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# TOWN OF BURLINGTON

## Meeting Minutes

Email Posting to [meetings@burlington.org](mailto:meetings@burlington.org) or Bring to the Clerks Office. Thank you  
Notice of Public Meeting – (As required by G.L. c. 30A, c. §18-25)

DEPT./BOARD: Board of Selectmen  
Strategic Planning Session

DATE: June 1, 2021  
Wednesday

TIME: 4:00 p.m.

PLACE: Grand View Farm  
55 Center Street

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Discussion: Goal/Objectives

Members Present: James Tigges, Chairman, Nicholas Priest, Vice Chairman, Robert Hogan, Michael Runyan, Joseph Morandi

Staff Present: Paul Sagarino, Town Administrator, John Danizio, Assistant Town Administrator/Town Accountant

Meeting was called to order by Chairman Tigges, the subject of the meeting was to set goals no voting would take place.

- Sign at Simonds - Are they paying rent, if so could we use that money for Town Common improvements
- Gazebo – needs work, painting, flowers some type of stone work built around it, Joe will meet John Sanchez to see how sound the structure is before deciding what depths need to be put in, verify if modifications are made would it then need handicap acce
- MAY Proclamation for HELPiS 2022 – they are looking for a pathway on the common or part of the Street which runs from Human Services to Fire to be named.
- Sign at Bedford/Cambridge – Don't just want the posts replaced, focal point and needs to look better and provide more information
- Free public Wi-Fi on the common and at Parks doesn't seem to be a real need as most people can log onto their own Wi-Fi and do what they are looking for and this may open us up to a bigger issue with security, Nick will look into this a little further



## Select Board

June 1, 2021

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- Treehouse Adventure at Mary Cummings Park or one of our Parks Nick mentioned a show his son loves and this idea would be a great addition to the Town, the particulars are something that would need to be worked out to see if at all possible
- All Departments to have a succession plan, start to look back into forming a new Gov't review committee similar to what was done when looking to hire a new Town Tax Collector/Treasurer
- Assessor upcoming retirement – need to start a process of filling
- Boards/Committees to be looked at lots of duplication The whole process needs to be reviewed to see if and where duplications are, how to fill vacant positions, how many on each board or committee, who are voting members
- Liquor Licenses – Fogo/Besito wanted to have a subcommittee meeting to discuss
- Mission Statement is working on it
- Covid what worked what didn't what did we learn what could we approve on
- Citizens Time - discussed
- IT, Melisa, Susan really stepped up during covid and did an exceptional job keeping us up and running
- Gary doing exceptional, was definitely the best person for the job, his approach and the adjustment has been what's best to the department and Town
- Ed Wiener , Wayne Saltsman or Susan to come to a meeting soon to give COVID wrap up
- John Sanchez is going to BOH meeting to clarify water issue
- Yard Waste John will be reaching out to each one of the board members to discuss, hasn't been running smoothly
- New DPW/Rec building Phase I will be ready June – Joe reported
- Contracts expiring example Trash need to start looking at them, they will come up quickly and a few of them we locked in a good time, predicting prices will be much higher
- Next Strategic Planning Meeting July 14<sup>th</sup> 5pm
- Committee Appointments – yearly

Subcommittees – no specific discussion

Old/New Business - More Flagpole discussion was had about potential locations 33 Center Street is top option, could there possibly be a temporary pole put up and down. Maybe the Flag hung on the Gazebo for a 24 period for the specific event day.

Nick - Talked about the new DEI and Transportation subcommittees and was going to work on them a little more, narrow the number of members and bring back to the next meeting

Submitted by:

Lyn Mills

Administrative Assistant II