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TOWN OF CHELMSFORD
PATRICIA E. DZURIS
TOWN CLERK

Approved 5/4/2020

Town of Chelmsford Board of Selectmen Minutes
Chelmsford, MA 01824

Virtual meeting via Zoom

Regular Meeting MINUTES
April 9, 2020

Attending:

Kenneth Lefebvre, Chairman
Patricia Wojtas, Vice Chairman
Emily Antul, Clerk
George Dixon, Selectman
Virginia Crocker Timmins, Selectman

Paul Cohen, Town Manager
Michael McCall, Asst. Town Manager

Others Present:

John Sousa, Town Treasurer
Steve Maffetone, Emergency Management Director
Sue Rosa, Public Health Department

James Spinney, Police Chief
Gary Ryan, Fire Chief

Please note that all documents referenced in these minutes are on file at the Town Manager's Office, 50 Billerica Rd., Chelmsford, Mass. The meeting was recorded by Chelmsford Telemedia. Chairman Lefebvre called the meeting to order at 12:00 PM, and read the following announcement:

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town of Chelmsford Board of Selectmen will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town's website, at www.chelmsfordma.gov For this meeting, members of the public who wish to watch the meeting may do so by accessing the Chelmsford Telemedia website www.chelmsfordtv.org No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

Extension of the Due Date of Property Tax Bills Until June 1

Extension of the Due Date for Exemption and Referral Applications Until June 1

Waive Interest and Other Penalty for the Late Payment of Any Excise, Tax, Betterment, Assessment, or Sewer Usage Charge for Any Payments with a Due Date on or After March 10, 2020 Until June 30, 2020

Mr. Cohen announced that additional legislation has been approved to extend the due dates of Property Tax bills, and waiving of interest and charges for late payments after March 10, 2020.

Town Treasurer John Sousa requested a vote of support on several sections of the legislative act that would allow residents more time to pay their tax and sewer bills. There will be some impact to the

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Town's income of about \$124,000.00, as they will not be issuing demand letters, or charging late fees and interest on unpaid bills.

Notice of these extensions will be sent to residents via a Reverse 9-1-1 call, social media and Town website announcements.

Motion: by Selectman Wojtas to approve the extension of the due date on the Fourth Quarter's Property Tax Bills from May 1, 2020 to June 1, 2020, to extend the due date to file tax exemptions and deferrals to June 1, 2020, and to waive interest and late payment penalty charges on Property tax bills, Motor Vehicle Excise Tax Bills and Sewer Bills issued on or after March 10, 2020, as long as they are paid before June 30, 2020, as permitted under Chapter 53 of the Acts of 2020. Seconded by Selectman Timmins.

Roll Call:

Selectman Wojtas: Aye
Selectman Timmins: Aye
Selectman Dixon: Aye
Selectman Antul: Aye
Chairman Lefebvre: Aye

Motion carries, unanimous, 5-0.

Vacate Foreclosure Judgment for 39 Dunshire Drive

Town Treasurer John Sousa explained this property had several years of unpaid tax bills that have been paid in full, including payment for this year's taxes.

Motion: by Selectman Wojtas to vacate the final judgment covering the tax taking made against Joseph D. Arena and Jean M. Arena for unpaid taxes covering the property at 39 Dunshire Drive, North Chelmsford, upon payment of all taxes, interest, and charges due as provided under MGL 60:69. Seconded by Selectman Antul.

Roll Call:

Selectman Wojtas: Aye
Selectman Timmins: Aye
Selectman Dixon: Aye
Selectman Antul: Aye
Chairman Lefebvre: Aye

Motion carries, unanimous, 5-0.

Adopt Revised Sewer Grinder Pump Policy

Mr. Cohen explained a resolution on the Grinder Pump Appeals Policy has been completed. The only change was that the cost of the attendance of a technician at an appeal will be borne by the Town. The Sewer Fairness Alliance has been notified of this resolution.

