TOWN OF BURLINGTON, MA  
BOARD OF SELECTMEN  
MINUTES  
General Session - 6:00 p.m.  
Burlington Town Hall, Main Hearing Room  

MONDAY MARCH 25, 2019

Board of Selectmen Present:  Christopher Hartling (7:10), Chairman; Robert Hogan, Vice-Chairman; Mike Runyan; Joseph Morandi; James Tigges

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.

53  Appointments:  Fire
Present were Fire Chief Steve Yetman and Deputy Fire Chief Mike Patterson were present with a recommendation for the appointment of two paramedics, Austin Arsenault and Mitchell Cunningham. Town Administrator Paul Sagarino (TA Sagarino) agreed with the recommendation and appointed Firefighters/Paramedics Arsenault and Cunningham to the Fire Department and recommended the Board of Selectmen waive the standard fifteen-day waiting period for each.

Motion:  Selectman Tigges moved to waive the standard fifteen-day waiting period for the appointment of Austin Arsenault. Seconded by Selectman Morandi and approved. (4-0-0 Selectman Hartling not present)

Motion:  Selectman Tigges moved to waive the standard fifteen-day waiting period for the appointment of Mitchell Cunningham. Seconded by Selectman Morandi and approved. (5-0-0)

054  Approval:  Use of Town Common  
Police: Cops and Cars
Sergeant Bernie Schipelliti was present seeking BOS approval for the Police Department to host a community classic Cops 'N Cars show on the Town Common on Saturday June 8, 2019 from 10:00 a.m. to 2:00 p.m. with a rain date of June 9. Police personnel will interact with the car owners and residents. All of the proceeds from car entries will be donated to People Helping People. He said he is not sure how many cars will partake in the event at this time, and the department is working with the Board of Health on food trucks. The bathrooms at the Police Department will be available, and temporary no parking signs will be placed around the common. The Recreation Department will monitor the trash barrels with there being no need for a dumpster.

Motion:  Selectman Morandi moved to approve the use of the Town Common for Cops 'N Cars as discussed to be held on June 8, 2019 with a rain date of June 9. Seconded by Selectman Tigges and approved. (5-0-0)
055 Update: Current Water Ban
The town has been under a full water emergency ban since December of 2018 because of maintenance repair issues. DPW Director John Sanchez said that while the Town is connected to MWRA during this emergency connection period, it is required by DEP to enter into a full watering ban. The ban is expected to be lifted in May at which time the Town will return to the yearly odd/even restriction.

056 Approval: Sewer Rates
Sewer rates have not increased since 2013. Mr. Sanchez was present requesting BOS approval effective July 1, 2019 for a sewer rate adjustment to the FY20 and FY21 commercial and residential sewer rates. He said that the increase is related to increases of the MWRA sewer assessment and the goal of the new rates is to create sufficient sewer revenue to fund the MWRA sewer assessment for the next two fiscal years with an average increase of $16. Comparison charts were provided indicating that after the increase, Burlington will still have the lowest sewer rates in the surrounding area. Charts of the residential semi-annual bills and quarterly commercial bills were provided showing the proposed increases for FY20 and FY21.

Motion: Selectman Runyan moved to approve an increase as presented and discussed to the FY20 and FY21 residential and commercial sewer rates with FY20 becoming effective July 1, 2019 and FY21 becoming effective July 1, 2020. Seconded by Selectman Tigges and passed. (5-0-0)

057 Approval: Cemetery Rules & Regulations
A change is being requested for the flat marker section. This cemetery section is subject to all rules and regulations with the following exceptions because of the flood section and lack of space in this section of the cemetery. No plantings of any kind are allowed; limitations are being placed on the dimensions of temporary flower pots; flag holders and vigil lights must be of a certain height; all other items will be removed from the grave site on a weekly basis.

Also for all burial internments, the notification process has been updated. Burial in a veterans' section and veterans' rates have been updated to indicate the requirement for approval from the Veterans' Director and the Buildings and Cemeteries Superintendent. Information will be available at the cemetery office and posted on the website.

