TOWN OF BURLINGTON, MA  
BOARD OF SELECTMEN  
MINUTES  
General Session - 6:00 p.m.  
Burlington Town Hall, Main Hearing Room  
MONDAY, FEBRUARY 13, 2017

Board of Selectmen Present: Daniel Grattan, Chairman; Christopher Hartling, Vice-Chairman; Robert Hogan; Michael Runyan; Joseph Morandi  
Also Present: John Petrin, Town Administrator  

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

Department heads presented their budgets. Payroll reflects union personnel, but not A & P at this time.  

020  Discussion:  
FY18 Budgets  
• COA  
• Y&FS  
• Veterans Services and Disability Access  
• Selectmen  
• Human Resources  
• MIS  

T.A. Petrin said budgets approved would be presented to the full Ways & Means Committee. The next set of budgets under the BOS's jurisdiction were to be presented at the next meeting.  

• COA: Director Marge McDonald presented her budget which includes social services and educational activities for residents over 60. The percent increase reflects step increases and a promotion.  

Motion: Selectman Hogan moved to approve the COA budget as requested in the amount of $338,541, at a 4.5% increase. Seconded by Selectman Morandi and approved. (5-0-0)  

• YFS: Director Christine Shruhan was present and explained the counseling and social work provided for children and their parents. The decrease reflects a retirement.  

Motion: Selectman Hogan moved to approve Y&FS's budget as requested in the amount of $428,592, at a -2.3 decrease. Seconded by Selectman Hartling and approved. (5-0-0)  

• Veterans Services: Veterans Director Christopher Hartling explained the services and benefits available to veterans and their families. The decrease in the overall budget reflects the change in the Director and the Administrative Assistant.
Motion: Selectman Hogan moved to approve the Veterans Services budget as requested in the amount of $233,428 at a -1.22% decrease.

- Disability Access Commission:
  Funds cover salary for the commission's recording clerk.

Motion: Selectman Hogan moved to approve the Disability Access Commission as submitted in the amount of $2,486.

- Selectmen:

Motion: Selectman Hogan moved to approve the Selectmen's budget as submitted in the amount of $554,764 at a 0.86% increase. Seconded by Selectman Morandi and approved. (5-0-0)

- Human Resources: Present was Director Joanne Faust. There is one A&P and one union member in the department. These positions are partially funded by the School Department.

Motion: Selectman Hogan moved to approve the Human Resources budget as submitted in the amount of $138,547 at an increase of 1.18%. Seconded by Selectman Morandi and approved. (5-0-0)

- MIS: Bob Cunha, MIS Director presented the department's budget which supports the technology needs of the Town. The four-year replacement cycle on computers continues and has been a success. New projector hardware has been installed in the main meeting room for laptop presentations.

Motion: Selectman Hogan moved to approve the MIS budget as submitted in the amount of $570,869 at an increase of 0.66%. Seconded by Selectman Morandi and approved. (5-0-0)

- Accounting: Increases include cost to increase and training for Assistant Accountant.

Motion: Selectman Hogan moved to approve the budget for the Accounting Department in the amount of $348,143 at an increase of 2.77%. Seconded by Selectman Morandi and approved. (5-0-0)

021 Public Hearing Approval/Earth Moving Permit
Postpone 154-160 Cambridge Street (Formerly Building 19 1/2) and Curb & Roadway Changes for a Portion of Center St.

At the applicant’s request the opening of this public hearing was postponed to the meeting of February 27, 2017.

Motion: Selectman Hogan moved to postpone the Earth Moving Permit for 154-160 Cambridge Street and Curb & Roadway Changes for a Portion of Center Street until the February 27, 2017 meeting. Seconded by Selectman Morandi and approved. (4-0-0 with Selectman Hartling not present)

022 Hearing: All Alcohol/Change in Officers/DelFrisco's Grille of MA LLC
92 Middlesex Turnpike

Petitioner is seeking a change of beneficial interest at the licensee’s corporate level.
Motion: Selectman Hogan moved to approve the change in beneficial interest at DelFrisko's Grille of MA, LLC. seconded by Selectman Morandi and approved. (5-0-0)

023 Public Hearing: All Alcohol/Alteration of Premises/Slesar Bros. Brewing Co, Inc/dba Burlington Beer Works/34 Cambridge Street

The applicant, attorney and mall management continue to work on comments made by the subcommittee on their second request for an alteration of premises. They will be presenting to the subcommittee again in the near future. Selectman Hogan said John Clancy, Inspector of Buildings, has been extremely helpful.

