

BOARD OF SELECTMEN MEETING

June 11, 2018

Chairman Kevin A. Caira called the meeting to order at 7:00 p.m. in Room 9 of the Town Hall. Present were Selectmen Gregory B. Bendel, Jonathan R. Eaton, Edward P. Loud, Sr. and Michael V. McCoy. Chairman Caira advised that Town Manager Jeffrey M. Hull was not available this evening and Denise Y. Casey, Assistant Town Manager/Human Resources Director, was present on his behalf.

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

TREASURY WARRANTS

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

VOTED: That the Board of Selectmen accept Treasury Warrants 48, 48A, 49 & 49A.

MINUTES

A motion was made by Selectman Bendel, seconded by Selectman McCoy and by the affirmative vote four with Selectman Eaton abstaining, it was

VOTED: That the Board of Selectmen approve the minutes of their meeting held May 29, 2018 and all action taken is hereby ratified and confirmed.

FRANK WEST AND MIKE KELLEY, WILMINGTON MINUTEMEN, RE: FLAG RETIREMENT CEREMONY

Frank West and Mike Kelley, members of the Wilmington Minutemen, were present to invite members of the Board of Selectmen and the public to attend the annual Flag Retirement Ceremony on June 14 at Minuteman Headquarters. Mr. West stated that in 2001 residents began flying flags following the tragic events of September 11th. In 2002, it was noted that the flags had become tattered and a member of the Minutemen suggested that their group collect the flags and retire them in an appropriate manner. Since that time the Minutemen have been collecting unserviceable flags. During the year flags are collected at the Wilmington Post Office and Town Hall. He advised that there is a brief ceremony and following the ceremony flags are retired by burning.

Chairman Caira asked if there were any questions or comments from the Board. Selectman Loud asked to clarify the location of Wilmington Minuteman Headquarters and was advised that it is on Salem Street directly behind the Harnden Tavern. Mr. West was asked whether the Minutemen accept smaller flags such as handheld or lawn flags and he advised that they do. The Minutemen will place smaller flags within the larger, unserviceable flag prior to it being folded. Mr. West expressed their desire to include children in the process of folding the flags and retiring the flags. Members of the Board thanked Mr. West for bringing this event to the Board's attention.

VALERIE GINGRICH, DIRECTOR OF PLANNING & CONSERVATION, RE: MARKET STUDY AND ECONOMIC DEVELOPMENT

Ms. Gingrich stated she was present to provide an overview on activities that will take place over the summer. She stated that a market study will be the first step in the ongoing process of economic development. The Town will be contracting with UMass Donoghue Institute which will conduct a market study focused on the area of Main Street from Richmond Street to Clark Street. The market study is expected to gather background

information (baseline demographics), complete a supply and demand analysis (what people spend money on in that area and what residents who live in that area spend money on). If spending money on things outside of area, what are they buying and would it be appropriate to bring those establishments to Main Street. The study will evaluate the gaps of what is being supplied and what is being demanded. Ms. Gingrich stated the Institute will interview real estate professionals, landlords and public officials to determine why the vacancies are happening, why is it difficult to rent spaces whether it is costs, transportation or something else and what are perceived problems versus what are actual problems.

Ms. Gingrich stated that the goal is to have the information gathered by October. With that information, the Town will be able to determine whether additional study is required on different aspects and whether it leads to a community process such as a review of zoning. Ms. Gingrich explained that zoning determines uses in a certain area and the process to permit the use. She advised that developers and business owners do not like to deal with difficult processes. The Town should determine if there are uses that should be as of right. She noted that the Town's zoning is special permit heavy and that may turn away businesses. Ms. Gingrich emphasized the need for balance because one person's economic solution may be another person's traffic nightmare.

Selectman McCoy stated that, in regard to Sonic, Walgreen's and Chili's vacancies, corporate offices need to take responsibility. He stated that a bigger vacancy is the industrial sector and believes that ought to be the Town's focus. Selectman McCoy also noted that landlords need to make improvements to their properties and cited the building on 281 Main Street that had many vacant units and the property owner recently made improvements.

