TOWN OF BURLINGTON, MA
BOARD OF SELECTMEN
MINUTES
General Session - 7:00 p.m.
Main Meeting Room, Town Hall
MONDAY, MARCH 23, 2015

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

Pledge of Allegiance/Moments of Reflection

The Board of Selectmen (BOS) meeting was called to order at 7:00 p.m. followed by the Pledge of Allegiance and a moment of silence for the members of the armed forces and emergency responders.

046 Recognition: Boston Post Cane
Town Administrator John Petrin (T.A. Petrin) summarized the tradition of presenting the Boston Post Cane to the oldest, continuously living resident in the community. Present to receive the cane was Regina Short who retired from the Town of Burlington in 1984. There was a large gathering to watch Ms. Short receive her recognition.

Presentation: Ralph Patuto
This being Selectman Patuto's last meeting, he was congratulated on his nine years of service as a member of the Board of Selectmen and presented with a personalized rocking chair with the town seal. It was noted that he was present for the hiring of the Town Administrator, and his knowledge and experience will be missed. He was thanked and all wished him well. Selectman Patuto was also on the Police Department for many years. Selectman Patuto thanked all for their comments and stated it has been an honor to serve the community, and he extended his appreciation for all assistance received. Marge McDonald, Director, COA, thanked Selectman Patuto for his work advocating for seniors and the COA.

047 Approval: Appointments
1. Conservation
2. Council on Aging
3. Department of Public Works (2)
4. Fire

1. Conservation: John Keeley, Director, said interviews had taken place, and he was recommending Lisa Crowe for the full time Principal Clerk position to replace Ellen Longo who was retiring. T.A. Petrin agreed and appointed Ms. Crowe to the position saying she is currently working part time in the Building Department and was pleased to be hiring from within. He recommended the BOS waive the standard 15-day waiting period.
Motion: Selectman Patuto moved to waive the standard 15-day waiting period for the appointment of Lisa Crowe as Principal Clerk in the Conservation Department. Seconded by Selectman Hartling and approved. (5-0-0)

2. Council on Aging (COA)
Marge McDonald, Director, said interviews had taken place and she was recommending Andrea Cross for the part-time Outreach Worker position to assist the current Outreach Worker. Ms. Cross works with elders at Minuteman Senior Services. T.A. Petrin agreed and appointed Ms. Cross to the part time Outreach Worker position. He recommended the BOS waive the standard 15-day waiting period.

Motion: Selectman Patuto moved to waive the standard 15-day waiting period for the appointment of Andrea Cross as COA part time Outreach Worker. Seconded by Selectman Hartling and approved. (5-0-0)

3. Department of Public Works (2)
John Sanchez, Director, said interviews had taken place to fill two positions in the Water Treatment Department, and he was recommending Jose Pimentel and Gabrielle Fitzgerald-Leger. Mr. Pimentel has experience in the water treatment field and possesses a Grade T-2 license. Ms. Fitzgerald-Leger recently completed environmental technology courses at Minuteman High School, possesses a Grade T-2 license. The applicants will be fully trained in the operation of both treatment plants.

T.A. Petrin agreed with the recommendations and appointed Mr. Pimentel and Ms. Fitzgerald-Leger to the positions of Water Treatment Plant Operator. He recommended the BOS waive the standard 15-day waiting period.

Motion: Selectman Patuto moved to waive the standard 15-day waiting period for the appointment of Jose Pimentel as Water Treatment Plant Operator. Seconded by Selectman Hartling and approved. (5-0-0)

Motion: Selectman Patuto moved to waive the standard 15-day waiting period for the appointment of Gabrielle Fitzgerald Leger as Water Treatment Plant Operator. Seconded by Selectman Hartling and approved. (5-0-0)

4. Fire Department
Steve Yetman, Fire Chief, said interviews had taken place, and he was recommending Stacey Hindle for the full time Principal Clerk position to replace Mary Fay who recently retired. Ms. Hindle has clerical experience. T.A. Petrin agreed and appointed Ms. Hindle to the position. He recommended the BOS waive the standard 15-day waiting period.

