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By Town Clerk's Office at 3:49 pm, Nov 09, 2022

# TOWN OF BURLINGTON

## Meeting Posting

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. 30 A, c. §18-25)

DEPT./BOARD: Select Board

DATE: Monday November 14, 2022  
General Session/Joint Session Library Trustees

TIME: 6:00 p.m.

PLACE: Burlington Town Hall, 29 Center Street Main Hearing Room, 2<sup>nd</sup> Floor /  
Cisco Webex On-Line Meeting

<https://townofburlington.webex.com/townofburlington/j.php?MTID=m5e8ee71ef10f2f980112d27cb450b036>

Meeting number (access code): 2338 518 9678 Meeting password: TGwDrePN525

+1-408-418-9388,,23385189678## United States Toll Dial 23385189678@townofburlington.webex.com

“This meeting/hearing of The Burlington Select Board will be held in-person at the location provided on this notice. Members of the Public are welcome to attend this in-person meeting. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda should make plans for in-person vs. virtual attendance accordingly.”

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### AGENDA

Submitted 11/9/2022

#### GENERAL SESSION

	Pledge of Allegiance	6:00 p.m.
671	Citizen's Time	6:01 p.m.
672	Appointment: Library Trustee Appointment	6:15 p.m.
673	Appointments: Police (5) 1 Captain 2 Lieutenants 2 Sergeants	6:20 p.m.
674	Public Hearing: Tax Classification FY 2023	6:30 p.m.
675	Approval: Landlock Forest request	6:35 p.m.
676	Approval: Sidewalk Program	6:40 p.m.



Select Board Meeting  
November 14, 2022  
Page 2 of 2

677	Approval:	Transportation Committee – Final Report	6:45 p.m.
678	Approval:	Drake Road Parcel	6:50 p.m.
679	Approval:	Eversource – permission to work after November 15	6:55 p.m.
680	Approval:	Town Common Policy	7:00 p.m.
681	Update:	Recognition (ARFA) Accounting and Budget	7:05 p.m.
682	Update/Approval:	Zoning Bylaw for Municipal Signs	7:10 p.m.
683		Subcommittee Reports	
684		Chairman’s Report	
685		Town Administrator’s Report	

# Select Board

Item #

671

# SELECT BOARD

## *Meeting Agenda Item*

Meeting date 11/14/2022

**Requesting Department:**

Select Board

**Request Title for Agenda:**

CITIZEN'S TIME

**Description:**

Any person wishing to talk will have up to 3 minutes which will be strictly enforced by the Chair. If the number of people exceeds 5 the time will be decreased to 2 minutes per person. The topics maybe halted immediately by the Chair. Individual participation based on topic shall be limited to once every 3 meetings unless on a different topic.

**MGL, Town Bylaw, Town Policy referenced (if applicable):**

**Purpose:**

To allow public participation in a control manner

**Back up included:**

N/A

**Suggested Motion:**

none

**Motion made and seconded by: Resulting Vote (who was not present or abstained)**

# Select Board

Item #

672

# SELECT BOARD

## *Meeting Agenda Item*

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Meeting date 11/14/2022

**Requesting Department:**

Library Trustees

**Request Title for Agenda:**

Library Trustee Appointment

**Description:**

Library Trustees and Select Board vote to appoint to fill a vacant seat

**MGL, Town Bylaw, Town Policy referenced (if applicable):**

**Purpose:**

To fill a vacant seat

**Back up included:**

No

**Suggested Motion:**

To approve to nominee

**Motion made and seconded by: Resulting Vote (who was not present or abstained)**

# Select Board

Item #

673

**MEMORANDUM**  
**BURLINGTON POLICE DEPARTMENT**



TO: Town Administrator Paul F. Sagarino, Jr.  
FROM: Chief Thomas P. Brown *Thomas P. Brown*  
DATE: November 1, 2022  
RE: Police Promotions

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I am requesting that the agenda for the Select Board meeting for November 14, 2022 include police promotions. I will be requesting appointment for the following personnel:

Lieutenant Kevin M. Cooney to the rank of Captain;

Sergeant Gerard F. McDonough to the rank of Lieutenant;  
Sergeant Thomas M. Carlson to the rank of Lieutenant;

Officer Joseph M. Papsedero to the rank of Sergeant;  
Detective James P. Hanafin to the rank of Sergeant.

If amenable with the Board, I would like to request the agenda be toward the beginning of the meeting as I have arranged for the Town Clerk's presence at the police station following the meeting so that she can administer the Oath of Office.

The resumes for each are attached for your reference and for the Select Board.



# Select Board

Item #

674

**LEGAL NOTICE  
TOWN OF BURLINGTON  
SELECT BOARD**



29 Center Street  
Burlington, MA 01803

Town Administrator's Office (781) 273-7600

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**NOTICE OF PUBLIC HEARING**

The Select Board will hold a public hearing on the **Classification of all Taxable Property** for the determination of the percentages of the local tax levy to be borne by each class of taxable property for **Fiscal Year 2023** and the fiscal effect of the available alternatives.

The Public Hearing will be held on **Monday, November 14, 2022 at or after 6:00 p.m.** at the Town Hall Main Hearing Room, Town Hall, 29 Center Street, Burlington, MA.

The Select Board public hearing notices are printed in the *Burlington Daily Times Chronicle* and may also be downloaded from the following site: <http://masspublicnotices.org/Search.aspx>

SELECT BOARD:  
Nicholas C. Priest, Chairman  
Michael S. Runyan, Vice Chairman  
Joseph E. Morandi  
James M. Tigges  
Michael W. Espejo

# Select Board

Item #

675



Lyn Mills &lt;lmills@burlington.org&gt;

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**SB meeting October 24**

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**Martha Simon** <masimon@rcn.com>  
To: Lyn Mills <lmills@burlington.org>  
Cc: jkeeley <jkeeley@burlington.org>

Tue, Oct 18, 2022 at 5:11 PM

Hi, Lyn,

The Friends of the Landlocked Forest would like to be put on the **Oct. 24<sup>th</sup> meeting** to ask permission to mow the meadow on Saturday, Nov. 19<sup>th</sup> or Sunday, Nov. 20<sup>th</sup>, weather permitting.

Please confirm. Thank you.