Selectman Bendel asked whether the Institute will solicit input from residents. Ms. Gingrich stated that the study will be for information/fact gathering. She stated that she foresees the Town using the facts and the data as a foundation to have a conversation with the community. She believes it will provide a stepping stone to work with and that it will identify each type of retail use and how much is supplied in the area and how much is being purchased in general by the people around the area. The study will identify what the Town may want more of, or what there is too much of, and what residents want.

Selectman Bendel is hopeful that an Economic Development Task Force will be in place when the fall comes. He noted that the Town is currently at the stage to determine why certain establishments are not locating in the area and what can be done to entice them.

Selectman Eaton asked what methods will be used for the study and was advised the Town has not gotten into that level of detail but Ms. Gingrich believes it will be a combination of phone calls and face-to-face meetings. Selectman Eaton asked about a start date and was advised the Town is ready to proceed on July 1.

Selectman Loud asked whether she and the Town Manager have spoken about establishing an Economic Development Committee and noted that surrounding communities have some type of party responsible for economic development whether individual or committee. Ms. Gingrich stated that the group would need to have a mission or a purpose and in order to be effective would need to have some direction. She suggested that the Town ought to receive the information, process the information and proceed from there. Selectman Loud stated that Selectman McCoy made good points about other locations, although Main Street is most visible. He believes an economic board will benefit the whole town. Ms. Gingrich stated that the two sectors are different. A lot of industrial sectors are right off the

highway which is beneficial to businesses. Wilmington is close to Boston where it is easy to get to, but not too close so the rents are reasonable. Ms. Gingrich advised that Main Street is different because it is a little bit off the highway and unique in that it is not a destination. She stated that the area deserves a little bit of focus at this point to determine what opportunities and challenges exist while continuing to “chip away” at vacancies in other areas of town.

Selectman Bendel asked whether the Institute will contact establishments which recently left to determine whether there was a particular reason they left Wilmington. Selectman Bendel reiterated the need to establish an Economic Development Committee and the need to be proactive and cited Textron as a business that is expected to close.

COMMUNICATIONS

Assistant Town Manager Casey reviewed information received from the Massachusetts Bay Transportation Authority (MBTA) regarding commuter rail service on the Lowell Line. The MBTA advised that due to continuing improvements, there will be no train service on weekends during July 7 through 22 and August 4 through 16. Free bus shuttles will run between Lowell and Wellington Station on the Orange Line, making stops at every commuter rail station. Riders should use the Orange Line for service to North Station and other locations.

BOARD TO CONSIDER SIGNING ACCESS LICENSE AND AGREEMENT WITH OLIN CORPORATION TO CONDUCT WATER SAMPLING

Assistant Town Manager Casey advised that Olin is requesting to have water sampling for monitoring wells that are on Town property. She advised that there are six locations and this work is part of the Final Remedial Investigation/Feasibility Study Work Plan dated August 14, 2009. She advised that by signing these license and agreements, the Board is allowing representatives from Olin to obtain environmental data. Prior to beginning any work, Olin shall provide forty-eight (48) hour advance written notice containing in reasonable detail the work to be performed to the Police Department, Fire Department, Health Department, Jeffrey Hull, Town Manager, and to Michael Woods, DPW Director; costs will be borne by Olin and Olin will provide the Town of Wilmington the final validated results of the testing within thirty days.

Selectman McCoy commented that last year when drilling was being done for test pits, residents were not notified. He opined that residents should be notified of the date, time and duration of Olin’s activities. Assistant Town Manager Casey advised as to the location of the monitoring wells identified by these agreements. Selectman McCoy expressed his desire that the contractor be required to notify the abutters prior to beginning work. Chairman Cairra agreed that Selectman McCoy’s request was reasonable.

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

VOTED: That the Board of Selectmen sign the Access License and Agreement with Olin Corporation to conduct water sampling at Jewel Drive, adjacent to Town Assessor’s Map 24, Parcel 208B; Eames Street, adjacent to Town Assessor’s Map 14, Parcel 5D; Eames Street, adjacent to Town Assessor’s Map 14, Parcel 6; Eames Street, adjacent to Town Assessor’s Map 26, Parcel 9; Eames Street, adjacent to Town Assessor’s Map 27, Parcel 13; and Eames Street, adjacent to Town Assessor’s Map 39, Parcel 9.

