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# TOWN OF BURLINGTON

## Meeting Minutes

**DEPT./BOARD:** Burlington Select Board  
**DATE:** Monday, September 12, 2022 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:** Nicholas Priest, Chairman; Michael Runyan, Vice-Chairman; Joseph Morandi; James Tigges; Michael Espejo

**Staff Member Present:** Paul Sagarino, Jr., Town Administrator; John Danizio, Assistant Town Administrator, Operations Manager, Brian White, Business Manager, Rachel Leonardo, Business Manager, John Sanchez, DPW Superintendent

Vice Chairman Runyan called the Burlington Select Board (Board) meeting to order followed by the Pledge of Allegiance. (Chairman Priest attended Virtually)

**613 Citizen's Time** – Sunil Prajapati 1 month ago came in with concerns and a meeting was going to be scheduled, he hasn't heard from anyone, Nick was going to call tomorrow and a meeting would be scheduled. Patricia O'Brien would like the Board to engage the residents in the discussion about the trash.

**614 Discussion/Approval: CPA Committee**

Bill Bouvin and Larry Cohen review some information and requested a new mailing go out because they felt the information on the mailing was incorrect

Approved, no questions

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

**615 Appointment: Accounting Technician**

Paul made the recommendation and asked the 15 day waiting fee be waived

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

**616 Appointment: DPW – Water and Sewer Laborer & Water and Sewer Pumping Station Operator**

*SELECT BOARD:*

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

The recommendation was made Paul confirmed and requested the Board waive the 15 day waiting period

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

**617 Update/Approval: Trash Contract**

John and Rachel reviewed the options and asked for feedback the Board had a few questions they would look into and get more information and come back to a meeting in October

**618 Update/Approval: Conservation – Vine brook Watershed Report**

Grant wrapped up in June and the final report will be posted online

**619 Update: Conservation – FEMA Flood Maps**

Preliminary maps have been reviewed when and if it becomes final dozens more people will land in the flood plain, FEMA will come to present and that will be the time to asks questions and receive a timetable

**620 Appointment: Cable Access Committee**

One year appointment, there has been a few vacancies on the committee

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

**621 Update/Approval: Economic Development – Mass Development**

Property owners work with specified lenders decide on a loan it gets collect thru the tax bill strictly commercial based it is not required, municipalities can opt out

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

**622 Update: Economic Development – General Update 3 of 4**

Melisa provided a PowerPoint of what has been going on the things she is currently working on and things that have finished up

**623 Update: Housing Partnership Committee – Housing Needs Assessment Report**

Few Members of the HPC gave a quick review of the Assessments Need Report

**624 Update/Approval: Friends of Landlock Forest – Trail Maintenance**

Ed Parsons from NEMBA explained the new signs being requested and how this would help navigate through

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

**625 Update/Appointment: Scholarship Fund**

Shelia Fitzpatrick and Kent Moffat came to give an update this year they awarded 6 2500.00, first time one was awarded to a Shawsheen student

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

**626 Approval: Victualler's License**

Transfer from Burlington House of Pizza to Nick's place, a standard transfer that must come before the board for approval

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

**627 Update: Policy Update – Town Common/Town Common Banner**

Lots of parts - Sculpture Park will get approval for events just like the Town Common, sign on the corner of Cambridge Street and Bedford Street will be a separate policy, unanimously voted down a flag policy

**628 Approval: Fall/Winter Recreation Events Town Common**

The schedule was submitted by Brendan all dates have been reserved

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

**629 Update: Warrant Articles**

**Article 4 - Motion:** Member Tigges moved to approve. Seconded by Member Espejo and approved. (5-0-0)

**Article 10 - Motion:** Member Tigges moved to approve. Seconded by Member Morandi and approved. (5-0-0)

**630 Subcommittee Reports – Joe nothing, Mike Espejo Hazardous Waste this Saturday, Jim Beer Garden has had fantastic turn out please join us down there Thursday, Mike Runyan Beer Garden well attended even the new Police Motorcycle made an appearance**

**631 Chairman's Report Nick – nothing**

**632 Town Administrator's Report Paul – This week's Beer Garden will be featuring Lord Hobo from Woburn, last weeks was a great event, September 23 at 10:00 the ribbon cutting for the new Public Works Building will be happening**

**Adjourn: Motion:** Member Espejo moved to adjourn at 8:35 p.m. Seconded by Member Morandi and approved. (5-0-0)

**All Votes during this meeting were taken by Roll Call**

Submitted by,

Lyn Mills, Recording Secretary