Martha Simon

for the Friends of the Landlocked Forest

# Select Board

Item #

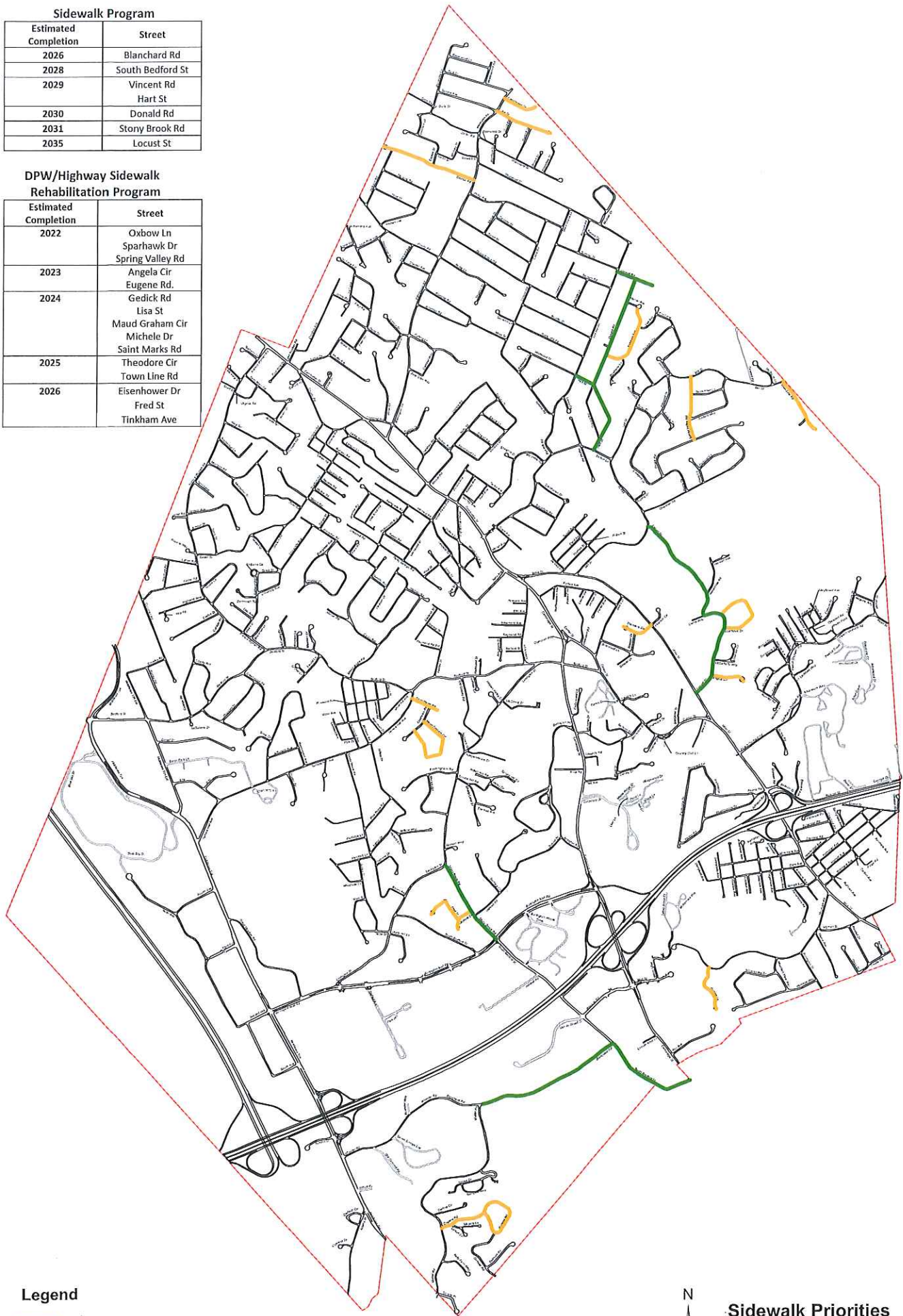
676

**Sidewalk Program**

Estimated Completion	Street
2026	Blanchard Rd
2028	South Bedford St
2029	Vincent Rd Hart St
2030	Donald Rd
2031	Stony Brook Rd
2035	Locust St

**DPW/Highway Sidewalk Rehabilitation Program**

Estimated Completion	Street
2022	Oxbow Ln Sparhawk Dr Spring Valley Rd
2023	Angela Cir Eugene Rd.
2024	Gedick Rd Lisa St Maud Graham Cir Michele Dr Saint Marks Rd
2025	Theodore Cir Town Line Rd
2026	Eisenhower Dr Fred St Tinkham Ave



**Legend**

- Capital Project
- DPW Highway Division



**Sidewalk Priorities**



# Select Board

Item #

**677**

# Transportation Subcommittee Report

Exploring solutions and building recommendations for the Select Board to determine the strategy for the town's transportation vision

November 2022







# Committee Goal and Outputs

1. Research and report performed in 2020-2021 illuminated lack of strategic vision and cohesive implementation across municipal silos in Burlington:
  - a. Disparities in Transportation and Mobility within the Burlington community
  - b. Lost opportunities for members of our community
    - i. Older adults and disabled
    - ii. Students and parents
    - iii. Workforce and commuters
2. Key facts driving the need for this committee to build a recommendation
  - a. 45% of high school students who took the survey would participate in more activities if they had greater access to transportation (BAR study)
  - b. Burlington is undergoing macro changes
    - i. Shifting towards life sciences, experiential shopping, and restaurants
    - ii. Distinctly away from technology and the traditional consumer retail patterns
  - c. Older adults and disabled population is currently serviced by transportation options that are continually evolving to optimize cost structures while efficiently meeting needs
  - d. Strategic vision needs alignment across municipal departments to unlock potential (E.G. Economic Development, regional business communities, School, Parks & Rec, etc.)



# Considerations

The complexity of the continually evolving transportation needs of our community shows us there is no single solution

- 1. On-demand (Lyft, Uber, etc. Need at least 1 rider over 18)
- 2. Public transit



- a. Advocate for MBTA routes to serve Burlington (advocated for continuation of rte. 354 and expediting rte. 94)
- b. Burlington Town specific shuttle system (Mapped schools, retail, major employment areas, amenities, and high density stops)
- c. Regional transportation initiatives (reviewed highly complex regional studies. We need representation for coordination)

- 3. Carpool apps (investigation of after-school solutions)
- 4. Grant and publicly available improvements



- a. Safe Routes to Schools (began process, performed pickup/dropoff flow studies, and applied for initial grants, but need expert to tap full potential)
- b. Local coalitions and collaboratives (need more advocacy for Burlington from expert)
- c. State/Federal/Private grants (need more advocacy for Burlington from expert)





# Safe Routes to School

The subcommittee has actioned arrival and dismissal on-site evaluations and a district-wide survey through Safe Routes to School

1. Memorial
2. Fox Hill
  - a. walk, bike, and roll to school ⇒ having second event
  - b. Signs and lines grant has been applied for
3. Marshall Simonds
4. Recommendations
  - a. The school district as a partner in the program
  - b. Burlington is now a bronze level partner (2nd level)
    - i. Evaluating effort to move up to a higher level
  - c. Committee recommendation:
    - i. Get **more schools** involved (E.G. Francis Wyman)
    - ii. Get more **PTO involvement** to drive school and parent engagement
    - iii. Leverage the **Transportation and Mobility Coordinator** to lead efforts for large and complex grant applications in alignment with larger transportation and mobility strategy including:
      1. Flashing lights
      2. Crosswalks
      3. Road and sidewalk redesign



# Progress: Safe Routes to School (SRTS)

The Transportation Committee, jointly with the School Committee, entered Burlington as a SRTS partner in 2022. During the first year of partnership Burlington became a Bronze (2<sup>nd</sup>) level partner!

1. District partnered with SRTS to send out a transportation survey to parents
  - a. Results were helpful but not as comprehensive as desired due to the inability to edit or add to the survey
  - b. While not comprehensive, results did produce a solid baseline
2. Three schools (Fox Hill, Memorial and MSMS) participated in Arrival/Dismissal audits to identify areas of improvement in the mornings and afternoons
  - a. Each school received, or is expecting, a very detailed report of findings
  - b. Fox Hill School held two "Walk, Bike and Roll to School" events in the spring and fall that were huge successes. 200-300+ students arrived to school each day by non-motorized means!
  - c. Leveraging the Arrival/Dismissal report, Fox Hill was accepted into the program landing a \$6,000 "Signs and Lines" grant!
  - d. Partnership with the state this fall and winter with the physical improvements completing by Spring 2023
3. Committee recommendation:
  - a. Get more schools involved (E.G. Francis Wyman)
  - b. Get more PTO involvement to drive school and parent engagement
  - c. Leverage the Transportation and Mobility Coordinator to lead efforts for large and complex grant applications in alignment with larger transportation and mobility strategy including Flashing lights, Crosswalks, Road and sidewalk redesign



# Recommendations

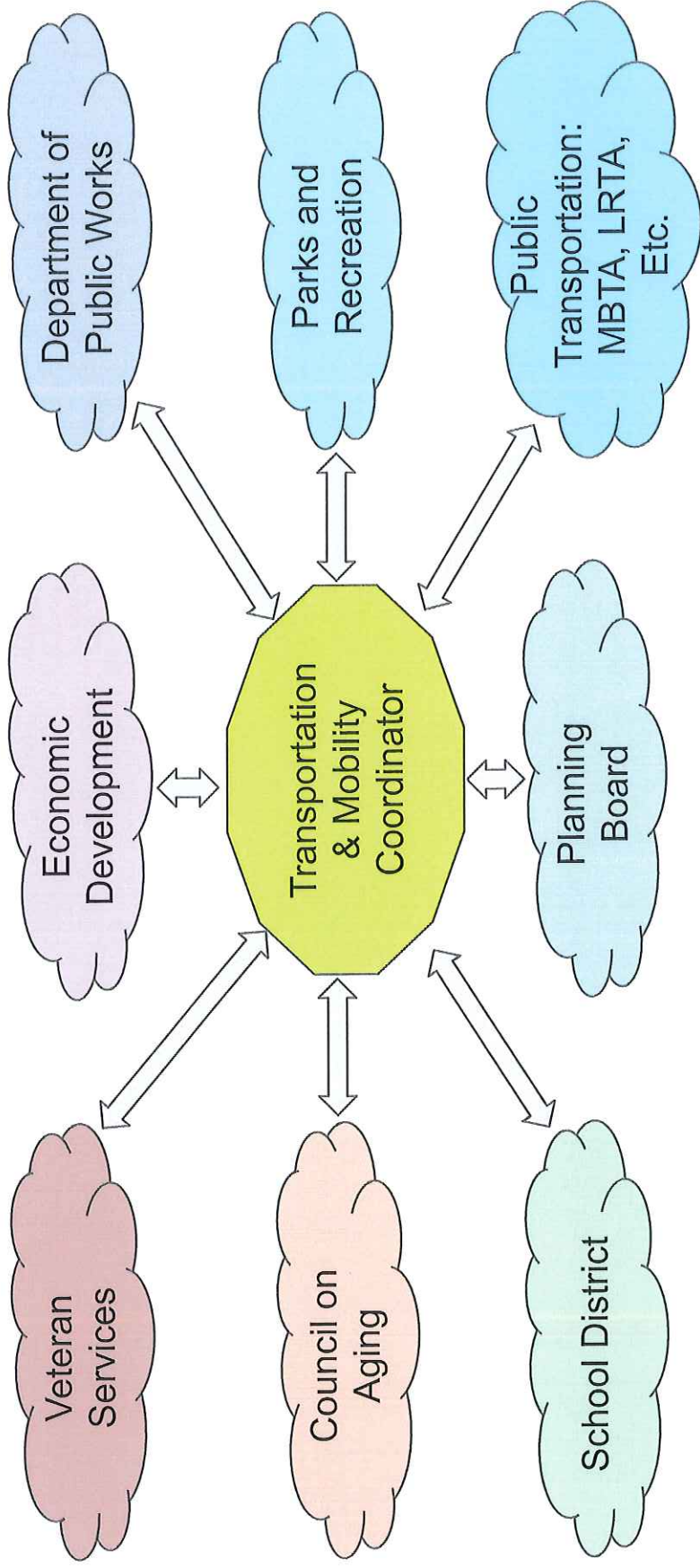
We recommend the creation of a Transportation and Mobility Coordinator position for managing the town's transportation strategy

