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By Town Clerk's Office at 11:03 am, May 04, 2023

# TOWN OF BURLINGTON

## Meeting Minutes

Email minutes to [meetings@burlington.org](mailto:meetings@burlington.org) or Bring to the Clerk's Office. Thank you

Minutes need to be posted within 30 days or 2 meetings of the board – Draft minutes can be posted and revised at a later date

DEPT./BOARD: Ways & Means Committee  
DATE: April 26, 2023  
TIME: 7:00pm  
PLACE: Town Hall, Main Hearing Room

**Present:** John Iler, Chair  
Doug Davison, Vice Chair

Brad Bond  
Christopher Campbell  
Michael Hardy  
Ed Parsons  
Frank Monaco

Steve Morin  
Meghan Nawoichik  
Rob Neufeld  
David Tait

**Absent:** Shayan Bhattacherya  
Christian Delaney  
Roger Riggs  
Sonia Rollins

**Guests:** Eric Conti, Superintendent – Burlington Public Schools  
Nichole Coscia, Business Manager – Burlington Public Schools  
Paul Sagarino, Town Administrator  
Melisa Tintocalis, Economic Development Director  
Andrew Connerty, Fire Chief  
Steven McLean, Assistant Fire Chief  
John Danizio, Assistant Town Administrator

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**Pledge of Allegiance**

**Public Participation** N/A

**Discussion and votes on the following FY24 budget items and warrant articles:**

### **Burlington Public Schools Operations (Education)**

This item was revisited following a prior discussion. The budget has been amended to fund an Assistant Principal at Fox Hill and a third teacher for the Newcomer Academy. The new subtotal is \$61,904,445, an increase of 3.97%. The subcommittee voted 5-0 in support. A motion to approve was made and seconded.

Vote: 11-0-0

### **Town Hall 1-Related Warrant Articles**



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### *21 Economic Development Placemaking and Community Events*

This article is for \$40,000 to expand the idea of the Pocket Park and create more opportunities for community events to bring people together into the Town Center. A motion to approve was made and seconded.

Vote: 11-0-0

### **Public Safety-Related Warrant Articles**

#### *7-01 Fire – Pickup*

This article is for \$110,000 to replace a truck with a new pickup truck. The fire department mechanic currently has a truck he takes out with tools to do onsite repairs. That truck is beginning to rust and needs to be replaced. This is an upgrade that will allow for increased storage of and easier access to tools, reducing the time spent going back and forth from the department if additional tools are required. The truck will also have a plow to help clear out snow around fire hydrants. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.

Vote: 11-0-0

#### *7-02 Fire – Bird Netting*

This article was withdrawn.

#### *12 Fire – Aerial Tower Truck*

This article is for \$2,000,000 from free cash for a new aerial tower truck. The truck is beginning to rust in several places. Although there have been sandblast repairs to extend the vehicle's life, there are structural components that are rusting and it could quickly become a safety concern. Given the truck's condition and age, the manufacturer's recommended standards, and the lead time to get a new vehicle, the current truck needs to be replaced. The subcommittee voted 2-0 to approve. A motion to approve was made and seconded.

Vote: 11-0-0

#### *16 Transfer From Receipts Reserved Account for Ambulance – Purchase Ambulance*

This is a transfer of \$485,000 to purchase a new ambulance. The receipts reserved account was created as a way to take funds from ambulance services and then use them to offset costs associated with operating the ambulance. This was tied in to the transition to provide advanced life support (ALS) as opposed to basic life support. The town has three ambulances: the frontline, a reserve, and a third that is used if one of the two main ones are taken out of service. One ambulance is replaced roughly every five years. This transfer would be used to buy a new ambulance so one of the older ones can be retired. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.

Vote: 11-0-0

#### *17 Transfer From Receipts Reserved Account for Ambulance – Offset FY24 Budget*

This is a transfer of \$360,000 from the ambulance receipts reserved account to offset the costs of providing ALS in the FY24 budget. A motion to approve was made and seconded.

Vote: 11-0-0





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*18 Transfer From Receipts Reserved Account for Ambulance – Offset FY23 Budget*

This is a transfer of \$360,000 from the ambulance receipts reserved account to offset the FY23 budget. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.

Vote: 11-0-0

### **Town Hall 1-Related Warrant Articles (cont'd)**

*2 Transfer of Funds FY2023/Various Accounts*

This article has been withdrawn.

*4 Transfer from Free Cash to Stabilization Fund*

This article has been withdrawn.

*5 Transfer from Free Cash to OPEB Trust Fund*

This article has been withdrawn.

*6 Fund Revolving Accounts*

Every year, Town Meeting needs to approve the spending limits on the revolving accounts. Administration asked to increase the limits on several accounts: backflow prevention cross-connection, recyclable materials, sealer of weights and measures, and local transportation. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.

Vote: 11-0-0

*19 Fund Administrative & Professional Compensation Plan*

This item is still under negotiation and has been deferred to a later meeting.

*20 Sick Time Buy Back*

The town is expecting a larger than usual number of retirees over the next 48 months. The buyback program allows employees who give a 1-year notice of retirement to sell unused sick time. This article is to set aside \$500,000 from free cash to put toward contractual buybacks as people retire in the next few years. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.

Vote: 11-0-0

*23 Diversity, Equity, and Inclusion Training*

This article is for \$20,000 to bring in a consultant to work with elected officials to develop concrete action items relative to diversity programs, hiring practices, training, and other equity initiatives. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.

Vote: 11-0-0

### **Debt Principal [AA](TH1)**





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This article is to pay the debt principal. The debt increase is driven by increased borrowing for projects such as for the water system. The total cost is \$8,188,670, a 7.6% increase. The debt principal is \$4,963,473. The subcommittee voted 2-0 in support. A motion to approve the debt principal article was made and seconded.

Vote: 11-0-0

### Debt Interest [AA](TH1)

This article was discussed in conjunction with the debt principal. The debt interest is \$3,225,197 A motion to approve the debt interest article was made and seconded.

Vote: 11-0-0

### ARPA Funds Accounting (discussion only)

The town received an \$8,500,000 allotment. \$1,500,000 went toward revenue replacement for local receipts revenue. \$500,000 went toward the design of the PFAs project. Approximately \$1,000,000 was earmarked for other ongoing or other covid-related costs. Administration has discussed using the remaining \$5,500,000 to keep something off of the debt schedule. It was originally earmarked for PFAs, but obtainment of 0% loan and an additional \$1,000,000 in federal funding for the PFAs project freed up this money for use on other items. This item was for discussion only and no vote was taken.

### Minuteman School Assessment [AA](Education)

The current enrollment this year for Minuteman is one student in grade 12 who is expected to graduate. No one was accepted for the upcoming year, so anticipated participation is 0 and the budget is \$0. No vote was taken.

### Essex School Assessment [AA](Education)

If Burlington students are interested in a vocational program that is not available at Shawsheen, they may elect to attend Essex Tech. The town is assessed a standard fee composed of tuition, a small capital fee, and transportation costs to get students to and from the school. This year's current enrollment is two students and two students have applied and are on the waitlist. The budget proposal is \$106,865 which is level-funded. The subcommittee voted 5-0 in favor. A motion to approve was made and seconded.

Vote: 11-0-0

### Approval of Minutes – Discussion, Vote

There was one set of minutes to approve: April 19, 2023. No amendments were proposed. A motion to approve was made and seconded.

Vote:

*Yes: Brad Bond, Chris Campbell, Mike Hardy, John Iler, Frank Monaco, Meghan Nawoichik, Rob Neufeld, Ed Parsons*

*Abstain: Doug Davison, Steve Morin, David Tait*

### Upcoming Items

Next week will be the final meeting before Town Meeting. The operating budgets are complete. The accommodated budgets are complete. The duplicative article regarding the Francis Wyman field will be





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## *Meeting Minutes*

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*Minutes need to be posted within 30 days or 2 meetings of the board – Draft minutes can be posted and revised at a later date withdrawn. The tabled articles related to A&P and DPW, a number of Town Hall 2 articles, and a collection of Recreation Department articles will be addressed next week. A representative of the General Bylaw Review Committee will also be present to discuss hybrid meetings.*

**MEETING ADJOURNED, 9:00pm.**

