General Session - 6:00 p.m.
Burlington Town Hall, Main Hearing Room

MONDAY FEBRUARY 25, 2019

Board of Selectmen Present:  Robert Hogan, Vice-Chairman and Acting Chair; Mike Runyan; Joseph Morandi; James Tigges
Not Present:  Christopher Hartling, Chairman
Also Present:  Paul Sagarino, Assistant Town Administrator

GENERAL SESSION
The Chairman called the Board of Selectmen (BOS) meeting to order followed by the Pledge of Allegiance.

031  Presentation:  Town Administrator
This being Town Administrator John Petrin's (T.A. Petrin) last meeting after serving seven years as Town Administrator and 40 years of dedicated service to the public, congratulations were given by many members of various departments as well as the board. State Representative Ken Gordon presented proclamations from both the House and Senate. T.A. Petrin said he is proud to have served Burlington as his last community.

032  Approval:  Green Communities Designation and Grant Program
Assistant Town Administrator Paul Sagarino (ATA P. Sagarino) introduced Neil Duffy, Northeast Regional Coordinator for the state who gave a presentation and provided an explanation on the Green Communities Designation and Grant Program. Included in the description was the Stretch Code which at this time applies to new residential and commercial construction energy efficiency. The presentation included: Green Communities Division Programs and Resources for municipalities; the designated reach; grant programs to fund energy efficiency initiatives and projects for renewable energy; projected savings with a comparison provided of nearby communities; qualifications; purchasing of fuel-efficient certain vehicles; and the town's expected grant amount. Qualifications include that the board and Town Meeting agree to adopt the Stretch Energy Code 780 CMR 115.AA of the MA Board of Building Regulations and Standards.

ATA Sagarino said the Department of Public Works will be tracking required criteria and the Stretch Code is expected to be on the May Town Meeting Warrant.

Mr. Duffy said information sessions may be held on the topic to include the vehicle replacement program on both the government and school side.

Motion:  Selectman Tigges moved that the Board of Selectmen agree to seek designation as a Green Community and to adopt the Stretch Energy Code, 780 CMR 115.AA of the MA Board of Building Regulations and Standards as

BOARD OF SELECTMEN:
CHRISTOPHER HARTLING, CHAIRMAN • ROBERT HOGAN, VICE-CHAIRMAN • JOSEPH MORANDI • MICHAEL RUNYAN • JAMES TIGGES
presented and that it be brought forward for a Town Meeting vote. Seconded by Selectman Morandi and approved. (4-0-0)

033  Discussion/Update:  
DPW Facility
The staff committee is finishing its recommendations and it will be brought before the staff/building committee and the BOS. One of the things being looked at is the fact that what we talked about at town meeting as funding it in two phases, but there might be an opportunity to save money by funding it in one phase and still constructing it in two phases with one contractor. The recommendations will go before the May Town Meeting. John Sanchez, Director, DPW, was present and was confident the building committee will be presenting a short period of time. T.A. Petrin thanked the staff for the work involved in this facility request.

034  Review/Approval:  
DPW Fees
John Sanchez, DPW Director was present seeking BOS approval to increase three of the nine water and sewer fees due to increased prices in water meter equipment:
New Service - 5/8" Meter/MIU from $250 to $275
New Service - MIU Only from $100 to $125
Larger Meters-provided by customer from $100 minimum-MIU Charge to $125
ATA Sagarino added that during the budget process all departments were asked to review the fees they were charging in order to cover the cost of the service.

Selectman Runyan expressed his concern on those who are not in compliance with the meters when the department is not allowed access to the property and recommended being more aggressive. Mr. Sanchez said that those not in compliance are assessed an additional fee.

Motion: Selectman Tigges moved to approve the three fees as discussed. Seconded by Selectman Morandi and approved. (4-0-0)

035  Update:  
61 Center Street
The project is near completion with the final phase being the parking lot request at the front of the building. Last spring a proposal was put before the Planning Board and it appeared the Planning Board was in favor of the request and their recommendations were included in the plan. At a recent Planning Board meeting the Planning Board did not approve the plan as presented and requested more green space and we will therefore miss the construction season. He recommended the BOS create a committee for this endeavor. The committee discussion will be placed on the board's March 11 agenda.

At this time the meeting was turned over to ATA Sagarino.