024 Public Hearing: All Alcohol/all Alcohol/Transfer from Close Rainforest Cafe, Inc dba Rainforest Cafe to Granite Street LLC, Burlington Mall, 75 Middlesex Turnpike

A change in the name of the licensee is being requested requiring a new public hearing notice. The applicant agreed to this public hearing being closed with no action taken and with no prejudice.

There were no comments from the public.

Motion: Selectman Hogan moved to close the public hearing. Seconded by Selectman Morandi and approved (5-0-0).

Motion: Selectman Hogan moved to dismiss with no action taken on the all alcohol request to transfer from Rainforest Cafe Inc., d/b/a Rainforest Cafe to Granite Street LLC, Burlington Mall, 75 Middlesex Turnpike. Seconded by Selectman Morandi and approved. (5-0-0)

025 Approval: All Alcohol/Change of Manager/Pepper Dining, Inc d/b/a Chili's Burlington/108 Middlesex Tpk

Michael Hall was present seeking BOS approval to be new manager of Chili's Burlington. Mr. Hall explained his more than twenty years of experience in the restaurant business including ten years as a general manager at various large restaurant chains. He said he has received and understands the Town's alcohol rules and regulations. Selectman Runyan requested adding a condition to the approval that TIPS or ServSafe certificate be provided.

Motion: Selectman Runyan moved to approve Michael Hall as the new manager of Chili's Burlington upon receipt of proof of TIPs or ServSafe certification. Seconded by Selectman Morandi and approved. (5-0-0)

026 Promotion: Fire Department

Fire Chief Steve Yetman and Assistant Fire Chief Mike Patterson were present to recommend Lt. Mark Cedrone be promoted from Lieutenant to Captain following successful completion of Civil Service exams. This promotion follows the retirement of Captain Scott Carpenter who was with the department for thirty-two years. Chief Yetman said after completion of Civil Service exams and interviews, Lt. Cedrone was being brought forward for consideration. He was hired in 2001.

T.A. Petrin agreed with this recommendation and promoted Lt. Mark Cedrone to the position of Captain and requested the BOS waive the standard 15-day waiting period.
Motion: Selectman Hogan moved to waive the standard fifteen-day waiting period. Seconded by Selectman Runyan and approved. (5-0-0)

028 Approval: Low-Income Housing/Refinance 23 Richardson Road
The BOS reviewed the request of the homeowner for a home equity line of credit. Jim Doherty, Assistant Assessor, was satisfied with the request. Selectman Runyan thanked the homeowner for his submission to the BOS.

Motion: Selectman Runyan moved to approve the request for a home equity line of credit for 23 Richardson Road. Seconded by Selectman Morandi and approved. (5-0-0)

029 Approval: Easter Sunrise Service/Signage & Use of Town Common Fellowship Bible Church

Motion: Selectman Hartling moved to approve Fellowship Bible Church's use of the Town Common for an early morning Easter ceremony and to erect two signs on the Town Common for one week prior to the service. Seconded by Selectman Hogan and approved. (5-0-0)

030 Approval: Health Insurance - Retiree Contribution
In 2006 the Town's contribution towards retiree health insurance co-pay went from 90% to 80%. Consideration is now being made to change the Town's contribution to 70%. This change would not have an impact on OPEB. Selectman Hogan recommended that this change not affect those employees who have already submitted retirement paperwork. The members wanted to review this recommendation further and postponed discussion to the meeting of February 27, 2017.

031 Approval: Estimated Resident Population for ABCC and Annual Alcohol Update Report to ABCC

Motion: Selectman Hogan moved to approve the estimated resident population documentation to be submitted to the Alcohol Beverages Control Commission. Seconded by Selectman Morandi and approved. (5-0-0)

032 Approval WasteZero Curbside Textiles Recycling
John Sanchez, DPW Director, presented a proposal from Waste Zero for curbside pickup of unwanted textiles. Residents would leave provided bags next to trash which would be picked up and delivered to a sorting location for reuse or recycled. A contract is to be negotiated and brought back to the BOS for approval.

