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

WEDNESDAY, FEBRUARY 11, 2015  
(postponed from MONDAY, FEBRUARY 9, 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.

001 Approval: Appointments
1. Fire Department (2)  
2. Department of Public Works (2)  
3. 3A Sub-Committee  
4. Rink Oversight Committee

1. Fire Department
Principal Clerk: Fire Chief Steve Yetman recommended Burlington resident, Marianne Russo, to replace Principal Clerk, Mary Fay, who is retiring. He said approximately 40 applications had been received. Ms. Russo’s background includes more than twenty years in the banking business, and she holds a Bachelor of Science degree in business. Town Administrator John Petrin (T.A. Petrin) agreed with the recommendation and appointed Ms. Russo to the position and asked the BOS to waive the standard 15-day waiting period. She was congratulated by the BOS.

Motion: Selectman Patuto moved to waive the standard 15-day waiting period for the appointment of Marianne Russo as Principal Clerk in the Fire Department. Seconded by Selectman Hartling and approved. (5-0-0)

Firefighter: Chief Yetman recommended Brandon Gonzalez be appointed as a full time firefighter. Chief Yetman said Mr. Gonzales was appointment to Burlington’s Permanent Intermittent Firefighter list this past November, through the Civil Service process. Mr. Gonzalez is a corrections officer and a Coast Guard reservist and holds a Bachelor of Degree in Criminal Justice and has completed EMT certification. T.A. Petrin agreed with the recommendation and appointed Mr. Gonzalez to the position of permanent firefighter and requested the BOS waive the standard 15 day waiting period. Mr. Gonzalez was congratulated by the BOS.
**Motion:** Selectman Patuto moved to waive the standard 15-day waiting period for the appointment of Brandon Gonzalez to the position of permanent firefighter. Seconded by Selectman Hartling and approved. (5-0-0)

2. Department of Public Works

**Water Treatment Chief Operator/Chemist:** Mr. Sanchez said interviews had been completed and he was recommending Brian Sullivan for the position of Water Treatment Chief Operator/Chemist. Mr. Sullivan, he said, is a current employee with vast experience and education in water treatment. Town Administrator John Petrin (T.A. Petrin) agreed with the recommendation and stated this would be a promotion, and the department has a strong management team. He appointed Brian Sullivan to the position and asked the BOS to waive the standard 15-day waiting period. He was congratulated by the BOS.

**Motion:** Selectman Patuto moved to waive the standard 15-day waiting period for the appointment of Brian Sullivan to the position of Water Treatment Chief Operator/Chemist. Seconded by Selectman Hartling and approved. (5-0-0)

**Special Motor Equipment Operator/Laborer:** DPW Director John Sanchez said interviews had been completed and he and High Superintendent Kevin Keene were recommending Matthew Ganley for the position of Special Motor Equipment Operator/Laborer. Town Administrator John Petrin (T.A. Petrin) agreed with the recommendation and appointed Matthew Ganley to the position and asked the BOS to waive the standard 15-day waiting period. He was congratulated by the BOS.

**Motion:** Selectman Patuto moved to waive the standard 15-day waiting period for the appointment of Matthew Ganley to the position of Special Motor Equipment Operator/Laborer. Seconded by Selectman Hartling and approved. (5-0-0)

Chairman Hogan noted the many DPW employees and fire fighters present in support of the appointments.

3. Route 3A Subcommittee (Ad Hoc): T.A. Petrin re-appointed the following to the 3A Sub-Committee: Sonia Rollins, John Clancy, Phyllis Etsell, Dan Grattan, Tom Hayes, Kathleen Horton, Joe Impemba, Kristin Kassner, Michael Murray, Jr., Michael O’Neil, Chris Hartling, Paul Roth, and Michael Tredeau.

4. Rink Oversight Committee: T.A. Petrin appointed Nichole Coscia to the Rink Oversight Committee.

It was recommended that the BOS waive the standard 15-day waiting period for the above appointments.

**Motion:** Selectman Patuto moved to waive the standard 15-day waiting period for the re-appointment of the Route 3A Subcommittee and the appointment to the Rink Oversight Committee as listed. Seconded by Selectman Hartling and approved. (5-0-0)
015 Recognition: Department of Public Works
There was a tremendous amount of work done during and after the storms, and Mr. Sanchez said he is very proud of all the employees in the DPW.

T.A. Petrin and BOS also thanked the DPW as well as the Fire Department, Building and Grounds and Recreation Department employees for their work in the clearing of snow and ice, etc. T.A. Petrin commented on how well the departments work together.

