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# TOWN OF BURLINGTON

## *Meeting Minutes*

**DEPT./BOARD:** Burlington Select Board  
**DATE:** Monday, July 17, 2023 Regular Session  
**TIME:** 6:00 p.m.  
**PLACE:** Burlington Town Hall, 29 Center Street Main Meeting Room, 2nd Floor/  
and Cisco Webex On-Line Meeting

### MINUTES

**Members Present:** Michael Runyan, Chairman; Joseph Morandi, Vice-Chairman; Nicholas Priest; Michael Espejo, James Tigges

**Staff Member Present:** Paul Sagarino, Town Administrator; John Danizio, Assistant Town Administrator, Amy Warfield, Town Clerk; Rachel Leonardo, Business Manager; Brian White, DPW Director; Melisa Tintocalis, Economic Development Director; Kelly Lehman, Assistant Director, Parks & Recreation; Jess Ready, Clinical Supervisor, Individual and Family Therapist, Burlington Youth & Family Services

Chairman Runyan called the Burlington Select Board meeting to order followed by the Pledge of Allegiance.

**155 Approval: Housing Proposal – Winn View Heights II – Rear of 35 Mountain Road**

One condition added to allow maximum amount to local preference, this approval is for a letter of support only.

**Motion:** Member Morandi moved to approve. Seconded by Member Tigges and approved. (3-2-0)

**156 Approval: Election Workers, Town Election and Town Meeting 2024 Dates  
Board of Registrars appointment**

Amy requested approval of the list presented for election workers for 2024 first approval below, Then presented the date for the Town election and the 3 Town Meeting dates all also approved second below and lastly the democratic committee presented Amy with a name to fill the vacant Board of Registrars seat approved last below. Peter Hodges the seat will run 3 years expiring 2026.

**Motion:** Member Tigges moved to approve. Seconded by Member Morandi and approved. (5-0-0)

**Motion:** Member Tigges moved to approve. Seconded by Member Espejo and approved. (5-0-0)

**Motion:** Member Espejo moved to approve. Seconded by Member Tigges and approved. (5-0-0)

*SELECT BOARD:*

MICHAEL RUNYAN, CHAIRMAN ♦ JOSEPH MORANDI, VICE-CHAIRMAN ♦ JAMES TIGGES ♦ MICHAEL ESPEJO ♦ NICHOLAS PRIEST

**157 Update: Residential Compost Initiative**

Rachel gave a brief explanation of compost options I have included the breakdown, this will be run as a pilot program to see how interested the resident are, currently we have approximately 50 residents signed up. Mom's organic market on Cambridge Street does currently have a compost drop off at the backdoor free of charge.

**158 Citizen's Time**

None

**159 Approval: Economic Development (4) One Day Liquor Licenses  
September 7, 14, 21, 28 - Pocket Park**

Same set up as last year it was found to be successful after year one of only one event on a Saturday the Thursdays was what the community asked for. Possibly looking into other community events in the future. Dates listed above hours 4:30-8:30 October 5 to be used for a rain date if needed

**Motion:** Member Espejo moved to approve. Seconded by Member Tigges and approved. (5-0-0)

**160 Appointment: Social Worker – Youth Homeless Case Manager**

Jess Ready came to recommend Catherin Torres Iparraquirre grant funded position FT effective 7.31.2023 Paul accepted the recommendation and asked the Board to waive the 15 day waiting period

**Motion:** Member Tigges moved to approve. Seconded by Member Priest and approved. (5-0-0)

**161 Proclamation: Parks and Recreation Professionals Day**

Nick read a proclamation for the Parks and Recreation adopting July 21<sup>st</sup> Parks and Recreation Professionals Day

**162 Public Hearing: New Beer and Wine Package Store License  
232 Cambridge Street Raja and Rana's**

WITHDRAWN

**163 Approval: License to Deal Junk, Precious and or Metals**

The Police monitor this license any product turned in need to be held for 30 days before sold or melted down, this is a low percentage of the business.

**Motion:** Member Tigges moved to approve. Seconded by Member Priest and approved. (5-0-0)

**164 Approval: Update Town Common Policy**

Two amendments to the newly updated Policy, request for the following year will not be accepted until the first day in January at 9am we are opened and divided into two sections for more availability

**Motion:** Member Priest moved to approve. Seconded by Member Espejo and approved. (5-0-0)

**165 Approval: Year End Transfers**

Yearly request John brief the group no questions and approved

**Motion:** Member Tigges moved to approve. Seconded by Member Priest and approved. (5-0-0)

**166 Approval: Minutes Strategic Planning 6.14.2023 Alcohol Sub 6.26.2023/7.10.2023  
Regular 5.8.2023/5.22.2023/6.12.2023/6.26.2023**

Minutes reviewed and approved

**Motion:** Member Morandi moved to approve. Seconded by Member Tigges and approved. (3-2-0)

**167 Subcommittee Reports Jim** – Annual Public Safety Day August 2<sup>nd</sup> 5-7pm would like to extend our condolences to the Boutwell family Carl was a retire Police Sgt for Burlington and will be missed **Joe** – 4<sup>th</sup> of July Parade was a wonderful time, took a ride to Lexington recycling facility there is a lot of information to go thru and look into but it was a very nice center **Mike E** – Thank you to everyone that came out to celebrated the July 4<sup>th</sup> Parade **Nick** – Since we have received the final communication report conversations will continue, ISAAC committee needs another member, Thank you to all that came out and watched the parade those that helped get it organized and anyone that participated in it, although the **weather** wasn't great it was a great success.

**168 Chairman's Report** – I would like to extend our condolences to the Boudreau Family Bill was a staple in town and had a hand in many great things that have been accomplished here and will be missed

**169 Town Administrator's Report Nothing**

**Adjourn: Motion:** Member Tigges moved to adjourn 7:16 p.m. Seconded by Member Espejo and approved. (5-0-0)

Submitted by,

Lyn Mills, Recording Secretary