

Approved 8/17/2020

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Town of Chelmsford Board of Selectmen Minutes  
Chelmsford, MA 01824

2020-08-18

12:24 PM

Virtual meeting via Zoom

TOWN OF CHELMSFORD

Regular Meeting MINUTES  
June 1, 2020

PATRICIA E. DZURIS

TOWN CLERK

**Attending**

Kenneth Lefebvre, Chairman  
Patricia Wojtas, Vice Chairman  
George Dixon, Selectman  
Virginia Crocker Timmins, Selectman  
Emily Antul, Clerk (7:15PM)

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

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 7:02 PM, and read the following statement into the record:

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](http://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](http://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.

**PUBLIC SERVICE ANNOUNCEMENTS**

**Annual Town Election, Tuesday, June 2nd – Polls Open 7AM – 8PM**

Selectman Wojtas announced that due to COVID 19 precautions, all voting will take place at the Gym in Town Offices from 7:00AM-8:00PM. Voters are encouraged to wear face masks and bring their own black pen.

**Bulk Item Residential Collection to Resume on June 8th**

Selectman Wojtas reminded residents that they are allowed to dispose of one large item per week. Residents were encouraged to consider donating useable items when they can, as disposal costs have increased. The pink bags used for textile collection are being picked up again also.

Selectman Antul recommended people donate useable goods to the Wish Project, or re-home them on the "Buy Nothing" groups on the internet.

**OPEN SESSION**

There was no one who spoke during Open Session.

**INCOMING CORRESPONDENCE**

**Nance Gillies**

Selectman Antul read a text from Ms. Gillies with questions about the Annual Town Election, and an online campaign to unseat incumbent Selectman Ken Lefebvre. Selectman Wojtas advised that Open Session is not a session for questions, but for resident comments.

**Everett and Susan Olsen Regarding Route 40 Area Truck Traffic**

The presented document is lengthy, and was accepted into the record.

**James Hillman Regarding Hazen Road Traffic Restrictions**

Mr. Hillman requested one-way traffic or restricted access hours on Hazen Rd.

Mr. McCall confirmed that Hazen Rd. is a popular cut-through road between Boston and Concord Roads. Traffic improvements are planned for the intersection of Boston Rd. and Concord Rd., and any changes will affect other residents on Hazen; more input from them is needed. Mr. McCall suggested waiting on this suggestion until all of improvements are completed, and then see if anything else is needed. Selectman Wojtas noted that the project should be started later this year, and should be complete next year. Easements are needed, which will hopefully be approved by Town Meeting.

**Joshua Glynn Request to Purchase Land at Dalton Road & Chelmsford Street**

Mr. Glynn explained the property is near Kohl's department store, between Dalton Rd. and Chelmsford St. The Glynn's recently bought a home next to this parcel, and they are inquiring to purchase the town-owned lot next to their home.

Mr. McCall stated this is Town-owned land, and was to be a memorial park. There is currently a cannon situated on it. The deed cannot be located; however, the parcel was a gift to the Town. The park is actually two parcels. The one Mr. Glynn is interested in is the portion next to his property. Mr. McCall requested the Town maintain ownership of the land at this time.

Selectman Wojtas agreed that it would be best to preserve this land as a historic park.

Mr. Glynn accepted this decision, as he can still visit the park.

**Mike Donahue Regarding Governor's Orders for Restaurant Closures**

The State of New Hampshire started outdoor restaurant seating two weeks ago, which has been successful. Mr. Donahue suggested Chelmsford open their restaurants now.

Mr. Cohen advised this proposal would be considered by the Governor next Monday, as there is no authorization for municipalities to override a Governor's Executive Order.

**Rt. 40 Discussion**

Selectman Dixon advised that he was willing to help in any way he can regarding traffic safety. He received a complaint about a piece of iron on Rt. 40, and that the salt yard is being filled with debris and dead animals. Anyone is welcome to come with him to speak with people.

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Selectman Timmins advised that this should be brought up as a formal agenda item. People are owed transparency. The Town does not just want to move the problem to another neighborhood, and more information needs to be discussed about the alternatives.

Residents were encouraged to e-mail Chairman Lefebvre with concerns. Further discussion will be on the next agenda for open traffic items.

### **Stanley Mazurczyk Regarding Complaint Procedure**

Mr. Mazurczyk sent an e-mail to the Board requesting to know the policies and procedures to bring a complaint at Town Hall. Mr. Mazurczyk was not present to address or clarify his request.