BOARD TO CONSIDER REQUEST OF JOYCE MULVANEY, COMMUNICATIONS MANAGER, READING MUNICIPAL LIGHT DEPARTMENT, TO CONDUCT AN ELECTRIC VEHICLE RIDE AND DRIVE EVENT ON SUNDAY, JULY 15, 10 A.M. TO 3 P.M. IN CONJUNCTION WITH THE WILMINGTON FARMERS MARKET

Assistant Town Manager Casey advised that Reading Municipal Light Department is requesting to use a portion of the Swain Green parking lot on Sunday, July 15, 2018 to hold an electric vehicle ride and drive event. The event will consist of information tables, an assortment of electric vehicles on display and car dealerships facilitating test drives. Participating dealerships will be required to provide a certificate of insurance indemnifying RMLD and the Town of Wilmington, and attendees who wish to test drive a vehicle will be required to sign a waiver of liability. The School Street entrance will be utilized for all test drives. The Wilmington Farmers Market Association has consented to RMLD's use of the parking lot on the proposed date and time. A motion was made by Selectman Eaton, seconded by Selectman Bendel and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen approve the request of Reading Municipal Light Department to conduct an electric vehicle ride and drive event on Sunday, July 15, 2018 from 10:00 a.m. to 3:00 p.m. in conjunction with the Wilmington Farmers Market.

PUBLIC COMMENTS

Kevin MacDonald, who identified himself as a Wilmington resident, expressed his opinion that there are more than six wells that should be monitored. He stated that Olin is seeking to sell their property and there ought to be a representative of the Town present during testing who also receives sampling. Mr. MacDonald asked Selectman Loud to "take the lead" on this. Chairman Caira advised Mr. MacDonald that the agreement was reviewed by Town Counsel. He noted that there has been communication with Michael Woods, DPW Director, who is aware of what is proposed. Mr. MacDonald asked that the Town request samples so that it is not relying on Olin. He suggested that an employee from the Water & Sewer Division ought to be charged with testing samples. Mr. MacDonald expressed his desire that there be an agenda item on a future Board of Selectmen meeting where maps are provided which show current monitoring wells that have been affected by the plume and maps that show private wells in the area that may not have been shut down. He asked whether the process of drilling the monitoring wells is creating an additional conduit for the contamination. Chairman Caira advised Mr. MacDonald that the Board is in receipt of a diagram showing the location of the monitoring wells.

Mr. MacDonald asked whether there would be a penalty for early payment relative to the bond the Board of Selectmen recently signed for the water line replacement over Route 93 at Woburn and Park Streets. He stated that, at Town Meeting, the Director of Public Works was not able to report on the length of the project. He stated that he would like that information as well as the dollar amount of the bond. Selectman McCoy stated that the appropriation was made at Town Meeting for \$850,000. He stated that an emergency situation necessitated the replacement of the water line. Mr. MacDonald asked what the duration is of the bond and was advised 15 years. Selectman Loud noted that the bond was issued for three items, replacement of the water line on Ballardvale Street, Yentile Farm Recreational Facility and a fire pumper. The replacement of the water line that Mr. MacDonald has referenced will be paid from available funds.

Geoff Wood, Frederick Drive, stated that he has researched information on the law firms that the Board of Selectmen is interviewing. He stated that one firm was hired by the Town of Billerica and at that time, approximately four years ago, the Town was concerned whether they would receive focused attention and asked whether the Board has spoken with Billerica representatives to see if they are happy with their selection. Selectman Loud advised that he went to school with Billerica's Town Manager and it is his intention to reach out to him. Mr. Wood stated that a newspaper article referenced that Billerica had a one year term of \$108,000. Selectman Eaton suggested that prior to the expiration of the one year term an adjustment was made that significantly increased the cost.

Frank West, Birchwood Road, stated that under Important Dates the time for the Flag Retirement Ceremony should be 7:00 p.m. He expressed his apologies for providing the incorrect time to the recording secretary.