The following key priorities have been identified by this committee:

1. Pursue federal, state, local, and private transportation grant opportunities
2. Make connections across departments and local/regional stakeholders to identify evolving needs and drive more unification and efficiency
3. Schools:
  - a. Champion Safe Routes to School Program
    - i. Central point of contact
    - ii. Coordination within each school and across schools
  - b. Build solutions to close missed after school opportunity gap
4. Older adults and disabled
  - a. Continue to utilize and assess Burlington Community Transportation Program
  - b. Evaluate alternative solutions
5. Commuters and Daytime population
  - a. Leverage public transportation to help employers access labor pools
  - b. Facilitate movement of people throughout key town amenities such as commercial districts, parks, etc

# Transportation and Mobility Coordinator

Transportation and Mobility interfaces with functional areas across the town



# Business Community: MBTA Changes



Advocacy for expedited implementation of MBTA Bus Route 80, including late night service

1. Burlington businesses (medical, life science, restaurant, hospitality, retail etc.) desperately need access to additional sources of labor
2. Local employment is inaccessible to most workers dependent on public transportation
3. Burlington has no access to public transportation that provides 7-day and late-night service
4. Route 80 will provide a direct route from Davis Square, located within a concentration of college students, recent graduates and a growing population dependent on public transit
5. Reduces peak hour vehicle congestion and commuter parking requirements
6. Encourages increased walking, cycling and participation in bikeshare programs locally
7. Increases desirability to attract future employers to Burlington



# Business Community: Commercial Connectivity

Daytime access to amenities - Proposed commercial hub route via public/private partnership

1. Provides convenient, reliable access to amenities, services, and open spaces
2. Encourages use of shared transportation options for workers, residents, and visitors
3. Reduces daytime circulatory traffic and congestion
4. Consistent with Burlington's economic development initiative for this corridor







## Key Sources

This is a list of key sources referenced by this committee

1. Burlington Transportation Committee Final report:  
[https://www.burlington.org/DocumentCenter/View/3852/BurlingtonTM\\_TransportationCommittee\\_Final-Report2021](https://www.burlington.org/DocumentCenter/View/3852/BurlingtonTM_TransportationCommittee_Final-Report2021)
2. Burlington Transportation Committee presentation:  
<https://www.burlington.org/DocumentCenter/View/3874/MayPresentation>
3. Burlington specific MBTA information:  
<https://www.burlington.org/736/Transportation>
4. Micro-Transit form
5. Community Grant training
6. Tri-Town efficiency & Regionalization Study
7. 128 Business Council Regionalization Report
8. MBTA Bus Network Redesign
9. BAR (Burlington Against Racism) Report:  
<https://www.burlington.org/DocumentCenter/View/4087/BarYouth-Survey>
10. Pogo (Rideshare App):  
<http://www.pogorides.com/>

# Select Board

Item #

678

QUITCLAIM DEED

C&L Homes LLC, a Massachusetts limited liability company with a principal place of business at 83 Cambridge Street, Burlington, MA

For Consideration paid, and in full consideration of \$1.00

grants to the Town of Burlington, Massachusetts, a municipal corporation with the address of 29 Center Street, Burlington, MA, acting by and through its Conservation Commission pursuant to the powers granted thereto under G.L. c. 40, §8C, and with the approval of the Burlington Select Board as attached hereto,

with QUITCLAIM COVENANTS

Two certain parcels of land situated in Burlington, Middlesex County, Massachusetts, shown as Parcel A and Parcel B on a plan entitled "Subdivision Plan of Land located in Burlington, Mass.", said plan having been endorsed by the Burlington Planning Board on September 15, 2022 as an "approval under the subdivision control law not required" and subsequently recorded at the Middlesex South Registry of Deeds as Plan No. 633 of 2022.

Said Parcel A contains 19,423 square feet and Parcel B contains 1.153 acres, each according to said plan.

