

BOARD OF SELECTMEN MEETING

November 25, 2019

Chairman Gregory B. Bendel called the meeting to order at 6:00 p.m. in Room 9 of the Town Hall. Present were Selectmen Kevin A. Caira, Jonathan R. Eaton, Michael V. McCoy and Jomarie F. O'Mahony. 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 strategies with respect to litigation involving a claim before the Massachusetts Commission Against Discrimination by Police Officer Anthony Fiore in accordance with Massachusetts General Law Chapter 30A, Section 21(a)3, as an open meeting may have a detrimental effect on the Town's position as so determined by the Chairman and further to consider Executive Session minutes from November 12, 2019 in accordance with Massachusetts General Law Chapter 30A, Section 22 with the intention to return to open session.

Chairman Gregory B. Bendel reconvened the open meeting at 7:18 p.m. in Room 9 of the Town Hall. Present were Selectmen Kevin A. Caira, Jonathan R. Eaton, Michael V. McCoy and Jomarie F. Mahony. Also present was Town Manager Jeffrey M. Hull. Chairman Bendel advised that the Board did not have an opportunity to review and vote on the minutes from their executive session held November 12, 2019.

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

TREASURY WARRANTS

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

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

MINUTES

A motion was made by Selectman McCoy, seconded by Selectman Eaton and by the affirmative vote of four with Selectman O'Mahony abstaining, it was

VOTED: That the Board of Selectmen approve the minutes of their meetings held November 13, 2018 and November 26, 2018 and 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. Also present was Finance Director/Town Accountant Bryan Perry. 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 .776865 for Fiscal Year 2020. 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 2018 sales and income data. The

Board's analysis resulted in the average single family residential property value increasing approximately 5 percent. 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 Bendel asked if there were any questions or comments from the Board. Selectman McCoy commented that it is not an easy task to set the tax rate and that he is amazed the average value of a home has hit the half million dollar mark. He recalled the special vote of legislation that allowed the Town to shift the tax burden a maximum 200 percent. Selectman McCoy opined that residents got a "good bang for their buck" citing the lack of user fees.

Board members thanked Ms. Rassias and Mr. Perry for the presentation and indicated their intent to vote to shift the maximum burden away from the resident.

Chairman Bendel asked if there were any questions or comments from the audience and there were none. Chairman Bendel asked that the presentation be made available to residents on the website. Mr. Perry stated that it will be placed on the website following approval by the Department of Revenue.

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

VOTED: That the Board of Selectmen close the public hearing as it relates to tax classification policy.

A motion was made by Selectman Eaton, seconded by Selectman Caira 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 .776865 for Fiscal Year 2020.

CHRISTINE TOUMA-CONWAY, TOWN CLERK, RE: RECOMMENDATION OF THE BY-LAW STUDY COMMITTEE

Chairman Bendel noted that By-law Study Committee member John Romano was in the audience. Ms. Touma-Conway stated that the committee began its review of the by-laws prior to her arrival and worked for approximately 18 months and were able to review the first four chapters of the Inhabitant By-laws. Ms. Touma-Conway stated that they came up with recommendations that were detailed during a presentation made at the 2018 Annual Town Meeting. She advised that, for many reasons, the Committee's work did not progress beyond the report to Town Meeting.

Ms. Touma-Conway advised that the prior Town Clerk had recommended in her Fiscal Year 2020 Budget that the Town enter into a contract with a company known as General Code to codify Wilmington's Inhabitant By-laws. Ms. Touma-Conway reviewed the proposal submitted by General Code, as well as the recommendations of the By-Law Study Committee, and made recommendations to the Town Manager. She recommended that the Town engage General Code to perform a complete re-codification of the Inhabitant By-Laws; consider recommendations of Wilmington Town officials and citizens for current additions or amendments to the existing by-

laws and present for approval by a warrant article at the May 2, 2020 Annual Town Meeting and as General Code completes each phase of its work, the By-law Study Committee would act as the liaison and approving entity and would ultimately report to the Board of Selectmen and Town Manager. This was accepted by the Town Manager and a contract has been signed to engage the services of General Code.