Selectman Timmins asked if there was a procedure for tracking these complaints. Mr. Cohen advised there was no formal procedure. Requests that are received are responded to. The Police Department has a complaint form. Mr. Mazurczyk's inquiries have always been responded to in a timely manner.

The Board agreed that if a complaint is filed, an acknowledgement such as a courtesy letter should be sent that includes expected procedure. The Board could be contacted if there was no response from the Town Manager's office.

### **COMMITTEE VACANCIES**

Selectman Wojtas read the list of current vacancies. Interested applicants can apply online at <http://www.chelmsfordma.gov> or through the Town Manager's office.

### **PUBLIC HEARINGS**

#### **National Grid and Verizon Pole Petition: Gorham St. & Columbus Ave.**

Joe Lentil was present on behalf of National Grid.

Shawn McDonough owns property at this corner. He asked whether the pole P150 could be put on the other side of Columbus Ave. as the lot is heavily forested, and other side is public land which runs parallel to Rt. 495. He would like to avoid problems with the trees.

Mr. Lentil agreed this can be looked at. Pole P2 cuts across the public land; the pole would need to be redone so it would align on Columbus Ave. and they would need room for anchoring. Another consideration is that the land along the highway may be State land, and would need potential DOT approval.

Selectman Dixon advised that he would prefer to see the conduit run underground, as the street is very narrow.

Someone from National Grid will meet at the site again to discuss alternatives with Mr. McDonough.

The Board noted poles in several locations that need attention, including several instances of double poles. Mr. Lentil agreed to have them looked at, and will notify his business manager.

**Motion:** by Selectman Wojtas to continue the Pole Petition for Gorham St. and Columbus Ave. to June 29, 2020. Seconded by Selectman Antul.

**Roll Call:**

Selectman Wojtas: Aye

Selectman Dixon: Aye

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

### **RESTAURANT TEMPORARY OUTDOOR SEATING**

Kristina Bruce announced the Town is preparing for restaurants to re-open; starting with outdoor seating only allowed at first. Town officials are working to come up with a streamlined process. The Governor signed an Executive Order today stating that Alcohol License amendments can be done by local authorities without some of the steps normally required. No state approval would be required, and outdoor seating licenses would be valid through November 1, 2020.

The Board was asked for feedback on a prepared draft document.

**Motion:** by Selectman Wojtas to approve Outdoor Seating as presented under the Governor's guidance as of June 1, 2020. Restaurants must close by 10:00PM, unless approved in advance by the Board of Selectmen, and no live entertainment will be allowed at all without prior approval by the Board. Seconded by Selectman Antul.

**Roll Call:**

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

**Motion carries, unanimous, 5-0.**

### **REPORTS AND PRESENTATIONS**

#### **Gerry Hall: Citizen Petition Warrant Article Pertaining to Air Quality Studies**

Selectman Timmins recused herself from the topic.

Gerry Hall recalled that last year a petition was filed in opposition to developing housing near an asphalt plant. Residents still want answers to their concerns, and better data is needed than what is currently available. Mr. Hall is requesting a second study to validate or dismiss the Westford study. Air quality has fiscal implications, impacts property values, and creates liability from health concerns in a contaminated area.

Mr. McCall advised that he has received the results of several studies, and has requested more.

Mr. Hall explained that an independent study is needed and would be beneficial. If ball courts and restaurant grants can be done and paid for by the Town, so can an air quality study; it is money well spent. The Town should fix this problem.

Selectman Antul asked what the process would be to get a study in place. Mr. Cohen advised quotes would be needed. If the cost is over \$10,000, Town Meeting approval would be needed. Mr. Hall is requesting up to \$50,000.00 through his petition, which will be Article 7 on the Spring Town Meeting Warrant.

#### **Attorney Douglas Hausler: UMass Lowell West Campus Demolition & Redevelopment**

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Atty. Hausler was present with Allen Grinnell, Consultant for ALG Environmental, and Owners Mrs. Chen and Alice Cui. Helen Blasioli, trustee of the abutting condominium development was thanked for her assistance.

Tonight's informal discussion will focus only on the demolition.

Mr. Grinnell explained that his company is monitoring the demolition and removal of Richardson Hall, located at 255 Princeton St. The building had been vacant for a long time. On April 30, 2020, the building suffered a roof collapse which created a safety hazard. The building was demolished on May 1, 2020, as it was an attractive nuisance. The debris is in a pile, covered with sheets and tarps. Photos were shown of the building before and after, as well as a site plan.

Mr. Grinnell stated that he has 30 years of experience in asbestos disposal; other professional background information was provided. Mr. Grinnell listed other projects he has helped oversee.

At this time, there is no way to separate the asbestos from the other debris. Elements of the plan were listed. Resident questions can be written to him. A non-traditional work plan is being developed, which will include work practices and procedures, set up of work area, how debris will be removed, safety measures, who does the work, monitoring and oversight methods, clearance process, confirming completion, and clearing the site.

They want to start work on Monday of next week. It will take 3-4 weeks to remove everything. Installing fencing and barricades will take 3-4 days. A small trailer will be brought in, as well as heavy equipment, an excavator, and trucks hauling out material. This part of the process should take 10 days if all goes well, or it could be longer. Additional inspections, DEP inspections, air and soil sampling, will take 3-4 weeks to complete.

The entire building is considered contaminated and cannot be recycled, as the materials are too mixed up. Misters and spot wetting will be used to keep dust down. There will be no visible emissions, and no airborne migration of dust. Testing results will be provided by written request. E-mailed requests are acceptable.

Waste is being shipped to a facility in Ohio. Mr. Grinnell estimates 2000 tons of material will be removed.

The first floor and basement are still in place on the site. The State has asked that the basement be abated. Mr. Grinnell is not sure if this will be possible, as the structure may not be structurally sound. Rodent remediation measures have been put in place.

Waste water is collected and reused, not discharged anywhere on the site. All personnel are trained and certified to do this work. The top 2-4" of soil will be removed and disposed of.

Work will occur, and there will be noise from 8:00AM-5:00PM, Monday through Friday only.

Selectman Dixon asked whether there was a development plan, as this will be a multi-million dollar project. Atty. Hausler advised that the project is still to be determined.

Mr. Grinnell noted that the property owners were in the process of determining what asbestos was in the building when the roof collapse occurred, and the demolition was ordered very quickly. A more

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appropriate response could have mitigated some of the cost, and the building could have been abated differently.

Building Commissioner Shawn Shanahan advised that action was taken quickly, as there are people in this area daily, and there was an eminent danger that someone could have been seriously injured.

Selectman Timmins asked what happened to the demolition order that was issued on February 12, 2020. Atty. Hausler explained that the building was being assessed so they could figure out what could be abated. The owners did everything they could to be timely and responsive.

Selectman Antul felt this is a known outcome of neglecting buildings, and the prior owner should have been held to a higher degree of maintenance. Mr. Grinnell advised that situations like this will happen again, as maintenance costs money. There are no regulatory requirements to maintain a vacant building unless there is an imminent safety hazard.

The property has been marked as a no-entry property with fences and signs. Everyone has been asked to keep off the property.

Selectman Wojtas requested a copy of Mr. Grinnell's report to be included with the meeting documents. Mr. Grinnell will get permission from the property owners to provide this report.

**Finance Director John Sousa: Short-Term Note, Federal Emergency Management Agency's Reimbursement Regarding Merrimack Riverbank Project**

Mr. Sousa reported that final inspection of the completed work is pending. The recommended bid for funding will be awarded to Unibank, at 1.82% APR for a 30 day note. No vote of the Board will be needed, and he has received the three signatures required, so he will process the paperwork.

**Business Development Director Lisa Marrone:  
Attorney General's Small Businesses Relief Partnership Grant Award**

This Grant Award Program was awarded to 12 communities. Chelmsford received \$35,000.00. A program and link will be provided with the formal announcement. The program will help business owners with reopening and marketing expenses to regain economic stability. Awards will be \$1000.00 to qualified applicants; therefore, up to 35 businesses will be eligible.

**Update Regarding Business Amenities Grant**

All proposals related to the Rt. 129 revitalization were rescinded due to COVID-19 issues. Applicants were not able to complete their leases, and the projects were unable move forward. The program still has \$200,000.00 available. The goal is still to have a restaurant move into the area.

Camoin 310 has been hired as an Economic Development Consultant via the Site Readiness Grant Program. Ms. Marrone hopes to continue working with them to further develop the Rt. 129 area. The State has been contacted to request an extension as the deadline to spend the money is still June 30, 2020. However the funding could be repurposed by the State for COVID-19 recovery funding.

**Open Space Area at the Reconfigured Intersection of North Road and Worthen Street**

Ms. Marrone explained this is an Age-friendly proposal to create a pocket park as a public-private project.

DPW will remove the access road by Blake Funeral Home, and the resulting triangle will be the new park.

