

## BOARD OF SELECTMEN MEETING

NOVEMBER 23, 2015

Chairman Michael L. Champoux called the meeting to order at 7:03 p.m. in Room 9 of the Town Hall. Present were Selectmen Louis Cimaglia, IV, Michael V. McCoy, Michael J. Newhouse and Judith L. O'Connell. Also present was Town Manager Jeffrey M. Hull.

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

### **TREASURY WARRANTS**

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

VOTED: That the Board of Selectmen accept Treasury Warrants 20, 20A, 21 and 21A.

### **MINUTES**

A motion was made by Selectman Newhouse, seconded by Selectman O'Connell and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen approve the minutes of their meetings held on September 28, 2015, October 13, 2015 and October 26, 2015 and that all action taken is hereby ratified and confirmed.

### **KAREN L. RASSIAS, PRINCIPAL ASSESSOR, RE: PUBLIC HEARING FOR THE DISCUSSION OF LOCAL PROPERTY TAX POLICY WITH REFERENCE TO CLASSIFICATION**

Ms. Rassias stated that in accordance with Massachusetts General Law Chapter 40, Section 56 she was present to provide information to the Board of Selectmen. After careful analysis and review, the Board of Assessors recommends to the Board of Selectmen a classification shift of 1.75%, resulting in a minimum residential factor of .771885 for Fiscal Year 2016. She advised that the shift conforms to Proposition 2 ½ guidelines and is consistent with prior years' tax policies. Adoption of this recommendation allows the Town to assess and collect an equitable amount of taxes from the residential, commercial, industrial and personal property sectors. Ms. Rassias advised that assessed values were established by analyzing calendar year 2014 sales and income data. It is the Board of Assessors recommendation that the Board of Selectmen vote to shift the maximum allowed to the Commercial, Industrial and Personal Property classes.

Ms. Rassias reviewed information that outlined different scenarios and the impact to the different tax classifications.

Chairman Champoux asked if there were any questions or comments from the Board. Selectman Cimaglia commented that this step is the action that the Board can take to help relieve the tax burden of homeowners without layoffs or cutting services. Selectman Newhouse stated that he supports the recommendation and noted that he does not believe there is a lot of excess spending in the Town's budget.

Selectman McCoy stated that he was in agreement and also noted that a few months ago he was skeptical about the new automated trash collection. He viewed that if someone needed an additional barrel, they would have to rent one and that would be a user fee, which he was not in favor of. He commented that he purchased a second recycling cart which has worked well and although he believed he would have to rent an additional trash cart, he has found that through his son's diligent recycling, the trash cart is only half full.

Members of the Board of Selectmen thanked Ms. Rassias for her presentation.

Chairman Champoux asked if there were any questions or comments from the audience.

There were none. Chairman Champoux closed the public hearing.

A motion was made by Selectman Newhouse, seconded by Selectman O'Connell and by the affirmative vote of all, it was

**VOTED:** That the Board of Selectmen adopt a classification shift of 1.75 as recommended by the Board of Assessors which results in the minimum residential factor of .771885 for Fiscal Year 2016.

**JUDITH O'CONNELL, CHAIRMAN, YENTILE FARM DEVELOPMENT COMMITTEE, RE: UPDATE ON THE YENTILE FARM PROJECT**

Selectman O'Connell provided an update to the Board of Selectmen regarding the Yentile Farm Project. She noted that the approved budget is \$4.80 million and advised that on September 28 the project estimate was \$4.998 million. The Committee met to adjust the specifications and as of October 14, 2015 the estimate is at \$4.82 million. Some adjustments were to reduce utility poles, change walkways from concrete to pavement, adjust basketball court lighting to a more affordable grade and made the paved walkway to Textron an add/alternative to be included only if bids come in under budget.

Selectman O'Connell noted that discussion took place regarding including a flag and flagpole and it was the consensus of the committee that it did not want to forego the flag and it was added back into the plan. She noted that including the flagpole and appropriate lighting brought the budget over what was approved at Town Meeting. She noted that the flagpole will also be included in the fundraising aspect in hopes of defraying the cost. It is estimated that the flagpole alone is approximately \$6,500.