Motion: Selectman Morandi moved to approve the new rules to the Cemetery Rules & Regulations as discussed. Seconded by Selectman Hogan and approved. (5-0-0)

058 Update: Lahey Health / Annual 5K Cancer Walk & Run
Present was Director of Special Events Christina Stanley to update the BOS on the Lahey 5K to raise funds for cancer which will be taking place on June 22, 2019, rain or shine, starting and ending at the Burlington High School. The programs begin at 7:30 a.m., the 5K starts at 8:00 a.m. and concludes at approximately 10:30 a.m. Parking will be only at 25 Mall Road with shuttles being provided. No parking will be allowed at the school. They said they will continue to work with the Police Department. The members noted that Lahey is a good neighbor and the event is well run.

Motion: Selectman Hogan moved to approve the Lahey Health Annual Cancer Walk & Run Annual 5K event to be held on June 22, 2019. Seconded by Selectman Morandi and approved. (5-0-0)
059 Approval: Road Race / Burlington Education Foundation Exercise for Education 5K Road Race
Organizer Julie Conley was present seeking approval to hold the 15th annual Exercise for Education 5K Road Race for Burlington Education Foundation on May 19, 2019 with sign up at 8:00 a.m. kids fund run around Burlington High School at 9:00 a.m. with the 5K run/walk starting at 9:30 a.m., rain or shine. All funds will go directly to the school classrooms. The route starts and ends at Burlington High School. No roads will be shut down and they will be using cones to direct runners. She said Officer McDade has offered bicycle officers and patrol units to assist with traffic and crowd control. There will be There will be 300 runners, approximately 200 spectators, and 100 volunteers.

Motion: Selectman Hogan moved to approve the Burlington Education Foundation Exercise for Education 5K Road Race to be held on May 19, 2019. Seconded by Selectman Morandi and approved. (5-0-0)

060 Approval: Use of Town Common and Walk-a-Thon / Teen LIGHT
Marshall Simonds Middle School 8th grade teacher, Cheryl Mantia, was present with students of the Teen LIGHT Leadership Team. The students each explained this year's eleventh annual Walk for Teen Light proposal and mission which is to raise awareness and money in support of teenagers battling issues including depression and anxiety. The route for the Annual Teen LIGHT Walk-a-Thon on Saturday, June 1, 2019 with a rain date of June 8. The walk-a-thon will begin and end at the Town Common. They expect to be done by 1:00 and will ensure that the Common is clean. The BOS congratulated the students on their efforts to raise awareness and were proud that so many students are involved.

Motion: Selectman Tigges moved to approve the Annual Teen LIGHT Walk-a-Thon with the route as submitted with event to be held on Saturday, June 1, 2019 with a rain date of June 8, 2019. Seconded by Selectman Morandi and approved. (5-0-0)

061 Approval: School Department Statement of Interest
Bob Cunha, Director of Operations for Burlington Public Schools was present seeking a BOS vote authorization to submit to the Massachusetts School Building Authority (MSBA) for a grant for upgrades in the school system. As required by MSBA, the entire authorization vote was read into the record.

Motion: Selectman Hogan moved that being resolved: Having convened in an open meeting on March 25, 2019, prior to the SOI submission closing date, the Board of Selectman of Burlington, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated April 1st, 2019 for the Burlington High School located at 123 Cambridge Street, Burlington, Massachusetts 01803 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future; Priority#3, Prevention of the loss of accreditation; Priority #5, Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; and Priority #7, Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements. The specific project will update classrooms and replace science labs to be a more effective learning environment, replace aged out heating and ventilation/cooling equipment that is original construction (1971), replace interior building components (lockers, Lighting, Fire Alarm, etc.), and provide updated security improvements which will extend the life of the existing facility and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits
the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

Seconded by Selectman Morandi and approved. (5-0-0)
Chairman Hartling commented that preliminary discussions had taken place with respect to a subcommittee with the School Committee and the BOS with respect to future submissions.

062 Approval: FY 2020 Operating Budget
John Danizio, Town Accountant was present to review all the budgets and Brian Curtin was present for Central Administration and Debt. The following accounts are shared.

• Town Meeting and Reports
This budget is Level funded and consists of salaries for town meeting workers, contracted services to print the annual report, town meeting warrants, backup, and budget books as well as legal notices.

Motion: Selectman Hogan moved to approve the Town Meeting operating budget as submitted with an overall budget percent increase of 0.00%. Seconded by Selectman Morandi and approved. (5-0-0)

An update was provided on the following with no votes necessary.

• Central Administration
Mr. Danizio explained that this covers central purchasing and copiers for all town-wide, normal office supplies and postage. It also includes line items for accommodated accounts such as Health Insurance, Comprehensive property and casualty insurance, FICA obligations, OPEB, the Town Audit, Unemployment, Workers' Comp, etc. Needs are determined or driven by claims or expected increases.

• Sealer of Weights and Measures
Level funded.

• Negotiated Settlements
The budget for FY2020 is $880,000 to cover contracts still under negotiation.

• Debt
The board reviewed the provided debt memo which outlined amounts for next year along with schedules. The budget for FY2020 is 6,882,247 which is an 8% increase. The Fire Station and DPW are included in the schedule. The percentage of total debt as it relates to the budget is 6%.

• Legal
Level funded.

063 Approval: Application for Bond Proceeds to Debt Service Payments
Mr. Danizio said that this would be a vote to allow a surplus balance of a bond on a completed project be used to pay down debt service. There is current a balance of $22,342.50. Since the amount is under $50,000, under the Municipal Modernization Act, it does not have to go before Town Meeting but requires a vote from the BOS.
Motion: Selectman Runyan moved to allow the surplus balance on a bond be used to pay down other debt service. Seconded by Selectman Tigges and approved (5-0-0)

064 Review: May Town Meeting Warrant
Mr. Sagarino said that Warrant Articles are due by this Friday, March 29, 2019. The capital items will be presented to the board at an upcoming meeting.

065 Subcommittee Reports
Selectman Tigges
Audit Committee: the revitalized Audit Committee met on March 12. This organizational meeting was conducted by Mr. Danizio and present was Jim Powers from Powers & Sullivan. The next meeting is April 9, 2019.
Small Cell Wireless Committee: Last meeting was February 20, 2019 where some administrative issues were addressed. An FCC order mandates that the deadline to adopt and publish design (aesthetic) standards must be finalized by April 15, 2019 according to the FCC. New counsel has been obtained to assist in the process. The Planning Board will be approving the design, and this will be followed by the BOS reviewing for approval on April 8, 2019 an amended policy, an application/checklist, and design standards. Selectman Tigges, Planning Director Kristin Kassner and other committee members, were thanked. Other communities are seeking information from Burlington from all over the country on how we are handling this issue.

Selectman Runyan provided a reminder that Saturday, April 6, 2019 is the annual town election. There are a few contested seats and a ballot question. It is very easy to vote on voting day or there are absentee ballots available or walk-in's to vote at the Town Clerk's Office.

Selectman Morandi reminded all that the party for John Clancy, Retired Building Inspector, is Sunday, March 31 at the Cafe Escadrille. He thanked Mr. Clancy for his years of service.

066 Chairman’s Report
TA Sagarino reminded residents to vote on Saturday or by absentee ballot. He is hopeful for a large turnout. He provided a reminder of Mr. Clancy's party on March 31 and said there would be a ribbon cutting April 8, 2019 at Northeastern campus.

067 Town Administrator’s Report
Chairman Hartling thanked the board for allowing him to be the Chairman for two terms and is grateful to be part of this team and has enjoyed his six years.

068 Old/New Business
Selectman Morandi is concerned about the on-going issue at the fire department and the contract. He would prefer that no additional firemen be hired until the contract is settled. Selectman Runyan would like to see the paramedic program moving forward and we are losing hirées because of dissatisfaction.

Motion: Selectman Runyan moved to adjourn at 7:50 p.m. Seconded by Selectman Tigges and approved. (5-0-0)

Submitted by,

[Signature]
Betty McDonough, Recording Clerk