Motion: Selectman Patuto moved to waive the standard 15-day waiting period for the appointment of Stacey Hindle as Principal Clerk in the Fire Department. Seconded by Selectman Hartling and approved. (5-0-0)
Approval: Town Common Walkway Improvements

Tom Hayes, Town Engineer, presented plans for BOS review to make walkways in the Town Common ADA compliant. Members of the Burlington Disability Access Commission (BDAC) have reviewed the plans and are satisfied. Modifications include replacing the stairs across from the Town Hall with a gradually sloping concrete sidewalk and installing concrete walkways. The curb cuts on the two existing crosswalks leading to the Town Common will be improved. The material for the walkways is planned to be concrete. The bid process for the project is expected to be done in late September. Cost for the project will be covered by the Handicapped Parking Fine Fund Account.

BDAC Chair, Mary Jane Fietze, was present and thanked Mr. Hayes for his work as well as the police officers who remain vigilant in pursuit of handicapped parking violators.

Approval: Sewer Allocation 15 & 20 South Avenue

Present were Attorney Robert Buckley, Riemer & Braunstein and Andrew Gallinaro, National Development for AMC Theatre, seeking BOS approval for 3,240 GPD to accommodate the proposed restaurant to be located next to the theatre. The theatre was recently renovated and the number of seats was reduced allowing the adjacent parking area to be the location of a new restaurant. The applicant will submit payment to the town as per the sewer allocation policy. T.A. Petrin said staff had no concerns and the request is in accordance with the current sewer policy.

Motion: Selectman Patuto moved to approve the sewer allocation request in the amount of 3,240 GPD. Seconded by Selectman Hartling and approved. (5-0-0)

Approval: Woburn Inter-Municipal Agreement for Sewer Improvements

This agenda item withdrawn and will be discussed at a future meeting.

Hearing: All Alcohol License/Change of Manager GMRI, Inc. D/b/a Seasons 52, 6 Wayside Road

Present was Daniel Hebenstreit, General Manager of Seasons 52, seeking BOS approval of the petition for a Change of Manager. T.A. Petrin said all information was in. Mr. Hebenstreit said he has been in the restaurant business for twenty-one years. He was reminded of the town's rules and regulations and that alcohol consumption is a subsidy to the function of eating, and he said he understood.

Motion: Selectman Patuto moved to approve the All Alcohol License/Change of Manager for GMRI, Inc. d/b/a Seasons 52, 6 Wayside Road, with change of manager to Daniel Hebenstreit. Seconded by Selectman Hartling and approved. (5-0-0)

Public Hearing: All Alcohol License/Transfer of License/Change of Manager IA Urban Hotels Burlington TRS, LLC d/b/a Hilton Garden Inn Burlington to Chatham Burlington HG Leaseco LLC d/b/a Hilton Garden Inn Burlington 5 Wheeler Road

Present representing Hilton Garden Inn was Attorney Joseph Devlin, Demakis Law Office seeking BOS approval to transfer an All Alcohol License and to approve a change in general manager. Attorney Devlin summarized the purchase of all Inland America hotels, including Hilton Garden Inn, by Chatham
Burlington HG. The new general manager is Jacob Vandersiel. No changes will be made to the function hall and bar. Mr. Vandersiel has very high expectations of his staff and restaurant. Staff has no issues, and there were no comments from the public.

**Motion:** Selectman Patuto moved to close the public hearing. Seconded by Selectman Hartling and approved. (5-0-0)

053 Hearing: Wine and Malt License/Change of Business Name
The Mughals to Chettinad Grill 184 Cambridge Street
Satya Sundaraneed, Lease Co., LLC, for Jai Ho Sai Corp. said the restaurant is changing its name from the Mughals to Chettinad Grill. The reason for the name change is Mughals refers to a certain type of cuisine, and they would like to expand their menu to include other types of cuisine to attract more clientele. T.A. Petrin said issues address by staff have been resolved.