Said parcels are to be in the care, custody and control of the Conservation Commission of the Town of Burlington for all purposes as is contained in Massachusetts General Laws Chapter 40, section 8C.

This conveyance is in accordance with the terms and conditions of an Order of Conditions issued by the Burlington Conservation Commission as recorded in Book 80605, Page 321 and a Wetlands Permit issued by the Burlington Conservation Commission and recorded at Book 80605, Page 340

Being a portion of the land conveyed to Grantor in a deed dated August 30, 2022 and recorded at the Middlesex South Registry of Deeds in Book 80668, Page 391.

The granted premises do not constitute all or substantially all of the Grantor's assets located within the Commonwealth of Massachusetts.

No deed stamp taxes are due on this conveyance pursuant to G.L. c. 64D, §1.

Witness my hand and seal this \_\_\_\_ day of \_\_\_\_\_, 2022.

C&L Homes, LLC, by:

\_\_\_\_\_  
Gary Litchfield, Manager

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss

On this \_\_\_\_ day of \_\_\_\_\_, 2022, before me, the undersigned notary public, personally appeared Gary Litchfield, Manager of C&L Homes LLC as aforesaid, proved to me through satisfactory evidence of identification, which was a Massachusetts Driver's License, to be the person or persons whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public

Vote of the Select Board

MOTION, I move that the Conservation Commission, pursuant to G.L. c. 40 §8C and the vote of the Select Board authorizing same and dated \_\_\_\_\_, 2022, accept the two parcels located off Drake Road, in Burlington, Middlesex County, Massachusetts, including Parcel A containing approximately 19,423 square feet and Parcel B containing approximately 1.153 acres as depicted on a plan entitled “Subdivision Plan of Land located in Burlington, Mass.”, said plan having been endorsed by the Burlington Planning Board on September 15, 2022 as an “approval under the subdivision control law not required” and subsequently recorded at the Middlesex South Registry of Deeds as Plan No. 633 of 2022 and owned by C&L Homes LLC, for conservation purposes, and further that the Conservation Commission Chair shall be authorized to execute any documents required to effectuate said gift.

SECOND,

Dated:

# Select Board

Item #

679



Lyn Mills &lt;lmills@burlington.org&gt;

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**Burlington Work**

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Walsh, Annemarie B <annemarie.walsh@eversource.com>  
To: "thayes (burlington.org)" <thayes@burlington.org>, Lyn Mills <lmills@burlington.org>

Wed, Nov 9, 2022 at 10:43 AM

Good Morning Lyn & Tom,

Permit #4692435

Middlesex Turnpike, Burlington

The proposed project in Burlington requires the installation of additional conduits in the public way in order to reroute conductor that will improve reliability in the area. The new conduit also provides an opportunity to increase capacity for growth in the area. We are currently working with Botti Construction on this project. We would like to request to work until the end of November weather permitting in order to complete the project.

Please contact me with any questions.

Thank you,

**Annemarie B. Walsh**

Community Relations & Economic Development Specialist

[247 Station Drive, Westwood, MA 02090](#) – Waltham AWC

[Annemarie.Walsh@eversource.com](mailto:Annemarie.Walsh@eversource.com) | [www.eversource.com](http://www.eversource.com)

**Office:** (781) 314-5043 | **Cell:** (617) 327-6152

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**From:** Thomas Hayes <[thayes@burlington.org](mailto:thayes@burlington.org)>

**Sent:** Tuesday, November 8, 2022 4:11 PM

**To:** Walsh, Annemarie B <[annemarie.walsh@eversource.com](mailto:annemarie.walsh@eversource.com)>; Lyn Mills <[lmills@burlington.org](mailto:lmills@burlington.org)>

**Subject:** Burlington Work

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[Quoted text hidden]

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Lyn Mills &lt;lmills@burlington.org&gt;

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## Burlington Work

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Thomas Hayes <thayes@burlington.org>

Wed, Nov 9, 2022 at 11:00 AM

To: "Walsh, Annemarie B" <annemarie.walsh@eversource.com>, John Sanchez <jsanchez@burlington.org>, Brian White <bwhite@burlington.org>

Cc: Lyn Mills <lmills@burlington.org>, Lisa Matarazzo <lmatarazzo@burlington.org>

Lyn,

Below are DPW's standard requirements for utility work after the November 15th winter shutdown.

