MONDAY, JULY 16, 2012

Board of Selectmen Present: Ralph Patuto, Chairman; Robert Hogan, Vice-Chairman, Walter Zenkin; Michael Runyan; Daniel Grattan

Also Present: John Petrin, Town Administrator; Thomas Hickey, Assistant Town Administrator

Pledge of Allegiance/Moments of Reflection: The General Session of the Board of Selectmen (BOS) was called to order at 7:00 p.m. followed by the Pledge of Allegiance and a moment of silence for the members of the armed forces.

Citizen’s Time

Gregory Smith, 36 College Road was present to address concerns about drainage in the area of his property. He also asked about pipes piled on Terrace Hall Avenue, and Town Administrator John Petrin (T.A. Petrin) said he would contact him shortly with a response.

Michael Austin, member of the Burlington Housing Authority, was present to request that the BOS consider allowing the trash to be picked up at the housing property on 15 Birchcrest Street. Selectman Hogan informed Mr. Austin that the Executive Director and the Town are working on a compromise.

160 Approval: Personnel Appointment
1. Council on Aging
2. DPW
3. Special Police Officer
4. Recognition (Unscheduled)

Committee Appointment
1. Housing Partnership

Personnel Appointment
1. Council on Aging
T.A. Petrin said several good candidates were interviewed by Marge McDonald, Joanne Faust and Debbie Gochis, and they recommended Joyce LeBlanc for the front desk receptionist, 15-hour position. He appointed Ms. LeBlanc to the position and requested the BOS waive the standard 15-day waiting period.

Motion: Selectman Hogan moved to waive the standard 15-day waiting period for the appointment of Joyce LeBlanc. Seconded by Selectman Zenkin and approved. (5-0-0)
2. DPW
John Sanchez, Public Works Superintendent, was present and said he, Ms. Faust, and Kevin Keene had conducted interviews for the position of Special Motor Equipment Operator/Laborer. Mr. Sanchez had put forth the name of Patrick Duran who holds the required CDL license and has pavement and drainage installation experience. T.A. Petrin said he agreed with the recommendation and appointed Mr. Duran and requested the BOS waive the standard 15-day waiting period.

Motion: Selectman Hogan moved to waive the standard 15-day waiting period for the appointment of Patrick Duran. Seconded by Selectman Zenkin and approved. (5-0-0)

3. Special Police Officer
Police Chief Michael Kent put forth the name of Stephen Pelrine to be appointed Special Police Officer stating he has the appropriate qualifications. T.A. Petrin agreed with Chief Kent's recommendation and appointed Mr. Pelrine to this position and requested the BOS waive the standard 15-day waiting period.

Motion: Selectman Zenkin moved to waive the standard 15-day waiting period for the appointment of Stephen Pelrine as Special Police Officer. Seconded by Selectman Hogan and approved. (5-0-0)

4. Recognition - Frederick M. Haynes
Mr. Haynes was presented with Certificates of Recognition from both the DPW and the BOS upon his retirement of 40 years of service to the Town of Burlington with Mr. Sanchez saying Mr. Haynes had done extensive work within the department. He was wished well on his retirement.

Committee Appointment: Housing Partnership
This item was postponed to a future meeting.

161 Public Hearing: Grant of Location/ NSTAR/Burlington Mall Rd. & South Bedford St.
Althea Wade was present representing NSTAR in their petition for a Grant of Location for conduits and new manholes for the purpose of improving electrical service to the area:

South Bedford Street - approximately 657' southeast of Burlington Mall Road and turning and running easterly a distance of approximately 245' of conduit; and
Northerly approximately 907' at Burlington Mall Road a distance of approximately 130' of conduit
Burlington Mall Road - at end northeasterly from Burlington Woods Drive a distance of approximately 1550' of conduit
Burlington Mall Road - northwesterly approximately 690' southwest of Cambridge Street a distance of about 152' of conduit; and
Install three new manholes #29511, 29512, 29513

Selectman Hogan noted that Town Engineering had included a surety and conditions relative to restoring Burlington Mall Road to an equivalent level.

Ms. Wade said NSTAR would be in contact with the Engineering Department per the conditions.
No comments were received from the public.

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

**Motion:** Selectman Zenkin to approve the Grant of Location as submitted with the stipulation that all conditions and recommendations be followed as outlined in the Town Engineering review dated July 11, 2012. Seconded by Selectman Hogan and approved. (5-0-0)

### 162 Discussion:

#### 1. DPW Pavement Management

1. **Pavement Management:** Mr. Sanchez and Mr. Hayes gave a presentation on pavement management and preservation. They explained the process of planning the maintenance in order to optimize pavement conditions. Pavement inventory is conducted to prioritize and retain the life cycle of the roads as well as budget projections are considered before projects are executed. Pavement management encompasses many tasks to maintain quality pavement. Preservation includes crack sealing, micro surfacing and patching to avoid heavy maintenance and reconstruction.

2. **Tri-Town Update:** Mr. Sanchez gave an update on traffic patterns on Middlesex Turnpike, Bedford Street and Crowley during road construction. Signs will be going up and there will be press releases.

### 163 Approval:

#### Street Opening

6 County Road

Dennis Lawhorne, E.B.Rotondi & Sons General Contractors, was present seeking BOS approval for a street opening at 6 County Road to disconnect an illicit sewer connection followed by reconnecting to the Town sewer system. He said he understood the Town Engineer's conditions.

**Motion:** Selectman Zenkin moved to approve the requested street opening at 6 County Road for the purpose of disconnecting an illicit sewer connection and reconnecting to the Town sewer system. Seconded by Selectman Hogan and approved. (5-0-0)

### 164 Approval:

1. **Bond Anticipation Note /2. General Obligation Bonds**

1. **Bond Anticipation Note:**
Brian Curtin was present to request BOS approval of a Bond Note in the amount of $3,135,000 at a rate of .25% to finance four previously discussed major projects:

- $1,500,000 - street paving and parking lot renovations
- $1,200,000 - cemetery expansion
- $300,000 - Grandview Farm renovations
- $135,000 - water storage tank.
2. General Obligation Bonds:
Mr. Curtin requested BOS approval for the Town sale of General Obligation Bonds in the amount of $13,976,000 with an average interest rate of 3.19%.

$10,476,000 - Marshall Simonds Middle School
$3,500,000 - Terrace Hall sewer project

Mr. Curtin said that prior to the sale, the municipal credit rating agency affirmed its AA+ rating on the Town's bonds.

Motion: Selectman moved to approve the Town sale of $3,135,000 Bond Anticipation Note at an interest rate of .25% and moved to approve the Town sale of $13,976,000 General Obligation Bonds at an average interest rate of 3.19%. Seconded by Selectman Hogan and approved. (5-0-0)

Motion: Selectman Hogan moved to take item #165 out of order and to discuss prior to item #162. Seconded by Selectman Zenkin and approved. (5-0-0)

165 Recognition: Retirement of Robert Macdonald, Board of Registrar
Amy Warfield, Town Clerk, was present with Current Board of Registrar, Robert MacDonald, who was stepping down from the position after twenty-one years. The BOS thanked Mr. MacDonald for his long service to the Town, and Ms. Warfield presented him with a plaque of appreciation.

166 Appointment: Board of Registrar
Ms. Warfield presented the Burlington Republican Town Committee's recommendation of Larry Way to the position of Board of Registrar which is being vacated by Mr. MacDonald. T.A. Petrin agreed with the nomination and said he was pleased to confirm the appointment and recommended the BOS waive the standard fifteen-day waiting period.

Motion: Selectman Zenkin moved to approve the standard fifteen-day waiting period for the appointment of Larry Way to the position of Board of Registrar. Seconded by Selectman Hogan and approved. (5-0-0)

167 Approval: Poll Workers
T.A. Petrin presented his appointment of poll workers and requested BOS approval to waive the 15-day waiting period.

Motion: Selectman Zenkin moved to waive the 15-day waiting period for the appointment of the poll workers as presented. Seconded by Selectman Grattan and approved. (5-0-0)

168 Approval: Block Party Gibson/Goodwin Street
Carly Reidy and Kerry Platt were present seeking approval for their first block party to be held on Gibson and Goodwin Streets on Sunday, September 16, 2012 from 12:00 noon to 10:00 p.m.
Selectman Hogan recommended that they submit their plans to the Fire and Police Departments and request their recommendations, and Ms. Reidy agreed.

Motion: Selectman Zenkin moved to approve the request for a block party on Gibson and Goodwin Streets on Sunday, September 16, 2012 from 12:00 noon to 10:00 p.m. with the condition that both the Fire and Police Departments are contacted. Seconded by Selectman Hogan and approved. (5-0-0)

169 Approval: BBQ/Town Common
People Helping People
Valerie Healey, a volunteer coordinator with People Helping People in Burlington was present seeking BOS approval to hold a cookout on the Town Common on Saturday, August 25, 2012 from 4:00 p.m. to 6:00 p.m. All proceeds will go towards the support of People Helping People. They will be in contact with the Departments of Police, Fire, Health and Recreation. No rain date is scheduled. The event is being sponsored by B. Good Burgers, and they will be providing food. T.A. Petrin reminded the public to remember the Food Pantry throughout the year.

Motion: Selectman Zenkin moved to approve the People Helping People cookout on the Town Common on August 25, 2012 from 4:00 p.m. to 6:00 p.m. Seconded by Selectman Grattan and approved. (5-0-0)

170 Approval: Lexington LAND Grant Letter of Support
T.A. Petrin said a request was received from the Lexington BOS seeking Burlington's support for the Town of Lexington's LAND Grant application for the Wright Farm Land Acquisition project. This property would provide access to the northern portion of the Landlocked Forest. The acquisition of this land by Lexington would be positive as Burlington has protected property in that area.

Motion: Selectman Zenkin moved to submit a letter to the Executive Office of Energy and Environmental Affairs in support of Lexington's LAND Grant application for the Wright Farm land acquisition. Seconded by Selectman Grattan and approved. (5-0-0)

171 42 South Bedford Street
Signing Purchase and Sale Agreement
With respect to the sale of 42 South Bedford Street by the Town to Laurens Tromp and Lucy Guzman, Assistant Town Administrator Tom Hickey (A.T.A. Hickey) said the following documents had been submitted from Town Counsel for BOS review and approval:

- Purchase and Sale Agreement
- Quitclaim Deed
- HUD Settlement Statement
- 1099-SForm
- Title Insurance Affidavit

Motion: Selectman Grattan moved to approve, pursuant to the authority granted to the Board of Selectmen by the vote taken under Article 2 of the January 23, 2012 Town Meeting, the sale of the property at 42 South Bedford Street to Laurens D. Tromp and Lucy B. Guzman and to execute a deed and any other document necessary or convenient to effectuate said convey and, and further to authorize
Selectman Robert Hogan and Selectman Michael Runyan, acting singly, to sign any of the foregoing closing documents on behalf of the Board of Selectmen. Seconded by Selectman Zenkin and approved. (5-0-0)

172 Subcommittee Reports

Selectman Grattan
Two reports have been received from Web Consulting which is being reviewed by ISAAC. Web Consulting project workshops were held with many departments participating. Interviews are planned to be held with department heads, and they are currently reviewing networking and infrastructure information.

Selectman Runyan
Officer Scott Lauder was recognized for seeking and assisting an individual while off duty.

Selectman Runyan, Sandy Madigan from the Selectman's office and Jim Murphy of the Burlington Area Chamber of Commerce were selected to judge the July 4th floats. All entry participants were commended for their efforts.

173 Town Administrator's Report
Time has been spent with Web Consulting.

FY 2012 is closing out smoothly.

Facilities are being studied with focus on future plans.

Regarding restaurant alcohol licenses, the Town has reached its limit, with the exception of Northwest Park, and discussion is necessary for requests to seek additional licenses per state legislation.

Verizon's License will expire in 2016 and the mandated time for review is three years; therefore, the Cable Advisory Committee will be reactivated.

An expansion of passive recreation has been suggested to take place at Mill Pond with the recommendation of a walking group. This is a great resource and maintaining security will continue through the participation of Recreation and Conservation in the walking groups.

The Burlington Breakfast Rotary Club did a fine job coordinating and holding the July 4th parade and events. This was an opportunity to meet many people in the town. Celebrate Burlington is another Town event taking place the first Saturday in August.

He also attended the Youth Public Safety Academy graduation ceremony with Selectman Runyan. The Fire and Police Departments were thanked for opening the station to the students.

The Burlington Marriott was thanked for recognizing the Town's public safety personnel by having a lunch for them.
174  **Assistant Town Administrator's Report**

The closing on 42 South Bedford Street is expected to take place forty-five days after the signatures of the BOS are received.

Regarding 44 South Bedford Street, site tours were conducted and there are three interested parties.

The Town has entered into agreements with the consulting firm of Kleinfelder who will seek out landscape architects, for Phase IV (landscaping, drainage, etc.) at Grandview Farm.

Estimates are expected soon for the water damage and contact with the insurance company continues.

175  **Chairman's Report**

In the event a placeholder is necessary for the September Town Meeting to request funds for consulting fees for design/expansion plans to the Human Services Building, Chairman Patuto asked about assessment plans being formulated for that building because of the lack of space in the COA. T.A. Petrin said he met with the department heads and asked them to put together a needs assessment, and he considers this a priority.

A reminder was made to the public to check on the seniors living in their neighborhoods.

Strategic Planning discussions will begin at 5:00 p.m., August 13, 2012, prior to the BOS meeting.

**Adjourn**

**Motion:** Selectman Grattan moved to adjourn at 8:45 p.m. Seconded by Selectman Zenkin and approved. (5-0-0)

Respectfully submitted,

\[Signature\]

Betty McDonough
Acting Recording Clerk