pipe and stated that there is an insulation wrap that is used.

COMMUNICATIONS

Town Manager Hull reviewed his memorandum notifying the Board of Selectmen that he has appointed Gary Donovan, Deputy Fire Chief, to serve as Acting Fire Chief effective January 13, 2018. He advised that he is currently awaiting the official rankings of candidates who participated in the Fire Chief Assessment Center in December.

Town Manager Hull reviewed his memorandum advising the Board of Selectmen that Analog Devices is interested in seeking approval at the 2018 Annual Town Meeting to pursue Tax Increment Financing and would like to introduce the proposal to the Board of Selectmen. Town Manager Hull advised that the Board will be asked to consider holding a meeting on February 5th to learn about the proposal.

Town Manager Hull stated that staff met with representatives of Analog to receive information about their proposal. He noted that this would be a first for the Town of Wilmington.

BOARD TO CONSIDER SCHEDULING BOARD OF SELECTMEN MEETING FEBRUARY 5, 2018

Chairman Champoux asked why the conversation could not take place February 12th. Town Manager Hull stated that non-petitioned Warrant articles are due February 9. He believes the Board will need two meetings to consider the proposal.

Selectman Caira asked what the urgency was and whether the Board could hear the proposal on January 29. Town Manager Hull stated that January 29 is the budget presentation and is typically the only agenda item.

Denise Casey stated that part of the urgency is that Analog has to present their plan to their internal board and get acknowledgement that they are moving forward and make a decision whether they will pursue the TIF with Wilmington or another community.

Selectman Loud asked for information regarding taxes that are currently paid to the Town and future benefits.

Town Manager Hull stated that it is challenging because other companies have approached the Town requesting TIFs and they have not been granted. He stated that it is a mechanism for companies to reduce operating costs and are not unusual. He cited other communities that have provided TIFs to companies.

Selectman Caira asked about the process and whether it will still go to Town Meeting if the Board of Selectmen approves the request. He was advised that it will and will have to go before the Economic Assistance Coordinating Council.

Chairman Champoux expressed concern that the Town does not have criteria for providing TIFs. Chairman Champoux stated that he will not be able to participate in discussions as there will be a conflict of interest. He expects that Selectman McCoy will return at the next meeting. Members of the Board expressed their preference that there be four members of the Board of Selectmen participating in the discussion.

Jonathan Eaton, Finance Committee member, suggested that the Finance Committee be notified of the meeting.

Following discussion, a motion was made by Selectman Loud, seconded by Selectman Bendel and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen reschedule the Board of Selectmen meeting of February 12, 2018 to February 5, 2018.

Town Manager Hull reviewed a letter from Kelly Magee Wright, Executive Director, Minuteman Senior Services, regarding services provided to Wilmington's seniors. In FY17, Minuteman Senior Services provided services to over 1,646 residents of Wilmington, a total value of \$1,434,271.

Town Manager Hull reviewed correspondence from Niall Connors, FiOS Franchise Service Manager, regarding pricing changes that will occur on or after April 1, 2018 and notification that WYCN (channel 22), SONY Movie Channel (channel 737) and Cine SONY Television (channel 1689) removed its programming from the FiOS TV channel lineup.

Town Manager Hull reviewed correspondence from Joshua Gerloff, Co-Chairman, Green-Rainbow Party North Shore Chapter, regarding H.3543 An Act Establishing the Massachusetts Infrastructure Bank. Mr. Gerloff wrote that reliance on private banking institutions and high interest loans for infrastructure improvements is not a sustainable option for most towns financially and urged the Town of Wilmington to support and endorse House Bill No. 3543 by sending letters of testimony to the Joint Committee on Community Development and Small Business. Town Manager Hull advised that the intent is to provide a bank that is run or operated by the state. Mr. Gerloff is looking for the support of the Board of Selectmen. Town Manager Hull stated that he provided a copy to Town Treasurer/Collector Pamela MacKenzie who circulated it with the Massachusetts Collector Treasurer Association which has a legislative committee that is looking in to it but has not taken any action.

BOARD TO CONSIDER EXECUTING QUITCLAIM DEED FOR PROPERTY DONATED TO THE CONSERVATION COMMISSION AND LOCATED OFF CONLEY STREET (MAP 10, PARCEL 58) AND STAFF ROAD (MAP 10, PARCEL 59)

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

VOTED: That the Board of Selectmen execute the quitclaim deed for property donated to the Conservation Commission and located off Conley Street and Staff Road.