**John, Brian** - Any additional comments?

*The Department of Public Works discourages issuance of Street Opening Permits after November 15 because the colder temperatures significantly affect the quality of paving/construction materials which in turn degrades the integrity of the new infrastructure & restored roadway. Additionally, winter snowplowing operations are impacted by active construction work; steel plates, unpaved trenches, equipment in the street during a snowstorm can delay plowing and be dangerous to people using those streets.*

*Should the Select Board decide to issue a permit, we recommend the following conditions:*

- 1. The trench must be Backfilled daily –(No traffic plates)*
- 2. All trenches must be paved with hot mix asphalt daily*
- 3. Once snow falls, all work must cease for the season.*
- 4. The contractor will be responsible for the trench through the winter season.*
- 5. A permanent trench patch installed within one year per DPW requirements.*

Thomas F. Hayes, P.E.  
Town Engineer  
25 Center Street  
Burlington, MA 01803  
781 270-1640  
[THayes@burlington.org](mailto:THayes@burlington.org)

Please visit us @burlington.org

[Quoted text hidden]

# Select Board

Item #

680

TOWN OF BURLINGTON  
Use of Burlington Town Common  
And Sculpture Park

Use of the Town Common and Sculpture Park areas (together referred to herein as “Town Common”) are subject to the following policies and procedures, and prior approval by the Town Administrator or the Select Board.

Policy & Procedure

All requests for use of the Town Common must be approved in advance by the Town Administrator. Certain requests may require further approval by the Select Board.

REQUEST FOR USE PROCEDURE

Requests shall be submitted in writing to the Town Administrator at least 30 days prior to the event, and provide the following information:

Individual, group, or organization making request along with a description of the organization including any local, national, or international affiliation, a brief history of the organization, the organization’ website address, its nonprofit status, and any other relevant information.

Person in charge – name, address, phone numbers.

Description of activity or event

Date of event – Rain Date (within the same week of proposed date)

Time of event, including start and end time

The need for vehicles to be used and type of vehicles.

The request will be reviewed by the Town Administrator for compliance with the Policy below. Additional information will be requested if necessary. The Town may consider requests made less than 30 days’ prior to the proposed event in its sole discretion.

A letter of approval or disapproval will be sent by United States mail or via electronic mail to the person making the request.

Policy

Use of the Town Common may be restricted to individuals and non-profit groups and organizations that are registered with the Massachusetts Secretary of State and Attorney General’s Office, as well as Town-sponsored events. The purpose of this policy is to promote public safety and good order and protect Town property and resources. The Town will not allow for events that are deemed a threat to public safety, as determined by the Town, in its sole discretion. Multiple events may be allowed on the same day/time if it is determined that they may occur simultaneously without conflict.

All activities and events scheduled on the Town Common must be approved in advance by the Town Administrator. Overnight events are prohibited.

While the reservation for the initial date shall be honored on a "first-come, first-served" basis, reservations for the subsequent dates may not be granted if the Town deems that doing so unduly restricts the use of the Town Common and/or Gazebo by other individuals and organizations.

One portable toilet will be made available for events at no charge. Additional toilets may be made available upon request and upon receipt of payment of associated fees for use.

No vehicles may drive or park upon the Town Common unless authorized by the Town Administrator. The town reserves the right to restrict any vehicular activity for any reason and upon the recommendation of the Burlington Parks and Recreation Director.

**An executed liability waiver will be required for all events.** Depending on the size and nature of the activity or event, the Town Administrator may require the following additional information:

- Certificates of insurance naming the Town as additional insured.
- Bond
- Deposit
- Police detail
- Custodial coverage
- DPW or Rec. Dept. detail

Care must be taken to prevent damage to the Gazebo, all monuments and stones, trees, shrubs, flower beds, benches, walkways, grass and all other structures and natural features.

The following are PROHIBITED on Town Common property:

- Controlled substances, including tobacco and marijuana
- Alcohol (unless a license has been granted by the Select Board)
- Glass containers
- Open flames, campfires, candlelight vigils (controlled cooking permitted)
- Digging or earth removal

Notwithstanding the foregoing, alcohol may be permitted where the proper one day license is obtained from the licensing authorities and all proper insurance and indemnification related to serving alcohol is obtained and provided to the Town.

All food products and by-products, like water from melted ice that was used for keeping raw fish or meats cold, must be removed from the town common, and not dumped onto

the grass. If there is a question that policing this will be difficult or impossible, the activity will be denied.

Individuals and organizations are responsible for obtaining all necessary permits, including but not limited to, a permit from the Building Inspector for temporary displays or structures, or a permit from the Board of Health for the sale of foods.

Applicant will need to coordinate electricity needs with the Director of Parks and Recreation at least one week prior to the scheduled event.