**Motion:** Selectman Patuto moved to approve the Wine and Malt License/Change of Business Name from The Mughals to Chettinad Grill. Seconded by Selectman Hartling and approved. (5-0-0)

054 Vote: Statement of Interest High School
Burlington High School is applying for grants and/or funding commitments from the Massachusetts School Building Authority and the motion was read into the record for the required BOS authorization for the Statement of Interest.

**Motion:** Selectman Patuto moved the motion - Resolved: Having convened in an open meeting on March 23, 2015 prior to the 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 March 31, 2015 for the Burlington High School located at 123 Cambridge Street 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 #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 cost in a school facility. The specific project will replace aged out heating ventilation/cooling equipment that is original construction (1971) update classroom and science labs to be a more effective learning environment, 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 Hartling and approved. (5-0-0)
Warrant Articles 2016:

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<th>Requested</th>
<th>Warrants Being Funded</th>
<th>Warrants Postponed</th>
<th>Technology</th>
<th>Sewer Fund</th>
<th>Overlay Surplus</th>
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A review took place on the following Warrants being funded:

20,000 Conservation: Open Space and Recreation Plan update
65,000 Planning Board: Master Plan (multi-year project)
74,340 Police Department: vests - grant may be eligible for partial reimbursement
50,000 DPW: sidewalks
100,000 DPW: stormwater
170,000 DPW: (99) - dump truck
170,000 DPW (01) - dump truck
15,000 DPW: Water Department - car
41,000 DPW: Water Department - pick up truck
41,000 DPW: Cemetery Department - pick up truck

Work continues to maintain the buildings under DPW jurisdiction:
30,000 DPW: Library - waterproof exterior
60,000 DPW: Fire Department - roof
140,000 DPW: Police Department - roof upgrade to prevent water damage
200,000 DPW: Police HVAC maintenance
45,000 DPW: Floors – program to replace flooring
9,000 Library: public computers
22,000 Recreation: 1 basketball court (vs. requested 2) – Rahanis
85,000 Recreation: mower

Technology Fund:

300,000

Sewer Fund

350,000 Sewer lining
250,000 Pump station
100,000 Lucuya

Overlay Surplus - surplus funds after exemptions and abatements

240,000 Fire Department: Ambulance
38,000 Fire Department: C-1
435,000 Fire Department: SCBA

John Sanchez, Director, DPW and Tom Hayes, Engineer, were present. When asked about the Mt. Hope boilers, Mr. Hayes said they are comfortable with putting off replacement for another year. Selectman Runyan said he is disappointed in the postponement of the columbarium because of its importance to save
space in the cemetery. Mr. Sanchez said they working with the double-deep section for burials, and are already into the second row. He expects the double deep section to be full in approximately fifteen year.

**Motion:** Selectman Patuto moved to support the Warrant Articles for 2016 as submitted and discussed. Seconded by Selectman Hartling and approved. (5-0-0)

**Bonding Items 2016**

- $1,650,000 33 Center Street
- $7,500,000 Fire Station #2
- $20,000,000 DPW Facility

Future locations for Fire Station 2, the Highway Department, and Water and Sewer Maintenance were discussed.

**056 Review: Electricity – Solar Projects**

Discussions continue with local businesses and the School Department to pursue the ability for solar capacity. T.A. Petrin attended the recent Planning Board meeting and said the project is allowed by right, and they are in favor of it. The Planning Board will review the site plan.

**057 Approval: Minutes February 11, 2015, General Session**

**Motion:** Selectman Runyan moved to approve the general session minutes of February 11, 2015 as submitted. Seconded by Selectman Hartling and approved. (4-0-1 with Selectman Patuto abstaining)

**058 Subcommittee Reports**

Selectman Runyan said he and Chairman Hogan attended Troop 103’s Eagle Scout Court of Honor ceremony on March 22 at which time Clayton Davison, Luke Iler, Eric Salina, and Christopher Oakes were honored for their project work within the Eagle Rank. He said it is an accomplishment for these young men and much work is involved. They appreciated that this day of the week in Burlington was named in their honor.

Selectman Grattan reminded the public that the Burlington High School Booster Club was having a Mattress Sale fund raiser on April 11 at the High School Cafeteria.