NEW BUSINESS

Selectman Bendel recognized Wilmington High School graduate Robert Sica. Mr. Sica completed his education without missing a day of school.

Selectman Eaton congratulated the "Men in Blue" for their fifth consecutive win at Wilmington Rotary Trivia Night.

Selectman Eaton stated that he attended the Massachusetts Municipal Association's seminar for newly elected selectmen. He stated that he found it very helpful and noted that there was discussion regarding bond rating and rating agencies and he was surrounded by selectmen from communities not rated at AA+. He stated that there was concern on how to improve their rating and the presenter asked whether their communities were rich because rating agencies place a certain amount of value on "rich" communities. Selectman Eaton stated that he found that to be very telling. He stated that he does not consider Wilmington to be a rich community and offered congratulations to town officials who work hard to make sure tax dollars are being spent responsibly. He noted that many of the AAA rated communities have a liability policy and the city of Brookline's was referenced and believes it may be worthwhile for the Town to adopt a similar policy.

Selectman Loud recognized the service of Wilmington Police Officer Rafael Cruz who is an Army Major currently deployed in Iraq. He also recognized his brother-in-law Rick Cox who spent twenty years in the United States Coast Guard and currently works with the Coast Guard in homeland security. Selectman Loud wished Mr. Cox a happy birthday and noted he is recovering from recent knee surgery.

Selectman McCoy stated that he attended the Cops for Kids with Cancer event held yesterday at Wamesit Lanes in Tewksbury. The event was hosted by the Wilmington and Tewksbury Police Departments and was attended by law enforcement from many agencies. Chairman Caira stated that he also attended and agreed that it was a wonderful event.

Members of the Board of Selectmen attended the Brady Foundation's Run for Recovery and noted that the Wilmington Farmers Market opened its season on Sunday.

Chairman Caira reminded members of the Board that the Town Manager's contract expires at the end of September. He advised that the Board will need to review the current contract and a subcommittee will be set up. He asked if members are interested in serving on the subcommittee that they advise him offline.

IMPORTANT DATES

Town Manager Hull reviewed important dates including:

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| Sundays Through | |
| September 30 | – Farmer’s Market – Town Common Parking Lot – 10:00 a.m. to 1:00 p.m. |
| June 14 | – Flag Retirement Ceremony – Minuteman Headquarters – 7:00 p.m. |
| June 15- | – Wilmington Relay for Life – Wilmington High School |
| June 16 | Friday afternoon, June 15 to Saturday morning, June 16 |
| June 25 | – Board of Selectmen – Town Hall – Room 9 – 7:00 p.m. |
| June 29- | – Fourth of July Festivities – 978-657-8081 (funonthe-fourth.com) – Town Common |
| July 2 | Spectacular Fireworks – July 2 |
| June 30 | – Family Day – Town Common |
| June 30 | – Wilmington Fire Department vs. Wilmington Police Department
Charity Softball Game – Wilmington High School Softball Field – 4:00 p.m. |
| July 7 | – Library Closed Saturdays for Summer |
| July 9 | – Board of Selectmen – Town Hall – Room 9 – 7:00 p.m. |
| July 11 | – Concert on the Common – “Jimmy & the Jesters” – 6:30 p.m. to 8:00 p.m. |
| July 11 | – Brush Drop-Off – Old Main Street – 8:00 a.m. to 2:00 p.m. |
| July 12 | – Commission on Disabilities – Emergency Preparedness
Town Hall Auditorium – 10:30 a.m. to 12:00 p.m. |
| July 14 | – Brush Drop-Off – Old Main Street – 9:00 a.m. to 4:00 p.m. |
| July 18 | – Concert on the Common – “Peking and the Mystics” – 6:30 p.m. to 8:00 p.m. |
| July 25 | – Concert on the Common – “Perfect Crime” – 6:30 p.m. to 8:00 p.m. |
| July 26- | |
| July 29 | – The Moving Wall – Town Common |

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

VOTED: That the Board of Selectmen adjourn.

Meeting adjourned at 8:00 p.m.

Respectfully submitted,

Recording Secretary