TOWN OF BURLINGTON, MA
BOARD OF SELECTMEN
MINUTES
General Session - 5:30 p.m.
Burlington Town Hall, Main Hearing Room

MONDAY, JANUARY 8, 2018

Board of Selectmen Present:  Christopher Hartling, Chairman; Joseph Morandi, Vice-Chairman; Robert Hogan; Michael Runyan
Not Present:  James Tigges
Also Present:  John Petrin, Town Administrator

GENERAL SESSION

Pledge of Allegiance
The Acting Chairman called the Board of Selectmen (BOS) meeting to order at 6:00 p.m. followed by the Pledge of Allegiance.

001  Promotion:  Fire Departments
Fire Chief Steve Yetman and Assistant Fire Chief Michael Patterson were present recommending Lt. Rob Paul be promoted to the position of Captain upon the retirement of Captain Corbett.  A list of candidates was requested from Civil Service and five Burlington four fighters were interviewed for this promotion.  All interviewees were fine candidates with Lt. Paul have additional certifications.  T.A. Petrin agreed with this recommendation and promoted Lt. Rob Paul to the position of Captain and recommended the BOS waive the standard 15-day waiting period.

Motion:  Selectman moved to waive the standard 15-day waiting period.  Seconded by Selectman and approved.  (4-0-0)

002  Recognition:  DPW/Buildings & Cemeteries
DPW Director John Sanchez was present with Paul Cauldwell who is retiring.  Mr. Sanchez described the many accomplishments of Mr. Cauldwell since starting employment with the Town in 1982 in the Cemetery Division.  His most recent promotion was to the position of Superintendent of Buildings and Cemeteries.  His family and many fellow employees were present.  Selectman Hogan, former Veterans Director,  thanked Mr. Cauldwell for the fine work done at the cemeteries for the ceremonies.  Selectmen Runyan, Morandi and Hartling agreed he performed his work with pride and dignity.  Town Administrator John Petrin (T.A. Petrin) thanked him for his many years of service to the Town.

003  Appointment:  Government Review Committee
The charge for this committee was approved at the December 18, 2018 meeting with their being 9 members: 2 selectmen, 1 elected official, 1 ways and means member, 1 town meeting member, and 4 at large in the community members.  The BOS reviewed, selected and approved nine members.  Recommendations made by the committee are
not binding. Those not appointed and other members of the community may attend all of the meetings. The schedule will be discussed at the first meeting with that date not yet set.

**Motion:** Selectman Runyan moved to approve a Government Review Committee in accordance with the Government Review Committee Charge with the following selected to serve:
2 Selectmen: Michael Runyan and Robert Hogan  
1 Elected Official: Paul Sheehan, Assessor  
1 Ways & Means member: Roger Biggs  
1 Town Meeting Member: Gary Gianino  
4 At Large from Community: Sally Willard, Charles Murphy, Kelly Pappas, Steve Marchese

Seconded by Selectman Hogan and approved. (4-0-0)

**004 Hearing:**

All Alcohol Liquor License Violation  
Cafe Escadrille, Inc. d/b/a Cafe Escadrille  
Chief Michael Kent, Robert Murray, owner, Cafe Escadrille, and Attorney Tom Murphy representing Mr. Murray were present. Chief Kent explained that on November 27, 2017 an alcohol compliance check was done on 40 establishments. An underage female was served an alcoholic beverage without being asked to see an i.d. This was the restaurant's first offense. The employee was terminated. Attorney Murphy said that Mr. Murray understands the BOS's rules and regulations and that the establishment would not be able to serve alcohol on the following Monday, January 15, 2018.

**Motion:** Selectman Morandi moved that the Cafe Escadrille not be allowed to serve alcohol on Monday, January 15, 2018 in accordance with the Board of Selectmen's Rules and Regulations. Seconded by Selectman Hogan and approved. (4-0-0)

**005 Approval:**

Disability Access Commission  
Request to Use Handicapped Parking Fine Fund  
Housing/Automatic Doors  
Automark  
Disability Access Commission (DAC) members Maura Mazzocca and Alfredo Arno were present seeking BOS authorization to use Handicapped Parking Funds, an accumulation of parking fines, for the following items as recommended by the DAC:
$9,500 for the installation of three automatic door openers/handicap accessible doors at the Burlington Housing Authority, Tower Hill location, including the area accessing the office.  
$5,400 to cover a three year period at $1,800 a year for the AutoMark ballot marking machine which aids the handicapped when voting. This amount would cover programming for state and federal elections and maintenance of the equipment; fees which are not subsidized and are paid for by the Town.

**Motion:** Selectman Hogan moved to approve using the Handicapped Parking Fine Fund for the cost of installing three automatic door openers at the Burlington Housing Authority as described in the amount of $9,500. Seconded by Selectman Morandi and approved. (4-0-0)
Motion: Selectman Hogan moved to approve using the Handicapped Parking Fine Fund for the costs as described for the AutoMark ballot marking machines over the next three years at an annual cost of $1,800, for a total amount of $5,400 for the three years. Seconded by Selectman Morandi and approved. (4-0-0)

006 Approval: Class II License
Burlington Motors
The new owner is requesting some changes to the areas where parking is allowed since he is now handling the service station. The BOS recommended that the approval of the license be extended another thirty days to allow for the new owner to follow through with BOS subcommittee recommendations and for another site visit to be held. This item will be on the February 12, 2018 BOS meeting agenda.