Dumpsters and/or portable toilets used for events shall be restricted to a specific location near Dearborn and Cambridge Street, as designated and directed by the Town. After the event, the sponsoring group must clean up the Town Common to pre-event condition within 24 hours after the close of the event. Individuals and organizations using the Town Common shall be responsible for any damage incurred by or as a result of their use and are responsible for ensuring that all refuse generated by their use is collected and disposed of properly. If the Town's Recreation Department is needed to restore any portion of the area to its condition prior to usage, the individual or organization responsible will be billed for these services which may be deducted from any deposit at the Town's sole determination.

All situations not defined in this policy, or requests for exceptions to this policy, must be ruled upon by the Select Board.

- Violations of these regulations will be grounds for immediate suspension of the approved use and/or denial of future use of the common. \*

**Permitted users of the Town Common may** decorate the gazebo but only for the duration of the permitted event and further no such decorations shall be affixed in such a manner that will cause damage to any property or the Town.

# **Application for Use of Town Common**

1.) Name of individual or non-profit entity/organization:

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2.) Contact information (email, phone number, and address):

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3.) Description of proposed use:

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4.) If the applicant is an organization, please provide a description of the organization including any local, national, or international affiliation, a brief history of the organization, the organization's website address (in any), its nonprofit status, and any other relevant information:

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5.) Date, time, and duration of event/use:

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6.) Explain need for temporary structures, portable toilets, vehicular requirements, etc., if any, and estimated number of people in attendance:

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7.) By submitting this application, I hereby acknowledge that I am in receipt of and that I have read and understand the attached Policy for Use of Town Common/Sculpture Park and agree to abide by all the strictures set forth therein.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name & Title (if applicable)

# Select Board

Item #

681





Government Finance Officers Association  
203 North LaSalle Street, Suite 2700  
Chicago, Illinois 60601-1210  
312.977.9700 fax: 312.977.4806

9/28/2022

James Tigges  
Select Board Chairman  
Town of Burlington, Massachusetts

Dear Mr. Tigges:

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended June 30, 2021 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and give appropriate publicity to this notable achievement. A sample news release is included to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

Michele Mark Levine  
Director, Technical Services



GOVERNMENT FINANCE OFFICERS ASSOCIATION  
**NEWS RELEASE**

**FOR IMMEDIATE RELEASE**

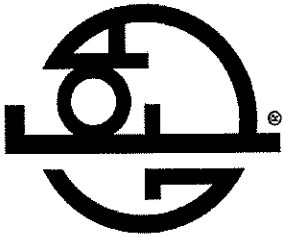
9/28/2022

**For more information contact:**  
**Michele Mark Levine, Director/TSC**  
**Phone: (312) 977-9700**  
**Fax: (312) 977-4806**  
**Email: [mlevine@gfoa.org](mailto:mlevine@gfoa.org)**

(Chicago, Illinois)—Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to **Town of Burlington** for its annual comprehensive financial report for the fiscal year ended June 30, 2021. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

*Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 21,000 members and the communities they serve.*



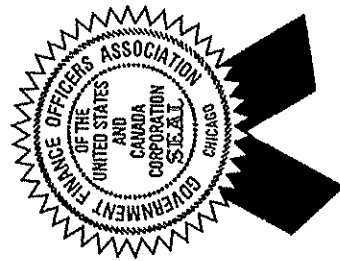
The Government Finance Officers Association of  
the United States and Canada

*presents this*

# AWARD OF FINANCIAL REPORTING ACHIEVEMENT

*to*

**Accounting Department**  
Town of Burlington, Massachusetts



*The Award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the department or individual designated as instrumental in the government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.*

Executive Director

*Christopher P. Morill*

Date: 9/28/2022



Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**Town of Burlington  
Massachusetts**

For its Annual Comprehensive  
Financial Report  
For the Fiscal Year Ended

June 30, 2021

*Christopher P. Morill*

Executive Director/CEO

# Select Board

Item #

682

**ZONING BYLAW ARTICLE**

**ARTICLE XX**

**RE: Article XIII Signage Regulations**

To see if the Town will vote to amend Article XIII, "Sign Regulations", 13.1.5 Municipal Uses, Subsection 13.1.5.3, by adding a new subsection 13.1.5.3.5 as follows:

13.1.5.3.5

Notwithstanding any general bylaw or zoning bylaw to the contrary, the freestanding sign may include an Illuminated Sign or Electronic Sign in the Display area.

or to act in any other manner in relation thereto.

Submitted by the Select Board

PASSED ( ) DEFEATED ( ) POSTPONED INDEFINITELY ( ) OTHER ( )