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Four Seasons Greenery will provide design and landscaping. The funeral home has offered help with the costs of installing an irrigation system. Additional sponsorship opportunities will be available to help with the development of the park.

A large pine tree will have to come down. A new tree will be replanted to coordinate with the streetscaping. The TREE Committee will be asked for advice.

**Community Services Coordinator Jen Melanson: Community Services Block Grant Proposal**

This grant is being sponsored through the DHCD program, under the Federal CARES act. Ms. Melanson's proposal would be to use the money for food assistance, as access to healthy foods was an issue prior to the pandemic.

The raised bed gardens behind Town Offices are part of this effort. Sponsorship funding was done through a different grant.

The community's need for food has increased dramatically due to the COVID-19 situation. Schools are providing meals to 40 families per day. The peak for this program was 70 families. This program will end on June 12, 2020.

The need is still there. Ms. Melanson hopes to extend provision of meals to these families through this block grant program.

Selectman Antul added that EBT benefits were being extended to farmers markets, and that benefits were being doubled for use at farmers markets. Ms. Melanson advised that she will continue to research other benefits that may be available,

**SIGN WARRANT FOR JUNE 22ND SPECIAL TOWN MEETING**

This Warrant has one Article to request funding from the Sewer Enterprise Fund to pay for repairs due to a sewer main break at Southwell Pump Station.

**Motion:** by Selectman Wojtas to approve the Warrant for a Special Town Meeting to be held on June 22, 2020 at the Chelmsford High School Gym, beginning at 7:35PM, as presented. Seconded by Selectman Antul.

**Roll Call:**

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

**Motion carries, unanimous, 5-0.**

Selectman Wojtas requested the Board schedule a meeting next week to work on Town Meeting Articles and other issues, due to the length of this meeting.

**TOWN MANAGER BID AWARDS**

**Cushing Place Utility Undergrounding Project**

Funding for this project was provided through a Massworks Grant. Four responses were received.

**Motion:** by Selectman Wojtas to approve the Town Manager's Bid Award for the Cushing Place Utility Undergrounding Project to Aqualine, in an amount not to exceed the base bid of \$387,285.35, and no alternative funding, as presented. Seconded by Selectman Antul.

**Roll Call:**

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

**Motion carries, unanimous, 5-0.**

**TOWN MANAGER REPORTS**

**Municipal Vulnerability Preparedness (MVP) Program Action Grant**

A grant award of \$83,545.00 was provided for the design to renovate several culverts on Dunshire Dr.

The DPW is requesting Board support for the Phase II application, which would fund the actual replacement work.

**Motion:** by Selectman Wojtas to authorize a Letter of Support for the Phase II grant application under the Municipal Vulnerability Preparedness Program for the culvert replacement on Dunshire Drive, as presented. Seconded by Selectman Antul.

**Roll Call:**

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

**Motion carries, unanimous, 5-0.**

**Aggregate Industries Combustion Test Report**

Fire Chief Gary Ryan provided the report, as confirmation that the plant's operations are being monitored. A tour may be scheduled in the future.

Chief Ryan advised that this report is done every three years, and is sent to the DEP. Aggregate Industries is monitoring its plants. They want to run efficiently, and to protect employees and residents. Some officials are invited to the next evaluation which will start in several weeks.

**Pine Hill Chapter 61A Land Clarification from Town Counsel**

Town Counsel was requested to provide an opinion on conditions under a land sale versus a lease of the land, and how this impacts the Town's Right of First Refusal. The municipality has the option to purchase the land. A Real Estate appraisal could be done. Requirements and time limits under the legislation were listed.

A Notice of the Withdrawal of Chapter 61A for Misty Meadows was received by the Town, and the Chelmsford Land Conservation Trust is interested in this parcel. The Community Preservation Committee will be meeting to discuss this on June 8, 2020. The Conservation Commission will also meet to discuss the Warren-Pohl and Misty Meadows parcels. The Board can decide whether to exercise the Right of First Refusal, or pursue purchase of the parcels at its June 29, 2020 meeting. Purchase would require another Special Town Meeting.

**Town Operations Under COVID-19**

Mr. Cohen reported that Town Offices opened to the public last week, and operations have gone well. The Library's curbside pickup program is also going well. The Annual Town Election will be held on June 2, 2020, in the gym of the Town Offices.

The Town Manager's Office and the Board of Health received many complaints about the Town Beaches stating that crowds were too large, people were not using face masks, and were not distancing as required. Therefore, both beaches will remain closed until further notice, in the interest of public health.