Since the approval, the By-law Study Committee has met five times to consider recommendations that had been put forth by Town officials and members of the public and the committee's recommendations are:

- 1) Amend Chapter 2, Section 1: Annual Town Election by changing the date of the Annual Town Election to the last Saturday in April.
- 2) Amend Chapter 2, Section 3: Annual Town Meeting Date and Start Time by empowering the Board of Selectmen with discretionary authority to set the date of the Annual Town Meeting to any Saturday in April preceding the last Saturday in April and to change the starting time of the Annual Town Meeting from 10:30 a.m. to 9:00 a.m.
- 3) Recommendation for Chapter 2, Section 10A by including an overall Omnibus Budget Presentation by the Town Manager followed by taking up of the operating budget as a whole rather than dividing into smaller portions.
- 4) Recommendation for Chapter 2, Section 10B to eliminate random selection of certain articles.
- 5) Recommendation for Chapter 2, Section 19 to eliminate the quorum requirement.
- 6) Recommendation for Chapter 3, Section 6: Town Counsel Opinions relative to mandatory filing of Town Counsel opinions with the Town Clerk be amended to bifurcate said opinions between matters subject to the Attorney/Client privilege and those matters of general interpretation that should be available to the public for purposes of transparency and consistency in the application of the By-Laws and statutes.
- 7) Recommendation for Chapter 5, Section 27 to grant the Animal Control Officer the right to enforce by issuance of a citation, all provision of Massachusetts General Law Chapter 140.
- 8) Amend Chapter 5, Section 27.5 by removing the language "or Town property adjacent to the water" thereby allowing properly leashed dogs to be on Town property that is not adjacent to the water throughout the year.
- 9) The By-law Study Committee recommends that the Town of Wilmington adopt a Construction Noise By-law. Police Chief Desmond prepared a draft by-law.

Ms. Touma-Conway stated that the recommendations of the committee are made to stream line the process and stream line Town Meeting.

Chairman Bendel thanked Ms. Touma-Conway for her presentation and expressed his appreciation to those residents who volunteered their time to serve on the committee.

Chairman Bendel reminded attendees and those watching that, before any recommendations could be implemented, a vote of Town Meeting is required.

Chairman Bendel asked if there were any questions or comments from the Board. Selectman McCoy stated that a couple of years back he was appointed to work on behalf of the Board as a member of the By-Law Study Committee. He offered comments relative to the knowledge of Town Clerk Touma-Conway and that the members' goal was to make it easier to attend Town Meeting. He noted that there are multiple conflicts and reasons for residents not attending the Town Meeting. Selectman McCoy commented that the committee recommends giving a lot of power and authority to the Board of Selectmen.

Selectman Eaton noted that the information the Town Clerk provided to the Board of Selectmen was identified as Phase I and asked what Phase II would entail. Ms. Touma-Conway stated that Phase II will be when General Code provides the Committee with their recommendations for consideration. She advised that she did not believe that would be any sooner than 2021 or 2022.

Selectman Eaton commented about changing the Town Election to the last Saturday in April and Ms. Touma-Conway stated that it gives the Board of Selectmen more "wiggle room" to determine a date for Town Meeting, potentially four weeks. He stated that he appreciates some of the reasoning giving the Board of Selectmen the authority to change the date of Town Meeting based upon different activities in the community but stated that he is hesitant to conduct an Annual Town Meeting prior to an election. He does not want, nor does he believe residents want, Town Meeting to turn into a campaign stump.

Selectman Eaton stated that the Finance Committee could be involved with regard to the budget presentation. Further he agrees that the need for the random order of selection has come and gone. Voting is a right, not an obligation and does not believe random order encourages residents to participate and attend the meeting. Selectman Eaton stated that he agrees with changing the start time to 9:00 a.m. but does not want to eliminate the quorum.

Selectman Eaton suggested that the Town reach out to Town Counsel regarding the authority of the Animal Control Officer. Relative to the proposed noise by-law, if it is narrowed to construction noise, that it would not matter to him what kind of noise it is if he is woken up at 5:00 a.m. on a Saturday.

Selectman O'Mahony stated that, for most individuals, the By-laws is a dense document that one does not want to delve into. She appreciates that Ms. Touma-Conway and the members of the By-Law Study Committee have gone through them and made recommendations. She stated that it is a double-edged sword to move Town Meeting prior to Town Election. She stated that she understands that members of the Board who have worked on a project may want to be heard as a member of the Board at Town Meeting. She is also concerned that by eliminating the quorum there would be less participants making big decisions. Selectman O'Mahony noted that the Town of Wilmington is one of the few communities that still have open town meetings. Selectman O'Mahony asked whether the Animal Control Officer is a member of the Wilmington Police Department and would have citation authority. She appreciates the need to clarify his authority. She stated that she is in favor of providing more access to responsible pet owners.

Selectman Caira offered his comments regarding the recommendations and stated that he would rather the Town Meeting be on the last Saturday in April and have the election the Saturday before. The Town Meeting should be advertised well in advance of the Board determining a date in October. He believes the election ought to be held before Town Meeting takes place. Selectman Caira stated that he believes a 9:00 a.m. start time is early and noted a half hour is not a big deal but 9:30 a.m. may be a better start time to increase attendance. Selectman Caira stated that

Town Manager Hull makes a detailed presentation of the budget. Following the presentation, the Finance Committee reviews the budget. He suggested that the Town Manager's presentation be included in the Finance Committee booklet to ensure that residents would see the detail.

Selectman Caira stated his preference to continue voting the budget by department and opined it is more transparent. By doing as a whole component and with a time limit on speaking, he is fearful residents may run out of time before addressing all their questions.

Selectman Caira opined that the random draw ought to continue. Without the random draw it will make it easier to "stack the deck". He noted that even with today's technology, the time it takes to send a text, the person to read the text, stop what they are doing and respond to the Town Meeting, find a parking space and check in, the article may have been voted on and therefore don't have the opportunity to stack the deck.

Selectman Caira stated that there should be a quorum. He inquired whether Town Counsel's opinion was sought regarding the recommendation relative to the opinions as public record. Ms. Touma-Conway stated that the issue was raised and the by-law was reviewed and she believes it is something to "tighten up". Selectman Caira suggested that KP Law be consulted and their opinion obtained.

Selectman Caira suggested incorporating cold into the by-law and relative to exclusion of dogs on Town property and asked if they would consider adding "unless otherwise specified". He noted that there are areas in the Town that have been designated "No Dogs Allowed" and want to make sure signage is installed and people are aware their dog is not allowed in that area. He thanked Ms. Touma-Conway for the presentation.

Chairman Bendel offered Mr. Romano the opportunity to make comments. Mr. Romano stated that the reason the committee narrowed the proposed by-law to construction noise was based upon the police chief's guidance of what was necessary and noted that it would be the police department that would be addressing complaints.

Mr. Romano noted the concern of Board members regarding having the Town Meeting prior to Town Election and stated that it is up to the moderator to stop campaigning. The current Town Moderator served on the By-law Study Committee and did not express concern.

Chairman Bendel stated that when the Board originally discussed forming the committee, there was considerable discussion about holding Town Meeting in the evenings and asked if it was addressed by the Committee. Ms. Touma-Conway advised that it was discussed and noted that the Elderly Services Director spoke to the committee and expressed concern that the senior population does not like to drive at night. Many of the residents who attend Town Meeting are seniors. She advised that studies of other communities were reviewed and noted that one study indicates that Saturday Town Meetings have the highest percentage of participation.

Ms. Touma-Conway stated that what is before the Board are only recommendations and ultimately the Board of Selectmen will decide what becomes an article on the warrant.

Chairman Bendel stated that he wanted to bring it up because it was a large discussion although residents he spoke to were in favor of keeping it on a Saturday. He stated that he is in favor of moving the start time earlier. Chairman Bendel asked hypothetically if the Board of Selectmen were to decide on a date in October/November would churches and sports organizations know their schedule?

Ms. Touma-Conway stated that relative to the quorum many residents sign in and leave. She noted that the quorum is not a constant quorum it is simply to start the meeting. She advised of a study that shows when you do away with the quorum it makes people attend because they don't want too few people deciding for the community.

Chairman Bendel asked if the recommendation is specific to when the beach is open for the season and was advised year long. Ms. Touma-Conway stated that dogs are not allowed on the beach and there are other laws that address other issues including leash laws and cleaning up after dogs.

Chairman Bendel stated that regarding the noise by-law, he looks forward to hearing from members of the community and expressed concern that it would be targeting the construction community.

Town Manager Hull stated that, with respect to Town Counsel reports, he had a conversation with Mr. Reich who noted the reference in the by-laws and suggested that the Town consider modifying it.

Town Manager Hull commented on the recommendation to use April as a flexible time to consider a meeting. He noted that the Town Meeting schedule would have him presenting the budget on December 30 if Town Meeting were to take place the first Saturday in April 2020.

He advised that the Board of Selectmen would need to make the decision in late August or early September as certain deadlines will need to be met.

Town Manager Hull stated that, to the extent the Board is going to consider these items, it would be helpful if they make their decisions by the January 13, 2020 meeting to prepare the articles and have them vetted by Town Counsel.

Selectman McCoy stated that former Town Clerk Sharon George brought the Town Meeting calendar to the committee's attention and noted that at one point Town Meeting was held in March.

Chairman Bendel stated that the Board is looking forward to hearing feedback from residents about how to proceed with some of the recommendations.

Chairman Bendel thanked Ms. Touma-Conway for her time and members of the committee for their time.

FRANK AND KAREN WEST, RE: TOYS FOR TOTS PROGRAM

Mr. & Mrs. West were present with Lance Corporal Max Marchino to provide information on the Toys for Tots program. Mr. West reviewed upcoming events to raise funds/toys for Toys for Tots. Mr. West noted that there are multiple locations in Wilmington and Tewksbury, including at Wilmington High School, Town Hall, and many local businesses. Residents are welcome to drop new, unwrapped toys at any drop-off location through December 16. Residents in need can go to toysfortots.org and complete a request for donated toys.

LCpl Marchino related the history of the Toys for Tots Program. A certificate of appreciation was presented to the Board of Selectmen to thank the Town for supporting the Toys for Tots program.

Chairman Bendel asked the Board if there were any questions or comments. Chairman Bendel and each member of the Board expressed sincere thanks to the West family for coordinating the program and LCpl Marchino for his service.

DANIEL FURBUSH, WILMINGTON POLICE DEPARTMENT, RE: 2019 SANTA PARADE

Officer Furbush noted that 2019 will mark the 5th Annual Santa Parade and each year they are amazed at the number of residents who come out to wave and/or meet at one of the stops. He stated this year the parade will begin at 8:00 a.m. and there are five stops planned for children to visit with Santa and friends. The parade and the stops provide an opportunity for residents to donate to the Community Fund Food Pantry, Fire Department Toys for Wilmington Children and to write or drop off letters to the troops. Officer Furbush stated that he has contacted the Director of Veterans' Services, Lou Cimaglia, and letters received this year will be sent to servicemen and women who are deployed. He advised that they will try to livestream during the day to update their location. Wilmington Police Explorers will be at each of the stops to provide assistance.

Members of the Board expressed their appreciation to the members of the Police and Fire Departments who organize the event and each of the volunteers who make it a success.

COMMUNICATIONS

Town Manager Hull reviewed his memorandum regarding New England Transrail (NET) Status Report. He attached the most current 90 day report to the Surface Transportation Board from Attorney Eric Hocky who represents NET and Wilmington Woburn Intermodal (WWI). There has been no communication within the last 90 days other than discussions between mutual legal counsels about preparation of these updates. Counsel for NET/WWI appears to be concluding that, until EPA issues their Record of Decision, there is not likely to be further action on an alternative development proposal.

Town Manager Hull reviewed his memorandum regarding the Massachusetts Bay Transportation Authority (MBTA) Wildcat Line. He noted that the Town has received calls from residents living along the MBTA Wildcat line which extends across Clark Street, Glen Road and Salem Street before heading into Andover. Residents are upset that they were not informed in advance that clearcutting would be taking place along the rail corridor. Much of the vegetation which has served as a visual and, to some measure, sound barrier between the abutting properties and the railroad tracks has been removed. Town Manager Hull stated that he spoke with Patrick Nestor, Community Engagement Officer with the MBTA, about the concern and asked about plans for restoration of fencing and vegetation. Mr. Nestor advised he was not familiar with the specific program that the MBTA was undertaking but indicated that he would investigate the circumstances and provide specifics once available. Representative David Robertson advised that he was contacted by a resident and is also in touch with the MBTA about plans for restoration of barriers along the rail corridor.

Town Manager Hull noted that he does not recall a notice being provided to abutters, like the one provided by Eversource who will be undertaking similar maintenance. Chairman Bendel noted the process that residents must go through to remove a tree. Selectman Eaton stated that he is dismayed at the scope and breath of the clearing that has occurred on the Wildcat line over the past three weekends.

He advised that he has received phone calls from residents who have been provided little, or no, notice. He spoke with one resident who advised that an individual from a tree company knocked on his door and advised that trees behind his house would be removed, the resident asked when and was advised that it would be in about one hour. Selectman Eaton opined that it is unacceptable. He stated that on Sunday morning he went for a jog and Northern Tree Trucks were parked on the side of Glen Road. He approached the work area and spoke to two gentlemen who provided the phone number to their supervisor. Selectman Eaton stated that the supervisor

advised him that they were contracted by Keolis to deal with three different issues: slippery rail which is what happens when debris gets ground into the rail by passing trains, usually sticks and leaves and forms a black, oily substance that compromises the ability of trains to slow down or stop; installation of positive train control (PTC), a system that will help detect an incident to have the ability to stop or slow down other trains to prevent or mitigate a disaster and the removal of tree failures. Selectman Eaton explained that they have the authority to remove trees within 30 feet of the center of the track. He recalled his experience when a limb fell and damaged his deck. The tree remained standing with insect damage and he was advised he had to go before the Conservation Commission to obtain a permit to remove the tree, he had photographs and a letter from his neighbor in support of the tree being removed. In addition to providing his application to the Conservation Commission, he had to provide it to the Department of Environmental Protection and had to appear in front of the Commission to plead his case. After he got the permit he had to wait ten days before he could cut down the remainder of the tree.

Selectman Eaton described Railroad Avenue and noted that the removal of the trees and brush completely changes the feel of the neighborhood. The contrast is so stark with the amount of trees that were cleared he opined it is above and beyond what is necessary and believes that Keolis ought to answer for what has happened. A lot of people have been injured due to decreased value of their home and decreased quality of life.

Chairman Bendel stated that when he visited Railroad Avenue it appeared that the trees were holding up the fence and is curious to find out who is responsible for taking care of the fence. Chairman Bendel recognized Representative Robertson and thanked him for looking into the issue. Representative Robertson stated that in November he noticed a crew at the level grade crossing on Clark Street and surmised that there must be a light out/emergency repair because they would not be working on a Saturday. Later that week the area “got a haircut like it’s never seen”. Representative Robertson stated that he spoke with Mr. Nestor to find out what was going on as he had received more phone calls on this issue and was frustrated when Mr. Nestor advised that he did not know as there was no one master list of projects to consult. Representative Robertson advised that Mr. Nestor was calling residents who called his office. Representative Robertson inquired about mitigation techniques and the MBTA expressed concern of setting precedent and having to mitigate for other communities.

Town Manager Hull reviewed his memorandum regarding the Buzzell Senior Center. He advised the Board that the Elderly Services Commission is discussing and documenting their observations regarding the shortcomings of the existing senior center along with the recommendations with respect to the needs that a new center should address and the features that the new facility should possess. It is his understanding that the Commission will be prepared to present their findings and recommendations to the Board of Selectmen at their December 16, 2019 meeting.

Town Manager Hull reviewed his memorandum regarding the Sale of Surplus Vehicles and Equipment. He noted that the Board authorized the sale of surplus vehicles and equipment at their October 15, 2019 meeting. The sale consisted of ten vehicles, a pick-up truck bed and a welder. Vehicle mileage ranged from 75,127 to 147,248. Bids were due on November 13, 2019 and a total of 435 bids were received resulting in the awards being made to 12 individuals. As a result of the sale, \$11,957.69 was generated and will be directed to the Town’s Capital Stabilization Fund.