Motion: Selectman Hogan moved to extend the Class II License for Burlington an additional 30 days to the Board of Selectmen's meeting of February 12, 2018. Seconded by Selectman Runyan and approved. (4-0-0)

007 Update on Hearing: Liquor License Revocation
Bonefish Grill, LLC d/b/a Bonefish Grill
4A Wayside Road
T.A. Petrin explained that because of a posting error, the revocation public hearing for Bonefish Grill for non-use has been re-posted to be heard at the BOS's January 22, 2018 meeting.

008 Approval: Warrant Article January 2018 Town Meeting
Article 3: Five-Year Municipal Solid Waste Collection/Disposal Contract: Although this placement is required to be under financial, there is no monetary amount. This is for the recommendation to seek a five-year contract.

Motion: Selectman Hogan moved to approve Article 3, Five-Year Municipal Solid Waste Collection Disposal Contract. Seconded by Selectman Morandi and approved. (4-0-0)

Article 4: Fund the Burlington Police Patrolmen's Association Contract. This item has not been finalized. No vote necessary.

Article 5: Fire Department Paramedic Training-$260,000.
Motion: Selectman Hogan moved to approve $260,000 for Article 5, Fire Department Paramedic Training. Seconded by Selectman Morandi and approved. (4-0-0)

Article 6: Transfer from Free Cash to Reserve Fund. $150,000 has been added to the standard request of $100,000 for a total request of $250,000. The additional $150,000 is being requested to replenish the amount appropriated for the Town Common Electrical Upgrades that were approved by Town Meeting in September 2017.

Motion: Selectman Hogan moved to approve Article 6 in the amount of $250,000 for a Transfer from Free Cash to the Reserve Fund. Seconded by Selectman Morandi and approved. (4-0-0)

Article 7: Transfer of Funds FY 2018 Various Accounts. Withdrawn.

Article 8: PEG Cable Access Enterprise Fund.
Selectman Morandi moved to approve Article 8, PEG Cable Access Enterprise Fund. Seconded by Selectman Hogan and approved. (4-0-0)

Article 9: Fund an Audit of the Burlington School Department Financial Accounts. This was submitted by a Town Meeting member and no further specifics have been submitted for review and thus no vote was taken.

009 Approval: Minutes - November 27, 2017
Motion: Selectman Morandi moved to approve the minutes of November 27, 2017 as submitted. Seconded by Selectman Runyan and approved. (4-0-0)

010 Subcommittee Reports -
Selectman Hogan
Will be attending the Eagle Scout ceremony being held Saturday, January 13, 2018 and a proclamation from the BOS will be presented to two Eagle Scouts, Neil Ford and William Rizza for their community projects.

Selectman Runyan
Commented on the recent deep freeze and to watch for broken pipes.

Selectman Morandi
DPW and Recreation were commended for the recent fine job done plowing.

011 Town Administrator’s Report
Busy week for DPW with snow and then the freeze, and they did a good job. Christmas tree pickup is next week.

012 Chairman’s Report -
The Burlington Area Chamber of Commerce will hold their 2nd annual Black Tie Gala Benefit at the Cafe Escadrille on Saturday, January 20, 2018. Tickets are available on their website.

013 Old/New Business: None.

Citizen’s Time: No one spoke.

Adjourn

Motion: Selectman Morandi moved to adjourn at 7:00 p.m. Seconded by Selectman Hogan and approved. (4-0-0)

Submitted by,

[Signature]

Betty McDonough, Recording Clerk
DOCUMENTS REVIEWED AT MEETING – MONDAY, JANUARY 08, 2018

Agenda

001 Promotion: Fire Departments - memo to JP from SY re promotion recommendation; resume
002 Recognition: DPW/Buildings & Cemeteries
003 Appointment: Government Review Committee - Government Review Committee list. (Rob Costa was seeking Historical Commission and removed from GRC list); GRC Charge
004 Hearing: All Alcohol Liquor License Violation - certified letter to cafe escadrille; email to MK; JP re invite; memo to MK from K Cooney re failed alcohol compliance check; police report brief; police report full; list of establishments checked; compliance fees; BOS R&R; BOS server policy
005 Approval: Disability Access Commission/Request to Use Handicapped Parking Fine Fund/Housing/Automatic Doors/Automark - memo to BOS re BHA Tower handicap door openers; memo to BOS re Automark funds
006 Approval: Class II License/Burlington Motors
007 Update on Hearing: Liquor License Revocation/Bonefish Grill, LLC d/b/a Bonefish Grill/4A Wayside Road
008 Approval: Warrant Article January 2018 Town Meeting
009 Approval: Minutes - November 27, 2017
010 Subcommittee Reports -
011 Town Administrator’s Report
012 Chairman’s Report -
013 Old/New Business:
   Citizen’s Time: