BACKUP

Burlington Town Meeting Warrant

June 10, 2020
(postponed from May 11, 2020)
7:30 P.M.

Burlington High School
Fogelberg Auditorium
123 Cambridge Street
Burlington, MA
<table>
<thead>
<tr>
<th>ARTICLE NUMBER</th>
<th>SUBJECT</th>
<th>PAGE NUMBER</th>
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<tbody>
<tr>
<td>1</td>
<td>Reports of Town Officers &amp; Committees</td>
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<tr>
<td>2</td>
<td>Transfer of Funds FY2020/Various Accounts</td>
<td>2 W/D</td>
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<td>3</td>
<td>Transfer of Free Cash to Stabilization Fund</td>
<td>2 W/D</td>
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<td>4</td>
<td>Transfer of Free Cash to OPEB Trust Fund</td>
<td>2 W/D</td>
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<tr>
<td>5</td>
<td>Fund Revolving Accounts</td>
<td>2-5</td>
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<tr>
<td>6</td>
<td>Fund FY2021 Operating Budget</td>
<td>-</td>
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<td>7</td>
<td>Fund FY2021 Capital Budget</td>
<td>4</td>
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<tr>
<td><strong>FROM FREE CASH (7-1) (7-28):</strong></td>
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<tr>
<td>7-1</td>
<td>SELECTMEN - 9/11 Memorial Improvements</td>
<td>6&amp;7 PP</td>
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<tr>
<td>7-2</td>
<td>TOWN CLERK - Voting Equipment</td>
<td>8-12PP</td>
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<td>7-3</td>
<td>POLICE - Ballistic Vests and Carriers</td>
<td>13-24</td>
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<tr>
<td>7-4</td>
<td>FIRE - Radio Box Receiving System</td>
<td>25-30PP</td>
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<td>7-5</td>
<td>FIRE - Administrative Vehicle</td>
<td>31-34</td>
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<td>7-6</td>
<td>RECREATION - Parks and Outdoor Master Plan</td>
<td>35-42PP</td>
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<td>7-7</td>
<td>RECREATON - ProCore Aerator</td>
<td>43-46</td>
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<tr>
<td>7-8</td>
<td>RECREATION - Wildwood - Sunshade</td>
<td>47-50PP</td>
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<tr>
<td>7-9</td>
<td>RECREATION - Rahonis-Tennis Court Resurfacing</td>
<td>51-55</td>
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<tr>
<td>7-10</td>
<td>DPW - Drainage and Stream Cleaning</td>
<td>56 PP</td>
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<tr>
<td>7-11</td>
<td>DPW - Vehicle Replacement Program</td>
<td>57</td>
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<td>7-12</td>
<td>DPW - Tyco Dry Valves</td>
<td>58</td>
</tr>
<tr>
<td>7-13</td>
<td>DPW - Facility Upgrades-Energy Conservation Measures (Library RTUs)</td>
<td>59</td>
</tr>
<tr>
<td>7-14</td>
<td>DPW - Pine Haven Roof and Cupola Repair</td>
<td>60 PP</td>
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<tr>
<td>7-15</td>
<td>DPW - Town Hall Generator</td>
<td>61</td>
</tr>
<tr>
<td>7-16</td>
<td>DPW - Vinebrook Filter Repair</td>
<td>62 PP</td>
</tr>
<tr>
<td>7-17</td>
<td>SCHOOL - Interactive Technology</td>
<td>63-67</td>
</tr>
<tr>
<td>7-18</td>
<td>SCHOOL - MSMS Boiler Repair</td>
<td>68&amp;69</td>
</tr>
<tr>
<td>7-19</td>
<td>SCHOOL - Varsity Field Turf Replacement</td>
<td>70 PP</td>
</tr>
<tr>
<td>7-20</td>
<td>SCHOOL - Music Dept. Installs &amp; Upgrades</td>
<td>71-75</td>
</tr>
<tr>
<td>7-21</td>
<td>SCHOOL - Audio Technology Replacement</td>
<td>76&amp;77</td>
</tr>
<tr>
<td>7-22</td>
<td>SCHOOL - MSMS-Auditorium Equip &amp; Safety Upgrades</td>
<td>78-89</td>
</tr>
</tbody>
</table>
FROM SEWER ENTERPRISE (7-29) (7-31)

7-29  DPW – Vehicle Replacement
7-30  DPW – Francis Wyman Pump Station Design
7-31  DPW – Pump Station Maintenance

FINANCIAL ARTICLES - Continued

8  Sidewalk Construction
9  MWRA I/I Debt Service
10  Transfer Water Stabilization Fund
11  MWRA Assessment
12  Road and Parking Paving (Bond Issue)
13  Phase I and II MWRA Water Connection (Bond Issue)
14  Acceptance of Chapter 90
15  PEG Cable Access Enterprise Fund
16  Technology and Cyber Security Contracts (Approval)
17  Receipts Reserved for Appropriation - Ambulance Services
18  Fund Union Retirement Buyout Benefit - W/D
19  Fund Administrative and Professional Plan
20  Fund the Part-Time Compensation Plan
21  Fund the Burlington Patrolmen's Association Contract
22  Fund Burlington International Firefighters Contract
23  Special Counsel-Appellate Tax Board
24  Visioning Conceptual Site Plan - Mall
25  Economic Development
26  Wireless Legal Infrastructure Analysis
27  Sign Bylaw Consulting
28  Fourth of July Parade
29  Will of Marshall Simonds
30  Community Custodial Services

GENERAL ARTICLES - Continued (green paper)

31  Adopting the Community Preservation Act in Burlington
GENERAL BYLAW ARTICLES (blue paper)
32 Amend General Bylaw Article V, section 1.5, Information Systems Security Advisory Committee
33 Amend General Bylaw Article V, Section 2.3, Bylaw Review Committee
34 General Bylaw Article XIII: PUBLIC SAFETY Short Term Rental Prohibited

ZONING BYLAW ARTICLES (green paper)
35 Short Term Rentals
36 PB Application Process/Permitting
37 Amend Zoning Bylaw, Article II Definitions
38 Amend Zoning Bylaws, Article II, Section 2.6.9, Definitions
39 Amend Zoning Bylaws, Article IV, Section 4.3.2 Accessory Use Schedule
40 Amend Zoning Bylaws, Article V, Section 5.2.0 Density Regulation Schedule
41 Amend Zoning Bylaws, Article VII, Section 7.2.7 Parking Structures
42 Change Zoning Classification, Assessor's Parcel ID#54-3-4, Property Address: 1-3 Ray Avenue
43 Amend Zoning Map and Rezone Property to High Rise Industrial (IH) District
To: Town Meeting Members

From: Whitney Haskell, Budget Director

Re: Expenditures Limits for Revolving Funds

Date: March 17, 2020

In September of 2017, Town Meeting voted to create a bylaw authorizing Town departmental revolving funds, pursuant to M.G.L. Ch. 44, §53E ½. At the beginning of each fiscal year, Town Meeting must vote to set an expenditure limit for each of the revolving funds created by that bylaw.

The expenditure limits requested for FY 21 are identical to the expenditure limits voted for FY 20.

<table>
<thead>
<tr>
<th>Revolving Fund</th>
<th>Department of Board Authorized to Spend</th>
<th>Expenditure Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cross Connection – Backflow Prevention</td>
<td>Public Works</td>
<td>$80,000</td>
</tr>
<tr>
<td>B-line Local Mini Bus</td>
<td>Public Works</td>
<td>$50,000</td>
</tr>
<tr>
<td>Grand View Farm</td>
<td>Board of Selectmen</td>
<td>$90,000</td>
</tr>
<tr>
<td>Nursing Programs &amp; Services</td>
<td>Board of Health</td>
<td>$30,000</td>
</tr>
<tr>
<td>Plan Imaging &amp; Property File Documents</td>
<td>Building Department</td>
<td>$25,000</td>
</tr>
<tr>
<td>Sale of Recyclable Materials, Trash Bags &amp; Totes</td>
<td>Board of Selectmen</td>
<td>$75,000</td>
</tr>
<tr>
<td>Sealer of Weights and Measures</td>
<td>Board of Selectmen</td>
<td>$20,000</td>
</tr>
<tr>
<td>Ice Palace Improvement &amp; Maintenance</td>
<td>Board of Selectmen</td>
<td>$36,000</td>
</tr>
<tr>
<td>Meadowbrook School Maintenance and Improvements</td>
<td>Board of Selectmen</td>
<td>$105,000</td>
</tr>
</tbody>
</table>
## Fund Revolving Account

The following chart is a reproduction of the bylaw which fully describes the mechanics of each fund:

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
<th>G</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revolving Fund</td>
<td>Department, Board, Committee, Agency or Officer Authorized to Spend from Fund</td>
<td>Fees, Charges or Other Receipts Credited to Fund</td>
<td>Program or Activity Expenses Payable from Fund</td>
<td>Restrictions or Conditions on Expenses Payable from Fund</td>
<td>Other Requirements/Reports</td>
<td>Fiscal Years</td>
</tr>
<tr>
<td>Cross Connection-Backflow prevention</td>
<td>Public Works</td>
<td>Fees charged for testing devices that prevent mixing of potable and non-potable water</td>
<td>Contract services to DEP authorized vendors who perform the testing, surveys, part-time salaries, purchase of testing equipment and any other expenses necessary for the administration of this program</td>
<td>No restrictions or conditions</td>
<td>Any balance in excess of $100,000 will be transferred to the general fund at fiscal year-end; all balances up to $100,000 will carry forward and be available for appropriation in subsequent fiscal years</td>
<td>Fiscal Year 2019 and subsequent years</td>
</tr>
<tr>
<td>B-line Local Minibus</td>
<td>Public Works</td>
<td>Bus user fees</td>
<td>Salaries, expenses, contractual services and any other expenses necessary to operate the In-town B-Line bus service</td>
<td>No restrictions or conditions</td>
<td>Fiscal year-end balance carries forward and is available for appropriation in subsequent years</td>
<td>Fiscal Year 2019 and subsequent years</td>
</tr>
<tr>
<td>Grand View Farm</td>
<td>Board of Selectmen</td>
<td>Rental fees received for use of Grandview Farm/Marion Tavern Facility</td>
<td>Expenses related to the operations of the Grand View Farm/Marion Tavern Facility and grounds including but not limited to maintenance and repairs, utilities, furniture &amp; fixtures, custodial overtime, capital improvements, and any other expenses related thereto</td>
<td>No restrictions or conditions</td>
<td>Fiscal year-end balance carries forward and is available for appropriation in subsequent years</td>
<td>Fiscal Year 2019 and subsequent years</td>
</tr>
<tr>
<td>Nursing Programs &amp; Services</td>
<td>Board of Health</td>
<td>Fees charged for screenings &amp; Medicare / Insurance reimbursements</td>
<td>Expenses related to medical equipment and supplies, immunizations, health fairs, educational materials, emergency</td>
<td>No restrictions or conditions</td>
<td>Beginning on 6/30/18, any balance in excess of $45,000 will be transferred to the general fund at fiscal year-end; all balances up to $45,000</td>
<td>Fiscal Year 2019 and subsequent years</td>
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<td>Fund Revolving Account</td>
<td>Fund Revolving Account</td>
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<td><strong>A</strong> Revolving Fund</td>
<td><strong>B</strong> Department, Board, Committee, Agency or Officer Authorized to Spend from Fund</td>
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<td></td>
<td><strong>C</strong> Fees, Charges or Other Receipts Credited to Fund</td>
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<td><strong>D</strong> Program or Activity Expenses Payable from Fund</td>
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<td><strong>E</strong> Restrictions or Conditions on Expenses Payable from Fund</td>
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<td><strong>F</strong> Other Requirements/Reports</td>
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<td></td>
<td><strong>G</strong> Fiscal Years</td>
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<td>Revolving Fund</td>
<td>Department, Board, Committee, Agency or Officer Authorized to Spend from Fund</td>
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<td>Fees, Charges or Other Receipts Credited to Fund</td>
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<td>Program or Activity Expenses Payable from Fund</td>
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<tr>
<td>Plan Imaging &amp; Property File Documents</td>
<td>Building Department</td>
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<td></td>
<td>2% of Building Department Fees (Not to exceed $20,000 annually)</td>
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<td></td>
<td>Archival Imaging of building permit drawings and specifications, and property file documents, and any other costs related to the administration of this program</td>
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<td></td>
<td>No restrictions or conditions</td>
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<td>Fiscal year-end balance carries forward and is available for appropriation in subsequent years</td>
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<td>Fiscal Year 2019 and subsequent years</td>
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<tr>
<td>Sale of Recyclable Materials, Trash Bags and Toters</td>
<td>Board of Selectmen</td>
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<td></td>
<td>Receipts from the sale of all recyclable material, trash bags and rental of second totes</td>
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<td></td>
<td>Expenses to offset the cost of curbside trash &amp; recycling collection, disposal of solid waste, replacement totes, and any other costs associated with the administration of the trash and recycling program</td>
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<td>No restrictions or conditions</td>
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<td>Fiscal year-end balance carries forward and is available for appropriation in subsequent years</td>
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<td>Fiscal Year 2019 and subsequent years</td>
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<tr>
<td>Sealer of Weights &amp; Measures</td>
<td>Board of Selectmen</td>
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<td></td>
<td>Fees charged for testing of Weights &amp; Measures devices</td>
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<td></td>
<td>Part time salaries, contracted services, and any other costs associated with the administration of the Weights &amp; Measures Testing Program</td>
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<td>No restrictions or conditions</td>
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<td>Any balance in excess of $20,000 will be transferred to the general fund at fiscal year-end; all balances up to $23,000 will carry forward and be available for appropriation in subsequent fiscal years</td>
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<td>Fiscal Year 2019 and subsequent years</td>
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<tr>
<td>Ice Palace Improvement &amp; Maintenance</td>
<td>Board of Selectmen</td>
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<td>Any revenue received in conjunction with the lease of the Ice Palace</td>
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<td></td>
<td>Any repairs, maintenance, capital improvements, or other expenses associated with the ice</td>
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<td>No restrictions or conditions</td>
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<td>Fiscal Year 2019 and subsequent years</td>
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</tbody>
</table>

4. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
<table>
<thead>
<tr>
<th>Revolving Fund</th>
<th>Fees, Charges or Other Receipts Credited to Fund</th>
<th>Program or Activity Expenses Payable from Fund</th>
<th>Restrictions or Conditions on Expenses Payable from Fund</th>
<th>Other Requirements/Reports</th>
<th>Fiscal Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meadowbrook School Maintenance &amp; Improvement</td>
<td>Facility</td>
<td>Palace facility and grounds including debt service related thereto</td>
<td>No restrictions or conditions</td>
<td>Fiscal year-end balance carries forward and is available for appropriation in subsequent years</td>
<td>Fiscal Year 2019 and subsequent years</td>
</tr>
</tbody>
</table>

### About Revolving Funds:

A departmental revolving fund is an accounting mechanism where fees and charges for providing a specific service or program are segregated and available to fund the expenses of that specific program. Town Meeting votes an expenditure limit which sets the maximum amount a department can expend without further Town Meeting approval. However, the amount expended will always be limited to the revenue collected (plus any funds accumulated from previous years). Revolving fund revenues and expenditures are administered in the same manner as all other town funds; revenues are deposited through the Treasurer’s Office to a Town bank account, and expenditures are approved by the department head and forwarded to Accounting to be placed on a payment warrant. This bylaw applies specifically to revolving funds authorized under M.G.L. Ch. 44 Sec. 53E½ and listed in the warrant. The Town and School Departments have other revolving funds authorized under different chapters of law that do not require Town Meeting action.

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5. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
Town of Burlington
Capital Request Form

Requesting Department:
122-Selectmen/Administrator

Request Title:
Town Common 9/11 Memorial Improvements

Project Description:
The Board of Selectmen is requesting these funds to make various improvements to the Town Common 9/11 Memorial. Those improvements will include: patio pavers in a half circle, with two sitting walls on each side, along with a opening in the middle. (Rendering attached).

This request is:
- [ ] New
- [ ] Continuation of Prior Request/Project Phase

Estimated Project Cost:
$25,000

Proposed Funding Source:
Free Cash

Estimated Useful Life:

Priority Ranking:
- Select-

Purpose/Benefit/Impact

The purpose of this request is to make improvements to the memorial that will make it a more inviting and comfortable space for the public to come and reflect.

if Postponed:

Alternatives Considered:
N/A

Project Timeline:
Summer 2020

For Vehicles or Equipment:
- [ ] Repair
- [ ] Replacement
- [ ] New/Additional

This request is for a:

Make/Model:
Year:
ID#:
Town of Burlington
Capital Request Form

Requesting Department: 161-Town Clerk

Request Title: Election Equipment

Project Description: This is replace the current election equipment that was originally purchased in 2007 with one replacement scanner in 2012.

This request is: ○ New ○ Continuation of Prior Request/Project Phase

Estimated Project Cost: $60,000

Proposed Funding Source: Free Cash

Estimated Useful Life: 10 -15 years

Priority Ranking: High-health, safety and/or legal requirement

Purpose/Benefit/Impact if Postponed: Updated equipment with newer technology that if postponed could cause our equipment to not be acceptable for future elections.

Alternatives Considered: 2 systems are certified by the state and we have to choose from them. See enclosed brochures for the 2 certified systems.

Project Timeline: 2-3 months

For Vehicles or Equipment: ○ Repair ○ Replacement ○ New/Additional

This request is for a:  

Make/Model:
Year:
ID#:  

8. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
DS200 Key Features

The DS200 is a precinct-based scanner and vote tabulator equipped with the latest in ES&S patented technology. Fully certified and compliant with EAC guidelines, the DS200 enhances the voting experience for voters and election officials alike. Our patented IMR® and PTRAC® technology ensures even the most poorly marked ballots are read accurately and consistently — protecting voter intent. All of this is designed to make everyone's job easier.

ACCURATE

The DS200 combines the ES&S-patented Intelligent Mark Recognition (IMR®) and patented Positive Target Recognition & Alignment Compensation (PTRAC®) systems to accurately track and pinpoint target locations. This technology accommodates ballots inserted at angles or with erroneous marks to uphold voter intent. This precision improves the reliability of elections.

SECURE

Like all ES&S tabulation equipment, the DS200 includes physical security features such as locking panels and security seals to secure sensitive components and election files, and a key-locked case for transport and shipping. The DS200 operating system controls, limits and detects unauthorized access to all critical data. The system also includes safeguards, such as data encryption and digital signatures, that help protect sensitive data and verify authenticity, including certification of all firmware.

RELIABLE

Having both battery backup and thermal paper means you never have to worry about power outages or printer ink.

COMPATIBLE

Works in conjunction with:
- ExpressVote® Universal Voting System
- DS450® High-Throughput Scanner & Tabulator
- DS850® High-Speed Scanner & Tabulator
- Electionware® Election Management Software
- AutoMARK® Ballot Marking Device
- Election Reporting Manager®

COMPREHENSIVE

- Primary data storage device
- Backup data storage

9, BACKUP Town Meeting Warrant, May 11, 2020 Postponed to June 10, 2020
DS200®
Precinct Scanner & Tabulator

Protective Cover
Cover has heavy-duty rubber seal to shelter DS200 from elements during transport.

Easy to Set Up
Lid-up, power-on approach allows poll workers to easily open polls.

Touch Screen and Display
Provides voters with instructions and immediate feedback. Tension bearings hold screen in place for custom positioning.

Ballot/Card Slot
Voters cast both ballots and vote summary cards here; accommodates up to 19-inch ballots.

Auxiliary Ballot Compartment

Main Ballot Compartment
Easy, hassle-free storage of up to 2,500 ballots.

The number of 14-inch flat ballots processed per minute
Dominion's ImageCast Precinct is the most tried and proven tabulation equipment in the industry, backed by our dedicated service team.

ImageCast Precinct
Optical Scan Tabulator:
Reliable & Versatile

- Over 100,000 units deployed worldwide
- Lightweight, easy to store, carry & set-up
- Optional ADA compliant configuration
- Can read ballots up to 30 inches

UP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020

888.LHS.VOTE info@lhsassociates.com
Town of Burlington
Capital Request Form

FY 2021

Requesting Department: 210-Police

Request Title: Ballistic vests and carriers

Project Description: The ballistic vest program is a reimbursement program offered through the State of Massachusetts in partnership with the Department of Justice. Expended funds for this warrant article will be reimbursed to the town at a rate to be determined after the grant money is awarded in April 2020. During our last reimbursement period in FY2016, we received approximately 50% reimbursement. At present, 86 vests need to be acquired during this fiscal year.

This request is:

- [ ] New
- [ ] Continuation of Prior Request/Project Phase

Estimated Project Cost: $89,580

Proposed Funding Source: Free Cash

Estimated Useful Life: 5 years

Priority Ranking: High-health, safety and/or legal requirement

Purpose/Benefit/Impact if Postponed: The primary purpose of a ballistic vest is to provide protection and safety to police officers. This item is a personally worn ballistic vest that covers the torso of the officer from various potential harms; including but not limited to injuries caused by firearms. Ballistic vests are mandatory wear items within the policies and procedures of the police department. Any delay in replacing these vests could result in serious bodily injury or death.

Alternatives Considered: None

Project Timeline: The new vests will be ordered at the start of the fiscal year.

For Vehicles or Equipment:

- [ ] Repair
- [ ] Replacement
- [ ] New/Additional

This request is for a:

Make/Model:
Year:
ID#:

13. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020

Rev. 10/19
Bulletproof Vest Partnership

Notice: Critical Program Information (Click here.)

Overview

The Bulletproof Vest Partnership (BVP), created by the Bulletproof Vest Partnership Grant Act of 1998 is a unique U.S. Department of Justice initiative designed to provide a critical resource to state and local law enforcement.

ONE MILLION VESTS: Since 1999, the BVP program has awarded more than 13,000 jurisdictions a total of $467 million in federal funds for the purchase of over one million vests (1,349,813) as of January 2019.

NEW: The Fiscal Year 2019 BVP awards have been announced. See the complete list of FY 2019 BVP awards.

Documentation Requirement: Grantees are required to keep documentation to support the BVP vest application and payment requests for at least a three year period.

Other Federal Funds: Justice Assistance Grant (JAG) funds or other federal funding sources
may not be used to pay for that portion of the bullet proof vest (50%) that is not covered by BVP funds. JAG or other federal funds may be used to purchase vests for an agency, but they may not be used as the 50% match for BVP purposes.

**Uniquely Fitted Armor Vest Requirement** - Jurisdictions receiving funding for reimbursement of body armor purchases must have in place a uniquely fitted vest requirement when the FY 2019 BVP applications are submitted.

In the BVP Program, "uniquely fitted vests" means protective (ballistic or stab-resistant) armor vests that conform to the individual wearer to provide the best possible fit and coverage, through a combination of: 1) correctly-sized panels and carrier, determined through appropriate measurement, and 2) properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features. The requirement that body armor be "uniquely fitted" does not necessarily require body armor that is individually manufactured based on the measurements of an individual wearer. In support of the Office of Justice Programs' efforts to improve officer safety, the American Society for Testing and Materials (ASTM) International has made available the *Standard Practice for Body Armor Wearer Measurement and Fitting of Armor (Active Standard ASTM E3003)* available at no cost. The *Personal Armor Fit Assessment checklist*, is excerpted from ASTM E3003.

In addition, a certification section has been added to the 2019 application (in the BVP system) stating the jurisdictions and law enforcement agency are aware of and will comply with this requirement.

**NEW! UPDATED Mandatory Wear FAQs**

Following two years of declining law enforcement officer line-of-duty deaths, the country realized a dramatic 37 percent increase in officer deaths in 2010. Fifty-nine of the 160 officers killed in 2010 were shot during violent encounters; a 20 percent increase over 2009 numbers. The U.S. Department of Justice is committed to improving officer safety and has undertaken research to review and analyze violent encounters and law enforcement officer deaths and injuries. Due to the increase in the number of law enforcement officer deaths, coupled with our renewed efforts to improve officer safety, beginning with FY 2011, in order to receive BVP funds, jurisdictions must certify, during the application process, that all law enforcement agencies benefiting from the BVP Program have a written "mandatory wear" policy in effect. This policy must be in place for at least all uniformed officers before any FY 2011 funding can be used by the agency. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. BJA strongly
encourages agencies to consult the International Association of Chiefs of Police's Model Policy on Body Armor and to strongly consider all recommendations within that policy. This policy change was announced in October 2010 by Attorney General Holder after consulting with and receiving input from the law enforcement community.

The IACP has very generously provided both its Body Armor Model Policy and position paper to the BVP program. In order to obtain a copy of the Model Policy and position paper, jurisdictions must be registered with the BVP program. To obtain a copy of the Model Policy, contact the BVP Customer Support Center at 1-877-758-3787 or email vests@usdoj.gov.

For additional information regarding this new BVP program requirement, click here.

**NIJ Advisory and Safety Notices**

**Current National Institute of Justice Body Armor Standard 0101.06**

- **NIJ Certification Mark**
- **NIJ Body Armor Standard 0101.06 Vest List**
- **NIJ Selection and Application Guide 0101.06 to Ballistic-Resistant Body Armor**

6-18-19: NIJ Advisory Notice:
- **Power Hit S.A. de C.V. model – PHXP**

6-3-19: NIJ Advisory Notice:
- **Hesco model – 3610**

3-25-19: NIJ Advisory Notice
- **Arsenal Industries Panama Inc. model – GR-102**

2-27-19: NIJ Advisory Notice
- **Craig International Ballistics, model CIB-XP-IIIA**

12-10-18: NIJ Advisory Notice
- **NIJ Advisory Notice Hardwire, LLC model – HW-LWP-III**

11-29-18: NIJ Safety Notice #01-2018:

16. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020

https://www.ojp.gov/program/bulletproof-vest-partnership/overview
Frequently Asked Questions - Bulletproof Vest Partnership Program
Mandatory Wear Requirement

Updated: April 10, 2019

Q. Why is a mandatory wear requirement necessary under the DOJ’s Bulletproof Vest Partnership (BVP) Program?

A. The requirement is intended to ensure the use of body armor to protect law enforcement officers and reduce line-of-duty deaths. This requirement ensures that vests purchased through the BVP program will be used to the maximum benefit in protecting officers. This is particularly important given that many agencies and officers cannot afford the total cost of protective vests and with limited BVP funding BJA has been unable to reimburse the maximum 50 percent for all requested vests.

Q. Isn’t this policy requirement best left to local law enforcement agencies to decide?

A. BJA implemented this policy requirement to reduce line of duty deaths and disabling injuries and to ensure that taxpayer funding, appropriated by Congress specifically for body armor to protect officers, is spent wisely and that the armor is used in the field. This requirement was carefully written to ensure that local law enforcement agencies maintain significant discretion in how this requirement is met locally. There are no requirements regarding the nature of the policy other than it specify when mandatory wear is required for uniformed officers on duty.

Q. Does this requirement pertain to all DOJ funding that may be used for body armor?

A. This requirement is specific to the Bulletproof Vest Partnership Program and the Justice Assistance Grant Program (JAG) administered by BJA (JAG FAQs page 10).

Q. When must the policy be in effect?

A. The written mandatory wear policy must be in effect when the jurisdiction submits its application for BVP funds. Each submitting government official will need to electronically certify during the application process that it has a written mandatory wear policy for all uniformed law enforcement officers. The policy will need to be submitted with the BVP application and said policy will be subject to random review and verification. In order to meet the requirement of the BVP program, the policy must bear the date that the policy was enacted and be signed by the CEO or the authorized representative of the requesting agency/jurisdiction.

Q. How long after receiving funding must jurisdictions maintain the mandatory wear policy?

A. An agency’s written mandatory wear policy must be active for the life of the vests purchased with BVP program funds (dependent upon the grantee’s vest replacement cycle that is usually 4-5 years). If at any time the agency modifies the policy after submitting it to the BVP program, the revised policy must be submitted to the BVP program (via the BVP Helpdesk email or during an application for funding) for compliance review. Failure to maintain a mandatory wear policy during the vest replacement cycle may result in a withholding of any funds remaining in the jurisdiction’s BVP account and/or a return of all funds dispersed to the jurisdiction since the submission of the mandatory wear policy.

Q. What is meant precisely by "while engaged in patrol or field operations"? Who does that cover?

A. BJA recognizes that some officers in uniform assignments may not always be in situations or environments where they are at risk of violent encounters. The BVP requirement will not expand beyond this language and local agencies may decide how they wish to implement the mandatory wear requirement within their agency. BJA takes no position on agency interpretations so long as the local
policy does not serve to eliminate the requirement altogether for all officers. However, please note that a policy that allows for vests to be “readily available” for all officers does not constitute a mandatory wear policy.

Q. Can a Chief/Commander have authority to grant exceptions to mandatory wear policy within the agency?
A. Yes, agencies can provide exceptions for individuals, assignments, organizational units, climate-related situations and other factors that may be determined necessary at the local level.

Q. Does this apply to officers who are uniformed but are in administrative or support positions that do not regularly engage in police action?
A. Local agencies may decide what, if any, exceptions should be in place within the mandatory wear policy for uniformed officers.

Q. Can an agency exempt an officer for documented medical reasons?
A. Yes; however, the agency should maintain records regarding the exemption.

Q. If an officer is injured/killed in the line of duty and was NOT wearing a vest as required by policy, would they risk losing federal benefits?
A. No blanket policy or automatic disqualification shall be implemented regarding this policy and its effects on federal death, disability, or educational benefits through the Public Safety Officers Benefits Program (PSOB).

Q. Does the requirement pertain to correctional agencies and other law enforcement agencies that do not have a traditional “street patrol” function or that have uniformed officers in specialized non-“street patrol” functions, such as jails, civil process service, school resource, or security?
A. The mandatory wear requirement applies to all agencies that apply for funding through the BVP program; however, agencies have discretion in determining which types of specialized functions may be exempted from the mandatory wear requirement or how this would be done.

Q. Where can I get a copy of a sample model policy?
A. Law enforcement agency administrators and jurisdiction CEOs can obtain a copy of the Body Armor Model Policy and Issues Paper (developed by the International Association of Chiefs of Police) by contacting the BVP Help Desk at 1-877-758-3787 or by email at vesta@usdoj.gov.
BURLINGTON POLICE DEPARTMENT

BULLETPROOF VESTS
ADM-027

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<th>Adopted</th>
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Approved by Chief of Police:

Michael R. Kent
GENERAL CONSIDERATIONS AND GUIDELINES

Soft, concealable body armor is designed to protect the wearer against projectiles fired by most handguns and shotguns. Its effectiveness depends upon the protection rating. Soft body armor is not designed to protect the wearer from medium to high powered rifle projectiles. Heavier body armor made of ceramic plates may protect against multiple impacts from rifle fire, but it is generally too heavy and inflexible to be worn during normal patrol duties and is generally relegated to special operations.

Soft body armor may protect against improvised weapons, such as broken bottles, but is usually not effective against knives or ice picks unless it is designed, manufactured and rated as such. Sharp, pointed instruments used in a stabbing motion may penetrate body armor and could deliver a fatal injury. Slashing knife attacks may be resisted.

While body armor provides a significant level of protection, it is not a substitute for the observance of officer safety procedures and sound tactics. The purpose of this policy is to provide law enforcement officers with guidelines for the proper use and care of body armor.

I. POLICY:

It is the policy of this department to:

A. Maximize the officer protection available through the use of body armor in combination with prescribed safety procedures; and

B. Require that officers wear concealable, soft body armor while engaged in field activities while on duty;

C. Comply with the requirements of the U.S. Department of Justice requirements associated with the Bulletproof Vest Program (BVP), specifically; that agencies participating in the BVP have a mandatory wear policy in effect at the time funding is applied for; and

D. Nothing in, or any requirement of, this policy shall in any way serve as the basis for denying an officer his rights and benefits in accordance with MGL Chapter 41 Section 111F or MGL Chapter 32, nor shall any Federal benefit or entitlement be denied.

II. DEFINITIONS:

A. **Field Activities**: Duty assignments and/or tasks that place or could reasonably be expected to place officers in situations where they would be required to act in an enforcement rather than administrative or support capacity, typically, but not limited to cruiser patrol.

III. PROCEDURES [41.3.5]

A. Authorized Body Armor and Carriers

1. All body armor and carriers that are agency-issued or authorized shall be the only body armor worn under the terms and conditions of this policy.

2. The body armor must comply with protective and related requirements prescribed under current standards of the National Institute of Justice.
3. Currently, the only authorized outer carrier is the “ig Uniforms” dark navy blue carrier. Any change to the authorized carrier will be communicated to all personnel through an email directive or General Order and reflected from time to time in this policy.

B. Issuance of Body Armor

1. AVAILABILITY OF BODY ARMOR: Regardless of whether or not body armor is worn regularly, each sworn employee shall have body armor available for wear.

   [41.3.5]

2. INITIAL ISSUE: Upon beginning employment with this agency and prior to working in the field, all sworn officers shall be issued concealable, soft body armor.

3. REPLACEMENT ISSUE:
   a. The life expectancy of soft body armor is approximately 5 years.
   b. Body armor that is no longer serviceable due to wear or service-connected damage shall be replaced by the department.

C. Use of Body Armor

1. STUDENT OFFICERS: Body armor shall be worn by recruit officers as specified by the Municipal Police Training Committee or other academy regulations.

2. FIELD OPERATIONS
   a. Uniformed Officers: Officers who are assigned to a uniformed function are required to wear body armor while engaged in field activities, on duty, unless exempt as follows:
      1) When the department determines that circumstances make it inappropriate to mandate wearing body armor; and/or
      2) When an agency-approved physician determines that an officer has a medical condition that would preclude wearing body armor.
      3) While working traffic details; provided such detail has no operational component that would include a safety/protective aspect for the detail officer.

      NOTE: It is highly recommended that officers wear body armor any time they are in uniform and working in any capacity where they are in contact with the public, and if body armor is not worn, officers should have it immediately available, such as in the passenger compartment of their vehicle.

   b. Plain Clothed Officers: Officers who are assigned to a non-uniformed function are strongly recommended to wear body armor while engaged in field activities, while on duty unless exempt as follows:
      1) When the officer is involved in undercover or plain clothes work that his/her supervisor determines could be compromised by wearing body armor;
      2) When the department determines that circumstances make it inappropriate to mandate wearing body armor; or
3) When an agency-approved physician determines that an officer has a medical condition that would preclude wearing body armor.

c. In such instances when body armor is not mandated to be worn while the officer is engaged in field activities, the body armor must be immediately available to the officer, and should generally be carried in the officer’s vehicle with other equipment.

NOTE: The trunk of the vehicle is not considered “immediately available” for purposes of this policy.

d. Plain clothes officers are required to wear body armor during the execution of high risk, pre-planned situations, including but not limited to search warrant executions, drug raids, initial crime scene response to serious crimes in progress, and when serving high risk warrants.

D. Administrative officers

a. Officers assigned to administrative duties are generally not required to wear body armor while performing administrative duties.

b. When administrative officers perform uniformed or non-uniformed field activities, they must comply with body armor wear requirements prescribed for officers involved in field activities.

c. When not being used, body armor must be immediately available to the employee. Body armor may be stored in:
   1) The officer’s work area;
   2) The officer’s locker; or
   3) The officer’s vehicle, but shall not be locked in the trunk.

E. Firearms Training: All employees involved in training which involves handling loaded firearms shall wear body armor during such training.

F. High Risk Situations: The wearing of body armor may be mandated by a supervisor during pre-planned, high risk situations, such as high risk search or arrest warrants or responding to an active shooter. [41.3.6]

G. Inspections of body armor

a. Supervisors shall be responsible for ensuring that body armor is worn and maintained as required by this policy through routine inspections. Additionally, inspections will take place during the spring and fall qualification periods.

b. Cleaning, maintenance and inspection of body armor are the responsibility of the wearer.

H. Care and Maintenance of Body Armor

1. Officers shall routinely inspect personal body armor for signs of damage or wear and for general cleanliness. Unserviceable body armor shall be reported to the wearer’s supervisor immediately through written correspondence.
2. As dirt and perspiration may erode ballistic panels, each officer shall be responsible for cleaning personal body armor in accordance with the manufacturer's instructions.

3. Officers are responsible for the proper storage, maintenance and care of body armor in accordance with manufacturer's instructions.

---

1 The ultimate decision on whether a vest needs to be worn on a detail shall rest with the OIC of the shift on-duty at the start time of the detail.
Model: SA-20009-5MG
Date of Mfg: Sep 2015
Issue Date: Nov 2015
Warranty Period: 3 Years
Manufacture Location: JACKSONVILLE, FL
Lot: 043481
Serial #: 50830490

This model of armor has been determined to comply with NIJ Standard 0101.06 by the NIJ Compliance Testing Program and is listed on the NIJ Compliant Products List.

BALLISTIC PANEL CARE INSTRUCTIONS
* CLEAN WITH A DAMP SPONGE & MILD SOAP
* DO NOT MACHINE WASH OR MACHINE DRY
* DO NOT BLEACH, DRY CLEAN OR IRON

WARNING!
THIS GARMENT IS RATED ONLY FOR THE BALLISTIC THREAT TYPE STATED ABOVE. IT IS NOT INTENDED TO PROTECT AGAINST RIFLE FIRE OR SHARP-EDGED OR POINTED INSTRUMENTS.

For warranty information contact: USA (800) 347-1200
International: 011-904-741-5400

STRIKE FACE – WEAR THIS SIDE AWAY FROM BODY – STRIKE FACE
Town of Burlington  
Capital Request Form  
FY  
2021

Requesting Department: 220-Fire

Request Title: Radio Box Receiving System

Project Description: This project would replace our two Vision 21 Radio Box receivers that were originally installed in our Fire Dispatch Center back in 2008 with two next generation TRX50 radio box receiving systems. The TRX50 radio box system would receive a fire alarm signal from an occupancy that is monitored by a radio box and immediately notify fire personnel through the ringing of station bells.

This request is: ☐ New  ☐ Continuation of Prior Request/Project Phase

Estimated Project Cost: $93,950  
Proposed Funding Source: Free Cash

Estimated Useful Life: Ten to Fifteen years

Priority Ranking: Medium-Replace worn out equipment, project from further deterioration/cost avoidance

Purpose/Benefit/Impact if Postponed: This next generation radio box receiving system will replace equipment that is 12 years old. Over the past two years we have began experiencing mechanical issues with our current Vision 21 receivers which have led to the units being removed from service and repaired. The costs of these repairs is expensive. It is required that two radio box receiving systems are in place and operating in dispatch in the event that one of the units malfunctions.

Alternatives Considered: Continue to pay for costly repairs.

Project Timeline: Once approved, we believe this project can be completed within three months. The equipment will need to be ordered then installed.

For Vehicles or Equipment: ☐ Repair  ☐ Replacement  ☐ New/Additional

This request is for a: Make/Model: Sigcom Vision
Year: 2008
ID#: Two Receivers
Burlington Fire Dept.  
Attn: Chief Mike Patterson  
21 Center Street  
Burlington MA 01803  

Dear Chief Patterson:  

The following proposal is for the next generation TRX 50 radio box receiving system capable of receiving SigCom radio boxes and ringing the house bells as the Vision 21 does now. Your Vision 21 receivers were installed in 2008 and one is starting to require more service due to its age. This is a budgetary quote and you should add 5% per year for manufacturer and labor increases.  

This quote includes two (2) TRX0 servers for redundancy per NFPA 72 requirements and two (2) operator positions. The server equipment will be in a data cabinet mounted in the dispatch area and a small PC and monitor at each operator position. This quote includes all equipment listed and the labor to install, program, test and conduct training. All equipment is listed on the Mass State Bid Contract FIR04.  

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<th>Item Description</th>
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List Price for Equipment: $92,152.00
Less 25% State Bid FIR04 Discount: $23,038.00
Labor to Install, Program, Test and Training: $20,328.00
Total Cost: $89,442.00
Signal Communications

Advanced Solutions for Emergency Centers

For over 35 years, Signal Communication’s emergency reporting and notification systems have been used to protect thousands of buildings and many thousands of people from coast to coast.

Municipalities, government facilities, military bases, college campuses, and other large multi building complexes rely on Sigcom’s systems, products, and people to support their community’s life safety efforts.

TRX50 – Modular, Scalable, Secure

Sigcom’s TRX50 system offers a fully integrated software and hardware platform for monitoring, reporting, and management of major emergencies that endanger people and property. Each system is customized to meet the needs of the community, the local responders, and the central dispatch operation. Options include support for combined hardwire (Telegraph) and radio box networks, ability to manage and dispatch calls at multiple stations in the emergency center, and ability to add integrated wide area mass notification to the platform.

A two level visual dispatch display can include a virtual printer detailing all alarms and trouble activity - eliminating the need for a paper printer.

Supports Existing Telegraph and Managed Transition to Radio

Sigcom TRX50 system is unique in its ability to enable municipalities and others to cost effectively and safely transition to a modern radio network. TRX50 accepts signals from 100 mA Telegraph Boxes and Sigcom Radio Boxes simultaneously. This facilitates a managed switch over on a flexible schedule. TRX50 gives municipalities a solution for service-intensive legacy fire alarm networks that can be implemented at a reasonable pace and cost to ultimately improve public safety.

Sigcom Radio Boxes are the ideal replacement for service-intensive hardwire connected Master boxes like the one shown here.

NFPA 72 Chapters 27 and 26 Approved for Both Public Reporting and Supervising Station

Other systems claim to have NFPA approval, but is it the right NFPA 72 standard for your application? Sigcom’s TRX50 System has been tested and approved to be compliant with the rigorous requirements of both Chapter 27 – Public Emergency Alarm Reporting Systems - and Chapter 26 – Supervising Station Alarm Systems. TRX50 is one of very few systems to be compliant with both Chapter 27 and Chapter 26.
Superior Long Range Radio Technology

At the heart of the TRX50 platform is Sigcom's proven and versatile long range radio communication technology. Sigcom radio networks are installed and maintained by authorized partners and the network is owned and managed by the emergency operation. Sigcom long range radio networks deliver many significant advantages over the alternative radio technology considered for similar applications – Mesh Radio.

Sigcom's Advantages over Mesh Radio

- Mesh Radio not approved for Public Reporting – Mesh Radio systems do not meet the requirements for the only national standard developed for municipal applications - NFPA 72 Chapter 27.
- Much longer range, up to 25 miles per radio. Typical range for a Mesh radio is only 2-5 miles. Mesh Networks require many repeater radios to achieve the same range as Sigcom.
- End to end secure radio communication – no IT support needed. All signals in a Mesh radio system must be converted to internet data. All Mesh systems require at least two Internet connections for compliance and assure signal delivery.
- Two-way command and control. Unlike Mesh radio, Sigcom radio technology enables the dispatch center to control virtually any device or system in any location at any time (e.g. shut down the HVAC system if a fire signal is received).
- Live voice communication over radio network. Using the Sigcom radio network, a dispatcher can pick up a microphone at the TRX50 head end and deliver live messages to all or part of the population at any time.

Scalable to Add Wide Area Mass Notification

TRX50's modular platform is also a perfect solution for military bases, municipalities, and other large complexes that want a comprehensive ability to inform and instruct large populations in many buildings to manage dangerous events in real time. The same long range radio network that delivers emergency signals to and from fire and security alarms can also carry live voice to an array of in-building and outdoor appliances and systems as part of an integrated wide area mass notification system. When integrated with Sigcom's MNS-100 mass notification system, TRX50 meets the stringent requirements of UTC 4-021-01.
Town of Burlington
Capital Request Form

Requesting Department: 220-Fire

Request Title: Administrative Vehicle

Project Description: The Burlington Fire Department is requesting to replace one of the department's seven Administrative Vehicles. The vehicle that would be replaced is currently assigned to our EMS Lieutenant. The total cost of the project would include both the vehicle and mobile radio.

This request is:
- [ ] New
- [ ] Continuation of Prior Request/Project Phase

Estimated Project Cost: $32,000

Estimated Useful Life: Ten Years

Proposed Funding Source: Free Cash

Priority Ranking: Medium-Replace worn out equipment, project from further deterioration/cost avoidance

Purpose/Benefit/Impact if Postponed: This vehicle would replace a 2008 Ford Escape. The 2008 Ford Escape is clearly showing signs of corrosion to the underside of the vehicle. The sub-frame of the vehicle that supports the engine and transmission is severely corroded. Continued corrosion to this sub-frame will result in taking the vehicle permanently out of service.

Alternatives Considered: Don't replace vehicle until it is taken out of service. We would rather prefer to pro-actively replace the vehicle before it is taken out of service.

Project Timeline: Once approved, it is anticipated that the delivery of the new vehicle would be approximately four months.

For Vehicles or Equipment:
- [ ] Repair
- [ ] Replacement
- [ ] New/Additional

This request is for a:

Make/Model: Ford Escape
Year: 2008
ID#: C7

31. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020

Rev. 10/19
**FIRE - Administrative Vehicle**

**ALL-COMM Technologies, Inc.**
5 Whitmore Rd, Revere, MA 02151 P (781) 289-3000 F (781) 289-7300 www.allcomm1.com

**Burlington Fire**
Admin
2/4/2020

<table>
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<tr>
<th>Qty</th>
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<th>Description</th>
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<th>Total Price</th>
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<tbody>
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<td>NX-5800K</td>
<td>UHF 45w Mobile 1024CH 450-520MHz KCH-19 Standard Controlhead</td>
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<td>1</td>
<td>KWD-5100CV</td>
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**Total** $1,543.34

Pricing Per State Contract #FIR04
Purchase Order Made out to:
ALL-COMM Technologies Inc.
5 Whitmore Road
Revere, MA 02151
Allow 2-3 Weeks for Delivery

32. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
## FIRE - Administrative Vehicle

**Burlington, Town of**

- Contact Name: Michael Patterson, Chief of Department
- Company/Dept: Burlington Fire Department
- Street Address: 21 Center Street
- City, State, Zip: Burlington MA 01803
- Phone: 781-270-1925
- E-Mail: mpatterson@burlington.org

### CONTRACT LINE REFERENCE

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<th>LINE DESCRIPTION</th>
<th>UNIT PRICE</th>
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<td><strong>U9G / 200a</strong> <strong>(Fleet) 2020 Ford Escape (U9G) SE AWD</strong></td>
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<td>D4 <strong>Exterior 1:Rapid Red Metallic Tinted Clearcoat</strong></td>
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<td>4H <strong>Interior:Dark Earth Gray, Heated Unique Cloth Front Bucket Seats</strong></td>
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<td>99D <strong>Engine: 1.5L EcoBoost</strong></td>
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<td>-</td>
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<td>448 <strong>Transmission: 8-Speed Automatic</strong></td>
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**Cost per Unit:** $ 29,210.85

**Quantity:** 1.00

**TOTAL:** $ 29,210.85

---

**TERMS AND CONDITIONS**

*This quote is valid for 60 days from the date of quote. Any purchase orders or approved quotes received outside of the 60 day quote period may be subject to price adjustments. By signing this quote, the customer is agreeing to pay, in full, for all items listed above. Any requests for changes, modifications, replacements, removals or additional items @MHQ will *not* be honored after date posted.*
M.G.L. c. 30B applies to the procurement of all commodities quoted. Contract items have been collectively purchased pursuant to M.G.L. c.30B sec 1c and M.G.L. c.7 sec 22B. The government body is responsible to determine the applicability of M.G.L. c.30B to off contract items, but not to the extent that contracts which are not properly procured under M.G.L. c.30B sec 1c and M.G.L. c.7 sec 22A (purchases from a vendor on contract with the Commonwealth), other contracts procured under M.G.L. c.30B sec 1c and M.G.L. c.30B contract between the vendor and the jurisdiction. All off contract items must be procured under M.G.L. c. 30B.

The terms and conditions stated herein and the provisions of any agreement between MHQ and Buyer, if applicable, shall constitute the complete and only terms and conditions applicable to any and all purchases by Buyer from MHQ. Any additional and/or different terms and/or conditions printed anywhere including on, or with, Buyer’s order shall be inapplicable in regard to any purchase by Buyer from MHQ.

ORDER ACKNOWLEDGEMENT

By signing this document you are agreeing to the above terms and conditions of this order from MHQ, Inc.

PRINT NAME

TITLE

SIGNATURE

DATE

Quote provided by Steven Anderson, Account Manager at MHQ - Public Safety Team Member
(508) 573-2677 or sanderson@mhq.com
RECREATION – Parks and Outdoor Master Plan

Town of Burlington
Capital Request Form

2021

Requesting Department: 630-Recreation: Director

Request Title: Parks & Outdoor Facilities Master Plan

Project Description: The document will allow us to adopt an implementation strategy and establish capital budgets to provide meaningful improvements to park and recreation facilities. The last parks and outdoor facilities master plan completed for the department was in 2000. This plan will incorporate ideas presented in or Needs Assessment, the Open Space and Recreation Plan and through staff feedback to guide the department for the next 20 years.

This request is: ☐ New  ☐ Continuation of Prior Request/Project Phase

Estimated Project Cost: $40,000

Estimated Useful Life: 20 years

Priority Ranking: Low-New or expanded services

Purpose/Benefit/Impact if Postponed:

Alternatives Considered:

Project Timeline: Summer 2020

For Vehicles or Equipment:

☐ Repair  ☐ Replacement  ☐ New/Additional

This request is for a:

35. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020

Rev. 10/19
Greetings,

The Burlington Parks & Recreation Department is asking for your support to update our Long Range Plan for Outdoor Recreation Facilities. The current plan was completed in 2000 and includes 18 recreational facilities in Burlington, encompassing parks, playgrounds, athletic fields and school athletic fields. The plan has been used to update our parks and outdoor facilities but has become outdated at this time.

In recent years we have undertaken a Needs Assessment by the University of New Hampshire, Recreation Management and Policy Department and participated in the update of the Town’s Open Space and Recreation Plan (OSRP). Through both of these endeavor’s feedback was provided by community members that included suggestions for outdoor facilities. As a department we refer to and utilize information from the 2018 Needs Assessment and 2019 OSRP to guide us as we make improvements to programming and facilities. Proof of this is in our increased Therapeutic Recreation offerings, improved field maintenance program and continued diversification of our recreation programs.

The update of the Long Range Plan for Outdoor Recreation Facilities will take the information gathered in the Needs Assessment and OSRP, regarding outdoor facilities, along with feedback from the staff and Recreation Commission and provide cost estimates for the improvements. With the new Parks & Recreation Maintenance facility underway, the updated plan will also focus on the future use of the Overlook Park property. Finally, the report will look at the accessibility of our parks and provide us with estimates to make improvements.

As we begin a new decade that is sure to present a number of challenges, both environmentally and financially, we ask for your support to fund the Long Range Plan for Outdoor Recreation Facilities. The updated plan will be used as a guiding tool as we look to improve our outdoor facilities for the next 20 years. Thank you in advance for your support of our request.

Sincerely,

[Signature]

Brendan Egan, Director
Burlington Parks & Recreation Department
January 30, 2020

Brendan Egan, Director
Burlington Parks and Recreation
61 Center Street
Burlington, MA 01803

Re: Town-wide Parks and Recreation Master Plan

Dear Mr. Egan:

It was great to meet with you and Kelly to discuss town-wide parks and recreation master planning needs. We are pleased to submit the following scope of services to complete a community-wide park master planning effort in Burlington. Work would be completed by Weston & Sampson's sports & recreation project team. We have included information related to a suggested fee schedule and a suggested project timeline. The outgrowth of this planning effort would be the preparation of a Master Plan Report which summarizes all findings using narratives, photographs, aerial images, concept plan diagrams, cost estimates and other means.

The Master Plan Report will leave the community well positioned to begin implementation of meaningful park improvements that yield high levels of performance and increased enjoyment for all user groups.

We will work diligently to complete the study as indicated. We understand that there is a strong desire to push all study efforts forward in order to adopt an implementation strategy and establish capital budgets to provide meaningful improvements to park and recreation facilities. With our multi-disciplinary approach, we are very accomplished at conducting comprehensive planning initiatives within desired timeframes.

Our park and athletic facility professionals stay current with the recent trends and standards in public park design, and corresponding codes and ADA requirements and we are continually assisting communities with critical capital improvements decisions. We are in-tune with the risks associated with deficiencies of aging park infrastructure. With expertise in establishing a needs-based approach, we are also well positioned to assist the town with prioritizing all improvements.
Basic Project Goals

We have summarized the primary goals of this park planning initiative as follows:

- Complete an inventory and analysis of existing park, recreation and school assets
- Present information to designated work groups, committees, boards and other entities as desired
- Identify a plan for upgrading facilities and/or building new facilities to meet community needs, safety requirements and gender equity
- Outline a potential implementation process to include funding and phasing strategies

To promote opportunities for residents to maintain active and healthy lifestyles, communities across New England are seeking to provide high-quality park and recreation venues. The Town of Burlington maintains a series of park and recreation facilities at numerous properties. These facilities are intended to support the many school-based and community-based sports and recreation organizations and programs in town.

The park and recreation properties to be analyzed shall include the following:

- Recreation Center
- Simonds Park
- Rahannis Park
- TRW Park
- Wildwood Park
- Overlook Park
- Wildmere Playground
- Pathwoods Tot Lot
- Town Common
- Marvin Field
- Rotary Field
- Regan Park
- Veterans Park
- Other properties (TBD)

The school properties to be considered include:

- Burlington High School
- Marshall Simonds Middle School
- Fox Hill School
- Pine Glen School
- Memorial School
- Francis Wyman School

As demand for available recreational resources increases, pressures mount to establish and maintain playing venues and other recreation resources in good condition, and to offer facilities to support the desired level of use and gender equity. In the following scope of services, we have identified our strategy related to the completion of the parks and recreation master plan.

Scope of Services | Parks and Recreation Master Plan

1. Field Reconnaissance + Compilation of Mapping

Weston & Sampson will conduct field visits and field reconnaissance efforts to inventory and document the condition of all listed existing park and recreation facilities, as well as other identified town-owned land with the assistance of town forces. We will visually inspect and report on various facilities, including all rectangular-shaped and baseball-configured field playing venues; courts; playgrounds; ancillary facilities (e.g., fence systems, backstops, clubhouses/restrooms, shade shelters, player’s benches, bases, goals, etc.), areas immediately surrounding fields; drainage; lighting; irrigation systems (as appropriate); and other site elements that are integral to the properties. We will also examine and report on surrounding neighborhood characteristics, parking, access and circulation systems, accessibility, and aesthetics. We will present our findings in both narrative and plan graphic formats.

During this time, we will also work with town representatives to compile site information and mapping suitable for use during the planning process and for use in the preparation of conceptual improvement plan diagrams. For this purpose, we anticipate making use of town-wide and State Geographic Information System (GIS) mapping.
and various other surveys/plans specifically related to the sites that may be on file with various town departments.

During this stage, we will review mapping related to soils and sensitive environmental receptors and be prepared to report on how this might affect the potential refurbishment of existing facilities or new development within those properties.

2. Conduct Working Sessions and Public Information Meetings

Weston & Sampson will collaborate with the town and be available to lead/moderate discussions at several anticipated and suggested meetings as follows:

Project Kick-Off Meeting – We will attend a Kick-Off Meeting with Burlington’s designated core project team (i.e., workgroup) to outline the project goals and objectives, responsibilities, public information approaches, and project timelines.

Progress Updates/Working Sessions – The purpose of these meetings will be to review various project findings and receive feedback and direction. We anticipate three meetings of this type.

General Community Meeting 1 – Based on our experience with similar master planning endeavors, we suggest that a general public meeting should be held to summarize all project findings, present potential facility improvement concepts, and begin to build support to fund the necessary improvements.

Engaging a wide cross section of the population is important to the success of the park planning process as it provides the opportunity to build a solid support network that will be instrumental in garnering the renovation funds needed to upgrade the venues in a way that project proponents envision.

The cutgrowth of the work of this phase will be the development of a single field user matrix that identifies user groups, activity types, user age/gender, usage seasons, number of players, and number of games per season, etc. Based on anecdotal data, we will also attempt to identify tendencies for growth or contraction of the various park and recreation user groups over the next 5 to 10 years.

General Community Meeting 2 – The conclusion of the public outreach portion of the project will include the presentation of a final preferred Master Plan (described below under Phase 5) to designated entities. The final Master Plan will represent the strategic plan that identifies the approach to achieving higher performing facilities that meet the needs of a growing user base.

3. Parks + Recreation Needs Assessment (limited refinement only)

Weston & Sampson will review and refine (if needed) the current Recreation and Parks Needs Assessment. The needs assessment typically identifies the most pressing needs of the community in order to assess the best use of each property. It will summarize and synthesize information previously compiled through the completion of the Open Space and Recreation Plan, 2018 needs assessment and new information gathered as part of this process and informed by:

- New information gathered at meetings
- Continued advice and information from town staff members responsible for the maintenance and operation of park, recreation and school facilities
- Previous studies and findings (as referenced)
- Analysis and inventory of existing facilities and conditions throughout the Burlington Parks and Recreation system

The inspections of each park, recreation and school venue in town will help inform the work performed under this phase. The physical condition of a facility can often be a strong indicator of the degree of use (or overuse), especially in a community like Burlington where significant resources are expended to achieve quality conditions. Extensive wear-and-tear exhibited at a field or park identifies a need, whether it is a need for additional facilities
to accommodate the sheer number of users or a need for properly constructed and maintained fields and parks. The needs assessment will identify facilities the town lacks or has in excess.

4. Preliminary Master Plan

Based on information obtained during prior phases of work, Weston & Sampson will prepare narratives and support graphics that summarize our initial findings. To this end, we anticipate making use of plans, diagrams, and other illustrative graphics that will begin to communicate results. In addition, we will address field conditions, limitations, opportunities, and improvement options. We will also begin to identify basic cost considerations for all potential improvements, and we will be prepared to discuss potential phasing strategies as part of the preliminary planning effort.

Illustrative graphics showing proposed improvements to Emery Field, Frisbee Field and Kittery Community Center, and Shapleigh School from our recently completed Kittery Maine Town-wide Master Plan.

There is a great opportunity to develop a master plan that establish a meaningful series of public improvements to create high performing park and recreation facilities that serve the needs of youth organizations, school community and Burlington residents at large. A partial list of site and facility opportunities to be explored during the planning process includes:

- Evaluating the overall park and recreation facility design, configuration, and orientation to best meet the needs of current and future user groups
- Reviewing options to improve vehicular access and parking
- Reviewing opportunities for improved pedestrian circulation, improved ADA compliance, and upgraded park aesthetics
- Identifying opportunities to design new facilities in a manner that recognizes the town's capacity to fund and then maintain them
- Considering other town properties and assets to solve certain shortages in order to reduce the burden created by overuse
- Considering the anticipated growth in school, youth, and community programming in order to determine future requirements

As part of the work for this task, Weston & Sampson shall prepare a variety of options to address the town's existing and future park and recreation needs. Options may include:

- Options for more efficient layout and complementary use
- Expanded/reduced facility use
- Cost-efficient recommendations for operation and maintenance
- Physical layout and construction improvements to address needs

5. Prepare Final Master Plan

Final master plan efforts are to include all elements described above, revised in order to meet confirmed town, school, and community stakeholder priorities and preferences. The final master plan will identify probable construction costs for budget considerations (related to the agreed-upon range of physical property
Improvements and operations/keep. We will also identify potential funding sources, improvement phasing, and implementation strategies at this time.

Weston & Sampson will prepare and publish a final report that describes all findings, meeting results, existing condition observations, and master plan recommendations. This document will be suitable for adoption by various town boards and committees, as appropriate. Our team will provide this final report in hardcopy and electronic formats and make it available for posting on the Town of Burlington's website.

In the final report, we will include illustrative graphics (like the plan excerpt shown below) for use in communicating the essence of potential field improvements in a compelling and concise manner suitable for a non-technical audience. It is important to note that this type of imagery will continue to be of use in the future as support is garnered for various implementation phases.

**TOM NEVERS PARK | SCHEME 2**

![Illustrative graphic example of a park concept diagram from a similar study](image)

**Project Schedule**

For your consideration, we have identified the following schedule and can adjust it to best meet community needs.

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<th>Work Task</th>
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<tr>
<td>Project Start Date / Kick-off Meeting</td>
<td>Week 1</td>
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<tr>
<td>1. Field Reconnaissance + Compilation of Mapping</td>
<td>Week 2 thru 6</td>
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<tr>
<td>2. Conduct Working Sessions and Public Information Meeting(s)</td>
<td>Week 2 thru 16</td>
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<tr>
<td>3. Parks + Recreation Needs Assessment (limited refinement only)</td>
<td>Week 8 thru 12</td>
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<tr>
<td>4. Preliminary Master Plan</td>
<td>Week 10 thru 14</td>
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<tr>
<td>5. Final Master Plan</td>
<td>Week 14 thru 18</td>
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(*) Meetings are anticipated to run throughout the project period.
Fee Schedule

For your consideration, we have identified the following fee schedule to complete the work described herein.

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<th>Cost</th>
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Please contact our office with any questions pertaining to this letter proposal. If needed, we can meet with you to discuss the above approach, scope and fee. We are available to commence work immediately upon your direction. Thank you for the opportunity to be of service to the Town of Burlington.

Yours very truly,

WESTON & SAMPSON

Eugene R. Bolinger, RLA
Vice President
**Town of Burlington**
*Capital Request Form*

- **Requesting Department:** 631-Recreation: Maintenance
- **Request Title:** ProCore 648 Aerator
- **Project Description:**
  The ProCore 648 Aerator will assist us in our fertilization program by providing us with a versatile aerator for smaller spaces, infields and even little league outfields. Aerating the soil with small holes allows air, water and nutrients to penetrate the grass roots and prevent compaction. This helps the roots grow deeply and produce a stronger, more vigorous athletic field. This piece of equipment will compliment the larger, deep-tine aerator we use on our tractor for large fields.
- **This request is:**
  - New
  - Continuation of Prior Request/Project Phase
- **Estimated Project Cost:** $26,000
- **Estimated Useful Life:** 15 years
- **Priority Ranking:** Low-New or expanded services
- **Purpose/ Benefit/ Impact if Postponed:** Purchasing this smaller machine will allow us to perform aeration in house rather than pay an outside contractor to perform the work. The cost savings would be realized in 3 years.
- **Alternatives Considered:** Continue to pay outside contractor to aerate our athletic fields 3 - 4 times per year.
- **Project Timeline:** Summer 2020

- **For Vehicles or Equipment:**
  - Repair
  - Replacement
  - New/Additional

43. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
### TOWN OF BURLINGTON
PARKS & RECREATION DEPARTMENT; TOWN
HALL BURLINGTON, Massachusetts 1803
United States

**Prepared For:** Brendan Egan

**Ship To:** Burlington-648

**Quote Number:** Q35081

**Quoted Date:** 12/09/2019

**Prepared By:** Scott Lagana

**slagana@turfproductscorp.com**

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<td>3</td>
<td>09796</td>
<td>4 Tine 3/4 Inch Head Set</td>
<td>$227.00</td>
<td>21 %</td>
<td>$179.33</td>
<td>$537.99</td>
</tr>
<tr>
<td>48</td>
<td>108-9165</td>
<td>Titan Side Eject 3/4 Inch (5.75 Inch X .660 Inch)</td>
<td>$6.76</td>
<td>21 %</td>
<td>$5.34</td>
<td>$256.34</td>
</tr>
</tbody>
</table>

**FAC88**

| Toro Total: | $24,412.61 |
| Non – Toro Total: | $0.00 |
| Set Up: | $0.00 |
| Freight: | $0.00 |
| Trade Ins: | $(50.00) |
| State Sales Tax: | $0.00 |
| Total Price: | $24,412.61 |

**ALL PRICING IS VALID FOR 30 DAYS**

44. BACKUP Town Meeting Warrant  May 11, 2020 Postponed to June 10, 2020
The gold standard of greens aeration.

The Toro ProCore 648 aerator, with its efficient 48" (122cm) aeration swath, delivers maximum productivity and exceptional aeriation. From the innovative wheel placement within the aeration path to the TrueCore® ground-following system that maintains consistent aeration depth, the ProCore 648 sets the standard in greens aeriation. The six precision-balanced coring heads make aerating remarkably smooth. Efficient, productive and innovative - that's what makes the ProCore 648 the superior choice.

Call your Toro distributor at 800-803-8676
<table>
<thead>
<tr>
<th>Requesting Department:</th>
<th>631-Recreation: Maintenance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request Title:</td>
<td>Wildwood Park Sun Shade</td>
</tr>
<tr>
<td>Project Description:</td>
<td>The installation of some form of shade structure above the playground equipment has been on our 10 year capital plan for a few years and was a topic raised in the department needs assessment. This also became a priority after a person received burns by using the equipment last summer. The equipment is in direct sunlight all day and can be too hot to use during the warmer months.</td>
</tr>
<tr>
<td>This request is:</td>
<td>☐ New</td>
</tr>
<tr>
<td></td>
<td>☐ Continuation of Prior Request/Project Phase</td>
</tr>
<tr>
<td>Estimated Project Cost:</td>
<td>$50,000</td>
</tr>
<tr>
<td>Estimated Useful Life:</td>
<td>15 years</td>
</tr>
<tr>
<td>Priority Ranking:</td>
<td>High-health, safety and/or legal requirement</td>
</tr>
<tr>
<td>Purpose/Benefit/Impact if Postponed:</td>
<td>Provide protection from the sun during peak play times in the summer / warmer months and allow for greater use of the equipment. People may continue to receive burns if they are not cautious when using the equipment on hot days.</td>
</tr>
<tr>
<td>Alternatives Considered:</td>
<td></td>
</tr>
<tr>
<td>Project Timeline:</td>
<td>Fall 2020</td>
</tr>
</tbody>
</table>

For Vehicles or Equipment:

| ☐ Repair | ☐ Replacement | ☐ New/Additional |

This request is for a:

47. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020

Rev. 10/19
Wildwood Park
Shade Structures - NERG

Per your request, please see the enclosed 2020 Fabric Shade Structure product and pricing information from New England Recreation Group for your Project at Wildwood Park. Attached is the sample Footing detail for this size and model structure installation.

Extended Hip Shade: Large Play Structure #1: 25' x 50' w/ 14' entry and 18' peak height (approx.): $10,695.00 Delivered

Installation: estimated at $25,000 (attached)

-Prices are good for 30 days and based on both structures as listed shipping together.
-Price does not include any applicable tax, assembly, installation, footing/anchoring materials, Stamped Engineered drawings (ADD: $1350) or lift gate/machine delivery for customer receiving and offload.

* Note: Price INCLUDES Quick Release for Fabric Roofs

Wildwood Park
Shade Structures – NERG
Extended Hip Shade
### RECREATION - Wildwood Sunshade Estimate

**Name/Address**

Brendan Eagan
29 Center St.
Burlington, MA

**Date** | **Estimate No.** | **Project**  
--- | --- | ---  
02/10/20 | 121 | Wildwood Park  

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Cost</th>
<th>Total</th>
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<tbody>
<tr>
<td>03 Excavation</td>
<td>Excavate and install 2'x8' deep reinforced concrete footing</td>
<td>6</td>
<td>2,500.00</td>
<td>15,000.00</td>
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<tr>
<td>22 Specialty</td>
<td>Erect owner supplied shade structure</td>
<td>1</td>
<td>10,000.00</td>
<td>10,000.00</td>
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</table>

**Total** | **$25,000.00**
RECREATION - Rahanis Tennis Court Resurfacing

Town of Burlington
Capital Request Form

2021

Requesting Department:
631-Recreation: Maintenance

Request Title:
Rahanis Park Tennis Court Resurfacing

Project Description:
The current painted surface is cracking, including two large cracks in the pavement, creating a safety concern. The last time the courts were resurfaced was in 2006. The cost to resurface and repair is too expensive to include in the operating budget.

This request is:
○ New
○ Continuation of Prior Request/Project Phase

Estimated Project Cost:
$65,000

Proposed Funding Source:
-Select-

Estimated Useful Life:
5-8 years

Priority Ranking:
High-health, safety and/or legal requirement

Purpose/Benefit/Impact if Postponed:
By resurfacing the courts and repairing the cracks we will prevent further deterioration of the surface.

Alternatives Considered:
Fill the cracks temporarily with asphalt / cement to get through another tennis season.

Project Timeline:
Summer / Fall 2020

For Vehicles or Equipment:
○ Repair
○ Replacement
○ New/Additional

This request is for a:
Proposal

Vermont Recreational Surfacing & Fencing, Inc.
PO Box 147
Barnet, VT 05821

Date: December 16, 2019

Submitted to:
City of Burlington, MA
61 Center Street
Burlington, MA 01803

Job: Coating & Repairs on existing Tennis Court @ Rahanis Park

- Clean total surface with compressed air
- Fill all hairline cracks with acrylic crack filler
- Supply and install 730LF of RiteWay Crack Repair System to structural cracks. Crack Repair system comes with a three year warranty against cracks from reopening.
- Total area to receive one coat of black acrylic resurfacer.
- Total area to receive two coats of Green Plexipave Material. (Manufactured by California Products Corp. Cambridge, MA 02139). Texture coat to contain the proper amount of sand to provide a tough wearing base. Top coat to contain proper amount of pigment to provide a long lasting and attractive surface.
- Supply and install six complete sets of white textured tennis court lines.
- Budget Price: $39,481.00

Option

- Supply and install 6 new center straps set in new 12”x 48” deep poured in place concrete footings.
- Budget Price: $2,297.00

All material is guaranteed to be specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner:

Respectfully Submitted

______________________________
Stephen Shattuck
Stephen Shattuck

The above prices specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

NO RETAINAGE
Payment due within 30 days of invoice

Acceptance of Proposal

Signature ____________________ Date: _______________

52. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
RECREATION – Rahalis Tennis Court Resurfacing

New England Sealcoating Co., Inc.

"Quality Since 1945"

131 D.W. Highway, PMB 503
Nashua, NH 03060-5245
(603) 559-9200

MAIL TO: 120 Industrial Park Road
Hingham, MA 02043
(781) 749-6800 - Fax (781) 749-1280
www.newenglandsealcoating.com

PHONE: (781) 270-1657
FAX: (781) 270-1657

December 4, 2019

TO: Brendan Egan
Burlington Town of, Park & Recreation
61 Center St
Burlington, MA 01803

FROM: J O B
Rahalis Park
2 Patriot Rd
Burlington, MA

PROJECT: 6 bituminous concrete all-weather Tennis Courts
SCOPE: 1,224 linear feet 4,800 square yards
COLOR: Light Green Inbound, Dark Green on Outbound
BOUNCE: Medium Slow

APPLICATION: Furnish all labor, material and equipment to repair structural and random cracks with Riteway Crack Repair System and apply a three (3) coat Acrylic Surface System to bituminous concrete surface as outlined below:

1. Pressure wash as needed.
2. Remove vegetation, if any, from the cracks and thoroughly clean the cracks with the use of brooms and air pressure.
3. Install a base in the cracks where needed.
4. Fill all cracks with a court patch binder or hydraulic concrete depending on the width of the cracks.
5. Install the three (3) membrane layers of The Riteway Crack Repair System over filled cracks per manufacturer’s specifications.
6. Sweep and air clean area to be surfaced.
7. Apply one (1) coat of acrylic resurfacer mixed with 5-10 pounds of 50-60 mesh silica sand per gallon of resurfacer and applied at a rate of .07 to .10 gallon per square yard.
8. Apply two (2) coats of Latexide textured surface at a rate of approximately .05 gallon/ SY per coat.
9. Layout, mask and stripe playing lines with a paintbrush using 100% acrylic textured line paint.
10. Remove masking tape and clean up general work area.

4,800 Square Yards $68,472.00

NOTES:
1. Minor cracks will not be covered with the Riteway System, but will be filled with acrylic crack sealant.
2. Cracks may reappear after a period of time.
3. This quote is good for 30 days.
4. Water to be provided by the Town.
5. Hairline cracks may develop overtime in the colorcoating on the Riteway System. The cracks are only in the colorcoating not the Riteway.
6. The prevailing wage will be paid.
7. The brown pyrite spots may bleed through the new coatings.
8. All membrane is to extend 3' past the end of each crack.
9. Membrane is to be installed around each net post foundation.

OPTIONS: (Please indicate YES or NO with an X and initial)

To cut out and remove the asphalt around the catch basin in the far left corner (10’x10’), repave with 3’ of asphalt and install 20 LF of membrane over the paving joints is an additional $2,010.00. ___YES ___NO

We propose to furnish material and labor — complete in accordance with above specifications, for the sum of $ 68,472.00

TERMS: 30% DEPOSIT REQUIRED, BALANCE DUE UPON COMPLETION.

NOTE: Please sign white copy and return with deposit to Hingham, MA.
Submit tax exempt certificate if applicable.

Authorized Signature

Craig Swain

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted.
You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Black UP Town Meeting Warrant May 8, 2020 Postponed to June 10, 2020
Squeegee Marks

Acrylic color surfacing systems are generally applied with a squeegee in multiple coats. Most systems include one or more filler coats, followed by two to three coats of color. Some systems also include texture or cushion coats between the filler and the top coats.

There are several theories regarding the application of color coatings. Some manufacturers and contractors recommend that coats of color be applied in alternate directions – one coat lengthwise, one coat crosswise and so on. Others believe that all coats should be applied in the lengthwise direction since the flow of play in tennis is almost entirely lengthwise. Still others believe that color coatings should be applied in a crosswise direction since the shorter crosswise pass may result in more uniform application. In any case, coating systems must be applied smoothly to a uniform thickness over the entire court surface. This requires an experienced applicator and careful attention to the technique.

Even when color coatings are applied with care by a skilled operator, some squeegee marks and other slight variations in color and texture are inevitable. This is because the formulation of acrylic causes components to migrate to the edge of the material as it is being applied. As a result, an observer will be able to locate the spot where the acrylic material was poured on the surface, where the squeegee operator turned to make a pass in the opposite direction or where one pass overlapped another. Squeegee marks will be more visible on lighter colors and more common when coatings are applied in hot weather or when they include coarser sand. Humidity, angle of the sun when the acrylic is applied and other factors also may affect frequency and visibility of these marks.

Due to the nature of the material and the human element in tennis court construction, squeegee marks are likely to occur, like marks in newly vacuumed plush carpet or newly mown grass. They will not affect play and will become less visible as the court wears and ages.

While squeegee marks are within industry standard, more serious flaws – ridges, drips, tool marks, foot prints, bucket marks and areas of excess material – are unacceptable and should be corrected by the surfacing contractor.

*Note: weather and soil conditions require variations in construction and repair methods and materials. Readers are advised to consult a qualified contractor or design professional before undertaking construction or repair of a court. Rev. 02/04
Re: Drainage Repair/Stream Cleaning

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide the sum of $200,000, or any other sum, for the purpose of funding drainage repairs ans stream cleaning, same to be spent under the direction of the Town Administrator, or to act in any other manner in relation thereto.

Amount: $200,000

Submitted by Board of Selectmen at the request of the Town Administrator

PASSED () DEFEATED () POSTPONED INDEFINITELY () OTHER

Drainage Repair/Stream Cleaning

In a continued effort to relieve localized flooding of residents, the Department is proposing to repair existing damaged/failing drainage systems and clean accumulated sediment from various streams town wide. This has been a regular program since 2001.

Purpose/Benefit:

Helps prevent flooding of homes and Town infrastructure due to reduced drainage capacity of streams.
To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide the sum of $512,500, or any other sum, for the purpose of funding the DPW Vehicle Replacement Program, same to be spent under the direction of the Town Administrator, or to act in any other manner in relation thereto.

Amount: $512,500

Submitted by Board of Selectmen at the request of the Town Administrator

PASSED ( ) DEFEATED ( ) POSTPONED INDEFINITELY ( ) OTHER

DPW Vehicle Replacement Program

Continuing with the replacement program for vehicles and equipment, we are recommending the following:

Highway:
H-17 2001 Chevy 6500 sander truck with over 84,000 miles. The need for this replacement has been enhanced by the inability to obtain large hired equipment during the winter season. This season in particular, although luckily a mild one, has seen a decline on hired equipment even on the smaller trucks. The future of winter maintenance operations will depend more on town staff and town owned equipment.
H-36. 1993 Ford 555D backhoe. The plan is to replace a backhoe (already surplus) with a mini excavator. The new piece of equipment will be used for catch basin repairs, road repairs and the new neighborhood sidewalk replacement program. A mini-excavator is well suited for removing existing sidewalks while minimizing damage to lawns.

Cemetery and Buildings:
C-1. 2009 Ford Escape. This SUV is showing severe frame rottin. We are proposing to replace it with a 1 ton pickup truck with plow.
M-2 2008 Crown Vic with over 140,000 miles. This vehicle currently used by the facilities division is showing body rotting and transmission slipping. We are proposing to replace it with a 1 ton pickup truck with plow.

Water and Sewer:
W-1 2009 Ford Ranger with over 105,000 miles. This vehicle is showing body rotting and electrical system failure. We are proposing to replace it with a pickup truck.
S-12 2009 Ford Ranger with 127,000 miles. This vehicle is showing frame and body rotting. We are proposing to replace it with a 1 ton pickup truck with plow.

Purpose/Benefit:

Maintaining a fleet of reliable vehicles and equipment.
Re: Tyco Dry Valves

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide the sum of $40,000, or any other sum, for the purpose of, same to be spent under the direction of the Town Administrator, or to act in any other manner in relation thereto.

Amount: $40,000

Submitted by Board of Selectmen at the request of the Town Administrator

PASSED () DEFEATED () POSTPONED INDEFINITELY () OTHER

Tyco Dry Valves

The tyco dry valves at the Fire Headquarters, Library, Town Hall and Town Hall Annex are due for replacement. These valves, used in the fire sprinkler system, keep the system dry until such time as a call for sprinkler is made. Failure of these valves causes leaks and potential "flooding" of indoor offices.

Purpose/Benefit:

Prevention of failures of the fire sprinkler systems and leaks within the buildings
Re: Facility Upgrades Including Energy Conservation Measures

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide the sum of $250,000, or any other sum, for the purpose of funding facility upgrades and energy conservation measures, same to be spent under the direction of the Town Administrator, or to act in any other manner in relation thereto.

Amount: $250,000

Submitted by Board of Selectmen at the request of the Town Administrator

PASSED () DEFERRED () POSTPONED INDEFINITELY () OTHER

Facility Upgrades Including Energy Conservation Measures

After the successful implementation of energy management systems at the Town Hall, Town Hall Annex, Police and Fire Headquarters, and obtaining the designation for Burlington as a Green Community; the Department of Public Works is requesting funds for the replacement of the Roof Top Units at the Library and other Energy Conservation Projects.

These funds will be used in addition to the Green Communities Grant ($173,000) to replace the two large RTU's at the library. In addition, new LED replacement lighting is needed for the Fire Headquarters, Town Hall, Town Hall Annex, and the Library. Any funds not expended for the RTU's (we are currently applying for additional rebates for this project) will be used for LED replacement projects.

As an example of the impact of energy conservation projects, in the Town Hall and Town Hall Annex the town has saved over $125,000 since 2015. Electricity consumption was reduced by 22% while natural gas consumption was reduced by 44% per year.

Purpose/Benefit:

Prevention of HVAC failures and reductions in energy use.
To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide the sum of $45,000, or any other sum, for the purpose of, same to be spent under the direction of the Town Administrator, or to act in any other manner in relation thereto.

Amount: $45,000

Submitted by Board of Selectmen at the request of the Town Administrator

PASSED ( ) DEFEATED ( ) POSTPONED INDEFINITELY ( ) OTHER

Pine Haven Chapel - Roof & Cupola

The Pine Haven Roof is original to the construction in 1998. Although the Pine Haven building was fully renovated following the fire, the roof was not covered by insurance since it was not damaged. We are proposing a full roof replacement and to make repairs to the cupola as part of this warrant article.

Purpose/Benefit:

Prevention of future roof leaks
To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide the sum of $140,000, or any other sum, for the purpose of, same to be spent under the direction of the Town Administrator, or to act in any other manner in relation thereto.

Amount: $140,000 Submitted by Board of Selectmen at the request of the Town Administrator

PASSED ( ) DEFEATED ( ) POSTPONED INDEFINITELY ( ) OTHER

Town Hall - Generator

The town hall generator, which serves as back-up power for Burlington’s Emergency Operations Center, is due for replacement. We have had many repair calls as this generator is over 20 years old. The need for back-up power cannot be understated as this generator would power all computer and phone systems in the town of Burlington if major power outages occur in the town. In addition, in case of activation of the Emergency Operations Center a reliable source of back-up power is needed.

Purpose/Benefit:

Maintaining a reliable backup power to Town Hall and Emergency Operations Center.
Re: Vinebrook Filter Repair

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide the sum of $80,000, or any other sum, for the purpose of funding Vinebrook Filter Repair, same to be spent under the direction of the Town Administrator, or to act in any other manner in relation thereto.

Amount: $80,000

Submitted by Board of Selectmen at the request of the Town Administrator

PASSED () DEFEATED () POSTPONED INDEFINITELY () OTHER

Vinebrook Filter Repair

The Vine Brook facility has a total of 8 ground water filters, in 3 separate trains for well fields A (2 filters), B (2 filters), and C (4 filters). This is year 2 of a 3 year plan to repair the remaining 3 filters for well field C. During 2018 we experienced leaks in one of the filters which required emergency repairs during the summer to get the treatment facility to "full capacity". Although the long term plan is to abandon this water treatment facility, until such time that we are able to obtain water from the MWRA, the town needs to be able to meet demand, particularly during the summer months. The plan is to repair the filters during the low demand season, to be ready to "full capacity" in the summer months.

Purpose/Benefit:

Prevention of emergency repairs should a filter fail
Article 01 Interactive Technology $85,000

Purpose: This warrant article will allow for the Burlington School Department to purchase interactive technology. This technology includes, but is not limited to, Laptops, Smartboard 6000s interactive boards, mounting hardware, and cables. The interactive technology will provide touch screen interaction that bridges physical and digital learning.
SMALL 6275S DISPLAYS (9)

SCOPE
Display
CCS will pre-assemble mobile carts prior to delivery date.

Upon delivery date, CCS technicians will install SMART displays to mobile carts, securing for use.

Audio
A JBL soundbar will be installed immediately below display, secured using specified bracket. Audio output will be run directly from display to soundbar. Soundbar will be set to High Output, Variable setting, and control plate will be removed, replaced with provided bank.

Connectivity
A 10' HDMI & USB cable will be provided, secured to display for use with included laptop tray, so either right or left or rear of panel.

Control
Display on/off, volume, picture and source selection will be controlled utilizing included remote control for SMART Panel.

Power & Network
Customer is responsible for adequate source of power within range of included power strip on mobile cart system. WiFi should be utilized for IQ module to provide over-air a plates to display & IQ Android OS. Wired LAN is also an option, but may not be as convenient with mobile systems.

Software
SMART Display includes 1 year of SMART Learning Suite Software. Optional line for (2) years of extension for a total coverage of (3) years of SMART Learning Suite has been included for your consideration.

Warranty
SMART 6000S Displays come with 3 Years of SMART Acore Warranty which includes Advanced Replacement and on-site support.

DISPLAY

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<tr>
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<th>DESCRIPTION</th>
<th>PRICE</th>
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<tr>
<td>1</td>
<td>SMART SBID-6275S SMART Board 6000S Interactive display with IQ and SMART Learning Suite</td>
<td>$4,499.00</td>
<td>$4,499.00</td>
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<tr>
<td></td>
<td>NOTES - Panel comes with free wall mount, remote, 1 year of SMART Learning Suite</td>
<td>$0.00</td>
<td>$0.00</td>
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<tr>
<td></td>
<td>NOTES - Includes 3 Years of SMART Acore Warranty</td>
<td>$0.00</td>
<td>$0.00</td>
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<tr>
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<td>SMART Technologies ED-SW-EXT-2 SMART Learning Suite - 3 year extended software maintenance</td>
<td>$80.00</td>
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DISPLAY TOTAL | $4,579.00

CART

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<tr>
<td>1</td>
<td>Cepenkous IP500 1 Rover* for interactive Flat Panels</td>
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CART TOTAL | $1,249.00

AUDIO

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<tr>
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<td>JBL Professional PSB-1 2.0 active subwoofer for hotels and cruise ships</td>
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<td>1</td>
<td>Cables VP-CP61425-06 (2) RCA to 3.5MM Stereo Cable, 6ft</td>
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<td>CONNECTIVITY</td>
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<td>COVID HDMI-10 - HDMI 2.0 Cable, Premium Certified, 6ft</td>
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<td>CCS Materials Screen Mounting Hardware and Brackets</td>
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<td>SMART 6275S DISPLAYS TOTAL (EACH)</td>
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Audio Total: $248.00

Connectivity Total: $44.00

Materials Total: $49.00

SMART 6275S Displays Total: $6,169.00

Total: $55,521.00
### ACCEPTANCE

#### FINANCIAL

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<td>$64,298.25</td>
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# Description | Part # | Tax Qty Unit Price | Total | Ockers Company
830 West Chester St
Brockton, Massachusetts 02301
United States
http://www.ockers.com
(P) 508-586-4641
(F) 508-584-9180

<table>
<thead>
<tr>
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<th>Ship To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burlington Public Schools (BP1087)</td>
<td>Burlington Public Schools 123 Cambridge Street Burlington, MA 01803 United States (P) 781-270-1800</td>
<td>Burlington Public Schools Sateriale, Faydeen 123 Cambridge Street Burlington, MA 01803 United States (P) 781-270-1800</td>
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**Quotation (Open)**

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<th>Expiration Date</th>
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<td>08/04/2020</td>
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<th>Doc #</th>
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<th>Customer Contact</th>
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<td>Feb 06, 2020 02:32 PM EST</td>
<td>58523 - rev 2 of 2</td>
<td>ACER NOTEBOOK x17, CARTS x5</td>
<td>Peporaro, Gary (P) 508-313-5118 (F) 508-584-9180</td>
<td>Villano, Dennis (P) 781-270-1800 <a href="mailto:villano@bpsk12.org">villano@bpsk12.org</a></td>
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</table>

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<th>Terms:</th>
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<td></td>
<td>Net 30 Days</td>
<td>Other None</td>
<td></td>
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### ACER NOTEBOOK
1. **Acer TravelMate P2 TMP21A-51-55FM**
   - Core i5 8250U 1.6 GHz - Win 10 pro 64-bit - 8 GB RAM - 256 GB SSD NVMe - 14" IPS
   - 1920 x 1080 (Full HD) - UHD Graphics 620 - Wi-Fi, Bluetooth - black - kbd: US International
   - Part #: NX.VJCAA.001
   - 17 x $751.41 = $13,453.97

Subtotal: $13,453.97

### Tripp Lite 32Port AC Charging Cart Storage Station Chromebook Laptop Tablet
1. **Tripp Lite 32Port AC Charging Cart Storage Station Chromebook Laptop Tablet**
2. **Cart for 32 notebooks - steel - black**
   - Part #: CSC32AC
   - 5 x $969.00 = $4,845.00

Subtotal: $5,814.00

### OCKERS SHIPPING
1. **SHIPPING and FREIGHT PER UNIT**
   - Part #: SHIPPING
   - 5 x $60.00 = $300.00

Subtotal: $300.00

Ockers State of MA Contract ID: ITC47

**Terms and Conditions:**

This quote is valid for 60 days from the date of issue. All products quoted are subject to availability.

Terms for Product purchases are NET 30 Days from date of invoice.

All Services will be invoiced separately and are payable on receipt of invoice.

Subtotal: $18,598.97

<table>
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<tr>
<th>Tax (0.00%):</th>
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<tbody>
<tr>
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<td>18,598.97</td>
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Total: $18,598.97

67. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
Purpose: This warrant article will allow for the repair of a failed boiler at Marshall Simonds and other HVAC systems. Marshall Simonds HVAC was installed in 2004, prior to the building renovation. The system consists of 3 boilers which load balance on demand. Two units have needed repair in the previous 2 years. Estimates based off of previous replacement and engineering services.

Purchase Order

Date: 10/15/2016
Vendor: MSMS Boiler repair
Quantity: 10 EACH
Unit Price: $100.049 000
Total Price: $100.049 000

Total Ext. Price: $100.049 000
PO Total: $100.049 000

By: [Signature]
School Business Manager
SCHOOL - MSMS Boiler Repair

Purchase Order

Order Date: 2020

Purchase Order: 20000018-00

Delivery must be made within doors of specified destination

Vendor Phone Number: [REDACTED]
Vendor Tax Number: [REDACTED]
Requisition Number: [REDACTED]
Vendor: BLW ENGINEERS, INC.
P.O. Box 1561
Littleton, MA 01460

Department: MAINT DEPT. LOADING DOCK
Location: BURLINGTON PUBLIC SCHOOLS

Order Date: 07-07-2019
Order No.: 119437

Item Description: MSMS Boiler Replacement Design

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<td>$6,400.00</td>
<td>$6,400.00</td>
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Total: $6,400.00

By: [REDACTED]

School Business Manager
**SCHOOL – Varsity Field Turf Replacement**

**Purpose:** This warrant article will allow for the replacement of the varsity turf field at Burlington High School. Over time the inlay of the turf fields compresses making the field hard and uneven.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>UNIT</th>
<th>QUANTITY</th>
<th>UNIT COST</th>
<th>COST</th>
<th>TOTAL COST</th>
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<td></td>
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<td></td>
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<td></td>
<td><strong>$25,000.00</strong></td>
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<tr>
<td>2</td>
<td>Site Preparation</td>
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<td></td>
<td><strong>$50,000.00</strong></td>
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<td>3</td>
<td>Earthwork</td>
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<tr>
<td></td>
<td>Total:</td>
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<td></td>
<td></td>
<td></td>
<td><strong>$20,000.00</strong></td>
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<tr>
<td>4</td>
<td>Field Surfacing</td>
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<td></td>
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<tr>
<td></td>
<td>Total:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>$441,142.29</strong></td>
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<tr>
<td>5</td>
<td>Track Surfacing</td>
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<td></td>
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<td><strong>$194,542.00</strong></td>
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**Optional Items – Shock absorption system under turf – $100,000 (not required but recommended):**
- Alternative fill material: $46,000
- **Total (Subtotal + Optional Items):** $683,075.56
- Contingency (5.5%): $37,820.82
- Engineering and CA (5%): $33,037.88
- **Total (Subtotal + Optional Items):** $683,075.56

70. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
Article 04  Music Department Installs and Upgrades  $ 50,000

Purpose:  This warrant article will allow for the Burlington School Department to purchase new sound dampening and safety equipment for the Music Department. Examples of sound deadening equipment would include lockers or wall panels. A safety net over the Auditorium Pit would reduce the potential for falling.

Customer Quotation

Quote:  3129500
Prepared For: Burlington High School
123 Cambridge St
Burlington MA 01803-3798

Page: 1
Date: 2/14/2019
Effective: For 30 days only

Delivery Within:

Terms: PENDING CREDIT APPROVAL
F.O.B. Point:

Regarding: Acoustic Instrument Storage Cabinets

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Price</th>
</tr>
</thead>
<tbody>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Phase approach</td>
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<td></td>
<td></td>
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<td>255A002.102</td>
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<td>4,126.00</td>
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<td>1,961.00</td>
</tr>
<tr>
<td>255A004.102</td>
<td>ACAB 04,ASM,UNDEF, PB, CMP, WF, HL</td>
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<td>1,824.00</td>
<td>5,472.00</td>
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<tr>
<td>255A005.101</td>
<td>ACAB 05,ASM,UNDEF, PB, CMP, WF, HL</td>
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<td>1,910.00</td>
<td>1,910.00</td>
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<tr>
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<td>1,910.00</td>
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</table>

|               | Total Product Charge               |          | 15,259.00  |        |
|               | Installation                       |          | 1,535.00   |        |
|               | Freight/Handling Charge            |          | 2,770.00   |        |
|               | Total Charge                        |          | 19,564.00  |        |

|               | Phase II                           |          |            |        |
| 255A008.101   | ACAB 08,ASM,UNDEF, PB, FUL, WF, HL | 1        | 1,063.00   | 1,063.00|
| 255A009.101   | ACAB 09,ASM,UNDEF, PB, CMP, WF, HL | 1        | 1,223.00   | 1,223.00|
| 255A10.101    | ACAB 10,ASM,UNDEF, PB, CMP, WF, HL | 1        | 1,378.00   | 1,378.00|
| 255A11.101    | ACAB 11,ASM,UNDEF, PB, CMP, WF, HL | 2        | 1,453.00   | 2,906.00|
| 255A12.102    | ACAB 12,RTA,UNDEF, PB, CMP, WF    | 1        | 1,824.00   | 1,824.00|
| 265A976.101   | ADJ,ACAB 76,RTA, UNO, PB, FUL, WF | 2        | 2,178.00   | 4,356.00|
| 250A388.106   | SHELF PK, ADJ,48 000X 29.250      | 2        | 84.00      | 168.00 |
| 755A915.102   | ACAB 15,RTA,UNDEF, PB, CMP, WF    | 1        | 1,820.00   | 1,820.00|

|               | Total Product Charge               |          | 14,738.00  |        |
|               | Installation                       |          | 1,760.00   |        |
|               | Freight/Handling Charge            |          | 2,426.00   |        |
|               | Total Charge                        |          | 18,924.00  |        |

* Terms and Conditions of Sale appear on following page.
Proposal ID: 051117BS011

Date: May 11, 2017
This proposal is valid for 30 days

Bill To:
John Middleton-Cox
Fogelberg Performing Arts Center
MA
United States

Contact:
Tel: 978-596-8203
Fax: middleton@bpsk12.org

Ship To:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Item #</th>
<th>Description</th>
<th>Tag</th>
<th>Unit Price</th>
<th>Amount</th>
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<tbody>
<tr>
<td>1</td>
<td>SITE</td>
<td>Incord Site Survey for net site and anchor details. Local, non-overnight service. Includes travel and expenses.</td>
<td>$795.00</td>
<td>$795.00</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>OPN</td>
<td>Incord Orchestra Pit Net Safety System. Custom shape. Approx. 50 ft long. Includes D-Ring anchors and snap hooks every 2 ft. Actual net size and hardware requirements TBD.</td>
<td>$5,500.00</td>
<td>$5,500.00</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>OPN-HATCH</td>
<td>Standard Conductor’s Hatch. Approximately 4 ft x 4 ft. Placement TBD.</td>
<td>$350.00</td>
<td>$700.00</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>INSTALL</td>
<td>Professional Installation by Incord. Does not include core drilling. Core drilling is needed for a true recessed anchor. Our recessed D-Ring will have one half inch profile when mounted directly to a flat surface. ($795 per day)</td>
<td>$795.00</td>
<td>$795.00</td>
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<td>0</td>
<td>TIME</td>
<td>Site Survey and Installation require 30-60 days notice, with PO and full advance payment. Expediting the Site Visit/Install will result in an additional $1000 charge.</td>
<td>$0.00</td>
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<tr>
<td>0</td>
<td>TERMS</td>
<td>Additional charges may apply based on actual requirements. Please provide Tax-Exempt Certificate or taxes will be charged. Please provide a picture of your entire pit and a CAD if available.</td>
<td>$0.00</td>
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Subtotal: $7,790.00
Freight: $250.00
Total: $8,040.00

72. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
**Customer Quotation**

**Quote:** 3129598

Prepared For: Burlington High School
123 Cambridge St
Burlington MA 01803-3798

Page: 2
Date: 2/14/2019
Effective: For 30 days only

Delivery Within:
Tax:
Terms: PENDING CREDIT APPROVAL
F.O.B. Point:

**Regarding:** Acoustic Instrument Storage Cabinets

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<th>Item</th>
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<td>5,472.00</td>
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<td>1,063.00</td>
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<td>1,223.00</td>
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<td>2,178.00</td>
<td>4,356.00</td>
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<tr>
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**Total Product Charge**
29,999.00

**Installation**
3,018.00

**Freight/Handling Charge**
4,030.00

**Total Charge**
37,047.00

Wenger is on MHEC contract MHEC MC11-067. Discount is included in prices quoted.

2019 Wenger installation quoted.
Custom Designs

When we say custom, we mean custom-designed specifically to meet your requirements. We design and make safety net fall protection systems to fit most any pit configuration.

The Incord CFH impact absorbing safety system is designed to protect stage workers, performers, and visitors from the hazards of an accidental fall off the stage and into an orchestra pit.

Incord safety net systems meet or exceed OSHA and ANSI standards for the safe protection of walking/working surfaces.

Our orchestra pit safety netting is made of high tenacity polypropylene mesh with a sewn 1/4" rope border and a 1/2" structural rope woven through the mesh. High strength snap hooks attach the rope to anchors mounted on the pit walls.

Expert installation is available with Incord personnel.

An installed Incord Orchestra Pit Safety Net will:

- Support the weight of a person falling from the stage.
- Allow the conductor to conduct without impediment.
- Provide ventilation and light to the orchestra pit.
- Allow adequate line of sight between conductor, musicians, and performers.
- Extend across the entire width of the orchestra pit and to the lip of the stage.
- Be acoustically transparent.

Netsing Specifications for Orchestra Netting N-320H

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<th>Style</th>
<th>Reason</th>
<th>Knotted Netting</th>
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<td>Polypropylene (HTPP)</td>
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<td>in</td>
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<td>Mesh Size</td>
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<td>2-1/2&quot; x 2-1/2&quot; (65 mm)</td>
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<tr>
<td>Mesh Break</td>
<td>lb</td>
<td>112 lb (5 KN)</td>
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<tr>
<td>Drop Test</td>
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<tr>
<td>Weight</td>
<td>lb</td>
<td>0.0325 lb ft (240 g/m)</td>
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<td>Extra UV stabilizer 9500</td>
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<td>Color</td>
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<td>Black</td>
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</tbody>
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Custom Safety Netting Solutions
InCord Orchestra Pit Safety Netting
Custom designed to meet your needs.

The design of the anchor system for function and looks is as important as the safety net itself. Securing the system to the walls of your orchestra pit considers that safe loading and weight distribution be equal on all sides.

The importance of accurately measuring the orchestra pit and understanding how to measure will assure that the final product will fit and work as intended.

We offer a variety of orchestra pit anchor solutions, some of which are illustrated here.

InCord personnel may be contracted to site inspect and measure your orchestra pit with full turnkey installation available. Contact InCord for additional information.

Call InCord for all your netting needs at 1-800-596-1066

InCord
226 Lipton Road
Guilderland, NY 12085
Phone: 518-537-1414 • Fax: 518-537-7503
incord.com • netting@incord.com

InCord is an ISO 9001 registered company.

CASE Code No. 101629

75. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
SCHOOL - Audio Technology Replacement

Purpose: This warrant article will allow for the Burlington School Department to purchase replacement audio technology. This technology includes, but is not limited to, Classroom sound systems, Microphones, mounting hardware, and cables. A large quantity of existing classroom sound amplification systems are no longer supported and accessories are hard to source. This warrant would allow the purchase of newer sound systems and or adaptable accessories.

A Powerful Amplifier and Media Control Center

It's powered by Access Technology, which means it can do much more, like seamlessly connect to other Access Technology components. That makes it highly effective in many types of learning spaces and enables new methods of instruction.

Collaborate with mics and pods
Add a 2nd microphone for student sharing and 2-way audio pods for small group learning.

Built for small and large spaces
Over 200' of wireless range, and no interference with other networks and devices.

Media hub for the classroom
Connect audio from any source for crystal clear multimedia sound throughout the room.

Multiple speaker options
Choose speaker options for different classroom sizes, shapes and ceiling types.

76. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
<table>
<thead>
<tr>
<th>Item Description</th>
<th>Quantity</th>
<th>Item Price</th>
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<td>· FlexiMike</td>
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<td>· FlexiMike</td>
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<tr>
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<tr>
<td>Media Connector</td>
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<tr>
<td>· FlexiMike</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Sub Total: $112,972.00
Tax: TBD
Shipping: TBD
Total Item Discounts: 0.00
Total: $112,972.00
### Article 06

**MSMS Auditorium and Safety Equipment Upgrades**

**Purpose:**
This warrant article will allow for the Burlington School Department to purchase new equipment and safety upgrades for the Marshall Simonds Middle School auditorium. The new items will include, but are not limited to, house lighting, audio systems, video systems, stage lighting, and stage curtains. New rigging for lights and curtains as well as removal of existing curtains would also be included.

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stage Replacement of all outdated and unsafe rigging components and curtains.</td>
<td>$46,871.26</td>
</tr>
<tr>
<td>Rigging Work</td>
<td></td>
</tr>
<tr>
<td>1 Chams &amp; Shackles</td>
<td></td>
</tr>
</tbody>
</table>

**Quote**
Replace all outrigging and hang stage lighting and the side tab tracks with all wrap beam clamps, 14' proof collar chin and rated shackles. The existing chans are (dog chans) and are not rated for overhead use.

**5 - 1 Curtain Lines**
Replace all old carriers and install new 6' live and dead-end pulleys and floor pulleys on the main traveler and mid-stage traveler and up-stage traveler tracks. Install new carriers, live and dead-end pulleys, and self-locking floor pulleys on the up-stage traveler and side tab tracks. Re-rope all traveler tracks with new stretch resistant synthetic center black operating line.

**5 - 1 Stage Electric**
Move the second electric pipe below up-stage to clear the existing border curtain. The lights are currently touching the curtain and could cause a fire.

**5 - 1 Front-House**
Tormentors
Supply two new front of house tormentor pipes 6' 0" x 12" deep at 1 1/2" Sch 40 pipe with wall flanges for side stage wash.

**5 - Curtains**
1 Main Valance Panel
Supply (1) main valance panel fabric to be 'Charisma' 25oz inherently flame-retardant polyester velour.

2 Main Traveler Panels
Supply (2) main traveler panels, fabric to be inherently flame-retardant 'Charisma' 25oz polyester velour. Panels will be sewn with 50% fullness using box pleats. Top hem to have 3 1/2" heavy webbing and tie lines, 4" side hems and a 4" bottom hem. One panel 5' 0" x 44' 0" W.

**Integrated Solutions Group**
Supply (2) side tab curtains fabric to be 'Crescent' 20oz inherently flame-retardant polyester velour, color black. Panels will be sewn with 50% fullness using box pleats. Top hem to have 3 1/2" heavy webbing with black tie lines, 4" side hems and a 6" bottom hem with a separately sewn internal chain pocket with #8 zinc plated jack chain. Two panels 16' 7" x 12' 0" W.

**2 Side Tab Panels**
Supply (2) side tab curtains fabric to be 'Crescent' 20oz inherently flame-retardant polyester velour, color black. Panels will be sewn with 50% fullness using box pleats. Top hem to have 3 1/2" heavy webbing with black tie lines, 4" side hems and a 6" bottom hem with a separately sewn internal chain pocket with #8 zinc plated jack chain. Two panels 16' 7" x 12' 0" W.

**5 - 2 Mid-Stage**
Traveler Panels
Supply (2) mid-stage traveler panels fabric to be "Crescent" 20oz inherently flame-retardant polyester velour, color black. Panel will be sewn with 50% fulness using grommet-in pleats. Top hem to have 3 1/2" Nylon webbing with brass grommets and z-hooks. 4" side hems and a 4" bottom hem with a separately sewn internal chain pocket with #8 zinc plated jack chain. Two panels 10'-0"H x 25'-0"W

$ - 2 Up-Stage Traveler Panels

Supply (2) up-stage traveler panels fabric to be "Crescent" 20oz inherently flame-retardant polyester velour, color black. Panel will be sewn with 50% fulness using grommet-in pleats. Top hem to have 3 1/2" Nylon webbing with brass grommets and z-hooks. 4" side hems and a 4" bottom hem with a separately sewn internal chain pocket with #8 zinc plated jack chain. Two panels 17'-11"H x 16'-0"W.

$ - 2 Stage Border Curtains Supply and install (2) new border curtains, fabric to be "Crescent" 20oz inherently flame-retardant polyester velour, color black. Panel will be sewn with 50% fulness using box pleats. Top hem to have 3 1/2" Nylon webbing with black tie lines, 2" side hems and a 4" bottom hem. One panel 5'-0"H x 47'-0"W and one panel 6'-0"H x 36'-0"W

$ - Project Notes:
** Existing curtains are no longer flame retardant. New curtain fabric is certified inherently flame retardant and will not need to be re-treated for the life of the curtains. ** Price assumes the use of the school's scissor lift.

Integrated Solutions Group 830 West Chestnut Street, Brockton, MA 02301 Phone 781-760-7810

** Pricing assumes disposal of the old curtains and hardware in the school's dumpster.

1 Installation

Curtains with the use of the School's lift $ 3,000.00 ** Price assumes the use of the school's scissor lift 1 Delivery Charge Delivery charge of acquiring all materials and delivering them to the school $ 750.00

Package Total $ 51,221.25 Tax can not be determined at this time Quotation valid: 30 days.

Jonathan Lipesy Manager; Lighting Division
Integrated Solutions Group 830 West Chestnut Street, Brockton, MA 02301 Phone 781-760-7810
Below is our revised quotation for a Dimming and lighting control system along with new Stage lighting fixtures. I have quoted using MHEC pricing for items under that contract. Please review the information and feel free to call me with any questions. At the bottom of the quote is a separate price for LED house light replacement lamps.

**Burlington Middle School**

<table>
<thead>
<tr>
<th>Item</th>
<th>Qty.</th>
<th>Part #</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>New Lighting Console</strong></td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>ELMT 2-1K</td>
<td>Element 2 = 1K channel lighting control console, mouse and dust cover</td>
</tr>
<tr>
<td>2</td>
<td>1</td>
<td>VGA21'</td>
<td>LCD monitor 21&quot; with DVI connectors</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>keyboard</td>
<td>Standard Keyboard USB</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>18' HIXLED</td>
<td>Console Work light</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>UPS</td>
<td>500 VA battery back-up UPS</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>DMX-25</td>
<td>25' DMX jumper cable</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>Training</td>
<td>Console Training 8 hours (two 4 hour sessions)</td>
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<tr>
<td>1.1</td>
<td>1</td>
<td>SR-24</td>
<td>SR-24 dimmer rack 120 208 volt, 24 modules for 48 dimmers</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>CEM3</td>
<td>Control electronics Module</td>
</tr>
<tr>
<td>16</td>
<td>1</td>
<td>D10</td>
<td>Dual 2 4kw dimmer modules</td>
</tr>
<tr>
<td>7</td>
<td>1</td>
<td>R10AF</td>
<td>Dual 20 amp relay modules</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>CC20</td>
<td>Dual 20 Constant 20 Amp Module</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>Pedestal</td>
<td>Pedestal Base</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>SSSH</td>
<td>Sash hood - sound suppression</td>
</tr>
<tr>
<td>1.2</td>
<td>1</td>
<td>DWR-24-26</td>
<td>Mid-Atlantic Equipment rack</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>VFD-24</td>
<td>Vented Front Door</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>ERn2</td>
<td>Control Enclosure Rack mount</td>
</tr>
</tbody>
</table>

**TERMS**

Net 30

F.O.B. Origin

**ESTIMATED SHIPPING DATE** 4-6 WEEKS ARO
<table>
<thead>
<tr>
<th>1</th>
<th>P-ACP</th>
<th>Architectural Control Processor</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>P-SFM</td>
<td>Station Power supply</td>
</tr>
<tr>
<td>1</td>
<td>3524P</td>
<td>24 port POE Switch</td>
</tr>
<tr>
<td>1</td>
<td>Patch 24</td>
<td>24 port patch bay</td>
</tr>
<tr>
<td>1</td>
<td>BR-1</td>
<td>Brush Grommet</td>
</tr>
<tr>
<td>12</td>
<td>Patch 2.5</td>
<td>2.5 foot Ethernet patch cables</td>
</tr>
<tr>
<td>4</td>
<td>UH10602</td>
<td>2 - button Entry station</td>
</tr>
<tr>
<td>1</td>
<td>P-LCD-PE</td>
<td>7” touch Screen</td>
</tr>
<tr>
<td>1</td>
<td>1500va UPS</td>
<td>Rack mount battery back-up UPS</td>
</tr>
</tbody>
</table>

**1.3 Distribution**

- 40 foot connector strip with 16 - stage pin connectors on 16 circuits and 6 Edison duplex on 2 circuits and 1 - one port gateway.
- 40 foot pipe for fixture mounting.
- Surface mount box with 2 - stage pin connectors on 2 circuits and 1 Edison duplex on 1 circuit and 1 single port gateway.
- 6 foot term pipe.
- Pipes mount box with 4 - stage pin connectors on 4 circuits and 2 Edison duplex on 2 circuit and 1 single port gateway with U-bolt kit.

**1.4**

- 426: Source four 26 degree ellipsoidal with C-clamp and color frame.
- 450: Source four 50 degree ellipsoidal with C-clamp and color frame.
- 2P&G: Stage pin plug installed.
- safety black: Black safety cable.
- HPL 575: 575 watt lamp.

**1.5**

- Tour 72: Tour batten 72 RGBW - stage wash.
- mega: Mega C-clamp.
- safety black: Black safety cable.
- DMX 10: DMX 10 foot jumper cable.

**1.6**

- CS-spot: ETC ColorSource spot RGBW ellipsoidal with C-clamp and powercon to Edison cable.
- EDTL 36: 26 degree enhanced definition lens tube.
- safety black: Black safety cable.
- DMX 10: DMX 10 foot jumper cable.

**1.7**

- 1: LYN: Low voltage Terminations.
- 1: Commissioning: System Commissioning and initial programming.
### Pipe Installation Labor

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Pipe Installation labor</td>
<td>Installation of storm pipes and FOH pipes. Hang and focus fixtures (3 men, 1 day)</td>
</tr>
</tbody>
</table>

**Total Project Equipment - $89,419.00**

- Ground Freight to job site included
- ETC equipment pricing per NHEC contract 2018-B11

### Section III - Services and Exclusions

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>3.1</td>
<td></td>
<td>Project management and coordination.</td>
</tr>
<tr>
<td>3.2</td>
<td></td>
<td>Drawings for approval within 6 weeks of receipt of order.</td>
</tr>
<tr>
<td>3.3</td>
<td></td>
<td>Production requires 4 to 8 weeks for delivery of equipment after receipt of written approval and release.</td>
</tr>
<tr>
<td>3.4</td>
<td></td>
<td>ETC two (2) year limited warranty on parts and workmanship. 1-year warranty on all other manufacturers.</td>
</tr>
<tr>
<td>3.5</td>
<td></td>
<td>All work requires 21 days notice. Work completed M-F during normal working hours.</td>
</tr>
<tr>
<td>3.6</td>
<td></td>
<td>Freight allowed to the job site. Expedited freight is not included.</td>
</tr>
<tr>
<td>3.7</td>
<td></td>
<td>Exclusions:</td>
</tr>
<tr>
<td>3.8</td>
<td></td>
<td>Contents of the General Conditions, related sections or other drawings are not included.</td>
</tr>
<tr>
<td>3.9</td>
<td></td>
<td>Bonding, fees and permits not included.</td>
</tr>
</tbody>
</table>

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>4</td>
<td>20</td>
<td>DMX-25</td>
</tr>
<tr>
<td></td>
<td>5</td>
<td>DMX-25</td>
</tr>
</tbody>
</table>

- House Light Replacement Lamps for Middle School
  - LED medium screw base 42 watt dimmable LED lamp short 26 degree
  - LED medium screw base 42 watt dimmable LED lamp short 40 degree
MSMS Auditorium and Safety Equipment Upgrades

Expiration

Date: 09/04/2020

Modified Date: Nov 10, 2019 11:32 AM EST Doc # 67293 - Rev 1 of 1

Description: MS AUDITORIUM

Sales Rep: Houk, Jason (P) 503-313-5120 ext. 246, (F) 503-584-5137

Customer Contact: Sales Rep: Payden (P) 761-233-6800 salesrep@payden.com


Billing To: Burlington Public Schools 123 Cambridge Street Burlington, MA 01803 United States (P) 781-273-1300


Customer PO: Terms: NET 30 Days

Ship Via: Other None

Special Instructions: Carrier Account #: 

EPSON PROJECTOR
1 Epson - Epson Pro L1000UHN
3 LCD projector - 10200 lumens (white) - 10200 lumens (color) - WUXGA (1920 x 1200) - 16:10 - 1080p - LAN - with 3 years Epson Read Service Program

V11H9103E Yes 1 $1,349.00 $1,349.00
2 Epson - Epson E.P.L33
Long throw zoom lens - 19 mm - 195.4 mm - -1.8 - 2.45 - for Epson EB-G7200, G7300, G7400, G7500, G7600, G7900, L1100, L1200, L1300, L1400, L1500

S42HC24.28 Yes 1 $2,029.00 $2,029.00

DIALITE PROJECTOR SCREEN
3 Da-Lite - Da-Life Tensioned Professional Electro-HIDTV Format Projection screen - ceiling mountable, wall mountable, motorized - 120" 16:10 - 209" (530 mm) - 16:9 - Da-Mat - black primer coat

S2777 Yes 1 $7,528.00 $7,528.00

DIALITE SHIPPING: DIALITE SHIP Yes 1 $637.00 $637.00

Mounting Hardware for 22 FT IDE SCREEN-HDIV Yes 1 $700.00 $700.00

BOSE AV SYSTEM
5 Bose - POWERMATCH PM8200N CONFIG PRO AMP US

S32545-111 Yes 1 $3,628.87 $3,628.87

7 Bose - POWERMATCH PM8200N CONFIG PRO AMP US

S31513-1110 Yes 1 $2,914.29 $2,914.29

3 Bose - CONTROLSPACE ESP12100AD120V US

S31245-1110 Yes 1 $2,214.29 $2,214.29

Ockens Company 932 West Cheatham Street Brockton, Massachusetts 02301 United States http://www.ockens.com (P) 508-584-9150

Date: Nov 10, 2019 03:05 PM EST
317222-5000 5 Bose

Yes 6 $1,287.14 $7,422.84 MA12EZ LOUDSPEAKER, WHITE

10 Bose

VW6-M12MA12EZ B-PIBUT BRKT WHITE

S13337-3200 Yes 2 $102.45 $204.90

7 Bose

VW6-M12MA12EZ B-PIBUT BRKT WHITE

S13337-3200 Yes 2 $102.45 $204.90

10 Bose

CB-MA12 EZ COUPLING BRKT WHIT

311050-2002 Yes 4 $141.43 $565.72

13 Bose

WBC10 COMPACT SUBWOOFER WHITE

735450-3210 Yes 2 $877.74 $1,755.48

83.
Notes:
1. This quote is based on Barbizon’s interpretation of the project and is limited to the bill of materials and scope of work detailed above.
2. Installation is not included in this quote.
3. Duties, taxes, fees, if applicable are not included in this quote.
4. Asbestos remediation, if called for or encountered is not included.
5. Painting and or Patching of walls or ceilings is not included.
6. No bonding, job permits, or fees have been included.
7. Barbizon’s standard insurance applies; certificates available upon request.
8. Barbizon’s standard Terms and Conditions of sale attached.
9. Trash disposal & removal is not included.
10. This quotation is not a contract.
11. Prices firm for 30 days.

Thank you for the opportunity to Quote!
Quoted By: Scott Stipetic
Stipetic@barbizon.com
561-307-0618

Please include our quote number on any purchase orders.
14 Bose
MIKRO 7" INCH TOUCH PANEL ANDROID PILOT
77058-76-2010 Year 1 $471.43 $477.43
12 Bose
MIKRO 7" TOUCH PANEL J-BOX
78269-2010 Year 1 $165.71 $166.71

PROJECTOR MOUNT
11 Chief Manufacturing - Chief KMA22 Mount Arm Assembly with Lateral Shift Wall mount for LCD / plasma / projector / silver
KMA22 Yes $109.30 $109.30
17 Chief Manufacturing - Chief VCM Series Heavy Duty Universal Projector Mounts VCMU Mounting component (ceiling mount) for projector - steel - black
VCMU Yes $435.00 $435.00
15 Chief Manufacturing - Chief CAM112 Mounting component (extension column) for projector - aluminum - black
CAM112 Yes $35.00 $35.00

ATLONA TOUCH PANEL AND CONTROL SYSTEM
19 ATLONA
CSCO 324 UHDO 3x2 Multi Format Matrix Switcher
Yes $2,522.63 $2,552.00
22 ATLONA
UK UHD HDMI Over 100 ft HOBBIT TX RX with Ethernet, Control, and PoE
AT-UHD-CSCO-324 Yes $2,587.02 $2,671.20
21 ATLONA
6 inch Touch Panel for Velocity Control System
AT-HOVS-ZDC-TX-VP
AT-VTP-SDC-BL Yes $2,115.71 $2,131.42
22 ATLONA
TankDrop Mounting Kit for Velocity Control System Touch Panel
AT-VTP-TBK Yes $1,741.02 $1,741.02
23 ATLONA
AV Control Processor for Velocity Control System
AT-VDP-200 Yes $1,222.36 $1,222.36
24 ATLONA
IP to RS-232 Command Converter for Velocity Control System
Yes $1,177.43 $1,177.43
26 Cisco Systems - Cisco Small Business SG350-10P
Switch - L3 - managed - 8 x 10/100/1000 (PoE+) + 2 x combo Gigabit SFP - desktop - PoE+ (82 W)
AT-CISCO-R5222 - kity
Yes $540.54 $540.64

CABLING, MATERIALS
26 WEST PENN
QTY 2000 FT 22 2 Shielded Cable, 2 C2ND 22 TX30 BMDL BARE OM
SS100-10P-BRD-NA
29 Yes $135.54 $135.54
27 WEST PENN
QTY 2000 FT CAT6 Cable, CATEGORY 6 CMR + PAIR
2406 Yes $2,195.71 $2,195.71
23 REDCO
Double Gang Data input Plate w/2RU45 Inserts, 2G st. 2xRU45 CE
Y7G24Y Yes $42.36 $42.72
29 Cables to Go - Legrand 24-Port CAT6 110-Type Patch Panel
High Density 1RU 144-Port Panel - 1RU - 19" - 24 ports
Y9199 Yes $350.25 $350.25
Y base Vertical Cable 24 Port Patch Cable.
35 Cables to Go - C2ND 68 CAT6 Stranded Unshielded UTP, Network Patch Ethernet Cables Blue - Patch cable - RJ-45 male to RJ-45 male - 5 ft. UTP CAT6 - stranded stranded OM
05078 Yes $12.36 $12.60
31 CABLES - MATERIALS
MISC MATERIALS CABLES, HARDWARE CONNECTORS

85.
MSMS Auditorium and Safety Equipment Upgrades

Note: CUSTOM LABELING
HDMI IN 1, HDMI IN 2, HDMI IN 3, HDMI IN 4

PATCH CABLES
33 Cables to Go - C2G 6ft High Speed HDMI Cable with Ethernet for JK Devices - HDMI cable - HDMI (M) to HDMI (M) - 3 ft - shielded - 56763 Yes $6.00 $43.00

15 Cables to Go - C2G 1ft Select VGA + 3.5mm Stereo Audio AV Cable M-M 1ft - 15C Plated - VGA cable - HD-15, stereo 3.5 mm (M) to MID-15, mini-phone stereo 3.5 mm (M) - 10 ft - black - 56226 Yes $3.22 $66.00

MID ATLANTIC RACK & AC MANAGEMENT

34 Cables to Go - C2G 10ft High Speed HDMI Cable with Gripping Connectors - HDMI with Ethernet cable - HDMI (M) to HDMI (M) - 10 ft - double shielded - black -

36 Mid Atlantic AHG-520R 6 Out Sequenced Out Power 42245 Yes 7 $522 $3 $399 $7

37 MidAtlantic Audio Visual Stands Alone Enclosure
MID ATLANTIC ERK-525-214-1V RACK ERK-525-214-1V Rack Yes $175 $3 $175 00

38 Mid Atlantic Black Panel
Mid Atlantic Black Panel for Open Rack Areas
JPBL-7 Yes $25 $25 00

39 Mid Atlantic E61 Economical Steel Panel
Economical steel panel with a durable flat black powder coat finish
E61SP Yes $7.72 $7.72

40 Mid Atlantic E62 Economical Steel Panel
Economical steel panel with a durable flat black powder coat finish
E62SP Yes $10 30 10 30

41 Mid Atlantic Anodized Drawer
Fully enclosed top with spring-loaded shelves

42 Yamaha R02224-02 32x48-16-Out Digital Network Remote (1) R02224-02 Yes 2 $3.74 96 $3.74 96

43 Symetrix TITAN-1815 - Digital Signal Processor with 8x48 Dante PRGM-16X16 Yes 1 $3.32 98 $3.32 98

44 Symetrix Aes3active Remote Control ARC-24 Yes 2 $215 13 $430 26

45 AV Series 12-Port PoE++ Gigabit Managed Switch AMS-120G3P Yes 1 $425 15 $425 15

Note: Geenley integrates with AV Flash Systems. Connect up to 8 Port-Enabled Devices (Max Output 130 Watts). Optimize Your Network with
# MSMS Auditorium and Safety Equipment Upgrades

## Wireless Microphones and Headsets

### 44 Listen Technologies Rental Headset
- High performance RF receiver offering best-in-class sensitivity
  - Price: $145.12, $4.768.56

### 45 Listen Technologies Universal Ear Speaker
- Designed to provide maximum audio quality and freedom of movement without cable tangle
  - Price: LA-401 Yes $15.11, $465.63

### E2 Shure Ear Microphone Rental On/Off Switch (M69) Yes 4 $106.00 $424.00

### E3 Shure Wireless Combo Microphone System (G12XUE/E96) Yes 4 $560.00 $2,240.00

### E4 Shure 4 Way Active Antenna Splitter and Power Distribution System UA644+SWB Yes 2 $473.76 $947.52

### E5 Shure Active Directional Antenna UAP671-US Yes 4 $311.25 $1,245.00

### E6 Shure Rackmount Kit for Two ULX Wireless Receivers UA507 Yes 4 $212.25 $848.00

### E7 Shure Antenna Cable 50 ft UA502 Yes 4 $56.25 $225.00

### COMM SYSTEM

### E8 Telex Master Station and Power Supply (24 VDC, 3 A; power in a single unit)
- MS-2032 Yes 1 $1,180.50 $1,180.50

### E9 Telex Headset Station VMH-1020 Yes 1 $265.76 $1,546.00

### E10 Telex-4 Channel Intercom Speaker Station SS-1020 Yes 2 $446.75 $933.50

### E11 Telex 4-Channel Portable Bellpack Headset Station (4 Pin XLR Male) BPA400AMK Yes 4 $227.00 $914.00

### E12 Telex Headset
- Telex Single-Sided Lightweight Headset

### E13 Denon Media Player
- With Bluetooth Receiver & AM/FM Tuner (balanced)
  - DN-302 Yes 1 $350.00 $350.00

### E14 Denon DN-100CD// Plus Solid-State CD/USB Audio Recorder DN-100CDX Yes 1 $214.75 $2,147.50

---

87.
INTERCOM MUTE INTERFACE
99 RDLC Link - Level Audio Switch 2X1 ST-SSR Yes $125.65 $376.95
18 Power Supply
RDL RS-24AS 500mA AC/DC Power Supply For Stick-Ons & Rack Ups
87 FLAG Heavy-Duty Tele-Boom Mic Stand FLAG OS MG9701TB Yes 2 $200 $0.00
CR-44
cr-45
WIRING & ACCESSORIES
INSTALLATION
SEE BELOW - NOTES
LABOR AV Yes $150.00 $16,000.00
IN: INSTALLATION OF THE FOLLOWING EQUIPMENT
EPSON LASER PROJECTOR DALITE 22FT WIDE SCREEN WITH LOW-VOLTAGE CONTROLLER BOSE SOUND SYSTEM ATLONA AUDIO VISUAL CONTROLLER AND MOBASET SYSTEM MIXER RACK DSP

OCTERS SERVICES
7C OCTERS - CERTIFIED
71 OCTERS - CERTIFIED INSTALLATION
LABOR AV Yes $150.00 $16,000.00 ATLONA PROGRAMMING, Configuration and Training, Installation, Configuration, and Testing, per UNIT
OCTERS STATE OF MA CONTRACT ID. OFF#3
SUBTOTAL: $136,441.46 Tax (3.00%): $4,023.24 Shipping: $0.00

TERMS AND CONDITIONS:
Total: $136,441.46
This quote is valid for 60 days from the date of issue. All products quotes are subject to availability.
Terms for Product Purchases are NET30 Days from date of invoice. All Services will be invoiced separately and are payable on receipt of invoice.
Balances over 30 Days past due will incur a 1.5% fee per month.
February 18, 2020

Burlington Public Schools
123 Cambridge Street,
Burlington, MA 01803

By Email Only: Bob.Campbell@bpsk12.org

Environmental Response Services, Inc. (ERS) is pleased to submit, for your review, the following pricing for the requested asbestos abatement services. All work procedures will meet or exceed federal, state and local regulations that govern the removal, transportation, and disposal of asbestos containing materials (ACM).

Scope: The following identifies the scope of services to be conducted in accordance with this proposal.

- Obtain required DEP Permit for asbestos abatement projects.
- The fire curtain shall be enclosed with a containment consisting of plastic sheeting.
- A negative pressure air filtration device shall be installed in the work area.
- A 3-stage decontamination unit shall be constructed at the entrance to the work area.
- Removal/decontamination of the asbestos containing fire curtain (approx. 18" x 50") located at the auditorium stage.

Pricing:

<table>
<thead>
<tr>
<th>Asbestos Abatement Services:</th>
<th>Cost:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total cost including all labor, materials and disposal</td>
<td>$9,681.00</td>
</tr>
</tbody>
</table>

Assumptions:

1. Owner will relocate all movable objects from work area.
2. Owner responsible for TEM Clearance testing by DEP.
3. Owner to supply sufficient/constant supply of running water and electricity for duration of project.

Acceptance: The above project scope, pricing and conditions are satisfactory and hereby accepted. I am commissioning this work as an authorized representative of the client. Payment due upon receipt of invoice, interest on overdue payments will be 1 1/2% per month (18% per year). My signature denotes a legal and binding contract. Client assumes full responsibility for all payment collection actions and associated fees.

ERS:  
Authorized Signature  
Date

CLIENT:  
Authorized Signature  
Title

Environmental Consulting and Contracting
Article 07  Memorial Playground Resurface  $ 50,000

Purpose: This warrant article will allow for the Burlington School Department to resurface the Memorial playground. The existing playground surface is beyond its useful life and has many rips and holes in it.
## Quote

**Date:** 1/9/2020  
**Quote No:** 471901558

To: Burlington Memorial School  
125 Winn St  
Burlington, MA 01803

---

**SITE SPECIFICS LLC IS AN SDB CERTIFIED MBE**

<table>
<thead>
<tr>
<th>Item #</th>
<th>Description</th>
<th>Unit Price</th>
<th>Line Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Turf</td>
<td>60 oz PlayTurf installed over existing rubber surfacing, to include 6 swing/slide mats &amp; infill</td>
<td>$47,150.00</td>
<td></td>
</tr>
<tr>
<td>1.00</td>
<td><strong>FAC104 Discount</strong></td>
<td>($2,357.00)</td>
<td></td>
</tr>
</tbody>
</table>

**Total** $44,793.00

---

**Cindy Maak**  
This is a quotation on the goods named, subject to the conditions noted. Unless otherwise noted, does not include taxes, permits, site or local approvals, performance bond, engineering fees, testing, site prep, installation, unloading, storage, security, fencing or landscaping. Site Specifics LLC makes no warranties or guarantees of the products or services provided.

---

*Thank you for this opportunity.*

---

92 BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
**SCHOOL - MSMS - Exterior Bathroom**

**Article 08** Marshall Simonds Exterior Bathroom

**Purpose:** This warrant article will allow for the Burlington School Department to purchase materials and hire vendors to renovate two exterior bathrooms. The bathrooms, which are accessible, were not updated during the MSBA renovation at Marshall Simonds. These Bathrooms would be used during physical education classes and events that take place at the multiple fields on the property.

---

**New England School Services, Inc.**

88 Hicks Avenue
Medford MA 02155

Voice: 617-768-4200
Fax: 781-396-0036

**QUOTATION**

Quote Number: B-Marshall Simonds
Quote Date: Mar 12, 2020
Page: 1

<table>
<thead>
<tr>
<th>Quoted To:</th>
<th>Ship to:</th>
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<tbody>
<tr>
<td>Burlington Public Schools</td>
<td></td>
</tr>
<tr>
<td>123 Cambridge Street</td>
<td></td>
</tr>
<tr>
<td>Burlington, MA 01803</td>
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<table>
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<th>Sales Rep</th>
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<tr>
<td>PURCHASE</td>
<td>4/1/20</td>
<td>Net 30 Days</td>
<td>Brian Kingston</td>
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<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Marshall Simonds - Restroom partitions</td>
</tr>
<tr>
<td></td>
<td>2 bathrooms</td>
</tr>
<tr>
<td></td>
<td>** FURNISH AND INSTALL ***</td>
</tr>
<tr>
<td></td>
<td>-Reinstall building dispensers</td>
</tr>
<tr>
<td></td>
<td>-Removal and disposal by OTHERS - unless otherwise noted</td>
</tr>
<tr>
<td></td>
<td>Floor mounted and overhead braced SOLID PHENOLIC restroom partitions</td>
</tr>
<tr>
<td></td>
<td>RESTROOM PARTITIONS</td>
</tr>
<tr>
<td></td>
<td>EAD solid phenolic partitions</td>
</tr>
<tr>
<td></td>
<td>LABOR</td>
</tr>
<tr>
<td></td>
<td>Labor to furnish and install material</td>
</tr>
<tr>
<td></td>
<td>* Installation is based on work performed Monday through Friday during normal business hours</td>
</tr>
<tr>
<td></td>
<td>MISC</td>
</tr>
<tr>
<td></td>
<td>Deduction of standard hinges / Revise to include stainless continuous hinges</td>
</tr>
</tbody>
</table>

Please note that we are vendors under MHEC and Comm Buys:

Mass: Higher Education Collaborative Vendors ID: MC 13-065
CommBuys Operational Services Division Vendor ID: 300183

|         | | |
|---------|------------------|
| Subtotal| 8,500.00 |
| Sales Tax| |
| Freight| |
| **Total**| **8,500.00** |

---

93 BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
June 10, 2019
Burlington School Administration
123 Cambridge Street
Burlington, MA 01803

Subject: Final Revised School Administration Fax

To: ESCS

ESC School - MSMS - Exterior Bathroom

CT & MA Certified Woman Owned Business
Contractor License – CT. #1ELC:0202749-1.5 – MA. #7015-C
Web: www.escsinc.com

<table>
<thead>
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<tbody>
<tr>
<td>1</td>
<td>Single Board Metal Enclosure for 50F Family Source</td>
<td>$117.80</td>
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<tr>
<td>2</td>
<td>Single Board Metal Enclosure for 10F Family Source</td>
<td>$117.80</td>
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<tr>
<td>3</td>
<td>4CLASS SE 9600 Standard Profile w/ Maximum Compatibility (W/Tag/Smart Reader + Keypad)</td>
<td>$222.25</td>
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<tr>
<td>4</td>
<td>4CLASS SE 812 Standard Profile w/ Maximum Compatibility (Card Reader + Mini-Motion)</td>
<td>$109.19</td>
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<tr>
<td>5</td>
<td>Surface Mount Strike</td>
<td>$22.80</td>
</tr>
<tr>
<td>6</td>
<td>Additional Lock Power Supply 4AMP 18 STRANDS WITH TRIGGERS AND TRIM FIT</td>
<td>$22.24</td>
</tr>
<tr>
<td>7</td>
<td>Replacement Key</td>
<td>$6.17</td>
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<tr>
<td>8</td>
<td>Receiver 3/4&quot; Diameter SPED White Door Contact</td>
<td>$17.15</td>
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<tr>
<td>9</td>
<td>18&quot; Activated Bolt Lock</td>
<td>$30.78</td>
</tr>
<tr>
<td>10</td>
<td>ACCESS CONTROL CABLE 250' &amp; 100&quot; Roll Down</td>
<td>$422.90</td>
</tr>
<tr>
<td>11</td>
<td>250' G/C SHIELD CABLE</td>
<td>$240.00</td>
</tr>
<tr>
<td>12</td>
<td>1/2&quot; EMT 20 FT</td>
<td>$110.36</td>
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<tr>
<td></td>
<td>Electric Box</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Program</td>
<td>$270.00</td>
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<tr>
<td></td>
<td>Sheet</td>
<td>$539.00</td>
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<tr>
<td></td>
<td>Led/L</td>
<td>$2,160.00</td>
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<tr>
<td></td>
<td>Drawings</td>
<td>$125.00</td>
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<td></td>
<td>Engineering</td>
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<td></td>
<td>Misc. Components</td>
<td>$67.00</td>
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<td></td>
<td>Conduit Shelves and Frough</td>
<td>$125.00</td>
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<tr>
<td></td>
<td>Shopping</td>
<td>$216.00</td>
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<tr>
<td></td>
<td>Warranty &amp; F- drew</td>
<td>0.00</td>
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<tr>
<td></td>
<td>TOTAL</td>
<td>$3,246.00</td>
</tr>
</tbody>
</table>

Corporate Office:
106 Evergreen St.
Bridgeport, CT 06606
203.336.9506

Boston Office:
7 A Railroad Ave
Bedford, MA 01730
781.271.0830

94. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
Robert W. Irvine & Sons Inc.

ESTIMATE BURLINGTON SCHOOLS

FIXTURE REPLACEMENT INSTALLATION

MARSHALL SIMONDS SCHOOL

March 13, 2020

Bob Cusato
Director of Facilities
Towertown Burlington Schools
Bob.cusato@burb13.org

Dear Bob:

The following is the not to exceed proposal to furnish and install replacement fixtures on the existing roughs in the Marshall Simonds School:

- Restroom Bathrooms (Men, Women) Install 3 floor mount units, Clayton 2 Lavatories with trim and Ceramic Fixtures in existing plumbing service-vals (as required). Documentation for additional work to order, existing year with ADA compliant. Does not include replacement of closest things or required. No packing or patching allowance. Permit fees are not included.

We propose to furnish labor and material complete in accordance with the project specifications for the amount of $3,785.00

Five Thousand Seven Hundred Eighty Five Dollars and Zero Cents

Payments to be made as follows: Per invoices.

Sincerely,

William M. Gillespie

William M. Gillespie
Robert W. Irvine & Sons Inc.

The Plumber Protects the Health of the Nation
**Talty Floors, Inc.**
86 Billerica Ave.
Suite 2
North Billerica, MA 01862
978-667-3366

**Date** | **2747**
---|---
8/12/2019 | 

<table>
<thead>
<tr>
<th><strong>Description</strong></th>
<th><strong>Qty</strong></th>
<th><strong>Amount</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>2 First Floor Bathrooms</td>
<td>52</td>
<td>1,248.00</td>
</tr>
<tr>
<td>Sheet Vinyl</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beauflor Xtreme Mira 690D</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13.2 x 35</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adhesive / Prep Materials / Vinyl Cove Base</td>
<td></td>
<td>375.00</td>
</tr>
<tr>
<td>Install Sheet Vinyl and Cove Base</td>
<td></td>
<td>1,800.00</td>
</tr>
<tr>
<td>Prep Floor</td>
<td></td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th><strong>Subtotal</strong></th>
<th><strong>$3,423.00</strong></th>
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<tbody>
<tr>
<td><strong>Sales Tax (0.0%)</strong></td>
<td><strong>$0.00</strong></td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$3,423.00</strong></td>
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<tr>
<td><strong>Payments/Credits</strong></td>
<td><strong>$0.00</strong></td>
</tr>
<tr>
<td><strong>Balance Due</strong></td>
<td><strong>$3,423.00</strong></td>
</tr>
</tbody>
</table>
Purpose: This warrant article will allow for the Burlington School Department to purchase and install filtered water dispensing units. These dispensers may be in the form of a drinking fountain, or a dual unit that also includes a bottle fill option. Existing units may be converted to include the bottle fill option.
Plumbing Quote

January 16, 2020

To: Burlington Schools – Fox Hill School

Quote to: Install 1 Elkay bottle filler model KU50001S in existing location. Electrical by others.

Total Cost: $3,100.00

Thank you,
Mark Irvine, President
mirvine@irvineandsons.com
**Purpose:** This warrant article will allow for the Burlington School Department to purchase and install security cameras. Some aging cameras would be replaced with new high definition cameras. Additional cameras may be added to provide broader coverages to our properties. Funds may also be used to purchase storage, licensing, mounting hardware, cables and labor.

**SCHOOL – Security Camera Replacement & Upgrades**

$75,000

---

**Estimate**

<table>
<thead>
<tr>
<th>Date</th>
<th>Estimate #</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-5-2020</td>
<td>2802</td>
</tr>
</tbody>
</table>

---

**EyeP Video Systems, LLC.**

Danville, NH 03834

603-382-2547 Phone 603-382-1340 Fax

---

<table>
<thead>
<tr>
<th>Project</th>
<th>2020 Budget</th>
</tr>
</thead>
</table>

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<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Qty</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>GSC H1</td>
<td>GSC-H1 (16Ch Video Security Dealership connection)</td>
<td>10</td>
<td>300.00</td>
<td>3000.00</td>
</tr>
<tr>
<td>GSC Movil H1</td>
<td>GSC H1 (Gives Security Mobile app connection)</td>
<td>10</td>
<td>256.00</td>
<td>2560.00</td>
</tr>
<tr>
<td>GSC ADV LAP TY</td>
<td>GSC Advantage for 24 month alarm panel - 1 Year</td>
<td>200</td>
<td>100.00</td>
<td>20000.00</td>
</tr>
<tr>
<td>GSC On-H1 -1 Camera connections for commercial Enterprise Server</td>
<td>GSC On-H1 -1 Camera connections for commercial Enterprise Server</td>
<td>20</td>
<td>124.00</td>
<td>2480.00</td>
</tr>
<tr>
<td>AXIS IP T1415 LE</td>
<td>AXIS P1415 LE Network Camera: a compact 3 megapixel camera with four coaxial lenses enabling overview and detailed surveillance. With one IP address and one network cable, the four cameras can be instantly provides a flexible, cost-effective solution for multidimensional surveillance. 360° B&lt;br&gt;360° B camera, Easy to install and the camera cover, with no sharp edges, ensures unobstructed views in all directions. The cameras comes with an integrated weatherstand.</td>
<td>10</td>
<td>1249.00</td>
<td>12490.00</td>
</tr>
<tr>
<td>AXIS ATW-215D Pendant Kit</td>
<td>AXIS ATW-215D Pendant Kit comprises a weatherboard and mounting adapter for AXIS F1910D-L4 Network Camera. The bracket is compatible with 1-5 inch NPS thread. The kit enables AXIS P1415 LE to be mounted on walls, poles, pillars and other corners using AXIS F1910D mounting accessories.</td>
<td>10</td>
<td>89.50</td>
<td>895.00</td>
</tr>
</tbody>
</table>

---

**Total**

---

99. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
## Estimate

### Date: 3/5/2020  
### Estimate #: 2002

### Project

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Qty</th>
<th>Rate</th>
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</thead>
<tbody>
<tr>
<td>AXIS T91A61 Wall Bracket</td>
<td>55U7-651 Wall Bracket for the latest AXIS PTZ Dome Network Cameras and fixed dome pendant kits. Includes mounting plate and AXIS Q9602 E Pendant Kit</td>
<td>10</td>
<td>$95.00</td>
<td>$950.00</td>
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<tr>
<td>AXIS T91A61 Wall Bracket</td>
<td>55U7-651 Wall Bracket for the latest AXIS PTZ Dome Network Cameras and fixed dome pendant kits. Includes mounting plate and AXIS Q9602 E Pendant Kit</td>
<td>10</td>
<td>$95.00</td>
<td>$950.00</td>
</tr>
<tr>
<td>AXIS P5631-EM II</td>
<td>0429-004 PTZ camera with continuous 360° pan for both indoor and outdoor use; 30x optical zoom. Autofocus and focus Recall, HDTV 1080p 50/60fps, 1920x1080 @ 25/30Hz, Motion JPEG and Axis Zipstream. Two-way audio, 0-10V and PoE. Day &amp; Night, IP66 and NEMA 4X classification. Advanced guard mode, full 32G card slot. Mounting brackets, Midspan Power supply, and connection or cable for undf are not included.</td>
<td>1</td>
<td>$1,999.00</td>
<td>$1,999.00</td>
</tr>
<tr>
<td>AXIS T91A61 Wall Bracket</td>
<td>55U7-651 Wall Bracket for the latest AXIS PTZ Dome Network Cameras and fixed dome pendant kits. Includes mounting plate and AXIS Q9602 E Pendant Kit</td>
<td>5</td>
<td>$95.00</td>
<td>$475.00</td>
</tr>
</tbody>
</table>

Total: $3,203.00
## Estimate

**SCHOOL - Security Camera Replacement & Upgrades**

**Eye P Video Systems, LLC.**

Danville, NH 03838

603-382-2547 Phone 603-382-3346 Fax

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Qty</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
</table>
| **AXIS P1345-VE** | 00791-001 Fixed dome with support for Forensic WDR and Lightfinder 2.0, Day/night and IR vandal resistant outdoor casing, Varifocal 3.5-10 mm P-Iris lens, with remote zoom and focus, simplifying the installation. Multiple individually configurable H.264 and Motion JPEG streams. 30 fps at 30 fps with WDR. Zipstream for reduced bandwidth and storage. Video motion detection and tampering alarm. Support firmware and license boot over Ethernet. Includes mounting bracket for wall or ceiling mount. 
00866-001 Day/night fixed dome with support for Forensic WDR, Lightfinder and Optics with IR illumination. IR vandal resistant outdoor casing, Varifocal 3.5-10 mm P-Iris lens, with remote zoom and focus, simplifying the installation. Multiple individually configurable H.264 and Motion JPEG streams. 30 fps at 30 fps with WDR. Zipstream for reduced bandwidth and storage. Video motion detection and tampering alarm. Memory card slot for optional local video storage. Power over Ethernet. Includes mounting bracket for wall or ceiling mount. | 3 | $99.00 | $297.00 |
| **AXIS P1227-LEF** | 00791-001 Fixed dome with support for Forensic WDR, Lightfinder and Optics with IR illumination. IR vandal resistant outdoor casing, Varifocal 3.5-10 mm P-Iris lens, with remote zoom and focus, simplifying the installation. Multiple individually configurable H.264 and Motion JPEG streams. 30 fps at 30 fps with WDR. Zipstream for reduced bandwidth and storage. Video motion detection and tampering alarm. Memory card slot for optional local video storage. Power over Ethernet. Includes mounting bracket for wall or ceiling mount. | 3 | $99.00 | $297.00 |
| **Cat 5e Piano** | CAT 5e plenum cables, 0.5 lb. each, 150 ft. each | 5 | $0.50 | $2.50 |
| **Ubiquiti PBBW** | Ubiquiti Powerlink 2G, Gen2. PBB-5AC-Gen2, IEEE 802.11ac 150 Mbps Wi-Fi Bridge 5 GHz 15.3 Mbit Maximum Outdoor Range. 1x Network. 3.4 Gbps. PoE min. | 4 | $49.99 | $199.96 |
| **Labor** | Install new cameras, upgrade select old cameras and add new network systems | 100 | $25.00 | $2,500.00 |

**Total** | | | | $3,307.00 |
# Estimate

## Date
- 5-5-2020

## Estimate #
- 2002

---

**SCHOOL - Security Camera Replacement & Upgrades**

**Eye P Video Systems, LLC.**

Dartmouth, NH 03819

603-382-2547 Phone 603-382-1340 Fax

---

<table>
<thead>
<tr>
<th>Item</th>
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</tr>
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<td>0.00</td>
<td>0.00</td>
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</tbody>
</table>

---

**Total** 982.100.00

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Page 4

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102. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
Textbooks and Online Programs

Pearson:
Contact: Shaun Duffy
- Texts-$75 per student (6-8)
- Online and text $100.00
- No fee for pilot program
- One to two hours of free instruction
- Based on 900 students - $90,000

Discovery EdTeck- Teachbook
Contact: Jon Son
Online for 90 days - free
- 2019 cost: $54.00
- Based on 900 students- teachbook license $48,600.
- PD is an Additional cost of $9,000-$15,000

Houghton Mifflin:
Contact: Arthur Germano
print and Digital
Civics-$32,212.06
Geography-$35,401.33
World History-$33,067.13
Article 12  Design Work

Purpose:
This warrant article will allow for the Burlington School Department to contract for design work. Through the Request for Qualifications Process, Burlington will work directly with an on-call Architect and Engineer. Projects may include, but are not limited to, building design, classroom renovations, mechanical, electrical, plumbing. Examples below are recent projects.

$100,000

May 28, 2019

Mr. Robert Cumha
Director of Operations
Burlington Public Schools
127 Cambridge Street
Burlington, MA 01803

Re: First Floor Air Conditioning
Travis Wyman Elementary School
44 Terrace Hill Avenue
Burlington, MA

Dear Mr. Cumha,

In accordance with your request, BLW Engineers, Inc. (BLW) is pleased to submit a Scope of Engineering Services at the above referenced facility in accordance with the following:

Scope of Services

Task 1 - Design Development Phase: Services will include preparation of initial plans and specifications, and other project scope issues for the First Floor Air Conditioning to the above referenced occupied facility in accordance with the following:

- Mechanical design shall include new ductless air conditioning systems, pumps, interconnecting refrigerant piping, insulation and automatic temperature controls.
- Electrical design to support the new mechanical equipment.
- BLW will provide required fieldwork for verifying existing conditions and meet with architect/engineer to develop the project scope of work.
- BLW will attend all required meetings with school officials, for the development of the project plans and specifications.
- All systems design shall conform to Massachusetts State Building Code.
- Assist the School with acquiring utility company rebate incentives.

Task 2 - Construction Documents Phase: Based on the design development documents and construction budget authorized by the Town, BLW will prepare 65% and 100% Construction Documents. We will assist the School in filling the necessary documents required by governmental authorities having jurisdiction over the project. We will prepare final cost estimates and construction bid documents.

Task 3 - Bidding Services Phase: In accordance with M.G.L. Chapter 149, BLW will include attendance at the site bid conference, answering of contractor questions during the bid process, issuance of any necessary addenda, and review the bid results for recommendation of the lowest responsible bidder.

BLW ENGINEERS, INC.
CONSULTANTS
373 Green Road, P.O. Box 1333, Easton, Massachusetts 02356 T: 781.461.0100 F: 781.461.0007

104. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
Task 4 - Construction Administration Phase: Services will include shop drawing review, answering of contractor questions, prepare any project directives, review any change orders, process payroll requests, and perform up to four (4) construction site visits during construction, with field written field reports.

Record Drawings for each discipline shall be provided to the owner at the completion of the project by the Contractor. BLW will provide electronic files of the mechanical and electrical systems design to the Contractor for the production of Record Drawings and will subsequently review "as built" drawings prepared by the contractor.

Assumptions
- Attendance at bid openings is not included in this proposal.
- BLW will provide reproducible contract documents for public bids. BLW has not included reproduction costs or time for bid document distribution to contractors in this proposal.
- Mechanical and electrical systems design shall provide for planned construction to allow for consumed operations of the HVAC system through the duration of the construction project.
- Existing site building systems (power, fire alarm, sanitary, water, etc.) are adequate for the proposed renovations. No new site building systems are included in this proposal.
- BLW has not included reproduction costs or time for bid document distribution to contractors in this proposal.
- Environmental services for removal of asbestos containing materials have not been included in this proposal.
- Acoustical related services have not been included in this proposal. BLW Engineers will design systems in accordance with industry standards to reduce noise transmission to the occupied spaces; however, acoustic engineering services are not within BLW Engineers areas of expertise and if noise transmission from the mechanical systems to the occupied spaces ascends to levels is a potential concern, an acoustic consultant should be retained separate from this proposal.
- Commissioning of mechanical and electrical systems is not included in this proposal. Owner shall separately contract commissioning services from a licensed professional when required by the applicable edition of the International Energy Conservation Code (IECC).
- Plumbing, Fire Protection and Structural design services have not been included in this proposal.
- LEED documentation and Energy modeling is not included in this proposal.
- The proposed project consists of providing air conditioning to the first floor classrooms of the existing school building.
**Proposed Fee**

<table>
<thead>
<tr>
<th>First Floor Air Conditioning</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 1 - Design Development</td>
<td>$8,000.00</td>
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<tr>
<td>Task 2 - Construction Documents</td>
<td>$12,000.00</td>
</tr>
<tr>
<td>Task 3 - Bidding &amp; Award</td>
<td>$800.00</td>
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<tr>
<td>Task 4 - Construction Administration</td>
<td>$4,000.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$25,600.00</strong></td>
</tr>
</tbody>
</table>

Additional services will be provided on an hourly basis.

Expenses for reproduction, for required submittals (1 copy), travel, mileage and couriers have been included in the hourly fee.

Invoices for the above named fee would be submitted monthly, based on a lump sum, percent complete basis by task.

Thank you for the opportunity to present this proposal. If you have any questions or need additional information, please feel free to contact our office.

Very truly yours,

BLW Engineers, Inc.

Kenneth R. Beck
Principal

Burlington Public Schools

Date:
May 28, 2019

Mr. Robert Costa
Director of Operations
Burlington Public Schools
123 Cambridge Street
Burlington, MA 01803

RE: Francis Wyman Elementary School Fire Alarm Design
41 Terence Hall Avenue
Burlington, MA

Dear Mr. Costa:

In accordance with your request, BLW Engineers, Inc. (BLW) is pleased to submit a Scope of Engineering Services for the above referenced facilities.

Scope of Services

Design Services will include the preparation of plans and specifications for the fire alarm system renovation for the above referenced facility in accordance with the following:

- BLW Engineers will attend project meetings to discuss the existing fire alarm system, gather information on the existing system, gather any available as-built information on the system.
- Atascocita backgrounds will be provided by the owner.
- HVAC and Electrical Engineers will survey the building, documenting all fire alarm system components, HVAC equipment that may require fire alarm smoke detectors, and sprinkler system connections.
- Engineers will document ceiling and wall types, ceiling heights.
- Set up meeting with the Burlington Fire Department to discuss the project, request any local specifications or code requirements they have including type of fire alarm connection needed such as Masterbox, Digital Masterbox, telephone line connections to a central monitoring station.
- Provide a narrative study documenting existing conditions, purport for replacing the existing fire alarm system, providing opinion-of-cost for the new fire alarm system. The opinion-of-cost will be utilized by the Burlington project manager to secure funding for the project.
- Provide a 90% design development set of drawings indicating the demolition of the existing system and the installation of the new fire alarm system for each building.
- Provide preliminary bid specifications.
• BLW Engineers will attend a project coordination meeting to review the design development plans and specifications with the Burlington project manager.

Consortium Document Services will include further detailed construction plans and specifications for the fire alarm system for the ongoing school in accordance with the following:

• The electrical design shall include a new complete fire alarm addressable system, including the protective signaling and automatic fire detection systems.

• BLW will review and provide the Burlington Fire Department with a final review of the drawing and address all NFD comments.

• All systems design shall conform to Massachusetts State Building Code, NFPA 72, the Burlington Fire Alarm Regulation.

• BLW will provide required fieldwork for verifying existing conditions and documenting existing wall and ceiling types.

Building Services will include attending a pre-bid walkthrough, answering or contract questions during the bid process, preparation of any addenda required.

Construction Administration Services will include shop drawing review, reviewing of contractor applications, review of contract documents, preparing, reviewing of correction requests, field inspection of work, coordination with the field department, testing, and final inspection.

Assumptions:

• BLW will provide one reproducible contract document for each submission.

• Record drawings are not included in this proposal.

• Asbestos containing materials are not expected to be encountered during the course of this project. Environmental consultant services are not included in this proposal.

• Structural engineering services are not included in this proposal.

• The proposed project consists of the fire alarm replacement for the Francis Wyman Elementary School.

Project Personnel

Project Manager: John C. Pierga P.E., Principal

Electrical: John Pierga, P.E. Principal
Scott Dignan, Electrical Engineer

Proposed Schedule (Tentative)

BLW ENGINEERS, INC.                     CONSULTANTS

377 Great Neck, P.O. Box 1533, Linwood, Massachusetts 01860  7: 978-461-4747  F: 978-461-3567

Investigative Narrative
Notice to Proceed with Narrative Study
Kick Off Meeting
June 7, 2019
Kick Off Meeting
June 10, 2019
Narrative Study
June 13, 2019
Narrative Study Review Meeting
July 2, 2019

Design Development Documents
90% Design Development Drawings/Specifications
July 24, 2019
90% Design Development Review Meetings
July 25, 2019

Construction Documents
100% Construction Documents
August 7, 2019

Bidding
Advertisement/Plans Available
August 7, 2019
Pre-Bid Meeting
August 21, 2019
Bid Opening
August 21, 2019
Project Award
August 30, 2019

Construction Administration
Pre-Construction Meeting
September 4, 2019
Stop-Drafting Review
September 11, 2019
Commence Construction
September 16, 2019
Substantial Completion
December 20, 2019
Total Completion
January 10, 2020

Proposal Fee

<table>
<thead>
<tr>
<th>Project/Phase</th>
<th>Fee Amount</th>
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</thead>
<tbody>
<tr>
<td>Investigative Narrative Study/Cost Estimate</td>
<td>$2,000.00</td>
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<tr>
<td>90% Design Documents</td>
<td>$11,000.00</td>
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<td>100% Construction Documents</td>
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<tr>
<td>Bidding</td>
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<tr>
<td>Construction Administration</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Total</td>
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</table>

Additional services will be provided on an hourly basis.

Expenditure for reproduction for required submittals (1 copy), travel, mileage and couriers have been included in the base fee.

Invoices for the above stated fee would be submitted monthly, based on a lump sum percent complete basis by task.

Thank you for the opportunity to present this proposal. If you have any questions or need additional information, please feel free to contact our office.

BL W ENGINEERS, INC.

109 BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
<table>
<thead>
<tr>
<th>Item Description</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>655 Access Classroom Audio System SKU: 655 FF</td>
<td>42</td>
<td>$1,571.00</td>
<td>$94,286.00</td>
</tr>
<tr>
<td>Flexmedia Windlass Microphone SKU: FMM</td>
<td>32</td>
<td>$312.00</td>
<td>$9,984.00</td>
</tr>
<tr>
<td>Media Connector SKU: MCA</td>
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<td>$813.00</td>
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<tr>
<td>Radio Access Classroom Audio System SKU: RCA FF</td>
<td>1</td>
<td>$1,732.00</td>
<td>$1,732.00</td>
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</tbody>
</table>

Sub Total: $112,972.00
Tax: TBD
Shipping: TBD
Total Item Discounts: $0.00
Total: $112,972.00
Re: Francis Wyman Pump Station/Force Main Design

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide the sum of $300,000, or any other sum, for the purpose of funding Francis Wyman Pump Station and force main replacement, same to be spent under the direction of the Town Administrator, or to act in any other manner in relation thereto.

Amount: $300,000 Submitted by Board of Selectmen at the request of the Town Administrator

PASSED () DEFEATED () POSTPONED INDEFINITELY () OTHER

Francis Wyman Pump Station/Force Main Design

This station is a duplex type below grade concrete chamber can with a concrete entrance tube. The station houses two centrifugal pumps, check valves, gate valves, level control panel and associated electrical. A standby generator set and automatic transfer switch is located above grade in a weatherproof enclosure.

The station had a thorough inspection in 2012 by Weston & Sampson Engineers, Peabody MA and documented the following deficiencies:

1. The electrical service cabinet and components are deteriorated.
2. The equipment is exposed to vehicular traffic.
3. Wet well is full of grease and debris.
4. The level control panel is deteriorated.
5. Man lift is in need of inspection.
6. The pumps have many hours of service
7. The pump chamber structure floor is deteriorated.
8. Piping is aged. Poor condition; Priority 1.

Additionally, the Department has repaired two (2) failures of the force main within the past 10 years. During the repairs it was noted that the Ductile Iron force main is showing signs of corrosion due to age; it is beyond it’s 50 year design life and needs to be replaced. The force main was constructed within and adjacent to wetlands, both pipe failures caused sewage to discharge into brooks.

Purpose/Benefit:

Pump failure causing sewerage flooding damage within homes, businesses, and the environment. Outdated technology and systems causing potential hazard for DPW Staff. Additionally high efficiency pumps and controls will significantly reduce Operation and Maintenance costs.
To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide the sum of $120,000, or any other sum, for the purpose of, same to be spent under the direction of the Town Administrator, or to act in any other manner in relation thereto.

Amount: $120,000 Submitted by Board of Selectmen at the request of the Town Administrator

PASSED () DEFEATED () POSTPONED INDEFINITELY () OTHER

Pump Station Maintenance

The sewer system consists of approximately 118 miles of separate sanitary sewers constructed starting in the mid-1960s. The majority of the system is constructed of asbestos cement pipe, with some of the larger diameter pipe being reinforced concrete, and the newer sewer PVC. Fourteen (14) sewer pump stations are in operations throughout the town. All of the stations have been evaluated and using funds appropriated FY15-17 are being upgraded to current technology and made code compliant.

Consistent with the Department other preventative maintenance programs, the DPW intends to implement a long term maintenance program to ensure the pump stations continue to stay in good working order.

Purpose/Benefit:

Pump failure causing sewerage flooding damage within homes, businesses, and the environment. Outdated technology and systems causing potential hazard for DPW Staff. Additionally, high efficiency pumps and controls will significantly reduce Operation and Maintenance costs.
New Sidewalk Construction Backup

There is no formal policy for the construction of new sidewalks in the town of Burlington. The town has a policy to replace/existing sidewalks that was adopted by the Board of Selectmen at the March 27, 2017 meeting. Under this policy, the town will restore or repair existing sidewalks (as needed) when a street is being repaved. The policy further classifies streets into Gateway and Connector roads and specifies the type of material to be used.

The May 2018 included a warrant article to fund new sidewalk construction on Terrace Hall Avenue. Town residents lobbied to have the article included via a petition signed by over 400 residents. The main argument in favor of funding was that there was a safety issue in the places where the sidewalks weren’t continuous. Terrace Hall is a main artery that is heavily used by both cars and pedestrians.

During discussion, concerns raised by Ways & Means committee stated that there were other ad-hoc warrant articles to construct new sidewalks at previous town meetings. The concern was that these ad-hoc requests are unmanageable without a formal policy to identify and prioritize which streets to build new sidewalks on as there are limited amount of funds.

The Town Moderator agreed to appoint the Sidewalk Study Committee to investigate the state of sidewalks in Burlington. Over nine months, the Sidewalk Study Committee met with various town officials from the Board of Selectmen, Planning Department, School Department and Department of Public Works. The Committee also spoke with Representative Gordon from the Massachusetts House of Representatives and asked the town residents for their input at our committee meetings and through a survey that received approximately 250 responses.

The committee approved a set of recommendations and submitted these to both the Board of Selectmen and the Town Moderator. One of these recommendations was to annually allot $300,000 to be spent on the construction of new sidewalks. The committee’s full recommendation regarding construction of new sidewalks are:

- Submit a request for a state appropriation to fund new sidewalk construction on Muller Road, Stony Brook, or Blanchard (in priority) through our state legislatures
- Appropriate $300,000 annually from free cash (when available) for construction of new sidewalks based on the following prioritization
  - Streets should be identified by
    - Need to increase pedestrian safety and welfare
    - Streets which enable students to walk or bicycle to school
    - Streets with enable pedestrians to work to/from commercial districts (Mall, the District, 3rd Avenue, Town Center)
    - Streets which enable pedestrians to travel to parks and recreational areas
- Recommend to the school committee to join the Safe Routes to Schools program. This program encourages students to actively commute to school, either through walking or biking. Participation in this program would enable us to submit for grants to build sidewalks, bicycles, and other projects around the town’s elementary and middle schools. The program is federally funded.

For more information, please see the full report produced by the Sidewalk Study Committee at:

To: Town Meeting Members  

From: Whitney Haskell, Budget Director  

Re: MWRA Debt Service Back Up  

Date: March 17, 2020  

I would like to respectfully request that Town Meeting approve a transfer of $97,265 from the Sewer Inflow / Infiltration Fund for the purpose of paying the FY21 debt service on the Town’s 0% MWRA I/I loans as follows:

<table>
<thead>
<tr>
<th>Loan Year</th>
<th>Total Loan Amount</th>
<th>Payment Status</th>
<th>Amount Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>$235,200</td>
<td>5 of 5</td>
<td>$47,040</td>
</tr>
<tr>
<td>2017</td>
<td>$224,750</td>
<td>4 of 10</td>
<td>$22,475</td>
</tr>
<tr>
<td>2019</td>
<td>$277,500</td>
<td>2 of 10</td>
<td>$27,750</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$97,265</td>
</tr>
</tbody>
</table>

The Town regularly participates in an MWRA Loan/Grant Assistance program to eliminate the inflow and infiltration of water into the Town’s sewer system. The amounts reflected above represent the repayment of the 5 and 10 year 0% interest loans that represented 25% of the Town’s allotment for that program phase. The Town also received 75% of the total allotment for each program phase as direct grant which does not need to be repaid. All loan payments are fully encumbered within the Sewer (I/I) Inflow Infiltration Fund at the time of their approval at Town Meeting and thus there is no impact on property taxes from the repayment of these loans. The Sewer (I/I) Inflow Infiltration Fund is funded through fees collected for connecting to the Town’s sewer system.
To: Town Meeting Members

From: Whitney Haskell, Budget Director

Re: Transfer from Water Stabilization

Date: March 17, 2020

In May of 2018, Town meeting voted to establish a Water Stabilization Fund as a mechanism for capturing water revenue from the general fund and applying it to the costs associated with admission fees, debt service and water supply expenses related to the Town’s connection to the MWRA. Since water revenue comes into the general fund as a local receipt, it must be closed out to free cash and then transferred to the stabilization fund in order to for it to become accessible for this purpose.

In January of 2019, Town meeting approved the first transfer from Free Cash into the Water Stabilization Fund. Due to the timing of this initiative and creation of the fund, that first transfer represented a partial year of collections made between July 1 and November 30 of 2018.

In May of 2019 Town meeting made the first authorization of expenditures from that fund the operating expenses budgeted for FY20.

The same process will be followed this year, and each year moving forward. In January of 2020, Town meeting authorized a transfer of free cash from the Water Stabilization Fund. We are now requesting that the body authorize expenditures to fund operating expenses budgeted for FY21.

Authorization of expenditures from the Water Stabilization Fund require a two thirds vote of Town Meeting.
BACKUP ROAD & PARK PAVING (BOND ISSUE)

Road & Park Paving (Bond Issue)

The Town currently funds Pavement Management on an annual basis through the State Chapter 90 Paving Program supplemented with an occasional appropriation by Town Meeting. A 2008 analysis of the Town wide Pavement Condition Index (PCI) indicated a need of an annual local appropriation of $2.3 Million per year over five consecutive years in order to begin trending the Town wide PCI towards an increasing value. Additionally, the Town maintains 47 paved Municipal Parking lots, the majority of which are in dire need of work; majority of the parking lots are beyond resurfacing and must be reconstructed. This $3M article is intended to be split with $2M applied towards roads & $1M for parking lots.

Purpose/ Benefit:

Postponement of preventative maintenance will result in a significantly more expensive pavement reconstruction requiring a significantly higher investment in the future. For example Micro surfacing can be applied to a road for as little as $4.50/SY, while deferring work until reconstruction is required will cost $26/SY.
Phase I and II MWRA Water Connection

In May 2018 Town Meeting voted to join the MWRA water supply system and authorized the town to proceed with the permitting and construction of phase 1.

As presented in the back up in 2018
- Phase 1 includes the construction of a new water main in Adams Street to restore 1 million gallons per day deficit created by the shutting down of 3 wells at the Vine Brook Treatment facility due to 1,4 dioxane contamination. This short term plan keeps both treatment plants operational.
- Phase 2 includes the construction of a new water main from Burlington to Arlington. This long term plan maintains the Mill Pond Treatment Plant operational while terminating production at the Vine Brook Treatment Plant.

Funding of both phases will be through a 10 year plan of annual water rates increases which started in 2018.

At this point the MEPA certificate was issued and we are working with the Water Resources Commission process to gain approval to join the MWRA. Completion of Phase 1 construction is expected before the end of the year.

We are requesting partial Phase 2 funding for the design of phase 2 and the construction of a chemical feed station at Adams Street. A total of $3.5 million from the originally Phase 2 estimate of $16.9 million is requested through this article.

Why do we need a chemical feed station?
Through the design of Phase 1 and the MEPA permitting process DEP is requiring the construction of a chemical feed station for corrosion control. DEP is requiring the addition of the same corrosion control additive which we use at the Mill Pond and Vine Brook Treatment Plants for water compatibility. In addition, the building will have provisions for the addition of chlorine if that is needed or required in the future.

Note that once design of phase 2 is complete, we are expecting to bring an article forward at the 2021 Spring Town Meeting to authorize the funding for Phase 2 construction, which is estimated at $13.4 million.
February 28, 2020

Town of Burlington
Peter F. Sagarino Jr.
Town Administrator
29 Center St
Burlington, MA 01803

Dear Town Administrator Sagarino,

We are pleased to inform you that we anticipate Chapter 90 local transportation aid funding for Fiscal year 2021 will total $200 million statewide, pending final legislative approval.

This letter certifies that, pending final passage of the bond authorization, your community’s Chapter 90 apportionment for Fiscal year 2020 is $1,084,501. This apportionment will automatically be incorporated into your existing 10-year Chapter 90 contract, which will be available on the MassDOT website www.massdot.state.ma.us/chapter90.

The Chapter 90 program is an integral part of the maintaining and enhancing your community’s infrastructure and is an essential component of our state-local partnership. We look forward to working with you in the coming year to continue the success of this program.

Thank you for all that you do to make the Commonwealth of Massachusetts a great place to live, work and raise a family.

Sincerely,

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor
To:   Town Meeting Members  

From:  Whitney Haskell, Budget Director  

Re:    PEG Cable Access Enterprise Fund  

Date:  March 17, 2020  

In January of 2018, Town Meeting voted to establish a PEG Cable Access Enterprise Fund, pursuant to Chapter 352 of the Acts of 2014, which required municipalities receiving PEG Cable Access Funds to create a new funding mechanism through which those funds are submitted to the approval of the municipality’s legislative body.  

After the creation of the enterprise fund, PEG cable access funds and associated fees paid to the Town from the cable providers are deposited into the fund. In accordance with regulations governing the operation of enterprise funds, this year, and for each going forward Town Meeting will need then vote the appropriation from the enterprise fund to BCAT.  

Since the payments from the cable providers are based on the number of subscribers, the amount of that appropriation will vary from year, but traditionally it has been approximately $540,000.  

The creation and annual funding of this enterprise fund has no impact on the Town’s budget, or the operation of BCAT. It is merely a mechanism used to ensure the Town’s compliance with DOR regulations.
Technology and Cyber Security Contracts (Approval) MIS
Town of Burlington
Capital Request Form

Requesting Department: 155-MIS

Request Title: Network Infrastructure Plan/Enterprise Security Solutions

Project Description: 5-year Network Infrastructure plan $300,000 per year ($1,500,000 total)
5-year Enterprise Security Solution: Multi-layered integrated network threat intelligence strategy to strengthen cybersecurity protection town-wide $100,000 per year ($500,000 total)

This request is:

- [ ] New
- [ ] Continuation of Prior Request/Project Phase

Estimated Project Cost: $2,000,000

Estimated Useful Life:

Priority Ranking: High-health, safety and/or legal requirement

Purpose/Benefit/Impact if Postponed:
Replacement and upgrade of network equipment reaching their end of life and support. Installation of new core switches, network appliances, upgrade/update of VOIP Call Manager systems, wireless access points, phone replacements. In order to supplement and enhance our current security strategy, we intend on procuring an enterprise-wide security solution. This model is a multi-layered integrated network threat intelligence solution to strengthen our cybersecurity protection.

Alternatives Considered: N/A

Project Timeline: July 2020-2025

For Vehicles or Equipment:

- [ ] Repair
- [ ] Replacement
- [ ] New/Additional

This request is for a:

120. BACKUP Town Meeting Warrant  May 11, 2020 Postponed to June 10, 2020

Rev. 10/19
MEMORANDUM

To: Town Meeting
From: John Danizio, Town Accountant
Re: Articles 19 thru 22 – Funding Compensation Plans and Collective Bargaining Agreements
Date: May 6, 2020

Below you will find a brief summary of each contract or compensation plan along with the recommended motion language for articles 19 thru 22.

**Article 19 - Administrative and Professional Compensation Plan**
This compensation plan covers all non-union employees that work more than 20 hours per week. This group, which includes department heads, assistant department heads, and other management level positions, is not a recognized bargaining unit, but does negotiate their salary schedule collectively. The members of this group and the Town Administrator have an agreement that includes a wage adjustment increase of 1.75% for all steps and grades on the salary schedule, and an additional top step on each grade that will be phased in.

Motion:
To see if the Town will vote to adopt the Administrative & Professional Compensation Plan for FY2021, and transfer from the FY2021 Negotiated Settlement Account the sum of $102,572 for the purpose of funding the plan, same to be expended under the appropriate authority.

**Article 20 - Part-Time Compensation Plan**
This compensation plan covers all Town part time employees whose positions are classified to work less than 20 hours per week, as well as seasonal or temporary employees who work less than a full year. This group includes job titles that would be covered by the BMEA or DPW contracts if they worked 20 hours or more. The Administration’s recommendation is a one year agreement that includes a wage adjustment of a 2.5% increase to part-time rates, and a 2% increase to the seasonal rates.

Motion:
To see if the Town will vote to transfer from the FY2021 Negotiated Settlement the sum of $4,464 for the purpose of funding the Part-time Salary Plan (under 20 hours) for FY2021, same to be expended under the appropriate authority.
Article 21 - Police Patrolmen's Association Contract
The Union and the Board of Selectmen have voted to support a two year agreement. The compensation package of this agreement includes a wage adjustment increase of 2.25% in year one and in year two a 1.75% increase along with a rounding adjustment to the increases between steps. There are some targeted stipend increases and an increase to the pay rate for details. For the non-compensation items there were some language changes in the areas of vacation leave, sick leave, bereavement leave, union business days, clothing/equipment replacement, the grievance process, and the replacement of officers injured on duty. There has also been a light duty policy implemented with this contract.

Motion:
To see if the Town will vote to transfer from the FY2021 Negotiated Settlement the sum of $147,688 for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Patrolman's Association for FY2021, same to be spent under the appropriate authority.

Article 22 - Firefighters Contract
As of the writing of this memo, there has been no settlement or agreement between the Administration and the Firefighter's union. This article will likely be withdrawn/postponed.
Back Up for Financial Article:

Appellate Tax Board Defense

This request is made primarily for the Macy's case. We have a current case which is in the process of being appealed and we have cases involving other years pending.

The major issue in the first case and we anticipate the second case will focus on the potential for development of a portion of the site. In the first case, Macy's position was it could not be developed. However, we believe that discussions had and continue to take place with the Planning department regarding developing the site. In addition, through our former Town Counsel, we requested in discovery that Macy's provide any and all documents about this matter. They indicated that they had no information or knowledge about any development plans or documents. Ironically, it is my understanding that as the case was being heard, the planning department was meeting with individuals regarding development of the Macy's site.

As we have new Town Counsel, we intend to take a more rigorous approach to discovery if the pending cases move forward.
Town of Burlington
Warrant Request Form

Requesting Department: 122-Selectmen/Administrator

Request Title: Visioning & Conceptual Site Planning Burlington Mall Site

Project Description: The proposed project is to develop schematic site plans for the Burlington Mall that integrates the community's goals and supports a well-designed and sustainable development for the next generation of users. The site planning process would inspire innovative ideas and translate them into site plan options that reflect form, uses, and addresses mobility within the site and to/from the site. This effort would enable the Town to contribute and be a proactive partner in the site's future.

This request is: ○ New  ○ Continuation of Prior Request/Project Phase

Estimated Project Cost: $ 65,000

Proposed Funding Source: Free Cash

Estimated Useful Life:

Priority Ranking: High-health, safety and/or legal requirement

Purpose/Benefit/Impact if Postponed:
The Town will experience the greatest impacts from the development decisions made at the mall site. The Town needs the tools to make meaningful contributions to the development process and provide a vision in line with our community's goals. To do this, the Town seeks funding for urban design assistance to translate community input and provide site plans that illustrate our vision and offer concrete plans to the developers at Simon Property Group and Macy's early in the process.

Alternatives Considered:
Town staff will seek additional funding through the MAPC Technical Assistance Program; however, approval of this funding would ensure that the Town is prepared with its plans for the site.

Project Timeline: 6 months

For Vehicles or Equipment:
○ Repair  ○ Replacement  ○ New/Additional

This request is for a:
Make/Model:
Year:
ID#:

124. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020

Rev. 10/19
Town of Burlington
Warrant Request Form

Requesting Department: 122-Selectmen/Administrator

Request Title: Economic Development "ED" Strategic Plan

Project Description: The proposed project will create a Burlington-specific strategy to enhance the economic well being of the Town and provide clear action steps that will inform the efforts to be undertaken by Town staff and community leaders. The proposed ED Strategic Plan would provide a framework that organizes relevant information, identifies issues and key metrics, as well as provide tailored approaches to achieve the community's economic goals.

This request is: ○ New ○ Continuation of Prior Request/Project Phase

Estimated Project Cost: $35,000 Proposed Funding Source: Other

Estimated Useful Life: 5 years

Priority Ranking: Medium-Replace worn out equipment, project from further deterioration/cost avoidance

Purpose/Benefit/Impact of Project:
The ED Strategic Plan would provide an organizing framework that identifies the Town's economic development objectives and optimizes the efforts of Town staff and community leaders. The strategic plan process will also serve as a resource for the Town's new Economic Development Committee and inform the work plan for the Town's new Economic Development Director. It will also serve to communicate the Town's ED goals to the greater business community.

Alternatives Considered: Town staff will seek funding from the MAPC Technical Assistance Program as well as engage with Northeastern to access the Economic Development Assessment Program.

Project Timeline: 6 months

For Vehicles or Equipment:
○ Repair ○ Replacement ○ New/Additional

This request is for a: Make/Model: Year: ID#: 125. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020

Rev. 10/19
Wireless Legal Infrastructure Analysis

Town of Burlington
Warrant Request Form

FY 2021

Requesting Department: 175-Planning

Request Title: Wireless Legal and Infrastructure Analysis

Project Description: See Exhibit A, attached

This request is: ○ New ○ Continuation of Prior Request/Project Phase

Estimated Project Cost: $100,000

Proposed Funding Source: Free Cash

Estimated Useful Life:

Priority Ranking: High-health, safety and/or legal requirement

Purpose/ Benefit/ Impact if Postponed:
If we don't take action we risk:
Continued confusion and frustration about wireless permitting in the Planning and Building Departments.
Increased risk of costly litigation.
Haphazard installations of wireless infrastructure outside of our control.

Alternatives Considered:

Project Timeline: 6-9 Months

For Vehicles or Equipment:
○ Repair ○ Replacement ○ New/Additional

This request is for a:

Make/Model:
Year:
ID#: 126. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020
Exhibit A
Wireless Capital Request
Departments making the request:
Planning Department and Building Department

The wireless communications facilities section of the Town of Burlington Zoning Bylaw begins with a subsection titled Purpose and Intent (Section 8.4.1). The very first item in that Section (8.4.1(a)) reads as follows: *Comply with the intent and obligations of the Federal Telecommunications Act of 1996.* In 2012, in the Middle Class Tax Relief and Job Creation Act, the United States Congress passed a law that says "A state or local government may not deny, and shall approve, any eligible facilities request for a modification of an existing wireless tower or base station that does not substantially change the physical dimensions of such tower or base station." In more recent years new FCC rules and case law have only expanded the powers of the wireless companies.

The legal concerns coupled with infrastructure changes fundamentally change how we can regulate and the nature of where and how wireless infrastructure is placed within the environment. We began this discussion with 5G and took an important first step in regulating the aesthetics that are under our control. Traditional wireless and 5G technology is changing monthly with new technology. We need to revise our wireless overlay bylaw to avoid costly litigation would like to understand what is next and begin as we did in 1996 to map locations and types of installations that we would support to guide development in a way that is best for Burlington.
Town of Burlington
Warrant Request Form

Requesting Department: 175-Planning

Request Title: Sign Bylaw

Project Description: This request is on behalf of the Zoning Bylaw Review Committee, Planning Board, Board of Appeals and Building Department. To hire a consultant to work with the Town and key members of the business community to facilitate discussion and provide a rewrite the existing sign bylaw.

This request is: ○ New ○ Continuation of Prior Request/Project Phase

Estimated Project Cost: $ 75,000 Proposed Funding Source: -Select-

Estimated Useful Life:

Priority Ranking: Medium - Replace worn out equipment, project from further deterioration/cost avoidance

Purpose/Benefit/Impact if Postponed: The existing sign bylaw is cumbersome and necessitates almost every sign to appear before the Board of Appeals for a Sign Permit. The Town has attempted to revise the Sign Bylaw 3 times over the past 3 decades without success. The 3A Committee has also tried without success to modify the signage in the Town Center. Lastly, the Zoning Bylaw Review Committee has taken up renewed interest in this project as it has been identified as an area of frustration in the existing bylaw.

Alternatives Considered: The business community is also interested and may be able to offer some help in funding the effort. While this would be very helpful it is important that this project is Town driven.

Project Timeline: 6-9 months

For Vehicles or Equipment: ○ Repair ○ Replacement ○ New/Additional

This request is for a: Make/Model:
Year:
ID#: 128. BACKUP Town Meeting Warrant May 11, 2020 Postponed to June 10, 2020

Rev. 10/19
### Community Custodial

**Purpose:** To fund the custodial coverage of school buildings during usage of designated civic and youth organizations as per the collective bargaining agreement. This allows these groups to maintain and control cost of the offered programs while utilizing school buildings. Each group is allotted a budget number of hours based upon the average cost per hour of the custodians assigned. The designated groups may utilize school facilities at no cost for custodial services, in some instances, if a regularly scheduled custodial shift is in place at the requested building.

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**Total Budget**                         | $47,464.45            | 1,055.00      |                           |       |             |
FREQUENTLY ASKED QUESTIONS

1. What is the Community Preservation Act (CPA)?
   The CPA is a state law that enables cities and towns to create a dedicated fund for important projects that can greatly impact a community’s character and quality of life. The CPA is a dedicated account for the good things we know we should be doing to save our town and its history.

2. Why is CPA a good deal for Burlington?
   CPA will help preserve Burlington’s historic buildings.
   CPA will help support affordable housing.
   CPA will help protect and create open and recreational space.
   CPA will stretch local tax dollars by providing matching state funds and grant dollars.
   CPA can free up money in the general budget for schools, fire stations, road repair, and more.

3. Why should I support the CPA?
   CPA projects, while critical, rarely get regular, dependable funding from the Town’s municipal budgeting process. A responsible government takes care of its basic needs such as public education, public safety, public works, and public health. These things are necessary indeed — but they are not sufficient to maintain and foster a vibrant, desirable community. CPA projects support the physical and aesthetic characteristics that people look for when choosing a strong community in which to live and work. These projects would help make Burlington even more desirable to prospective residents and businesses, which in the long run, will benefit all of our citizens. Burlington is a great place to live and work. The CPA is a unique opportunity to protect its cultural legacy, preserve its natural and recreational resources, and ensure that those who struggle can find affordable places to live.

4. How much money would this raise each year?
   As proposed, the surcharge would raise about $2.0 million annually, assuming a state match of approximately 33 percent. The state Trust Fund match for FY 21 may be in the range of 33 to 44 percent based on a number of factors including whether the State has surplus funds to contribute additional funds into the matching Trust Fund and the number of real estate transactions at the Registry of Deeds.

5. How will CPA help with our annual budget?
   By funding some existing projects through Community Preservation Act funds and taking advantage of the state contribution — we can help relieve our budgets by freeing general tax revenues for other purposes.

6. Are there any exemptions from the CPA surcharge?
   Property owners with current property tax exemptions are proportionately exempt from the surcharge. Other property owners such as those with low income and senior property owners with low or moderate income are completely exempt. Anyone who rents is exempt. The first $100,000 of assessed value of all residential and commercial property is automatically exempt.

7. What is the income limit for the low income and senior moderate income exemption from the CPA surcharge?
   The 2019 low income exemption for 1 person is $63,448; for a 2-person household it is $72,512.
   The 2019 moderate income senior (60 years old) exemption from the CPA surcharge is $79,310 for 1 person; for a 2-person household it is $90,640. Such qualifying homeowners are eligible for a complete exemption.
8. Is it true that those who can most afford it will pay the most for the CPA?
Yes, because CPA is a surcharge on local property tax bills, homes and businesses with higher assessed values will have higher property tax bills, and thus will pay a larger CPA surcharge. In addition, the exemptions for low and moderate-income senior homeowners and low-income homeowners will assure that those residents who can least afford to pay the CPA surcharge do not have to pay.

9. What is the State match for FY20 and what is the projected state match for FY 21?
The State match announced for FY19 was 23.9 percent. Fees at the Registry of Deed were recently raised so the match in subsequent years is expected to be higher. FY20 is a bridge year with a match that will be between FY19 and FY21. The first year where CPA municipalities will receive matching funds from a full year at the higher fees paid at the Registry of Deed will be FY21. Preliminary estimates are that the FY21 match will be from a minimum of 33 up to 44 percent, depending on the added surplus funds at the end of the fiscal year.

10. Can CPA be amended or repealed?
The CPA must remain in place for at least 5 years. After 5 years, the Act can be repealed at any time. Amendments to the CPA surcharge percentage or the exemptions can be made at any time. These actions can be taken by a majority vote of Town Meeting.

11. Are there any restrictions on how CPA funds are spent?
The CPA requires that communities spend, or set aside for future spending, a minimum of 10% of their annual CPA revenues for each of the three following categories: open space/recreation, historic preservation, and affordable housing. The remaining 70% of the funds are undesignated, and can be used for any allowable project in those program areas.

12. Are the State CPA matching funds part of the annual state budget appropriation process?
No. The state CPA matching funds come from a special Community Preservation Trust fund created by the Act and funded by mandated document recording fees charged at the state's Registries of Deeds. In 4 of the last 6 years, the Governor has chosen to add additional funds from the State's budget surplus.

Community Preservation Committee

1. Who is on the Community Preservation Committee (CPC) and how is it created?
Each community that adopts the Community Preservation Act is required to establish a Community Preservation Committee (CPC) to administer the program. The CPC is created by Town Meeting via a bylaw after CPA enactment. The bylaw defines its composition and charter. The State mandates that the local CPC consist of at least 5 required members and up to 4 optional members. The members required by the Act are 1 each from: Conservation Commission, Planning Board, Historical Commission, Recreation Commission and Housing Authority.

2. Who appoints the optional members to the CPC?
The bylaw will dictate whether the optional members of the CPC will be elected or appointed, and by which authority. The optional members can represent Town departments or relevant committees such as: Council on Aging, Cultural Council, or Disabilities Access Commission. The optional members can also come from other relevant committees such as Land Use or from the business community.

3. What are the CPC's responsibilities?
The CPC has 3 responsibilities: 1) to study the needs, possibilities, and resources of the community with regards to community preservation and hold at least 1 public hearing annually, 2) to accept project proposals from the community and conduct a thorough review of them to make recommendations to Town Meeting for funding, and 3) to keep records of all CPC meetings, proposals, and recommendations.
Background Information

Community Preservation Act (CPA) - Warrant Article
May 2020 – Town Meeting

Projects Eligible for CPA Funding

Open Space

1. What type of open space projects are eligible for CPA funding (based on what other towns have done)?

   Burlington’s 2019 Open Space and Recreation Plan cites the following as goals in a 7-yr forward-looking plan:

   - Develop wayfinding signage that guide people to and between conservation areas
   - Develop town-wide bicycle and pedestrian plan with connections to neighboring towns
   - Develop an invasive species management plan for the Town’s conservation areas
   - Construct hiking trail improvement and rerouting in areas
   - Construct benches, trail kiosks at open space/conservation areas
   - Hire consultant to inventory trails between existing open areas

   Wildlife viewing area – design and build a wildlife viewing area of the Vine Brook Aquifer
   Walking paths – build walking paths and trails along our streams (e.g., along Vine Brook).
   Amenities at gathering places – building bike racks, picnic tables, and trash receptacles.
   Parking – develop a schedule/cost to develop new parking areas or improve existing parking at conservation areas.
   Passive recreation planning – to develop a comprehensive bike/pedestrian plan
   Trail linkage – hire consultant to inventory opportunities between existing open spaces to build trail linkages
   Barriers at conservation areas - install barriers at conservation areas and recreation facilities to deter ATV use, such as signs indicating fines for violation, gates, concrete posts, or boulders at trail heads etc.
   Construct a bicycle path from Lower Vine Brook Path in Lexington to Third Ave or along Muller Road connecting to Mary Cummings Park
   Construct a pedestrian bridge to Landlocked Forest or boardwalk through Aquifer District

Recreation

1. What type of recreation facilities are eligible for CPA funding?

   The focus for CPA recreational projects is on outdoor passive or active recreation, such as (but not limited to):
   community gardens, trails, noncommercial youth and adult sports, parks, playgrounds, and athletic fields

2. What types of recreation projects are eligible for CPA funds?

   Over the next few years, the Burlington 10 year Capital Improvement Plan cites the following:

   - Renovate basketball courts & new lighting at Simonds Park ($75K)
   - Replace Simonds Park skate park structure ($70K)
   - Implement tennis/skate park lighting/paving project at Simonds Park ($60K) and acquire TRW
   - Renovate bandstand on Tc
   - Renovate tennis courts at
   - Expand parking at Veteran
   - Install outdoor fitness equi ($40K)
   - Install playground equipment
   - Design/build a new adult softball field complex or swimming pool complex
   - Indoor recreation – evaluate sites for a new indoor recreation facility
   - Existing parks - provide picnic shelters at Simonds Park and Rahonis Park
   - Signage - improve signage at all public recreation facilities
   - ADA compliance - improve ADA accessibility to all recreation facilities
   - Cricket – design and construct a cricket pitch at an existing park
1. What type of historic preservation projects are eligible for CPA funding (based on what other towns have done)?

   CPA funds may be used to restore, preserve and upgrade historical properties listed in draft Master Plan such as:
   - Grand View Farm/Marion Tavern
   - West School (built 1794)
   - United Church of Christ (built 1732)
   - Jonathan Simonds house (built 1781)
   - The Kent Cottage-Middlesex Tpke (built 1850s)

   Burial grounds - CPA funds may be used to preserve historic burying grounds and cemeteries and may include: gravestone and monument conservation; restoration of chapels and tombs; stabilization of retaining walls; surveys, inventories, and management plans; as well as rehabilitation of fencing and signage.

   Document preservation - CPA funds may be used for document preservation projects to preserve, bind and store town documents, including document conservation and restoration projects and improvements to climate controls.

   Building restoration - exterior restoration and preservation work - doors, windows, roof and carpentry repairs.

   Religious building projects (some) - Projects in religious buildings might qualify for CPA funds where historical events of great significance occurred in the church.

   Signage - Placards of historical significance along the walking trails

   Museum project – restore and upgrade the town museum

   Historical exhibits – funding to create exhibits in library

   Consultant – funding for conditions assessment study of building

   Purchase historic homes before they are torn down

Affordable Housing

1. Who is eligible for affordable housing?

   Housing developed with CPA funds may be offered to those persons and families whose annual income is less than 100 percent of the area-wide median income, as determined by HUD.

2. What affordable housing projects are eligible for CPA funds (based on what other towns have done)?

   Design/engineer affordable housing plan

   Implement a hardship program to help with rental expenses for families facing temporarily hardship due to illness

   Modify existing elderly housing for those who want to remain in Burlington and for veterans

   Renovate existing affordable housing projects – preservation project must protect real property (building) from "injury, harm or destruction." (e.g., window replacements)

   Implement adaptive reuse projects - rehabilitation of unused structures and convert them to housing units.

   Help keep seniors in their homes - purchase affordability restrictions from seniors that allows them to stay in their homes and ensures accessible housing options for the future through deed restrictions on future sales.

   Help seniors on fixed income – improvements to homes could be made to help senior citizens install ramps, guide bars, and other accessibility improvements in their homes.

   Hire housing consultant – to develop a housing plan for the town

   Construct additional affordable housing on Adams Street town land

3. How is CPA affordable housing different from Chapter 40 B housing?

   CPA affordable housing differs from 40B in that all local zoning and bylaws apply, town meeting approval is required and the housing is permanently affordable.
Information Services Security Advisory Committee Backup

Cyberattacks against municipalities are increasingly common and becoming more sophisticated and severe. Cybersecurity becomes more urgent as Burlington adopts new technologies and offer services that are integrated with online network. Cities and towns across the country are being targeted by cybercriminals, nation-states, and hacktivists who seek the path of least resistance by exploiting vulnerabilities in municipal computer networks. Cyberattacks can cause disruption to town operations and services and pose a danger to the health and wellbeing of all town residents.

At the May 2019 annual town meeting, Town Meeting members voted to reestablish the Information Services Advisory Committee as an ad-hoc committee to investigate and report back to town meeting on the current status of Burlington’s information systems and cybersecurity. The Committee recognized that the threat of cyberattacks will be ongoing threat and that a permanent committee is needed to ensure that Burlington evolves its strategy on protecting the town’s information systems.

A vote in favor of this article would establish a permanent Information Systems Security Advisory Committee that would report to the Board of Selectmen and the Town Administrator.
Backup Information: Amend Article V, Section 2.3 – Bylaw Review Committee

Background:

The Bylaw Review Committee (BRC) is charged with reviewing the General Bylaws of the Town of Burlington each year and to report to the Town Meeting Members if there are any changes or deletion to the existing Bylaws, and to review and make recommendations for any new Bylaws that the town should need.

This five-member committee has been overwhelmed with the workload that is required to complete this task each year. And the committee is anticipating that will be experiencing even more workload when the Zoning Bylaw Review Committee (ZBRC) begins to work with the BRC for changes to the Zoning Bylaws that affect the General Bylaws.

There has been discussion as to whether the expansion of the BRC from five members to seven or even nine members would be beneficial. But during these discussions it has become very apparent that the first thing that needs to be done is to have a Recording Clerk that would be able to 1.) Publish the meeting agenda, 2.) Take meeting notes and issue that minutes to the meetings, 3.) Assist with specific research on similar Bylaws in other towns, and 4.) Ensure that communications with other departments is done on time. Similar to the Capital Committee, Finance Committee and ZBRC which currently have part time recording clerks.

The estimated yearly cost of this position would be $2,000. This would cover the 12 – 14 meetings that the BRC calls each year. Based on the information provided by Ms. Joanne Faust of the Human Resources Department, the current recording clerks spend approximately 2 – 2.5 times the length of the meetings with duties related to the meetings. In the case of the BRC, the meetings last on average 3 hours. This would mean that for each meeting the recording clerk would spend 6 – 7.5 hours. The current Part Time Compensation Plan for a Category PT-4 starting salary (1st year) is $16.51 per hour. This rate increases to $20.83 after in the 4th and 5th year. Miscellaneous office supplies may also be required.

Amendment to Article V – Section 2.3:

This article would revise and amend the current Article V – Section 2.3 which currently reads as follows:

2.3 Bylaw Review Committee

The General Bylaws, and all special Bylaws, shall be reviewed annually by the Bylaw Review Committee consisting of five members to be appointed annually, for a term of
three (3) years, by the Moderator within thirty (30) days after the final adjournment of the May Town Meeting. In the absence of an active committee, two (2) members will be appointed for three (3) years, two (2) members will be appointed for two (2) years and one (1) member will be appointed for one (1) year. The Committee shall choose a chair, vice-chair, and secretary. Thereafter, all appointments shall be three years;

All proposed Bylaws appearing on the warrant for any session of Town Meeting, and all articles on any warrant for any session of Town Meeting proposing actions which must be taken by law, shall be referred by the Town Administrator as soon as the warrant closes to the Bylaw Review Committee. Said committee shall consider (a) where in said Bylaws the proposed Bylaw should be placed; (b) the form, clarity and conciseness of the proposed Bylaw; and (c) all arguments in favor of or in opposition to the proposed Bylaw, and shall make recommendations to Town Meeting based on these considerations.

Town Meeting may also refer to this committee, or to any ad hoc committee that Town Meeting may constitute for this purpose, any proposed articles for detailed study and research on specific issues, but the members of any such ad hoc committee shall be appointed by the Moderator.

This section shall not, except by specific vote of Town Meeting, apply to any warrant article required by law to be reviewed by the Land Use Committee, the Planning Board or the Town Administrator.

The revisions include several spelling corrections, some mistakes in typiag, numbering of the various paragraphs for easy referencing in the future, and the paragraph that is added to describe the clerical position. The new/revised full Section 2.3 with the corrections in **Bold** is as follows:

### 2.3 Bylaw Review Committee

#### 2.3.1
The General Bylaws, and all special Bylaws, shall be reviewed annually by the Bylaw Review Committee consisting of five members to be appointed annually, for a term of three (3) years, by the Moderator within thirty (30) days after the final adjournment of the May Town Meeting. In the absence of an active committee, two (2) members will be appointed for three (3) years, two (2) members will be appointed for two (2) years and one (1) member will be appointed for one (1) year. Thereafter, all appointments shall be three years.

#### 2.3.2
The committee shall annually elect a chairperson and vice-chairperson and appoint a secretary. The secretary shall not be a member of the committee. The committee shall define the duties of the secretary and fix the compensation thereof.
2.3.3 All proposed bylaws appearing on the Warrant for any session of Town Meeting, and all articles on any Warrant for any session of Town Meeting proposing actions which must be taken by law, shall be referred by the Town Administrator as soon as the Warrant closes to the Bylaw Review Committee. Said committee shall consider (a) wherein said Bylaws the proposed Bylaw should be placed; (b) the form, clarity and conciseness of the proposed Bylaw; and (c) all arguments in favor of or in opposition to the proposed Bylaw, and shall make recommendations to Town Meeting based on these considerations.

2.3.4 Town Meeting may also refer to this committee, or to any ad hoc committee that Town Meeting may constitute for this purpose, any proposed articles for detailed study and research on specific issues, but the members of any such ad hoc committee shall be appointed by the Moderator.

2.3.5 This section shall not, except by specific vote of Town Meeting, apply to any warrant article required by law to be reviewed by the Land Use Committee, the Planning Board or the Town Administrator.

The final version without the Bold changes would now appear as follows:

2.3 Bylaw Review Committee

2.3.1 The General Bylaws, and all special Bylaws, shall be reviewed annually by the Bylaw Review Committee consisting of five members to be appointed annually, for a term of three (3) years, by the Moderator within thirty (30) days after the final adjournment of the May Town Meeting. In the absence of an active committee, two (2) members will be appointed for three (3) years, two (2) members will be appointed for two (2) years and one (1) member will be appointed for one (1) year. Thereafter, all appointments shall be three years.

2.3.2 The committee shall annually elect a chairperson and vice-chairperson and appoint a secretary. The secretary shall not be a member of the committee. The committee shall define the duties of the secretary and fix the compensation thereof.

2.3.3 All proposed bylaws appearing on the Warrant for any session of Town Meeting, and all articles on any Warrant for any session of Town Meeting proposing actions which must be taken by law, shall be referred by the Town Administrator as soon as the Warrant closes to the Bylaw Review Committee. Said committee shall consider (a) wherein said Bylaws the proposed Bylaw should be placed; (b) the form, clarity and conciseness of the proposed Bylaw; and (c) all arguments in favor of or in opposition to the proposed Bylaw, and shall make recommendations to Town Meeting based on these considerations.
2.3.4 Town Meeting may also refer to this committee, or to any ad hoc committee that Town Meeting may constitute for this purpose, any proposed articles for detailed study and research on specific issues, but the members of any such ad hoc committee shall be appointed by the Moderator.

2.3.5 This section shall not, except by specific vote of Town Meeting, apply to any warrant article required by law to be reviewed by the Land Use Committee, the Planning Board or the Town Administrator.
sent via Email

May 11, 2020

Ms. Betty McDonough
Office of the Town Administrator
Town Hall
29 Center Street
Burlington, MA 01803

Re: Zoning Warrant Articles

Dear Betty,

This office represents Escadrille Realty, LLC and Robert W. Murray, Trustee of Ray Avenue Trust with respect to proposed Zoning Warrant Articles that were submitted in February for the May Town Meeting.

As we have gone through the review process with the Planning Board, the Zoning By Law Review Committee and the Land Use Committee, the proposed Articles have been tweaked a little bit. I have also consolidated them into two Articles, one for textual changes to the Zoning By Laws and one for the requested Zoning Re-Classification. Lastly one of the proposed Articles previously submitted (the proposed amendment to Article V) has been withdrawn.

As such, attached to this email, please find the final versions of the two proposed Zoning Articles that we would request be placed on the warrant for the upcoming Town Meeting. Also attached is a cover letter setting forth the reasons for the request, as well as a pdf with backup information regarding other possible locations in town in which this use might be available.

Thank you for your attention to this matter and please let me know if there are any questions or if you need anything further.

Very Truly Yours,

SHEA, MURPHY & GULDE, P.C.

[Signature]

Thomas F. Murphy, Jr.

140.
MEMO RE: ESCADRILLE REALTY LLC ZONING REQUESTS

Escadrille Realty LLC owns the real estate at 26 Cambridge Street, Burlington, MA and it is the site of the Café Escadrille Restaurant and Function Facility. The Café Escadrille has been a long time member of the Burlington business community -- it is a locally owned restaurant that has been in operation for almost 50 years. Being able to thrive in a town to which many national chains have moved over the years speaks volumes as to the quality of the service that the Escadrille provides to its customers. In addition the Café Escadrille has historically been a good corporate citizen of the Town, as is evidenced by the many charitable and community events that they have hosted and sponsored over the years.

In addition to the restaurant the Escadrille added a function facility a number of years ago and that also has been very successful. Many Burlington families have celebrated special occasions there over the years. However, due to the popularity of both the restaurant and the function facility, there have been ongoing parking issues especially on nights when the restaurant is crowded and functions are being held. They use a vacant adjacent lot at 1-3 Ray Avenue for overflow parking, but even that gets filled on busy nights.

When the parking lot gets full it results in customers parking along Ray Avenue or parking at nearby business sites. This has created problems for our business neighbors and also creates a safety issue as people have to walk along Ray Avenue or Cambridge Street at night.

To address this problem the Escadrille Realty LLC would like to construct a parking deck above the parking lot on the adjacent 1-3 Ray Avenue. This would help alleviate the parking problem. However in order to accomplish that some changes have to be made to the zoning by-laws so that a parking deck could be constructed at the site. The gist of the proposed zoning changes would allow the construction of a parking deck (not parking garage) in a BG District. The first Article proposes textual changes to the zoning by laws, including the creation of some conditions that must be met in order to be able to build a parking deck. The second Article serves to re-classify the lot at 1-3 Ray from an Industrial Zoning District to a General Business Zoning District.

We have gone through a review process with the Planning Board, the Zoning By Law Review Committee and the Land Use Committee and we have tried to address any of their concerns and suggestions as we have finalized our proposal.
We feel that the two Articles that will be going before Town Meeting are a reasonable and pragmatic way to address our parking issues. If adopted we will work through the Special Permit process with the Planning Board and, as our history shows, we will ultimately build and maintain a first class, aesthetically appealing parking deck which will address parking congestion on Ray Avenue and the inconvenience it causes to our business neighbors. The Café Escadrille looks forward to many more years of serving the Burlington community in the first rate manner to which we have become accustomed. We appreciate your consideration of our proposal and we ask for your support.

Café Escadrille, LLC.
2 Wall Street
Temazcal
Jack's Coal Fires Pizza

10 Wall Street
Dunkin Donuts
Subway

20 Wall Street
Harvard Vanguard
Medical Associates

At least two of these lots would need to be combined to meet the minimum lot area
51-53 Middlesex Turnpike
Bed Bath & Beyond
Trader Joe's
54 & 56 Middlesex Turnpike
FedEx Office
The Real School of Music

These lots would need to be combined to meet the minimum lot area
MEMO TO: Amy E. Warfield, Town Clerk
FROM: Planning Staff
DATE: March 11, 2020
RE: Motion recommend 200 Summit Drive be rezoned to IH – Arthur J. Gutierrez and Gloria Gutierrez, Trustees of Burlington January 1998 Realty Trust, Applicant

At its meeting of March 5, 2020 the Planning Board made the following motion:

MOTION – To recommend favorably to Town Meeting on the petition to rezone the property at 200 Summit Drive to the High Rise Industrial (IH) District.

APPROVED: 7-0-0
RE: May 2020 Annual Town Meeting Warrant Article – 200 Summit Avenue, Burlington, MA

Dear Mr. Chairman and Members of the Board of Selectmen:

This office and the undersigned represent the Gutierrez Company and their related entities, Arthur J. Gutierrez, Jr. and Gloria M. Gutierrez, Trustees of Burlington January 1998 Realty Trust, u/d/t dated January 1, 1998 and recorded with the Middlesex South Registry of Deeds in Book 28569, Page 207, as amended of record (the “Petitioner”) and the record title holder of the property located at 200 Summit Drive, Burlington, Massachusetts consisting of 4,279 acres of land as said land is further identified as being the parcel shown generally on the Town of Burlington Assessor’s Map 56 Parcel 20-0 and more particularly shown on the plan entitled “Limits of Proposed Re-Zoning Summit Drive - Burlington, Ma. Lot 200”, dated February 7, 2020, attached hereto as Exhibit A (the “Property”).

At the January 2020 Town Meeting, Town Meeting Members voted unanimously to support the promotion of life science development in the community by rezoning three parcels of land to the High-Rise Industrial (IH) zoning district (the “IH District”). One of those parcels, 400-600 Summit Drive is now in a position to attract or retain life science companies because the site is row “lab ready”.

The Property was not included as part of the rezoning because it is encumbered by a mortgage from an institutional lender (the “Lender”) which necessitated consent by the Lender in order to undertake a rezoning petition, which during the time of the January 2020 Town Meeting process had not yet been obtained. The Petitioner recently received such consent and therefore as a housekeeping matter would like to rezone the Property to the IH District in order to create an opportunity for an integrated, uniformly zoned “life science campus”.

As such, the Petitioner respectfully requests that the Board of Selectmen place on the May 2020 Town Meeting Warrant the enclosed petition to rezone the Property to the High-Rise Industrial (IH) District, which could not be included in the January 2020 Town Meeting Warrant. For your consideration of this request, please see the enclosed draft warrant article, associated Property layout plan and the applicable filing fee in the amount of $2,139.50 made payable to the Town of Burlington.
We respectfully request that this Warrant Article be transmitted to the Planning Board for their consideration and commencement of the requisite statutory public hearing process. If deemed appropriate, the Petitioner would also be pleased to appear at a future Board of Selectmen meeting to discuss this Warrant Article.

Please do not hesitate to contact me should you have any questions related to the above.

Very truly yours,

Robert C. Buckley

Enclosures

cc: Paul F. Sagarino, Jr., Town Administrator (w/enclosures)
Barbara G. L’Heureux, Chairwoman Planning Board (w/enclosures)
Kristin Kassner, Planning Director (w/enclosures)
Amy Warfield, Town Clerk (w/enclosures)
Shari Ellis, Chair of Zoning Bylaw Review Committee (w/enclosures)
Monte Pearson, Chair of Land Use Committee (w/enclosures)
Scott Weiss, The Gutierrez Company (w/enclosures)