Town Manager Hull reviewed correspondence from Brian McDevitt, Project Manager, Eversource Energy. Mr. McDevitt wrote to advise that Eversource would be performing maintenance to existing access roads along the electric transmission corridors in Burlington, Wilmington and Woburn. In Wilmington the work will take place in the right-of-way off of Chestnut Street, Main

Street, Old Main Street, Border Avenue and the town lines with Burlington and Woburn. This notice was provided to abutters and included information on the hours work will take place, identification of Eversource contractors, location of work and how to communicate with Eversource.

Town Manager Hull reviewed correspondence from Catherine Maloney, Sr. Manager, Government Affairs, Comcast, regarding price changes and notice that AnyRoom DVR Service will no longer be available for new subscriptions.

BOARD TO CONSIDER EXECUTING AUTHORIZATION OF BOND ISSUANCE TO THE MASSACHUSETTS WATER RESOURCES AUTHORITY

Town Manager Hull noted that at the May 4, 2019 Annual Town Meeting, voters approved Article 16 which authorized the Town's continued participation in the Massachusetts Water Resource Authority (MWRA) financial assistance program which provides grants and interest free loans for the purpose of funding an infiltration and inflow reduction and sewer system rehabilitation program. The total amount authorized was \$856,000 of which \$428,000 was committed in fiscal year 2019 and the remaining \$428,000 will be committed in 2020. Following Annual Town Meeting, the Board authorized the issuance of \$107,000 in zero interest rate bonds with the remainder of the funds provided as a grant. The first grant/loan was used primarily to conduct an analysis of the location and nature of leaks in the Town's sewer system. Authorization of the current borrowing, along with grant funds, will enable the Town to engage in procurement for services related to repair of the areas in the sewer system where infiltration or inflow is occurring. The Board is being asked to authorize a zero interest rate sewer bond in the amount of \$107,000. With the Board's authorization, the MWRA will issue the bond on December 9, 2019 and the Town will be obligated to make a bond payment in the amount of \$10,700 beginning November 2020 and continuing through November 2029. The documents the Board is being asked to execute have been prepared and reviewed by Town's bond counsel, Locke Lord, from Boston.

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

VOTED: That the sale of the \$107,000 Sewer Bond of the Town dated December 9, 2019, to Massachusetts Water Resources Authority (the "Authority") is hereby approved and the Town Treasurer or other appropriate Town official is authorized to execute on behalf of the Town a Loan Agreement and a Financial Assistance Agreement with the Authority with respect to the bond. The bond shall be payable without interest on November 15 of the years and in the principal amounts as follows:

<u>Year</u>	<u>Installment</u>	<u>Year</u>	<u>Installment</u>
2020	\$10,700	2025	\$10,700
2021	10,700	2026	10,700
2022	10,700	2027	10,700
2023	10,700	2028	10,700
2024	10,700	2029	10,700

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

VOTED: That each member of the Board of Selectmen, the Town Clerk and Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote.

BOARD TO CONSIDER PREPARATION OF STATEMENTS OF INTEREST FOR SIX ELEMENTARY SCHOOLS

Town Manager Hull stated this is a joint request with Dr. Glenn Brand, Superintendent of Schools, to pursue preparation of statements of interest. Town Manager Hull stated that discussion around school facilities, particularly the Wildwood School, has taken place. He advised that a couple of weeks ago a conference call took place and in addition to himself, participants included Dr. Glenn Brand and members of his team, George Hooper, Superintendent of Public Buildings; Bryan Perry, Finance Director/Town Accountant; Selectman Kevin Caira and Lee Dore, Principal, Dore and Whittier. Dore and Whittier was the architect for Wilmington High School and is familiar with the Massachusetts School Building Authority (MSBA) grant program and was asked to participate in the conference call to provide information on how Statements of Interest (SOI) are used and how the Town may move forward with respect to the School Department. Mr. Dore advised there are two options. The first is to file a Statement of Interest on the Wildwood School but the drawback is, if approved, the Town is restricted to rehab or new construction of the Wildwood School. The second option is to pursue SOI on each of the elementary schools and identify the Wildwood School as priority. As it is not clear whether there will be grade consolidation or reconfiguration, pursuing SOIs on each of the buildings provides flexibility. Town Manager Hull stated that it is a challenge to get into the program and noted in 2019 there were 111 applications submitted and only 13 were accepted. He stated that it is not uncommon to be rejected multiple times.

Town Manager Hull stated that he is looking to have the Board vote to authorize him and Dr. Brand to prepare the SOIs noting that they are extensive documents. Town Manager Hull stated that once the SOIs are prepared, there will be a subsequent request that the Board authorize submission of the SOIs.

Chairman Bendel clarified that if the Board votes to pursue preparing the SOIs it is not prioritizing one project over another.

Selectman McCoy asked whether the School Committee has supported this and was advised that Dr. Brand will be bringing the proposal to the School Committee at their next meeting.

Selectman McCoy asked what happens if the MSBA approves all six schools and Town Manager Hull stated that it is unlikely that more than one school from a community would be accepted due to the limited amount of funds.

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

VOTED: That the Board of Selectmen authorize the Town Manager and Superintendent of Schools to prepare Statements of Interest for the six elementary schools.

Selectman O'Mahony expressed her appreciation for the explanation.

Selectman McCoy asked whether the Town is waiting for \$3 million reimbursement from MSBA. Town Manager Hull does not believe it is \$3 million but there is money the Town is entitled to receive within the next year as part of the closeout of the high school project.

PUBLIC COMMENTS

There were none.

ANNOUNCEMENTS

Members of the Board wished residents a Happy Thanksgiving and encouraged them to take advantage of the many events including the Festival of Trees, Tree Lighting, Toys for Tots and the Winter Farmers Market.

Selectman McCoy stated that he has a friendly wager with Tewksbury Selectman Mark Kratman on the outcome of the Wildcat-Redmen Thanksgiving Day Football game. He noted that last year he lost and paid for breakfast at The Lantern in Tewksbury.

Selectman O'Mahony noted that she participated in Wilmington Community Television (WCTV) organization night.

NEW BUSINESS

Selectman Caira requested an update on the Munis conversion. He asked whether the Town hired Clifton Larson as consultant and was advised that the Town has. He expressed his concern that the Town has paid \$250,000 for maintenance of a program that is not up and running. Town Manager Hull stated that Finance Director/Town Accountant Bryan Perry recently had three days of meetings with representatives of Munis and that he will have an update for the Board's December 16, 2019 meeting.

Chairman Bendel invited representatives of Keolis to attend a Board of Selectmen meeting to explain recent tree clearing activity on the Wildcat Line.

IMPORTANT DATES

Town Manager Hull reviewed important dates including:

- Through -
- December 6 – Curbside Collection of Yardwaste
- November 27 – Brush Drop-Off – Old Main Street – 8:00 a.m. to 2:00 p.m.
- November 28 – Thanksgiving Day - *Town Offices Closed*
- November 29 – *Town Offices Closed*
- November 30 – Brush Drop-Off – Old Main Street – 9:00 a.m. to 4:00 p.m.
- December 4 – Brush Drop-Off – Old Main Street – 8:00 a.m. to 2:00 p.m.
- December 4 – Ice Rink and Recreation Facility Committee – Town Hall – Auditorium – 7:00 p.m.
- December 5 – Santa's Workshop – Town Hall – Room 9 – 6:00 p.m. to 7:30 p.m.
- December 7 – Brush Drop-Off – Old Main Street – 9:00 a.m. to 4:00 p.m.
- December 7 – Christmas Tree Lighting – Town Common – 4:00 p.m.
- December 7 & – Festival of Trees – Villanova Hall
- December 8

- December 8 – Santa Run – 8:00 a.m. to 4:00 p.m.
- December 8 – Holiday Social – Harnden Tavern – 1:00 p.m. to 4:00 p.m.
- December 16 – Board of Selectmen Meeting – Town Hall – Room 9 – 7:00 p.m.
- December 24 – *Town Offices Close at Noon*
- December 25 – Christmas Day - *Town Offices Closed*
- January 1 – New Year's Day - *Town Offices Closed*
- January 9 – Economic Development Committee Meeting – Town Hall – Room 9 – 7:00 p.m.
- January 13 – Board of Selectmen Meeting – Town Hall – Room 9 – 7:00 p.m.

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

VOTED: That the Board of Selectmen adjourn.

Meeting adjourned at 9:42 p.m.

Respectfully submitted,

Recording Secretary