**Spring Annual Town Meeting Warrant Article Presentation**

Discussion tabled.

**APPOINTMENTS**

**Board of Registrars: 3-year term exp. 6/30/2023**

The only nomination received was for the re-nomination of James Lane.

**Motion:** by Selectman Wojtas to approve the re-appointment of James Lane to the Board of Registrars for a three year term to expire June 30, 2023. Seconded by Selectman Antul.

**Roll Call:**

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

**Motion carries, unanimous, 5-0.**

**Annual Reappointments**

A list of the Annual Committee Reappointments was provided to the Board.

**Motion:** by Selectman Wojtas to approve the Annual Board of Selectmen and Town Manager Reappointments, as presented. Seconded by Selectman Antul.

**Roll Call:**

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

**Motion carries, unanimous, 5-0.**

**Roberts Field Advisory Committee: Barry Jefferson, 1-year term exp. 6/30/2021**

**Motion:** by Selectman Wojtas to approve the Town Manager's appointment of Barry Jefferson to the Roberts Field Advisory Committee for a term to expire June 30, 2021. Seconded by Selectman Antul.

**Roll Call:**

Selectman Wojtas: Aye  
Selectman Dixon: Aye

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

#### **SCHEDULE TOWN ACCOUNTANT PERFORMANCE APPRAISAL**

Board members agreed that each would meet with the Town Accountant by June 15, 2020. The formal review will be scheduled for the meeting on June 29, 2020. Chairman Lefebvre will get some input on next year's goals from her.

#### **SELECTMEN LIAISON REPORTS & REFERRALS**

Selectman Timmins:

- The School Committee has announced that a High School Graduation ceremony will be held on August 8, 2020, with a rain date of August 9, 2020, at the athletic fields at the High School. More arrangements will be determined.
- The Conservation Commission will be meeting on June 23, 2020 to discuss Misty Meadows and the Warren Pohl property.
- The Finance Committee will vote this Thursday for their recommendations on the Spring Annual Town Meeting Warrant. They will allow public comment.

Selectman Antul:

No reports this evening.

Selectman Dixon:

No reports this evening.

Selectman Wojtas:

- As previously announced, the Library has restarted curbside service.
- Condolences were given to the family of Eileen Duffy. She served the Town for many years on the Board of Appeals and will be missed by many.

Chairman Lefebvre:

No reports this evening.

#### **PRESS QUESTIONS**

No one was present at this time.

Police Chief James Spinney wished to report that he has received e-mails and messages from the community. He stated he and his department are disgusted with what happened in Minneapolis. The Chelmsford Police Department has the highest regard for dealing with the public. He does not believe that a situation like what happened in Minneapolis would ever happen here, nor would it be tolerated. Anyone with questions or concerns is always welcome to call him directly.

#### **EXECUTIVE SESSION TO RETURN TO OPEN SESSION**

**Strategy with Respect to Collective Bargaining with the Firefighters Union**  
**Strategy with Respect to Collective Bargaining with the Clerical Union**

**Motion:** by Selectman Wojtas to adjourn to Executive Session, to Return to Regular Session, for the purpose of discussing Strategy with Respect to Collective Bargaining with the Firefighters

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Union and Strategy with Respect to Collective Bargaining with the Clerical Union at 10:32PM.  
Seconded by Selectman Antul.

**Roll Call:**

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

**Motion carries, unanimous, 5-0.**

The Board returned to Regular Session at 10:45PM.

**BOARD OF SELECTMEN RATIFICATION OF FIREFIGHTERS AND CLERICAL UNIONS  
COLLECTIVE BARGAINING AGREEMENTS**

**Motion:** by Selectman Wojtas to approve the Memorandum of Agreement between the Town of Chelmsford and Local 1839 International Association of Firefighters, dated May 14, 2020.  
Seconded by Selectman Antul.

**Roll Call Vote:**

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

**Motion carries, unanimous, 5-0.**

**Motion:** by Selectman Wojtas to approve the Memorandum of Agreement between the Town of Chelmsford and Local 1703 AFSCME, Council 93 Clerical and Van Drivers, dated May 15, 2020. Seconded by Selectman Antul.

**Roll Call Vote:**

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

**Motion carries, unanimous, 5-0.**

**Adjourn**

**Motion:** by Selectman Wojtas to adjourn the meeting at 10:50PM, to enter Executive Session for the purpose of discussing strategy with respect to Collective Bargaining with the Public Safety Dispatchers union and the Police Superior Officers (Sergeants) union, not to return to Regular Session. Seconded by Selectman Antul.

**Roll Call:**

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

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**Motion carries, unanimous, 5-0.**

**NEXT REGULAR MEETING DATE: June 8, 2020**

Respectfully Submitted,

Vivian W. Merrill  
Recording Secretary

Supporting Documents:

- E-mail from Nance Gilles regarding Election Questions
- Letter from Olsen regarding traffic concerns
- Letter from Hillman regarding Hazen Rd.
- Letter from Glynn Requesting Land Purchase
- Letter from Donahue regarding Restaurant Openings
- Letter from Mazurczyk regarding Complaint Procedure
- List of Committee Vacancies
- Supporting Documents for National Grid Pole Petition
- Supporting documents for temporary outdoor restaurant seating
- Supporting document for demolition at 255 Princeton Street
- Short term note for Merrimack River project at Williamsburg
- Supporting documents for business development grants and activities
- Supporting document for Community Services update
- Special Town Meeting Warrant
- Supporting Documents for Bid Award
- Supporting Documents for MVP Application Request
- Aggregate Industries combustion test report
- Supporting documents for Spring Annual Town Meeting Presentation
- Letters of Nominations for Registrar's Appointment
- Committee Application
- List of Annual Committee Reappointments

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2020-06-30

6:31 PM

Town of Chelmsford  
Board of Selectmen Meeting Minutes  
Chelmsford, MA 01824

TOWN OF CHELMSFORD

PATRICIA E. DZURIS

Virtual meeting via Zoom

TOWN CLERK

June 1, 2020  
Executive Session – Segment 1

**Attending:**

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

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

Note that the minutes for Executive Session on this date are provided in three segments. This is the first segment.

The purpose of this Executive Session was to discuss strategy with respect to collective bargaining with the Firefighters' union and strategy with respect to collective bargaining with the Clerical union. Discussion began on these topics at 10:35PM.

Mr. McCall recapped the actions taken by the Town's Labor Counsel and counsel for the Firefighters' union prior to beginning an arbitration hearing. The sides were able to reach a settlement, negating the need for arbitration. Mr. McCall reviewed the settlement, which included 2% wage increases for each year of the contract, a 1% increase in the EMT stipend, and elimination of the bottom step of the wage scale. Other items clarified hours of work, station/group bidding, recruit training, and light duty.

Selectman Timmins asked about the issue previously raised regarding the requirement for all Firefighters to have a CDL License. Mr. McCall noted that issue was dropped.

**Motion:** by Selectman Wojtas to approve the Memorandum of Agreement between the Town of Chelmsford and Local 1839 International Association of Firefighters, dated May 14, 2020.

Seconded by Selectman Timmins.

Roll Call Vote:

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

**Motion carries, unanimous, 5-0.**

Mr. McCall then spoke about the Clerical union settlement, which includes 2% wage increases for each of the three years of that contract.

Selectman Wojtas asked about the length of time that it took to reach this settlement, given that most other unions had agreed to the same terms relatively quickly when discussions began. Mr. McCall stated

that the union had hoped to negotiate higher increases, but given the impacts of the COVID-19 crisis on the economy, including municipal finances, they opted to accept this offer.

**Motion:** by Selectman Wojtas to approve the Memorandum of Agreement between the Town of Chelmsford and Local 1703 AFSCME, Council 93 Clerical and Van Drivers, dated May 15, 2020.

Seconded by Selectman Antul.

Roll Call Vote:

Selectman Dixon: Aye

Selectman Antul: Aye

Selectman Wojtas: Aye

Selectman Timmins: Aye

Chairman Lefebvre: Aye

**Motion carries, unanimous, 5-0.**

**Motion:** by Selectman Wojtas to adjourn this Executive Session at 10:45PM, to return to Open Session. Seconded by Selectman Antul.

Roll Call Vote:

Selectman Dixon: Aye

Selectman Antul: Aye

Selectman Wojtas: Aye

Selectman Timmins: Aye

Chairman Lefebvre: Aye

**Motion carries, unanimous, 5-0.**

Respectfully submitted,

Pat Wojtas  
Board of Selectmen

Supporting documents:

- Memorandum of Agreement between the Town of Chelmsford and Local 1839 International Association of Firefighters, dated May 14, 2020

- Memorandum of Agreement between the Town of Chelmsford and Local 1703 AFSCME, Council 93 Clerical and Van Drivers, dated May 15, 2020