BOARD TO CONSIDER REQUEST OF SCHOOL COMMITTEE TO INCLUDE AN ARTICLE ON THE 2018 ANNUAL TOWN MEETING WARRANT TO NAME THE WILMINGTON HIGH SCHOOL AUDITORIUM IN MEMORY OF JOANNE M. BENTON

In a letter to the Board of Selectmen, the School Committee wrote that "in her myriad roles as Assistant Superintendent, then Superintendent, and later as Interim Superintendent, Joanne Benton was unwavering in her commitment to the community of Wilmington, leading the students

and staff of the Wilmington Public Schools with grace and passion.” They wrote of her dedication to the design and build of a facility that would provide students the opportunity to learn in an environment which maximizes their learning experience. The School Committee further wrote that “Inspired by her love of the arts, one of the areas that Mrs. Benton focused on was the design and furnishing of the new High School’s auditorium. She successfully advocated to the Massachusetts School Building Authority for a larger performance space than initially stipulated by the Authority’s funding.”

Chairman Champoux stated that he is grateful that the Chairman of the School Committee included this item at a recent meeting and noted the unanimous vote. Chairman Champoux asked if there were any questions or comments from the Board. Members stated their belief that it is an appropriate tribute and were happy to support the request.

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

VOTED: That the Board of Selectmen include an article on the 2018 Annual Town Meeting Warrant to name the Wilmington High School Auditorium in memory of Joanne M. Benton.

BOARD TO CONSIDER REQUEST OF WILMINGTON SONS OF ITALY TO CONDUCT AN ANTIQUE AND COLLECTORS CAR SHOW AT THE TOWN COMMON PARKING LOT ON SATURDAY, AUGUST 18 FROM 9 A.M. TO 2 P.M.

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

VOTED: That the Board of Selectmen approve the request of the Wilmington Sons of Italy to conduct an Antique and Collector’s Car Show at the Town Common parking lot on Saturday, August 18 from 9:00 a.m. to 2:00 p.m.

BOARD TO CONSIDER REQUEST OF SOLE SISTERS RUNNING CLUB TO RESCHEDULE RACE PREVIOUSLY APPROVED FOR SATURDAY, DECEMBER 1 TO SATURDAY, DECEMBER 8, 2018

Town Manager Hull stated that organizers of the Sole Sisters Running Club initially requested to conduct a road race on December 1. It was brought to their attention that is the same weekend that We’re One Wilmington holds the Festival of Trees and many of their members will be participating with the festival. They have asked to reschedule from Saturday, December 1 to Saturday, December 8.

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

VOTED: That the Board of Selectmen approve the request of Sole Sisters Running Club to reschedule their race previously approved for Saturday, December 1 to Saturday, December 8.

PUBLIC COMMENTS

There were none.

NEW BUSINESS

Selectman Bendel requested that the Board receive an update regarding New England Transrail at a future meeting. Town Manager Hull advised that Attorney Daniel Deutsch monitors the Surface Transportation Board (STB) website and is in communication with him in the event any issue is brought forward.

Selectman Caira, Selectman Loud and Chairman Champoux reported that they attended the Massachusetts Municipal Association's Annual Meeting and Trade Show held on Friday and Saturday. Each indicated how informative it was.

Selectman Loud acknowledged the service of Greg Lyman. Mr. Lyman, who passed away on December 30, 2017, served in the United States Navy.

Town Manager Hull advised that Wilmington Police Officer Rafael Cruz left from Camp Curtis Guild for deployment and extended the Town's wishes for a safe return.

IMPORTANT DATES

Town Manager Hull reviewed important dates including:

- January 29 – Board of Selectmen – Town Hall – Room 9 – 7:00 p.m.
Town Manager's FY 2019 Budget Presentation
- January 30 – Finance Committee Meeting – Town Hall – Room 9 – 7:00 p.m.
FY 19 BUDGET OVERVIEW; REVENUE; GENERAL GOVERNMENT
- February 1 – Finance Committee Meeting – Town Hall – Room 9 – 7:00 p.m.
PLANNING & CONSERVATION AND BUILDING INSPECTOR / BOARD OF APPEALS
- February 1 – Dr. Ruth Potee – Addiction and the Adolescent Mind – St. Thomas Church
7:00 p.m. to 8:30 p.m.
- February 2 – Last Day to Submit Petitioned Warrant Articles for
Inclusion on the Warrant for the Annual Town Meeting –
May 5, 2018
- February 6 – 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.
POLICE, PUBLIC SAFETY CENTRAL DISPATCH, FIRE
- February 15 – Finance Committee Meeting – Town Hall – Room 9 – 7:00 p.m.
TOWN CLERK, BOARD OF HEALTH, VETERANS' SERVICES
- February 27 – Finance Committee Meeting – Town Hall – Room 9 – 7:00 p.m.
HISTORICAL COMMISSION, INFORMATION TECHNOLOGY, BOARD OF ASSESSORS

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

VOTED: That the Board of Selectmen adjourn.

Meeting adjourned at 8:57 p.m.

Respectfully submitted,

Recording Secretary