Motion: by Selectman Wojtas to adopt the revised Sewer Grinder Pump Policy, as presented. Seconded by Selectman Antul.

Roll Call:

Selectman Wojtas: Aye
Selectman Timmins: Aye

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Selectman Dixon: Aye
Selectman Antul: Aye
Chairman Lefebvre: Aye
Motion carries, unanimous, 5-0.

Town Manager's Report: - Status of Municipal Operations During the COVID-19 Public Health Crisis

Mr. Cohen reported that guidelines issued by the Governor are being followed; people are working remotely where possible; and staffing adjustments have been made where needed.

Public Health Director Sue Rosa advised that positive COVID-19 cases are increasing everywhere. Additional nurses are being brought in to assist with the workload. The National Guard was also called in to assist with long-term care and assisted living facilities. Grocery stores have been issued new occupancy permits which will be posted at their front doors. Plexi-glass shields are being installed to protect the store employees. Daily updates are being received, and they are fielding telephone calls. Concerns have been raised regarding attendance along the rail trail, beaches and other areas. Health inspectors are monitoring restaurants. Community members need to stay home, and stay six feet away from each other.

Emergency Management Director Steve Maffetone explained they are still trying to get supplies to the police and fire departments, nursing homes and funeral homes. Costs will be submitted to MEMA for potential reimbursement.

Fire Chief Gary Ryan reported that all of his department members are doing well. Calls for medical responses are down by 20%. Low-risk patients are encouraged to stay home. There has been a slight increase in overdoses, with 4 calls in March. Most long-term care facilities are doing well; there has been an issue at one facility. New testing facilities are opening across the state, including another one in Lowell.

Police Chief James Spinney announced that all personnel are well, and all incidents are being responded to. Four new officers started duty this week. There has been great response by the community to the online reporting procedure. The National Guard arrived to offer assistance. There have been a number of calls on failure to follow social distancing. Residents were asked to adhere to posted signs, and everyone was thanked for their help and support.

Residents were reminded they can review information on drug dependency issues on the Health Department's web page.

DPW Director Gary Persichetti reported there is limited staff working in all divisions.

Sewer Main Break at Southwell Sewer Pump Station

Mr. Persichetti described recent work done to repair the Southwell Pump Station. Work is going slowly due to water accumulation in the trench they are working in, as they must dig down 22 feet. The pumps were running again yesterday, and they are cleaning up the work area. He anticipated the work will be completed by the middle of next week. DEP will inspect at a later date.

Because it appears that ground electrolysis caused a pipe to delaminate, the main pipe will not be grounded.

Status of Municipal Operations, continued:

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Assistant Town Manager Mike McCall explained he has been updating the Town website, and handling calls as they come in.

Business Development Director Lisa Marrone has been fielding calls from businesses, and posting information that could be helpful to them.

The Council on Aging and the School Department continues to provide meals to their clients.

It is anticipated that grant award spending deadlines will also be extended because of the Crisis.

Community Services Coordinator Jen Melanson was acknowledged for a doing a great job trying to help the community.

The next Reverse 9-1-1 call to residents will include a reminder that the Annual Election has also been postponed to June 2, 2020.

Residents were reminded that the 2020 Census can still be filled out online.

Adjourn

Motion: by Selectman Wojtas to adjourn the meeting at 12:55PM. Seconded by Selectman Timmins.

Roll Call:

Selectman Wojtas: Aye
Selectman Timmins: Aye
Selectman Dixon: Aye
Selectman Antul: Aye
Chairman Lefebvre: Aye
Motion carries, unanimous, 5-0.

Respectfully Submitted,

Vivian W. Merrill
Recording Secretary

Supporting Documents:

- Bulletin regarding Provisions Under Chapter 53 of the Acts of 2020
- Supporting memo from John Sousa regarding the above Bulletin
- Memo of April 6, 2020 regarding 39 Dunshire Drive
- Grinder Pump Appeal Policy