

**RECEIVED**

By Town Clerk's Office at 9:18 am, Aug 17, 2021

MINUTES OF THE MEETING  
WAYS & MEANS  
BURLINGTON, MA 01803

MAY 5, 2021 @ 7 PM  
CISCO WEBEX

MEMBERS IN ATTENDANCE

**Present:** Steve Morin, Chairman  
John Iler, Vice-Chairman

Brad Bond	Cody Case
Doug Davison	Phil Gallagher
Michael Hardy	Tom Killilea
Rob Neufeld	Kelly Pappas
Roger Riggs	Sonia Rollins
David Tait	Jayashree Vorunganti

**Absent:** N/A

**Guests:** Eric Conti, Superintendent  
Nichole Coscia, Business Manager BPS  
Bob Cunha, School Committee  
John Danizio, Town Accountant  
Jim Doherty, Town Appraiser  
Shaun Hart, Assoc. School Athletics  
Whitney Haskell, Budget Director  
Tom Murphy, School Committee  
Mike Patterson, Fire Chief  
Paul Sagarino, Town Administrator

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**Pledge of Allegiance**

**Public Participation** N/A

**Additional Comments** N/A

**FY 2022 Warrant Article Reviews**

**Fund Burlington Int'l Firefighters Assoc. Contract**

**\$504,450**

The contract involves the increase of wages for firefighters of year 1 and year 2. An increase of 2.25% for year 1, an increase of 1.75% for year 2, and a new step added to the salary schedule for year 15. There will be small adjustments to the contract which includes; detail rate, holiday pay (including Juneteenth), education incentives, funeral and FMLA leave, and a software that will assign overtime and track

attendance. The improvements mentioned for this contract includes; level and timing of certification for firefighters transitioning into officers, incorporate assessment centers programs into each promotional process, and bargaining unit that will be effective next year. Subcommittee voted 2-0. Motion was made and seconded.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [14-0-0]

No: 0

Abstained: 0

### **710 Public Debt & Interest**

**\$6,776,772**

The payment will cover the principal (\$4,386,593) and interest (\$2,390,179). As a payment of the town's overall operating budget; the current percentage is 4.4% which is relatively adequate. Subcommittee voted 2-0. Motion was made and seconded.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Rob, Roger, Sonia, Tom, Steve* [13-0-0]

Not Called: *Phil*

### **900 Negotiated Settlements**

**\$535,000**

In a fiscal year when a union labor contract is up for renewal, the town allocates funds into the Negotiated Settlements account for anticipated salaries that are then transferred into the individual departments when contacts are finalized between management and the bargaining union. The subcommittee voted 2-0. Motion was made and seconded.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [14-0-0]

No: 0

Abstained: 0

### **7-9 FIRE Lexipol Policy and Training Solution**

**WITHDRAWN**

Allow the Fire Department to organize a policy and procedures in a central locations. A company that is specialized to train people on how to use it and provide software to access and allow them to perform their job at a site. The goal is to form under one platform that will be easily accessible to the department; strengthen the organization. Subcommittee voted 2-0.

### **7-18 SELECT BOARD**

**Historical Shed**

**WITHDRAWN**

### **7-19 SELECT BOARD**

**Town Common 9/11 Mem. Improvement**

**\$25,000**

The motion is to make the area more appealing and inviting. It will be the Memorial's 20th anniversary this upcoming September.. Paul provides a visual of how the area will be improved/renovated.

Subcommittee voted 2-0. A motion was made and seconded.

Q&A: (John) "What will be the actual expenditure of the improvements?"

A: It's not exactly determined but we anticipate less than \$25,000. What's unused will go back to the town.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [14-0-0]

No: 0

Abstained: 0

### **Transfer of Funds/ Various Accounts**

**WITHDRAWN**

**Transfer of Free Cash to Stabilization Account**

**WITHDRAWN**

**Transfer of Free Cash to OPEB Trust Fund**

**\$675,000**

A request to replenish contributions postponed from the previous fiscal year; \$675,000 from free cash will be transferred to OPEB. Subcommittee voted 2-0. A motion was made and seconded.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [14-0-0]

No: 0

Abstained: 0

**Tax Abatement Defense Fund**

**\$200,000**

There will be a transfer from the overlay surplus account to fund legal appraisals or consulting services. The funds are utilized when necessary to fund assessed values when abatements are requested. It is used in defense when money is spent. Subcommittee voted 2-0.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [14-0-0]

No: 0

Abstained: 0

**Fund Revolving Accounts**

**\$N/A**

Setting the expenditure limits of revolving accounts created through the bylaw. Whitney gave a breakdown of this year compared to the previous year(s); there is an increase in the nurses revolving fund, which the Board of Health has requested due to pandemic response needs, social distancing at vaccine and additional clinics. All other accounts have the same expenditure limit as last year.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Steve* [13-1-0]

No: *Tom*

Abstained: 0

**Select Board Small Cell Peer Review**

**\$100,000**

Allocate funds for legal consulting expenses; the monies will be transferred from free cash to complete a legal analysis and peer review for the installation of 5G cell towers. This review was recently approved first for Mall Rd by the Board of Selectmen. Paul explains his learning experience with the select board and explains the differences between the select board and planning board. Select handles small stealth installation within the right of ways. Planning handles all private property. There are radio frequency engineers present to advise anyone that may have health concerns from the installations. The sole goal is to provide what is needed and make it safe under the regulations.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [14-0-0]

No: 0

Abstained: 0

**Fund Admin. & Professional Compensation Plan**

**\$87,112**

This plan will come from negotiated settlements; it covers all non-union employees that work more than 20 hrs full-timers (includes dept heads, assistant dept heads, associate director of board of health, and other management positions). A one-year arrangement was approved for 1.75% increase for the year. Subcommittee voted 2-0.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [14-0-0]

No: 0

Abstained: 0

**Fund the Part-Time Compensation Plan** **\$7,824**

This plan will come from the negotiated settlements; it covers a part-time employee salary plan. The 1.75% increase for traditional part-time employees that work under the 20 hrs (includes seasonal employees but with restrictions). Subcommittee voted 2-0. A motion was made and seconded.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [14-0-0]

No: 0

Abstained: 0

**7-14 SCHOOL Turf Replacement & Track Resurface** **\$200,000**

The subcommittee voted 5-0 to replace and surface the track and field. A motion was made and seconded.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Rob, Roger, Sonia, Steve* [12-2-0]

No: *Phil, Tom*

Abstained: 0

**7-15 SCHOOL Francis Wyman Intercom Replacement** **\$272,400**

The intercom is becoming outdated and inadequate for the task; resulting as a safety issue. It allows communication throughout the school at various times. Subcommittee voted 5-0.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [14-0-0]

No: 0

Abstained: 0

**7-16 SCHOOL System Wide Sanitary Hygiene Prod. Installation** **\$55,000**

The department proposed to install dispensers and provide sanitary supplies in the majority of the bathrooms within the schools.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [14-0-0]

No: 0

Abstained: 0

**7-17 SCHOOL Insulation & Weather Stripping** **\$187,000**

There's a request to repair a series of deficit insulation and weatherstripping projects for the high school and middle school (four schools in total). There are doors that have frequent leaks and gaps between the walls and ceilings.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [14-0-0]

No: 0

Abstained: 0

**School Community Custodial Services** **\$47,464**

The Department allows the scouts and other organizations to use the facilities. Subcommittee voted 5-0. A motion was made and seconded.

Vote: *Brad, Cody, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [14-0-0]

No: 0

Abstained: 0

### **School Accrued Liability Fund**

**\$N/A**

Authorize the creation of a school's accrued liability fund. Chapter 40 Section 13d describes a fund to hold monies that may be needed to pay out when a staff exits the system and is owed either vacation or sick time payouts. Subcommittee voted 5-0.

Vote: *Brad, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [13-0-0]

Not Present: *Cody*

### **301 Minuteman Regional School Assessment**

**\$116,694**

Supporting students at Minuteman Technical. A motion was made and seconded.

Vote: *Brad, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [13-0-0]

Not Present: *Cody*

**MEETING MINUTES** No issue with minutes for April 4.

- **MAR 31**

Rollcall: *Brad, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [13-0-0]

Not Present: *Cody*

- **APR 7**

Rollcall: *Brad, David, Doug, Jaya, John, Kelly, Michael, Phil, Rob, Roger, Sonia, Tom, Steve* [13-0-0]

Not Present: *Cody*

- **APR 14**

Rollcall: *Doug, John, Kelly, Michael, Phil, Rob, Roger, Steve* [8-0-4]

Abstained: *Brad, David, Jaya, Sonia*

Not Present: *Cody, Tom*

**MEETING ADJOURNED**