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

Marjorie Foster, 10 Kenmere Ave and Town Meeting member, informed the BOS that the totters are not always being emptied on her street on rubbish day. Town Administrator John Petrin (T.A. Petrin) recommended she call his office, and he would arrange a meeting with her and DPW to settle this issue.

Gregory Smith, 36 College Road, commented on double poles, the issue with fire truck; speeding on College Road; one-hour electrical outage, and confirmation of proper disposal of recyclables.

176 Recognition: Oracle
The Board of Selectmen, Police Chief Michael Kent and Fire Chief Steven Yetman and Doug Gillingham, Recreation Department, expressed appreciation to the representatives from Oracle. Selectman Hogan read the proclamation thanking the employees of Oracle for their donation of time and funds to the Town. Also present to speak was Jim Murphy, President of the Burlington Area Chamber of Commerce, who thanked Oracle for being outstanding partners with the Chamber.

177 Approval: Disability Access Commission/Committee Appointment
Town Administrator, John Petrin (T.A. Petrin) presented his appointment of Jane Beard as a member of the Disability Access Commission for a one-year term (2012-2013) following the resignation of Ruth Anne Covino, who was thanked for her service to the Town. T.A. Petrin recommended approval to waive the standard fifteen-day waiting period.

Motion: Selectman Zenkin moved to waive the 15 day waiting period for the appointment of Jane Beard as a member of the Disability Access Commission for a one-year term. Seconded by Selectman Grattan and approved. (4-0-1 with Selectman Hogan abstaining)

178 Approval: Disability Access Commission/Handicapped Parking
The Disability Access Commission (DAC) submitted a request for approval for the use of the Handicapped Parking Fine fund an amount of $378.00 to purchase necessary handicapped signage to replace old and damaged HP signs and to add signs to new HP spaces on school and town property.
Motion: Selectman Zenkin moved to approve the request of the Disability Access Commission an amount of $378.00 from the Handicapped Parking Fine funds to purchase HP signage as described for town property. Seconded by Selectman Grattan and approved. (4-0-1 with Selectman Hogan abstaining)

179 Approval: Non-essential Outdoor Water Restrictions
Present was John Sanchez seeking approval for a temporary water restriction. Two wells at the Water Treatment Plant are being repaired, and additional service is being provided by Mill Pond causing it to run at half capacity. An even/odd outdoor watering restriction was recommended, as a safety precaution, from 5:00 p.m. to 9:00 a.m. with vegetable gardens being watered by hand as needed.

Motion: Selectman Hogan moved to approve the a 2nd Step Water Ban, Mandatory Outdoor Water Restriction "Odd/Even" with the ban to restrict outdoor watering to night time only, 5:00 p.m. to 9:00 a.m. on odd/even days with vegetable gardens being watered as necessary with said ban to expire on September 30, 2012. Seconded by Selectman Zenkin.

Discussion: A policy to allow the Town Administrator to have the authority to implement an emergency, temporary water ban, when requested by DPW is to be created and discussed at a future meeting.

Motion approved. (5-0-0)

180 Discussion: Fees (Building Department)
John Clancy, Inspector of Buildings, was present to see if the BOS would consider the Building Department's recommendation for increases in fees to bring Burlington more in line with comparable MMA communities. The BOS reviewed the community comparison spreadsheet, fee schedule, and fee increase recommendations.

Mr. Clancy said a fee review was done in response to the recommendation of Ways and Means and the BOS which indicated that Burlington is currently in the low area for permit fees. The current permit fee, he said, does not cover the amount of hours required to review paperwork to confirm compliance with Mass. Building, Plumbing and Electrical codes, review of departmental records and to conduct regular inspections. A small fee is charged for call backs when corrections are necessary. T.A. Petrin said the recommendation for a fee increase would help to cover day to day operational expenses.

Selectman Runyan said he would be reluctant to add additional financial burdens to a project adding that it does not appear the current fees are creating a hardship on the Town. He recommended this be reviewed again in 2013. Selectmen Grattan and Zenkin bit agreed but said some of the minimums could be addressed sooner.

Selectman Hogan said he agrees with Mr. Clancy's recommendation that the fees be addressed. If the fee structure is brought up again for BOS consideration, he recommended that specific wording for a vote be included.

181 Approval: Warrant for 2012 State Primary
Amy Warfield, Town Clerk, was present to request approval of the 2012 State Primary Election to be held on September 6, 2012.
Motion: Selectman Hogan moved to approve the Warrant for the 2012 State Primary for the State Primary Election to be held on September 6, 2012, as presented by the Town Clerk. Seconded by Selectman Gratton and approved. (5-0-0)

182 Vote: Transfer of Parcels to Conservation
John Keeley was present to receive a vote of approval for the transfer of three Town parcels from General Municipal Town property to Conservation property. This request will also be going before Town Meeting. Mr. Keeley said the parcels are mostly wetlands, they are not suitable for building because of flooding, and all were taken for tax title during the 1960's.

First Article/Sandy Brook Road/Parcels 34-72-0 and 34-15-0: Two parcels totaling approximately one acre are on Sandy Brook Road will be combined into one parcel and will be on one Warrant Article.

Second Article/0 Chandler Road/Parcel 18-98-0: The other parcel totaling approximately 2 1/2 acres is off Chandler Road and abuts the Mill Pond conservation area. The parcel will be added to the Mill Pond Conservation Area.

Motion: Selectman Hogan moved to transfer two Town Parcels on Sandy Brook Road, 34-72-0 and 34-15-0, from General Municipal Town property to Conservation property. Seconded by Selectman Zenkin and approved. (5-0-0)

Motion: Selectman Hogan moved to transfer one Town Parcel, 18-98-0 on Chandler Road from General Municipal Town property to Conservation property. Seconded by Selectman Zenkin and approved. (5-0-0)

183 Approval: Burlington Mall Signage
Present were former Burlington Mall General Manager, Rick Tonzi and new General Manager, Jim Adkins seeking approval of a proposal to add signage on and off the Burlington Mall site to better facilitate the flow of traffic to the highways. The BOS reviewed the plans and the Burlington Staff Traffic Advisory Committee's (STAC) endorsement and conditions. Signs will be maintained by the Mall. T.A. Petrin said that an additional condition is to be added that the plan be approved by the Inspector of Buildings as Zoning Officer.

Motion: Selectman Zenkin moved to approve the Burlington Mall's proposal to add signage on and off the site in order to better facilitate the flow of traffic with the five conditions as noted from the Traffic Safety Advisory Committee with the stipulation that the plan be accepted by the Inspector of Buildings/Zoning Officer. Seconded by Selectman Hogan and approved.

Discussion: Selectman Runyan reminded Mr. Tonzi and Mr. Adkins that a portion of the Middlesex Turnpike was renamed and to correct their plans accordingly. They said they understood. Motion passed. (5-0-0)

184 Approval: Street Opening/4 Heather Drive
Present were Ron and Nancy Itzo, 4 Heather Drive, requesting BOS approval for a street opening for the purpose of connecting to gas. They said they received and understand the conditions.
Motion: Selectman Zenkin moved that the BOS approve the street opening for 4 Heather Drive as presented and with the conditions as requested by the Burlington DPW Engineering Department. Seconded by Selectman Runyan and approved. (4-0-0 with Selectman Hogan not being present to vote)

185 Approval: Block Party/September Lane and Mallard Way
A request was received from Kathleen Haded, 11 September Lane, seeking approval to hold a neighborhood block party on Saturday, September 1, 2012 from noon to 6:00 p.m. with the road blocked from 2 Mallard Way to the corner of September Lane with the standard condition regarding noise levels and allowable entry of emergency and residential vehicles.

Motion: Selectman Zenkin moved to approve the block party to be held on September Lane and Mallard Way on Saturday, September 1, 2012 from noon to 6:00 p.m. with the standard conditions. Seconded by Selectman Hogan and approved. (5-0-0)

186 Approval: Block Party/Arthur Woods & Woodcrest Avenue
Michael Igo, 1 Arthur Woods Avenue, was present seeking approval for a block party to be held on Arthur Woods Avenue and Woodcrest Avenue on Saturday, August 25, 2012 from 11:00 a.m. to 6:00 p.m. from the corner at the top of the hill of Arthur Woods Avenue and Woodcrest Avenue with the standard conditions regarding noise levels and allowable entry of emergency and residential vehicles.

Motion: Selectman Zenkin moved to approve the block party to be held on Arthur Woods and Woodcrest Avenue on Saturday, August 25, 2012 from 11:00 a.m. to 6:00 p.m. with the standard conditions. Seconded by Selectman Hogan and approved. (5-0-0)

187 Approval: Block Party/College Road
Melissa Gauvin, 24 College Road, was present seeking approval for a block party to be held on Saturday, September 8, 2012 from 3:00 p.m. to 8:00 p.m. with a rain date of Sunday, September 9 to be located from the Bedford Street entrance to College Road and the Liberty Avenue entrance to College Road, with the standard conditions regarding noise levels and allowable entry of emergency and residential vehicles.

Motion: Selectman Zenkin moved to approve the request for a neighborhood block party on Saturday, September 8, 2012 from 3:00 p.m. to 8:00 p.m., with a rain date of Sunday, September 9, from the Bedford Street entrance to College Road and the Liberty Avenue entrance to College Road with the standard conditions. Seconded by Selectman Hogan and approved. (5-0-0)

188 Approval: AFSCME Contract
T.A. Petrin submitted for review and approval the Memorandum of Understanding dated August 3, 2012 for the AFSCME Local 1703 covering six Burlington Bargaining Units - BMEA, DPW, School Instructional Assistants, School Clerical, School Cafeteria, and School Custodians.

Motion: Selectman Zenkin moved to approve the AFSCME Local 1703, Burlington Contract as submitted. Seconded by Selectman Grattan and approved (4-0-1 with Selectman Runyan abstaining)
Subcommittee Reports

Selectman Grattan
Webb Consulting: The departmental inventory reports have all been submitted and all departments have been interviewed for assessment. Webb Consulting will be working with ISAAC to complete a preliminary set of recommendations to be ready for September Town Meeting. Webb Consulting will be recommending policies and procedures for back up, upgrades and other technical improvements.

Selectman Zenkin
He enjoyed Burlington Pride Day and thanked the Recreation Department, organizations, and volunteers for making it a successful day.

Selectman Runyan
Charley Murphy was recognized for the fine work he did as State Representative as he steps down to enter the private sector.

The Burlington Special Olympics tournament was attended, and the Burlington Rotary Club was thanked for sponsoring this event.

Doug Gillingham was thanked for the work of the Recreation Maintenance staff on the Town Common in preparation for Celebrate Burlington. He also thanked other recreation staff, commissioners and participants.

Good progress is being made on many roads, and the residents were thanked for their patience.

There is an ongoing inspection program to identify illegal sump pumps and other sources that are entering the sewer system. Superintendent of Public Works, John Sanchez, was present and said a reverse 911 would be going out regarding home inspections to identify illegal hookups. An amnesty program will be taking place for a limited time with no penalty and no cost.

Selectman Hogan
Newly appointed firefighter, Raymond Blenkhorn, completed the Massachusetts Firefighters Academy.

The order has been placed for the Fire Department's mechanics truck.

Two new Burlington Community buses with the new overlay pictures will be arriving on September 9. There have been no fare increase complaints which took place on July 1.

Christine O'Brien from Shawsheen Valley Tech was congratulated for receiving her second, consecutive gold medal award for practiced nursing skills in medical assistance in the national finals in Kansas.

Town Administrator's Report
T.A. Petrin said Celebrate Burlington was great, and reminded the public to attend the weekly Concerts on the Common and Movie Nights. The Recreation Department is doing a fine job.
A Cal Ripken Youth Baseball World Series final tournament would be taking place on Thursday, August 16, 2012 in Winchester.

**Assistant Town Administrator's Report**
The Town received a successful bid for the sale of 44 Bedford Street for $261,000. The closing is complete for 42 South Bedford Street which sold for $271,000. The two properties totaled $532,00 and there will be a Warrant Article asking that Town Meeting dedicate these proceeds towards the completion of Phases II and IV at the Grandview Farm.

1 Dearborn was vacated and Town has taken control of the home which is being professionally cleaned.

**Chairman's Report**
Ruth Anne Covino was again thanked for her work on the Disability Access Commission.

A reminder was made to the public to remember their senior neighbors and to check on them during the hot weather.

**Adjourn**
**Motion:** Selectman Zenkin moved to adjourn at 8:27 p.m. Seconded by Selectman Grattan and approved. (5-0-0)

Respectfully submitted,

[Signature]  
Betty McDonough  
Acting Recording Clerk