036  Review/ Approval:  
FY2020 Budget Review
ATA Sagarino and the department heads presented the budgets to the BOS.

DPW
There are six divisions in this department. The board voted on the total budget. Mr. Sanchez said the legislature has approved our joining the MWRA, and he reviewed the transition and it is included in the budget. The picking up of trash at certain style condos is reflected in the budget. Selectman
Motion: Selectman Morandi moved to approve the Department of Public Work's operating budget as submitted with an overall budget percent increase of 2.48%. Seconded by Selectman Runyan and approved. (4-0-0)

MIS
Present from MIS were Jose DeSousa, Manager and Joe Bongiorno, Critical Systems & Applications Administrator. ATA Sagarino described the duties of the department. All town computer equipment are on a four-year rotating schedule. Increase due to new software program, Viewpoint, which will be beneficial for all land use departments and multiple departments will be able to access the progress of various applications.

Motion: Selectman Morandi moved to approve the MIS Department's operating budget as submitted with an overall budget percent increase of 8.38%. Seconded by Selectman Tigges and approved. (4-0-0 Selectman Hartling not present)

Building
Interim Inspector of Buildings Andy Ungerson was present. ATA Sagarino explained that an additional inspector was approved for two years and paid through a warrant article. It is now being recommended to keep this position and it has been added to the budget. The operating budget reflects the retirement of John Clancy.

Motion: Selectman Morandi moved to approve the Building Department's operating budget as submitted with an overall budget percent increase of 1.79%. Seconded by Selectman Tigges and approved. (4-0-0)

HR
Motion: Selectman Morandi moved to approve the Human Resource Department's operating budget as submitted with an overall budget percent increase of 0.55%. Seconded by Selectman Tigges and approved.

Police
Chief Michael Kent was present with Deputy Chief Thomas Brown. A request is included for the software to continue to assist with the collection of Detail funds. Cell camera security and door security requests are also being submitted as capital items.

Motion: Selectman Morandi moved to approve the Police Department's operating budget as submitted with an overall budget percent increase of 0.129%. Seconded by Selectman Runyan and approved. (3-0-1 with Selectman Tigges abstaining)

Fire
Chief Steve Yetman and Deputy Chief Mike Patterson were present. Nine additional personnel have been added. There is an increase in overtime. Occupancy costs provided for new, larger station.

Motion: Selectman Morandi moved to approve the Fire Department's operating budget as submitted with an overall budget percent increase of 1.91%. Seconded by Selectman Morandi and approved. (3-0-1 with Selectman Runyan abstaining)

EMS
Motion: Selectman Tigges moved to approve the EMS operating budget as submitted with an overall budget percent increase of 0.00%. Seconded by Selectman Tigges and approved. (4-0-0)
Approval: Town Administrator as Deputy Local Licensed Authority

This would allow the Town Administrator to approve small amendments to liquor licenses such as changes in managers and directors.

Motion: Selectman Morandi moved to approve the Town Administrator to act as the Deputy Local Licensed Authority. Seconded by Selectman Tigges and approved. (4-0-0)

Subcommittee Reports

Selectman Tigges commented on the success of the annual Wine Tasting at the Cafe Escadrille and thanked Bob Murray for his assistance and donations.

Chairman’s Report: None.

Town Administrator’s Report

An update is expected from the Scholarship Committee at an upcoming meeting.

A climate change preparedness session will be taking place at Grand View Farm on March 6.

There will be a retirement send off for John Petrin on February 26 2019 at the Grand View Farm.

Old/New Business

EXECUTIVE SESSION

Motion: Selectman Hogan moved that the BOS will adjourn to executive session as authorized by Chapter 30A Section 21(a) of the Mass. General Laws with 48 hours having been given in order to discuss strategy with respect to collective bargaining or litigation for outstanding union contracts as an open meeting may have a detrimental effect on the bargaining or litigating position of the public body with the BOS reconvening the strategic planning session solely for the purpose of adjourning. Seconded by Selectman Morandi with Selectman Tigges voting aye, Selectman Runyan voting aye, Selectman Hogan voting aye and Selectman Morandi voting aye. Contract: Fire

Adjourn:

Motion: Selectman Hogan moved to adjourn at 8:050 p.m. Seconded by Selectman Morandi and approved. (4-0-0)

Submitted by,

Betty McDonough, Recording Clerk