016 Approval: Snow Deficit
With respect to the snow and ice expenditures, Mr. Sanchez reported that so far this winter season there have been 13 snow and ice events demanding attention. Private contractors were needed in four of the events. The current expenditures in overtime, contractors and materials were just over $450,000. He recommended the BOS authorize an additional $500,000 for snow and ice operations for the remaining season bringing the total authorization to $850,000, including the original appropriation of $350,000. There has been up to 66" of snow thus far this season.

Motion: Selectman Patuto moved to approve the request for an additional $500,000 for snow and ice expenditures as requested. Seconded by Selectman Hartling and approved. (5-0-0)

Selectman Patuto added that he was proud of the work done on snow clearance in Burlington as compared to surrounding communities.

017 Discussion: FY2014 Audit Exit Conference
Powers and Sullivan
This discussion will be rescheduled for a future meeting.

018 Approval: Road Races
1. 3rd Annual 5K for C.A.D. (in memory of Charles Doherty)
2. 3rd Annual 5K Leprechaun (Nashoba Learning Group, a School for Autism)
3. Lahey 5K Road Race

1. 3rd Annual 5K for C.A.D:
Present was Kori Doherty, Chairman, C.A.D., seeking BOS approval to hold their 3rd annual 5K race in Memory of Charles Doherty on Sunday, September 13, 2015. The race will start across the street from the Tavern in the Square and end in Kohl's parking lot. The Fire Department, DPW, Tavern in the Square, and Kohl's expressed their support and have no concerns.

Selectman Grattan noted that Engineer's response noted that a water main is being replaced on Hilltop Drive. He recommended the sponsors work with DPW to ensure the road is safe at the time of the event. The sponsors will finalize their plans with all concerned and obtain a solicitor's license.
Matt Beals, Managing Partner, Tavern in the Square was also present seeking approval for restaurant staff to serve draft beer and wine in a roped off area of the parking lot following the race as was done for last year's event.

**Motion:** Selectman Patuto moved to approve the 3rd Annual 5K for C.A.D. with the condition that the sponsors contact and coordinate with DPW with respect to the roadway conditions on Hilltop Drive. Seconded by Selectman Hartling and approved. (5-0-0)

**Motion:** Selectman Patuto moved to approve Tavern in the Square employees serving draft beer and wine in the parking lot as requested following the 5K race for Bicuspid Aortic Foundation, as an extension of their existing liquor license. Seconded by Selectman Hartling and approved. (5-0-0)

Selectman Runyan thanked this organization for participating in the July 4th activities.

2. 3rd Annual 5K Leprechaun (Nashoba Learning Group, a School for Autism)
Maura Vibert, Executive Director of Nashoba Learning Group (NLG), was present seeking BOS approval to hold their 3rd annual Leprechaun 5K Shuffle & Fun Run on Saturday, March 14, 2015 to raise awareness for autism. All proceeds from the race will be given to Nashoba Learning Group. The race, which starts at 10:00 a.m. will begin and end at Burlington High School. A map of the route was provided which includes Lexington Street and Stoney Brook Road.

T.A. Petrin and the BOS expressed concerns about the snow impacting the safety of the race route, and it was agreed that the Fire and Police Departments as well as DPW must declare the roads safe prior to the event. The event coordinators agreed to work through the Selectmen’s office on this issue, and they will not need to come back before the BOS to request a new date, if necessary.

If the roads are not safe, Selectman Runyan recommended receiving approval from the School Committee and consider having the race within the confines of the high school parking lot. The suggestion will be taken under consideration.

**Motion:** Selectman Patuto moved to approve the 3rd Annual 5K Leprechaun Shuffle & Fun Run Fundraiser for the Nashoba Learning Group for Saturday, March 14, 2015 with the condition that the organization coordination of a change of date if the Fire and Police Departments and/or DPW declare the conditions of the roads unsafe. Seconded by Selectman Hartling and approved. (5-0-0)

3. Lahey 5K Road Race
Thomas Cahill, Lahey Health, was present seeking BOS approval to hold a 5K Road Race on Saturday, June 27, 2015 to raise funds to support local cancer care. The services of Dave McGillivray Sports Enterprises have been enlisted to assist with the race route which includes Old Colony Road, Mildred Road, and Barbara Circle, with the race starting and ending at Burlington High School. They expect approximately 2,000 runners and walkers. A copy of the race route was provided.

T.A. Petrin expressed his concern with the volume of runners and said Lahey is working with the traffic division to ensure there is appropriate detail. They have received approval from the Fire and Police
Departments and are working with the School Department for parking because the school also has an event taking place.

Both Selectman Runyan and Chairman Hogan said anticipate this event will be as well run as the past Lahey Relay for Life events.

**Motion:** Selectman Patuto moved to approve the Lahey Health 5K Cancer Walk & Run event on Saturday, June 27, 2015, as discussed. Seconded by Selectman Hartling and approved. (5-0-0)

**019 Hearing:** All Alcohol License, Change of Manager

Uno Chicago Grill, 75 Middlesex Turnpike

This agenda item was postponed.

**020 Approval:** Minutes

January 12, 2015, General Session

**Motion:** Selectman Patuto moved to approve the General Session minutes of January 12, 2015 as submitted. Seconded by Selectman Hartling and approved. (5-0-0)

February 4, 2015

**Motion:** Selectman Runyan moved to approve the Strategic Planning Session minutes of February 4, 2015 as submitted. Seconded by Selectman Hartling and approved. (3-0-2 with Selectmen Grattan and Patuto abstaining)

**021 Subcommittee Reports**

Selectman Runyan

Members of the Fire Department were commended for their work shoveling out the town’s fire hydrants.

Selectman Patuto

A reminder was made about checking and/or assisting senior neighbors.

Congratulations were given to the Bancroft Restaurant for receiving accolades for being listed as a top restaurant by the Boston Globe.

Selectman Patuto announced that he will not be running for a 4th term.

Selectman Grattan

Kings Bowl did a fine job with the recent town charity event/grand opening which many attended to help raise funds. They have promised that on their first anniversary, they will match the proceeds from this event.

Selectman Hartling

Comments were expressed about the many people willing to assist each other during and after the storms.
022  Town Administrator’s Report
T.A. Petrin agreed that King had a fine grand opening.

Planning Member Paul Roth has resigned. The Town Clerk announced that Town Counsel confirmed that the resignation was received in time for papers to be taken out to fill this seat at the next at the April 11 election.

023  Chairman’s Report:
Residents were thanked for assisting one another during and after the storm and reminded all to be careful.

024  Old/New Business:  None.

Citizen’s Time:  No one spoke.

Adjourn:

Motion:  Selectman Patuto moved to adjourn at 7:48 p.m. Seconded by Selectman Hartling and approved. (5-0-0)

Respectfully submitted,

Betty McDonough
Recording Clerk
BURLINGTON, MA BOARD OF SELECTMEN
DOCUMENTS REVIEWED AT MEETING ï WEDNESDAY, FEBRUARY 11, 2015
(postponed from February 9-snow)

Agenda
014 Approval: Appointments - Fire Department - resume/firefighter Brandon Gonzalez
Fire Department - principal clerk - resume/Marianne Russo
Department of Public Works-2/2/15 memo from John Sanchez to John Petrin and resume-
Matthew Ganley
Department of Public Works-2/3/15 memo from JS to JP re Brian Sullivan for Water Treatment
Chief Operator/Chemist Recommendation
3A Sub-Committee-
Rink Oversight Committee-
015 Recognition: Department of Public Works-
016 Approval: Snow Deficit-2/4/15 memo from JS to JP re snow and ice expenditures with statistical
data
017 Discussion: FY2014 Audit Exit Conference-Report of Examination of Basic Financial
Statement; Reports on Federal Award Programs; Management Letter
018 Approval: Road Races-5K for CAD-2/20/15 memo from JP to staff re road race permit and responses; race route; 1/12/15 ltr from Matt Beals Tavern in the Sq to Selectmen re race;
PowerPoint presentation of information
5K Leprechaun-1/26/15 memo from JP to staff re change of date and responses; 1/7/15 ltr from
Julie Coppenrath, race director re specifics; 1/20/15 memo from JP to staff and responses; race route; certificate of liability to hold race;
Lahey 5 K 2/6/15 memo from JP to staff and responses2/5/15 ltr from Lahey to Selectmen; 3
pages of data from DMSE Sports; race route;
019 Hearing: All Alcohol License, Change of Manager-1/7/15 ltr from UNO to selectmen re change
of manager; petition for change of license; personal information form; manager application,
personal identification; written consent from UNO management; ServSafe certificate
020 Approval: Minutes- January 12, 2015 and February 4, 2015
021 Subcommittee Reports-
022 Town Administratorâ€”Report-
023 Chairmanâ€”Report-
024 Old/New Business-