Motion: Selectman Hogan moved to allow the Department of Public Works negotiate a contract for curbside textile pickup. Seconded by Selectman Morandi and approved. (5-0-0)

SNOW UPDATE
Mr. Sanchez said contractors continue to push and clear the snow from the roads. The main roads are now in good condition. More salt is being delivered. T.A. Petrin commended all associated with the work to keep the roads clear and asked residents for patience during cleanup.

033 Follow up: January 23, 2017 Town Meeting
No report.
034  Subcommittee Report

Selectman Runyan commented on the Patriots' recent Super Bowl win.

Selectman Morandi reported that an architectural plan had been received for improvements to electricity on the common which will be sent out for bid in March.

Bow hunting for deer will still be allowed when Landlocked Forest is officially changed to Open Space.

035  Town Administrator's Report
None.

036  Chairman’s Report
Chairman Grattan said the Audit Committee went well and Powers & Sullivan would be presenting before the BOS on February 27, 2017.

037  Old/New Business: - None.

Citizen’s Time - None.

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

Submitted by,

Betty McDonough
Recording Clerk
BURLINGTON, MA BOARD OF SELECTMEN
DOCUMENTS REVIEWED AT MEETING – MONDAY, FEBRUARY 13, 2017

020 Discussion: FY18 Budgets - COA, YFS, Veterans Services, Disability Access, Selectmen, Human Resources, MIS -

021 Public Hearing New: Approval Earth Moving Permit/Postpone/154-160 Cambridge St and Curb and Roadway Changes for a portion of Center St - 2/8/17 email from M Vaughan to JP re postpone to 2/27/17; 1/30/17 memo to staff re earth moving; 2/6/17 email from J Clancy to JP re earth moving; 2/7/17 memo from boh to jp re earth moving; 1/31/17 email from J Keeley to bcm re earth moving and conservation conditions; 1/25/17 ltr from riemer braunstein re earth moving; plot plans; truck route; 1/25/17 ltr from riemer braunstein to jp re use of streets and public places; plot plans

022 Hearing: All Alcohol/Change in Officers/DelFrisco's Grille of MA LLC/92 Middlesex Turnpike - 1/23/17 ltr from hurwitz richard and sencabaugh to bos re delfrisco's ; amendment application for a change of beneficial interest or transfer issuance of stock; applicant's statement; beneficial interest individual; beneficial interest organization; certificate and action of manager of delfrisco's grille of ma to appoint; massachusetts annual report; affidavit from state corporation in compliance

023 Continued Public Hearing: All Alcohol/Alteration of Premises/Slesar Bros. Brewing Co, Inc/dba Burlington Beer Works/34 Camb St. - public hearing notice; 1/5/17 email from J Clancy to JP re BBW; 10/18/17 approval of planning board; town of burlington certificate of decision on special permit application; retail alcoholic beverages license application monetary transmittal form; petition for change of license; resolution of slesar bors brewing company; petition for change of license

024 Public Hearing: all Alcohol/Postpone/Transfer from Rainforest Cafe, Inc dba Rainforest Cafe to Granite Street LLC, Burlington Mall, 75 Middlesex Turnpike - public hearing notice

025 Approval: All Alcohol/Change of Manager/Pepper Dining, Inc dba Chili's Burlington/108 Middlesex Tpk Town Administrator's Report - retail alcoholic beverages license application monetary transmittal form; amendment application for a change of manager; applicant's statement; birth certificate; corporate vote for Michael Hall

026 Promotion: Fire Department

027 Appointment: DPW - 2/7/17 email from J Sanchez to J Petrin re Michael Rose appointment

028 Approval Low-Income Housing/Refinance, 23 Richardson Rd - 1/13/17 email from Jonas Cummings to bcm with info; 1/12/17 ltr from cambridge savings bank to mr cummings re conditional loan approval

029 Approval: Easter Sunrise Service/Signage & Use of Town Common/Fellowship Bible Church - 1/24/17 ltr from Warren Sullivan to BOS re use of Town common on Easter

030 Approval: Health Ins - Retiree Contribution

031 Approval: Estimated Resident Population for ABCC and Annual Alcohol Update Report to ABCC

032 Approval: wasteZero Curbside Textiles Recycling - wasteZero brochure

033 Follow up: January 23, 2017 Town Meeting

034 Subcommittee Report

035 Town Administrator's Report

036 Chairman’s Report -

037 Old/New Business: -

Citizen’s Time: