BOARD OF SELECTMEN  
MINUTES -GENERAL SESSION  
MAIN MEETING ROOM, 2ND FLOOR  
29 CENTER STREET  
BURLINGTON, MA  

MONDAY, APRIL 8, 2013  

Board of Selectmen Present:  Ralph Patuto, Robert Hogan, Daniel Grattan, Michael Runyan, Christopher Hartling  

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 6:00 p.m. by Selectman Patuto followed by the Pledge of Allegiance and a moment of silence for the armed forces and service men and women who have made the ultimate sacrifice.  

Selectman Patuto congratulated Selectman Hogan for being re-elected to the BOS and Selectman Hartling for his election to the BOS.  

094  Reorganization of the Board of Selectmen  

Motion: Chairman:  Selectman Runyan moved to nominate Selectman Hogan as Chairman.  Seconded by Selectman Hartling and unanimously approved. (5-0-0)  

Motion: Vice-Chairman:  Selectman Hartling moved to nominate Selectman Runyan as Vice-Chairman.  Seconded by Selectman Hogan and approved. (3-2-0 with Selectmen Patuto and Grattan opposed.)  

Selectman Hogan thanked the members for the appointment and noted that Selectman Patuto had done a fine job as Chairman.  

095  Approval:  Warrant for State Election  

The BOS reviewed and signed the Warrant for the April 30, 2013 Special Primary State Election for U.S. Senate.  The General Election to fill the U.S. Senate seat will be held on June 25, 2013.  

096  Approval:  Budget FY2014  

► General Government and Accommodated Accounts:  
T.A. Petrin gave an overview of the financial spreadsheet summary incorporating departments as well as the accommodated accounts under the BOS's jurisdiction stating that Ways and Means approved each line item, most unanimously, with the exception of the Planning Department and Conservation Commission, which are being held, as certain items are finalized.  The supervisory approved numbers for FY2014:  

General Government:  $30,430,842  
Accommodated Accounts:  $38,311,732  

He reported that Ways and Means also approved, 5-4, the School Department's budget of $42,385,445.
**Building Department:** This department is requesting to add a 15 hour a week clerk in order to reduce the overtime being paid to the full time clerk.

**Fire Department:** This department's overtime is traditionally underfunded, and the new budget reflects, more accurately, overtime spending.

**Information Systems:** The government and school side will now share this budget with the general government covering the cost of four positions.

**Police:** The town and police are in the process of finalizing the Burlington Police Patrolmen's Association Contract's Memorandum of Understanding which will be presented to Town Meeting for approval. Realignments will be made within the Police Department's FY2014 budget in order to accommodate an additional command position effective January 1, 2014.

**Selectmen:** Annual membership for Middlesex3 is reflected in the budget as well as a financial request for employee recognition and seasonal functions for employees.

T.A. Petrin was pleased to report that the general government budget and the accommodated accounts are within the recommended guidelines, and he thanked those involved with aiding to put the final numbers together adding that Budget Analyst, Kevin Forgett, was extremely helpful.

**Motion:** Selectman Patuto moved to approve the general government budget for FY2014 at a total of $30,430,842. Seconded by Selectman Runyan an unanimously approved. (5-0-0)

**Motion:** Selectman Patuto moved to approve the accommodated accounts budget for FY2014 at a total of $38,311,732. Seconded by Selectman Runyan and unanimously approved. (5-0-0)

**Capital Budget Improvement Plan:**
The Capital Improvement Plan for FY 2014 - FY2023 was reviewed with the focus of the discussion being on FY2014.

**#145 Treasurer/Collector - $26,397:** Mr. Forgett was present and said this department is requesting a high capacity printer to replace the existing printer, stating it does most of the printing of the town's checks, tax bills and other documents. The MIS Interim Director, Bob Cunha, submitted approval of this request.

**#155 MIS - $60,000:** The town's email system needs to upgraded to improve capacity and security. There are funds left over from the ISAC assessment and a request will be made to repurpose a portion of the remaining funds for the upgrade.

**#161 Town Clerk - $10,000:** The secondary vault requires an upgrade for security/fire reasons.

**#175 Planning - $50,000:** Recommendation will be made for the first of four anticipated annual installments to upgrade Burlington's Master Plan.
#192 Town Facilities - $3,390,000:
This request includes the cost to replace seven boilers in the Town Hall and Annex; a request to start an account for repairs and/or upgrades for government facilities; the back wall of the fire station needs repair to prevent further damage to the wall; a request is being made for a town side facilities assessment in order to set up a working plan for more space for departments in the Human Services Building as recommended by the Human Services Building Study Committee. This would include repurposing funds already allocated for building repair. Included in this endeavor is the potential for property acquisition and property upgrades to existing and acquired buildings.

Burlington's Historic Museum and the Old West School need immediate, minor repairs, by appropriate contractors, and a request will be made for outside repairs to the Town Hall Annex building to include installation of resistant, low maintenance trim.

T.A. Petrin discussed with the BOS plans to remove the responsibilities of Facilities Manager from the auspices of the Assistant Town Administrator and the request in the Capital Plan for a full-time, town government buildings Facilities Manager. This would eventually be removed from the Capital Plan and built into the General Budget.

#220 Fire - $2,000,000: Options were discussed for a suitable location or replacement of Fire Station 2. A warrant article will be before Town Meeting to include that an assessment for Station 2 be included in the previously approved due-diligence study for the purchase of property for DPW operations. Fire Chief Steve Yetman and Assistant Fire Chief Mike Patterson were present and said the Clark & Reid property on Meadow Road would be an appropriate location with respect to response time and space with the second option being replacement at the existing location. The Capital Plan for FY2014 includes the cost of $2,000,000 to purchase the Clark & Reid property. Selectman Runyan was not satisfied with this location as a fire station because it is hidden from the main road.

#242 Building - $55,000: The Town's mechanic has removed a Building Department vehicle from the front line, and Inspector of Buildings, John Clancy, is seeking a replacement vehicle. Building is also requesting approval for tablets and software in order to electronically enter data from the field. The software will be evaluated by Mr. Cunha. Mr. Clancy was congratulated for his recent Lifetime Achievement as Conference Honoree which was presented by the Eastern States Building Officials Federation for building inspectors covering Maine, New Hampshire, Vermont, Massachusetts, Connecticut, Rhode Island, New Jersey, and New York.

#400 Public Works - $1,457,700: The Capital Plan addresses new types of requests including a plan to bring sidewalks and traffic lights up to date, addressing efficient use of lighting, water main upgrades to critical areas, and a request for the Hydraulic Water Model, evaluation of the infrastructure system, sewer main repairs, culvert stream cleaning as well as equipment purchases. Selectman Patuto recommended signs to reduce speeding be placed on Winn Street near the schools.

#549 BCLC - $30,000: BCLC is seeking to replace their pick-up truck used for student activities. They are also seeking a storage area for the motocross sport bikes used during student activities.
#610 Public Library - $9,000: The Library has a ten-per-year public computer replacement/upgrade program.

#630 & #631 Recreation: Recreation is seeking to replace two pick-up trucks and a mower with grass catcher.

MOTION: Selectman Patuto moved to approve the Capital Improvement Plan for FY2014. Seconded by Selectman Runyan and unanimously approved. (5-0-0)

Article 2 Re: Home Rule Petition
T.A. Petrin recommended a discussion be held about the Home Rule Petition prior to May Town Meeting. The current system set by the state legislature allows approval for an increase in licenses to be site specific. License requests are being received by establishments wanting to locate in Burlington, and numerous requests have been received from the Burlington Mall.

Article 7 Re: Facilities Manager - $50,000
A request will be going before Town Meeting to request to hire a Facilities Manager.

Article 9 Re: Grandview Farm Debt Service - $87,085
This article is to request a transfer from the Land Exchange Development Agreement fund from the Gutierrez Company to be used for the purpose of paying the FY2014 debt service on the Grandview Remodeling Bond dated July 1, 2009.

Article 10 Re: Sewer Services Enterprise Fund
MWRA Assessment
This is a yearly article being submitted to operate the FY2014 Sewer Services Enterprises with funds being deducted from the FY2014 Sewer Services Enterprise Estimated Revenue Account.

Article 11 Re: Sewer I/I Fund - $98,360
This request is for approval of a transfer from the Sewer I/I fund to pay the FY2014 debt service on the two remaining existing MWRA loans.

Article 12 Re: Collaborative Disposal Five-Year Municipal
Requesting Town Meeting to authorize the BOS to enter into a contract agreement of up to five years for the disposal of municipal solid waste.

Article 13 Re: Chapter 90
Request approval to accept the Chapter 90 allocation and additional appropriate funds in order to fund roadway improvements.

Article 15 Re: Fund the Burlington Police Patrolmen's Association Contract
This is a request for approval to transfer from the Negotiated Settlement Account funds to be used towards the approved Collective Bargaining Agreement between the Town and the Police Patrolmen.
Article 16  Re:  MIS Operations
This is to amend January 23, 2012's Article 12 in order to allow remaining funds from that study to be used for an IT inventory and towards developing a strategic plan to upgrade the Town's technology.

Article 17  Re:  Property Due Diligence
This vote would amend Article 14 of the January 23, 2012 Town Meeting to include Fire Station 2 in funding the due diligence activities related to the purchase of property for the DPW operations facility, the suitability of the property and plan for construction or improvements.

Article 18:  Re:  Purchase of Building - $700,000
This request is to fund the purchase of building and land, as discussed, for the purpose of creating more space for town hall offices.

Article 21:  Re:  Fourth of July Parade - $10,000
This amount is being requested to help fund the annual 4th of July Parade.

Article 22:  Re:  Amend General By-Law, Article XIV, Section 4.2.2., Earth Removal, Earth Moving and Addition of Fill
This request, recommended by town counsel, is to amend the bylaws to allow the BOS to waive strict compliance with respect to general earth removal and addition of fill if the applicant demonstrates that doing so serves the public interest and will not compromise the goals and objectives of the bylaw.

Article 24:  Re:  Support a Constitutional Amendment to Stipulate that Corporations are Not People and Do Not Enjoy the First Amendment Rights of People
Submitted by Town Meeting member Sally Willard, this Article requests a vote to support a resolution for an amendment to the U.S. Constitution, and if approved it would direct the BOS to send a letter of support to Burlington's U.S. Representative and U.S. Senators as so indicated in the submitted proclamation.

Article 27:  Re:  Zoning Bylaw Article:  Rezone City of Boston Property to Open Space District
Also submitted by Ms. Willard, this Zoning Bylaw Article seeks a vote to rezone the City of Boston Land/Mary Cummings Park, Parcels 13, 13-1, 16-1 and 18-1, from One Family Dwelling (RO) District to an Open Space (OS) District.

097 Approval:  Minutes, March 25, 2013, General Session

Motion:  Selectman Patuto moved to approve the minutes of March 11, 2013 as amended with correction to name spelling.  Seconded by Selectman Runyan and approved.

Discussion:  Selectman Grattan for a correction to the name of a resident who spoke at the meeting.

Motion passed (4-0-1 with Selectman Hartling abstaining.)
Subcommittee Reports

Selectman Grattan said there was nothing new to report on the Hunting Policy but stated that the goal will be to decide whether or not a policy is required before moving forward with further development of the policy. Selectman Hogan asked T.A. Petrin to supply a copy of the policy to Selectman Hartling and reminded the members to provide feedback to T.A. Petrin on the draft of the policy.

Selectman Patuto said that the COA continues to review the direction they are seeking for the final plans when the departments are moved around.

Selectman Runyan commented that the street sweepers are out and yard waste collection will begin the week of April 15 and will continue for six weeks through the end of May. He thanked those residents who came out to vote on April 6.

Town Administrator's Report

T.A. Petrin congratulated Town Clerk Amy Warfield and her staff and poll workers as well as the Board of Registrars for their work on the April 6 election. He added that a Town of Burlington pin is now available and thanked Ms. Warfield for her assistance in this endeavor.

Assistant Town Administrator's Report

Mr. Hickey said he and Selectman Hogan attended the recent Planning Board meeting and thanked that board for their unanimous support of the site plan for the Grandview Farm.

Adjourn

Motion: Selectman Patuto moved to adjourn at 7:55 p.m. Seconded by Selectman Runyan and approved. (5-0-0)

Respectfully submitted,

Betty McDonough
Recording Clerk
BURLINGTON, MA BOARD OF SELECTMEN
DOCUMENTS REVIEWED AT MEETING - APRIL 8, 2013

094  Reorganization of the Board of Selectmen
     -

095  Approval: Warrant for State Elections
     Warrant for State Election for signatures

096  Budget FY2014
     General Government, Budget Overview; review of each budget reporting to BOS; Capital Improvement Plan FY2014-FY2023 synopsis; Capital Improvement Plan FY2014-FY2023 Full Report; Warrant Articles

097  Approval: Minutes, March 21, 2013, General Session

098  Subcommittee Reports
     -

099  Town Administrator's Report
     -

100  Assistant Town Administrator's Report
     -

TND #1