

BOARD OF SELECTMEN MEETING

October 23, 2017

Acting 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 and Edward P. Loud, Sr. Selectman Michael V. McCoy arrived at 7:30 p.m. and Chairman Michael L. Champoux arrived late at 7:40 p.m. Also present was Town Manager Jeffrey M. Hull.

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

TREASURY WARRANTS

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

VOTED: That the Board of Selectmen accept Treasury Warrants 15, 15A, 16 and 16A.

MINUTES

SCOTT C. GARRANT, CHAIRMAN, 4TH OF JULY COMMITTEE, RE: REQUEST TO USE THE TOWN COMMON FOR TREE LIGHTING ON DECEMBER 2, 2017

Mr. Garrant stated that he was present requesting to use the Town Common on Saturday, December 2, 2017 from 4 p.m. to 7 p.m. for the purpose of the annual tree lighting ceremony. He said that, as in years past there will be horse drawn hayrides, hot chocolate, cookies and an ice sculpture. Santa is scheduled to arrive at 6 p.m. Following Santa lighting the trees, he will be available inside the Fourth of July building for children to meet him and for photos.

Mr. Garrant recognized Wilmington High School cheerleaders for their assistance during the evening. He thanked the Town Manager, Board of Selectmen and Town departments for their support.

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

VOTED: That the Board of Selectmen grant the request of the Fourth of July Committee to use the Town Common on Saturday, December 2, 2017 from 4:00 p.m. to 7:00 p.m. for the purpose of the Tree Lighting Ceremony.

KAREN CAMPBELL, RECREATION DIRECTOR, RE: PRESENTATION ON TOWN BEACH FEES

Ms. Campbell stated that she was present to discuss the policy at Silver Lake for non-resident fees. Ms. Campbell said the Recreation Department currently charges \$10 per person for non-residents ages three (3) and up. Ms. Campbell stated that the mission of the Recreation Department was to provide a clean, safe and attractive facility for Wilmington residents at no additional cost to them. Ms. Campbell explained the beach finances, revenues, expenses and why there is a program deficit. Ms. Campbell explained what other towns do to fund their beaches. Ms. Campbell stated that the Town of Wilmington must be open to non-residents because the Town received state grant funds at one time and therefore must continue to be open to non-residents.

Ms. Campbell described the revenues, costs and access to the Town Beach if some type of pass was provided to residents to take non-resident friends and family to Town Beach. This would result in fewer non-resident passes sold. Additional lifeguards would be needed, especially if we increase the number of children and for residents we would reach capacity more often resulting in the beach being closed to all until the census decreases again. Ms. Campbell discussed options such as four (4) day passes per household, cards with ten (10) punches and the limitations at Town Beach which raises many questions. Ms. Campbell reminded the Board what Wilmington offers their residents for free and often shared with non-residents: Yentile Park, the dog park, field use for youth sports, Concerts on the Common and tennis courts to name a few. Ms. Campbell also provided examples of what Wilmington offers its residents of no charge: High School sports, school buses, trash pick-up and Town Beach.

Acting Chairman Caira thanked Ms. Campbell for her presentation and wished the presentation was included in the packet. Acting Chairman Caira asked if and who maintained the cleaning of the restrooms on the weekends. Ms. Campbell stated the lifeguards clean them on Saturdays & Sundays. Acting Chairman Caira asked about the capacity and how that affected the lifeguards. Ms. Campbell stated with additional people let in to the beach it would require additional lifeguards and when the beach meets its capacity no additional people are allowed to enter. Town Manager Hull stated that this has caused an issue in the past in that residents were not tolerable in waiting for patrons to leave so that they may enter the beach.

JEFFREY HULL, TOWN MANAGER RE: RECOMMENDATION FOR RECREATIONAL MARIJUANA

Town Manager Hull noted that at the Town Meeting of April 29, 2017 voters acted to impose the temporary moratorium for the sale of recreational marijuana through June 30, 2018 due to the lack of clarity as to state regulation. The state is not expected to complete development of the regulations until the spring of 2018. Therefore, Town Manager Hull proposes to have two (2) articles for Town Meeting: 1) to amend the Wilmington Zoning Bylaw to prohibit all marijuana establishments in Wilmington; 2) to amend the Inhabitant Bylaws by prohibiting the sale of recreational marijuana products in Wilmington.

Chairman Champoux asked if there were any questions. Selectman Loud asked what if both articles failed to pass. Town Manager Hull stated it would be left in the current circumstance and the moratorium would expire. Then there would be opportunity for retailers to sell. Selectman Loud asked why not come up with a third article limiting locations to sell not near schools, residents and daycare centers. Town Manager Hull stated that once regulations are established they will govern the sale of marijuana.

Chairman Champoux asked Planning Director Valerie Gingrich to speak. Ms. Gingrich stated that an article prohibiting the establishments coupled with extending the moratorium to the end of 2018 will give the Town more time to respond to state regulations.

A motion was made by Selectman Loud to go along with the recommendation of the Town Manager to add the three (3) articles and was seconded by Selectman Caira. A motion having been made and seconded, and by the affirmative vote of all, it was

VOTED: That the Board of Selectmen issue three (3) articles to the Town Meeting.

**BOARD TO DISCUSS APPROACH FOR RECEIVING PUBLIC INPUT AT THEIR
NOVEMBER 13TH MEETING RE: AFFORDABLE HOUSING**

Chairman Champoux asked to discuss whether there was a need to have a candid discussion in the auditorium with residents in regards to affordable housing. Selectman Caira stated that it should be run similar to the discussion on Butters Row Bridge that was held at the Middle School Auditorium. Selectman Bendel agreed to the public forum that it would be very productive. He suggested another step would be to prepare an article for Town Meeting so residents can vote on it and lastly consider a presentation by Town officials.

Brief discussion took place regarding the public forum versus an article for Town Meeting.

Chairman Champoux stated the focus should be on the Middle School for the Board's next meeting November 13, 2017 and promoting it to the public.

**JEFFREY HULL, TOWN MANAGER, MICHAEL MORRIS, TOWN ACCOUNTANT,
KAREN RASSIAS, PRINCIPAL ASSESSOR, RE: PRESENTATION ON TOWN FINANCES
AND PROPERTY TAXES**

Town Manager Hull stated that this presentation of "Budgeting for Today and Tomorrow" will address the concerns about property taxes and the process and information that goes into the budget development. The presentation will review the municipal budget development, discuss available funds, Assessor Karen Rassias will talk about what goes into establishing the tax rate, where the Town stands relative to other communities, and possible sources of budget cuts, ways to achieve savings and controlling costs.

Town Manager Hull gave an overview of the operating budget, capital budget and revenues. Town Manager Hull discussed available funds (Free Cash), what it is, where it comes from and how it should be used. He described the Town's reserves and the liabilities. He stated the reason for big reserves were due to long term obligations such as OPEB, pension and offsetting some impact from future capital borrowing costs.

Town Assessor Karen Rassias explained how the tax rate is established. The taxes are set by Proposition 2 ½ and based on assessed values/trends, new growth and split tax rate. Ms. Rassias explained establishing the tax rate, which includes interpreting the market activity, economic factors, the current market and revaluations every three (3) years and calculating the tax levy. Ms. Rassias informed the Board as to where Wilmington was relative to other Middlesex/Essex County communities. Wilmington ranked #33 lowest out of 82 communities in terms of average residential tax. Ms. Rassias referred to Town Manager Hull who stated in Wilmington you get more "Bang for your buck". Wilmington does not charge residents user fees for trash collection, bulk item collection, school bus service, school athletics, Yentile Farm Recreational Facility and Silver Lake Beach. It was noted 84% of the budget is staff/benefit costs, while demands for service and long term liabilities are increasing. It is very important to retain and improve AA+ bond rating. Ms. Rassias referred to Town Manager Hull who stated he is opposed to creating excess levy capacity because there is a greater impact on residents. It would be very difficult to draw on it, so he would be against creating excess tax capacity. Town Manager Hull stated the Town has had great success in controlling costs through savings in fuel and lighting, purchasing through consortiums, MIIA rewards programs, AA+ Bond Rating, changes in retiree health benefits and grants.

Chairman Champoux asked if there were any questions or comments from the Board. Selectman McCoy stated that he agrees with Town Manager Hull and his conservative approach and to continue saving for a rainy day. Selectman Loud asked Ms. Rassias for more clarification on how

taxes are going up and she referred to the formula presented on screen one. Town Manager Hull stated that he follows in his predecessor's footsteps in a conservative approach. Chairman Champoux echoed Selectman McCoy's observations that he is not willing to sacrifice anything Wilmington is offering its residents and gave compliments to the comprehensive collection of plans and the presentation before the Board. He referred to Theresa Manganelli, Chairperson for the Finance Committee for comment. Ms. Manganelli stated that the observations are correct and that Town Manager Hull uses a conservative approach and she will attest to the cost savings.

COMMUNICATIONS

Town Manager Hull stated that the Sale of Recreational Marijuana was already voted on earlier.

Town Manager Hull reviewed a memorandum appointing John O'Neil as Director of Information Technology. Town Manager Hull stated that Mr. O'Neil has been serving in the role since the departure of Kendra Rozett and acknowledges his service.

Town Manager Hull reviewed a memorandum on the Former xPedex Property located at 635 Main Street that the Seyon Group has purchased the property and there will be no change from the previous use and that the new owner expects to make changes to the site which may include decreasing the size of the building and expanding the parking.

Town Manager Hull reviewed a letter from Louis Cimaglia, IV, Director of Veterans Services, inviting the Board of Selectmen to participate in remembering and honoring all our past and present Veterans on Saturday November 11, 2017.

Town Manager Hull reviewed his correspondence from William Bernard, MassDOT in regards to Butters Row Bridge Closure from Monday, October 23rd through Friday, November 10th. The bridge will closed to vehicular traffic and it is anticipated it will take three weeks to complete the repairs. The daily work hours will 7a.m. to 7p.m.

Town Manager Hull reviewed correspondence from the BSCES News in regards to Sustainability in Civil Engineering Award Winner: Yentile Farm Recreational Facility. This award recognizes a Massachusetts civil engineering project constructed within the last three years that exemplifies the principles of sustainability espoused by the Institute of Sustainable Infrastructure (ISI)

BOARD TO CONSIDER REQUEST FROM LOU CIMAGLIA IV, DIRECTOR OF VETERAN'S SERVICES, THAT WILMINGTON TOWN COMMON BE ILLUMINATED IN GREEN DURING NOVEMBER IN SUPPORT OF VETERANS

Chairman Champoux asked if there were any questions, comments or a motion. 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 grant the request of Louis Cimaglia, Veterans' Services Director, that the Town Common be illuminated in green during the month of November.

BOARD TO CONSIDER MEETING SCHEDULE FOR DECEMBER 2017 AND JANUARY 2018

Town Manager Hull stated that the November meeting schedule will be Monday, November 13, 2017 at the Middle School Auditorium, Monday, November 27, 2017, December 11, 2017, Monday, January 8, 2017, Monday January 22, 2017 and Monday, January 29, 2017 for the Budget Presentation. Chairman Champoux asked if there were any questions, comments or a motion from

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

VOTED: That the Board of Selectmen grant the requested dates of the meetings.

PUBLIC COMMENTS

Kevin MacDonald, Andover Street, requests the Board to take a close look at where Middlesex Retirement Board (MRB) is investing all the funds. He stated that the Board asked Mr. Morris where free cash is held and you are entitled to see where each dollar is held and the amounts. He believes OPEB is an issue and that he previously asked Mr. Mendes, the past Town Treasurer, if the Town was supplementing the retirement board and lastly he has not heard where the Town can cut wasteful spending.

Chairman Champoux stated that Mr. MacDonald's comments were so noted. He stated that Wilmington has a well-trained Finance Committee who works closely with all department heads and the Board relies on them and the Board has full faith in them. Mr. MacDonald comments to tell the Finance Committee to have MRB tell us where the funds are going. Chairman Champoux stated that he has full faith in them.

NEW BUSINESS

Chairman Champoux stated he received a call from IPods for Wounded Veterans and asked Mr. Frank West to come before the Board and speak about the event. Mr. Frank West, 2 Birchwood Road, stated that IPods for Wounded Veterans is having an event sponsored by Boy Scouts Troop 146 on Saturday, November 4, 2017 from 11:30 a.m. to 3:00 p.m. at the Friendship Lodge Mason Temple, 32 Church Street, Wilmington, MA to write letters of encouragement and cards with holiday greetings to Veterans as a way to celebrate and say thank you to our veterans that have sacrificed. All card and letter writing materials will be supplied.

Chairman Champoux stated that this is a great organization and we are grateful to Mr. West for bringing it the Board's attention.

IMPORTANT DATES

Town Manager Hull reviewed important dates including:

Sundays Through

October 29 – Farmer's Market – Town Common Parking Lot – 10:00 a.m. to 1:00 p.m.

October 23-

November 25 – Curbside Collection of Yardwaste

October 24 – Laurie Stanton of MNRHSO Office Hours – 9:00 a.m. to 11:00 a.m. Town Hall

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

October 27 – Haunted Woods – Harnden Tavern – 6:30 p.m. to 9:30 p.m.

October 28 – Dedication of Lawrence H. Cushing Gymnasium – 11:00 a.m. to 12:00 noon

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

October 28 – Haunted Woods – Harnden Tavern – 6:30 p.m. to 9:30 p.m.

October 29 – Horribles Parade – Rotary Park – 4:30 p.m.

November 1 – Brush Drop-Off – Old Main Street – 8:00 a.m. to 2:00 p.m.

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

November 5 – Harnden Tavern Open House – 2:00 p.m. to 4:00 p.m.

November 10 – Town Offices Closed – *Veterans Day*

November 11 – Veterans Day Ceremony – Town Common – 11:00 a.m.

November 13 – Board of Selectmen Meeting – Middle School – Auditorium – 7:00 p.m.

There being no further business to come before the Board, a motion was made by Selectman Loud, seconded by Selectman Cairra and by the affirmative vote of all, it was.

VOTED: That the Board of Selectmen adjourn.

Meeting adjourned at 10:25 p.m.

Respectfully submitted,

Recording Secretary