Selectman Hartling mentioned Burlington Rotary Club’s Fight Night being held on March 27. The funds are used to help Rotarians continue their charity endeavors.

Also, the Burlington She Devils will be holding their first fundraiser tournament on March 28 at the Stoneham arena to benefit the Burlington Hockey and Skating Association and Burlington Womenaid, an organization of women to help families in need.

**059 Town Administrator’s Report**

T.A. Petrin said the DPW has put together a facilities plan for all the buildings under their jurisdiction which will be presented for review.
Middlesex 3 is hosting a free workshop for small business owners on March 25, Bedford; April 8, Chelmsford and April 21 Westford.

Governor Baker announced that funds were available to repair potholes, and Burlington will receive $161,000.

A study is ongoing on the current 911 system with components being reviewed to potentially consolidate it on a regional basis.

060 Chairman’s Report

Chairman Hogan gave a reminder to vote on Saturday, April 11 from 8:00 a.m. to 8:00 p.m.

061 Old/New Business Citizen’s Time: None.

Adjourn:

Motion: Selectman Patuto moved to adjourn at 8:37 p.m. Seconded by Selectman Hartling and approved. (5-0-0)

Respectfully submitted,

[Signature]

Betty McDonough
Recording Clerk
Agenda

046 Recognition: Boston Post Cane -

047 Approval: Appointments Conservation Council on Aging Department of Public Works Fire - Lisa Crowe, Andrea Cross resumes; 3/10 memos from John Sanchez to John Petrin re Jose Pimentel and Gabrielle Fitzgerald-Leger and resumes; Stacey Hindle resume

048 Approval: Town Common Walkway Improvements - town common plot plan

049 Approval: Sewer Allocation 15 & 20 South Avenue - 3/10 memo from Tom Hayes to JP re sewer allocation for 15 & 20 So Ave; 3/9 ltr from Riemer & Braunstein re request and data on existing/currently permitted allocations; 3/16 email from Brian White to Pauline Gillingham re allocation comments; town's sewer bank report dated 3/16;

050 Approval: Woburn Inter-Municipal Agreement for Sewer Improvements - amendment to Intermunicipal agreement for joint use of Woburn's sewerage system

051 Hearing: All Alcohol License/Change of Manager GMRI, Inc. d/b/a Seasons 52 6 Wayside Road - Petition for change of license, personal information form; report of birth record; manager application; management letter; ServSafe certificate;

052 Public Hearing: All Alcohol License/Transfer of License/Change of Manager IA Urban Hotels Burlington TRS, LLC d/b/a Hilton Garden Inn Burlington to Chatham Burlington HG Leaseco LLC d/b/a Hilton Garden Inn Burlington 5 Wheeler Road - public hearing notice to be printed on 3/13; 3/16 memo from JP to staff and staff comments; 3/5 ltr from Demakis Law Offices; summary of transaction for new old license from old license; petition for transfer of ownership form; attachment a describing business; application for retail alcoholic beverage license; applicant's statement; personal information form; manager application; manager resume and passport; certificate of authorization from Chatham Burl HG Leaseco; list of exhibits; exhibit a - ownership structure; affidavit that general laws complied with; application for registration; certification from Delaware secretary of state that leaseco is duly formed; exhibit b and c; tips certification

053 Hearing: Wine and Malt License/Change of Business Name/The Mughals to Chettinad Grill 184 Cambridge Street - alcoholic beverages license application; petition for change of license; statement of discontinuance; business certificate; minutes from special meeting of directors; change of dba checklist

054 Vote: Statement of Interest High School - motion for statement of interest for minutes; 3/5 email from Sharon Gilbert to PG re language of vote; entire motion to be read into record.

055 Review: Capital and Warrant Articles - Warrant Articles 2016 list

056 Review: Electricity – Solar Projects

057 Approval: Minutes February 11, 2015, General Session (postponed from February 9)

058 Subcommittee Reports

059 Town Administrator’s Report

060 Chairman’s Report

061 Old/New Business Citizen’s Time