Selectman O'Connell advised that the committee is in the construction document phase and that they are selecting colors and finishes; developing signage designs; plan and specification review and assembling the bid documentation. She stated that it is expected to be a natural theme to blend in with the location.

Relative to fundraising, Selectman O'Connell advised that the Friends of 9 Cross Street has been established and they are finalizing a website to include online donation collection, developing marketing materials for donor presentations, meeting with local organizations and potential donors and they are finalizing a commemorative brick program. Selectman O'Connell noted that the committee is waiting for a decision on the PARC Grant decision. Selectman O'Connell stated that the committee will be present at the Festival of Trees.

She advised that between November and December 2015, the committee will complete construction documents and other bid documents. The project will be bid and an award made during January and February 2016 with construction expected to begin in March 2016. It is expected that construction will be completed in June 2017 and noted that most of the work may be complete in 2016 but it may be necessary for final plantings and finishes to occur in the spring of 2017.

Chairman Champoux asked if there were any questions or comments from the Board. Members of the Board expressed their appreciation to Selectman O'Connell and expressed their excitement to see what will be constructed on the site.

Brief discussion took place about fundraising opportunities.

Selectman Newhouse clarified that when Selectman O'Connell stated the project was over budget, she was referring that during development of documents and the value engineering phase projected costs exceeded the approved budget and therefore adjustments were made to materials with the expectation of receiving favorable bids. Selectman Newhouse commented that he believes the Committee's decision to keep the flagpole was a sound one.

Town Manager Hull reiterated that the fundraising is being done by Friends of 9 Cross Street, a committee that is separate and distinct from the Yentile Farm Development Committee.

#### **KENDAL VAUGHAN, RE: HOLIDAY DRIVE TO SUPPORT RECOVERY**

Ms. Vaughan was present to introduce an initiative to collect items to support those in recovery. She stated that she became driven to help following the program held at St. Thomas Church. Superintendent DeLai is dedicated to eliminating the stigma of addiction. Ms. Vaughan noted the Police Department's support of recovery and treatment rather than arrests. She noted that often individuals enter treatment with just the clothes they are wearing. Ms. Vaughan provided information on where donation boxes are located and that more information can be found on their website [wilmingtonsupportrecovery.com](http://wilmingtonsupportrecovery.com)

Members of the Board of Selectmen thanked Ms. Vaughan for addressing the need and noted that the community is now ready to discuss addiction.

#### **MICHAEL MORRIS, TOWN ACCOUNTANT, RE: INVESTMENT OF OPEB TRUST FUNDS**

Mr. Morris noted that, at the 2015 Annual Town Meeting, the Town voted to establish an OPEB Trust Fund. Additional votes appropriated funds in the amount of \$1,000,000 and transferred \$605,454 from the OPEB Stabilization Fund to the OPEB Trust Fund. He advised that he was present to request that the Board consider adopting resolutions which would allow the Treasurer and Assistant Treasurer to invest Other Post Employment Benefits (OPEB) in the State Retiree Benefits Trust Fund.

Mr. Morris advised that Town administration researched several investment options and determined that the best option is to invest the funds in the State Retiree Benefits Trust Fund (SRBTF). The necessary documents have been filed with the SRBTF. In addition, the Board is required to vote to designate the Treasurer/Collector as the custodian of the funds and to authorize the Treasurer/Collector to execute the Investment Agreement which would allow the deposit and withdrawal of funds.

#### **COMMUNICATION**

Town Manager Hull reviewed his memorandum regarding the Fiscal Year 2017 budget process. Chairman Champoux asked members of the Board whether they were interested in having a discussion at the next Board of Selectmen meeting. Selectman Newhouse stated that he was not opposed if the Town Manager believed discussion would be helpful or if he would prefer Selectmen to contact him directly. Town Manager Hull advised that it would be helpful to have a 15 or 20 minute discussion at their next meeting.

Town Manager Hull reviewed a memorandum from Michael Woods, DPW Director. Mr. Woods advised that the Town applied for a MassDEP sustainable Materials Recovery Program Municipal Grant. The intent of the grant is to assist municipalities with the purchase of wheeled carts

related to single stream recycling programs. Wilmington was notified by the MassDEP that the Town was awarded the grant and will receive up to \$71,310. The grant will offset the cost of the barrel. Mr. Woods advised that the Town is waiting for a Grant Agreement to be sent to the Town for execution.

Town Manager Hull reviewed correspondence from Governor Charles D. Baker and Lt. Governor Karyn E. Polito which notified the Town that it has been awarded a Sustainable Materials Recovery Program Grant.

Town Manager Hull reviewed a letter from Melissa Cryan, Grants Manager, Commonwealth of Massachusetts, Executive Office of Energy and Environmental Affairs, to Valerie Gingrich, Director of Planning and Conservation. Ms. Cryan wrote regarding the Town's Open Space and Recreation Plan and advised that the plan has been conditionally approved through November 2020. Conditional approval will allow the town to participate in Division of Conservation Services (DCS) grants and an award may be offered to the Town but no final grant payments will be made until the plan is completed. Ms. Cryan provided a list of items that need to be addressed. Town Manager Hull stated that he has spoken with Ms. Gingrich who believes the items can be addressed without difficulty.

Town Manager Hull reviewed information from the Commonwealth of Massachusetts, Alcoholic Beverages Control Commission. Licensing authorities are advised that effective January 1, 2016 the "5-Store Limit" will increase to 7 the number of off-premises licenses any person or combination of persons may hold in Massachusetts.

Town Manager Hull reviewed correspondence from Jane Lyman, xfinity, regarding price changes.

Town Manager Hull reviewed correspondence from Carl Martin Swanson to Sharon George, Town Clerk. Mr. Swanson submitted a petition to be included on the Warrant for the 2016 Annual Town Meeting. The petition is for "A bylaw providing for the disposition of civil traffic infractions arising in the town of Wilmington, MA in a diversion program operated by the National Traffic Ticket Diversion Tribunal and providing for increased enforcement of the traffic laws in the town of Wilmington, MA".

**BOARD TO CONSIDER REQUEST OF DEBORA POTTER, BOSTON AUCTIONS AND ANTIQUES, LLC, FOR AN ANNUAL AUCTIONEER'S LICENSE FOR PROPERTY LOCATED AT 355 MIDDLESEX AVENUE, SUITE 11.**

Town Manager Hull advised that this request is to renew the Auctioneer's License. He provided a recommendation from Police Chief Michael Begonis who advised that he has reviewed the application and recommends approval.

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

VOTED: That the Board of Selectmen grant an Annual Auctioneer's License to Debora Potter, Boston Auctions and Antiques, LLC for property located at 355 Middlesex Avenue, Suite 11.

**BOARD TO CONSIDER REQUEST OF JOHN GORVIN FOR THE INSTALLATION OF A TRAFFIC SIGN ON CHESTNUT STREET AT THE INTERSECTION OF PATCHES POND LANE**

Town Manager Hull advised that Mr. Gorvin wrote to the Town requesting a sign to be located on Chestnut Street at the intersection of Patches Pond Lane. Mr. Gorvin expressed concern that due to the volume of traffic that backs up on Chestnut Street and the inability of vehicles to turn into Patches Pond Lane will impede emergency vehicle access. The request was provided to the police chief for review. Chief Begonis responded that the Police Department does not see the matter as a specific public safety issue that would preclude emergency response to a call on Patches Pond Lane. He noted that if the Town were amenable to installing a sign it should be white with black letters stating "DO NOT BLOCK INTERSECTION".

Members of the Board of Selectmen discussed the request and expressed concern that there are additional locations in town where traffic will block access to secondary roads. Placing a sign at this location may set a precedent to install signs at other locations and members were concerned that motorists will not heed the signs.

Following discussion it was the consensus of the Board to take no action on this request.

**BOARD TO CONSIDER SIGNING THE DEED FOR THE SALE OF TOWN-OWNED LAND LOCATED ON ALDER STREET, MAP 49, PARCEL 5 PURSUANT TO AN AFFIRMATIVE VOTE ON ARTICLE 48 OF THE 2015 ANNUAL TOWN MEETING**

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

VOTED: That the Board of Selectmen sign the deed for the sale of Town-owned land located on Alder Street, Map 49, Parcel 5.

**BOARD TO CONSIDER AUTHORIZING THE TREASURER AND ASSISTANT TREASURER TO EXECUTE INVESTMENT AGREEMENT WITH STATE RETIREMENT BENEFITS TRUST FUND**

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

VOTED: That the Board of Selectmen authorize the Treasurer and Assistant Treasurer to execute investment agreement with State Retirement Benefits Trust Fund.

**BOARD TO CONSIDER REQUEST THAT WILMINGTON TOWN COMMON BE ILLUMINATED IN GREEN DURING THE MONTH OF DECEMBER IN SUPPORT OF VETERANS**

Town Manager Hull advised that a request was made by resident Fred Hogan that the Town illuminate the lights on Town Common in green. WalMart has initiated a Green Light a Vet campaign where individuals are encouraged to replace a light with a green bulb in support of our nation's veterans during the months of November and December.

Selectman Cimaglia stated that it is a great way for people to thank veterans for their service. He noted that Mr. Hogan donated approximately a dozen green lightbulbs to the Veterans' Services Department that have been dispensed. He noted that he believed the Sons of Italy have offered to help fund this request.

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

VOTED: That the Board of Selectmen grant the request to illuminate the Town Common in green during the months of November and December in support of veterans.

### **PUBLIC COMMENTS**

There were none.

### **NEW BUSINESS – COMMITTEE REPORTS**

Selectman Cimaglia thanked residents who attended the Veterans' Day ceremonies in spite of the inclement weather.

Members of the Board thanked Selectman Cimaglia for his work to organize the Veterans' Day ceremony.

Chairman Champoux wished residents a Happy Thanksgiving.

Town Manager Hull advised the Board of Selectmen that on Friday at 5:07 p.m. the Town was notified that Kinder Morgan filed a Certificate of Application identified as CP16-21-00. He said he has consulted with Attorney Daniel Deutsch of Deutsch/Williams and advised that FERC will go through a review process to confirm that application meets the application qualifications. It will be published in the Central Register and the Town will have 21 days to file as an Intervenor.

### **IMPORTANT DATES**

Town Manager Hull reviewed important dates including:

Through-

November 28 – Curbside Collection of Yardwaste

November 25 – Brush Drop-Off – Old Main Street – 8:00 a.m. to 2:00 p.m.

November 26 – Thanksgiving Day - *Town Offices Closed*

November 27 – *Town Offices Closed*

November 28 – Brush Drop-Off – Old Main Street – 9:00 a.m. to 4:00 p.m.

December 2 – Brush Drop-Off – Old Main Street – 8:00 a.m. to 2:00 p.m.

December 3 – Santa's Workshop – Town Hall – 6:00 p.m. to 7:30 p.m.

December 5 – Breakfast with Santa

December 5 – Christmas Tree Lighting – Town Common

December 5 – Brush Drop-Off – Old Main Street – 9:00 a.m. to 4:00 p.m.

December 5 & – Festival of Trees – Villanova Hall

December 6

December 6 – Holiday Social – Harnden Tavern – 1:00 p.m. to 4:00 p.m.

December 10 – Facility Master Plan Committee – Town Hall – Room 9 – 7:00 p.m.

December 14 – Board of Selectmen Meeting – Town Hall – Room 9 – 7:00 p.m.

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

VOTED: That the Board of Selectmen adjourn.

Meeting adjourned at 8:50 p.m.

Respectfully submitted,

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Recording Secretary