

BACKUP PART 1 QH4

WARRANT

Burlington Town Meeting



May 10, 2021 7:30 P.M.

**Burlington High School
Burlington, MA
And Virtual Via WebEx**

BACKUP – PART 1
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Burlington Town Meeting
Monday
May 10, 2021

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CONSTABLE'S REPORT

TOWN COUNSEL'S LETTER

General Article 1
Reports of Town Officers &
Committees
(14 pages)

Can't get there from here

Stranded in Burlington

Report of findings from the Burlington Town Meeting Transportation Committee

The Burlington Town Meeting Transportation Committee was created as an ad hoc committee in response to a warrant approved in January 2020. Its charter is to...

“Assess public and private transportation demand and proposed options available to Burlington residents and others who travel to, from, and within Burlington.”

We met weekly throughout 2020 and into 2021 to better understand the obstacles and options for getting around Burlington.

We looked at professional studies

It turns out that there's a lot of research around transportation issues in and around Burlington.

We interviewed key stakeholders

Our interviews included a broad range of people - from regional transit experts, to Burlington department heads, to seniors and high school students stuck without a ride.

We surveyed the public

We wanted to hear views from the general public. Over 300 people gave us a piece of their mind.

Without question, Covid-19 makes predictions of any sort difficult.

However, we believe that Burlington can responsibly manage its transportation future by leveraging available financial and technical resources, working with our regional neighbors, and exploring all available transportation options in Burlington.

002

Our report in a nutshell

Burlington does not have a coordinated transportation strategy.

Burlington has few safe, reliable transit alternatives to the automobile.

Cooperation with other towns and regional transit experts is minimal.

Burlington is not making effective use of available technical and financial resources.

Lack of a comprehensive transportation strategy puts Burlington at a competitive disadvantage.

We offer 5 recommendations

Participate in the Safe Routes to School Program.

Implement a cross-departmental transportation strategy.

Review transportation assets currently under control of the Town and the Burlington School District.

Establish a standing Town Meeting Transportation Committee.

Name a senior-level Transportation Coordinator responsible for managing the Town's transportation strategy.

What the professionals say

Like many people, we initially thought that there wasn't enough research and data to adequately understand Burlington's transportation situation. We were wrong.

In fact, there are many professional reports and studies related to transportation in and around Burlington. They share many common themes, including references to unsafe or missing sidewalks, inefficient local bus routes, and surveys that confirm the importance of local transit service.

Lack of a coordinated approach

Several studies point to a lack of coordination between public and private transit services.

"Shuttle services will often need to cross municipal lines to service significant regional destinations, such as hospitals, shopping centers, major employers, or connections to additional transit services. Where these municipal services connect, municipalities can agree to, for example, free transfers, or municipalities might find it beneficial to merge their programs completely."

Boston Metropolitan Planning Organization (Boston MPO)

And this...

"While there are many transportation options in the Boston region, a lack of coordination between agencies continues to be a barrier with regards to improved access to desired destinations."

Coordinated Public Transit-Human Services Transportation Plan, Boston MPO

Mass DOT Road Safety Audit Report
December 2020

Middlesex 3 - Future of Transportation
November 2020

Pioneer Institute - Telecommuting Survey Reveals Potential for Greater Shift Towards Remote Work After COVID-19 Pandemic May 2020

Regional Age Friendly Housing and Transportation Assessment and Strategies Report of MAGIC
March 2020

Town of Burlington Streetscape Design Guideline Memorandum
February 2020

MPO: Operating a successful Community Shuttle Program
August 2020

MPO: Coordinated Public Transit-Human Services Transportation Plan
2019

Burlington Town Meeting Sidewalk Committee September 2019

Tri-Town Efficiency and Regionalization Transit Study
November 2018

Burlington Complete Streets Policy
Oct 2018

North Suburban Mobility Study
May 2017

Burlington Master Plan
November 2015

The importance of access

Some studies point to the growing importance of access to transportation to maintaining property values, which we know is an important driver of Burlington finances.

“Ask any realtor, and they will tell you transit access is becoming a bigger factor in desire and housing price, even being close to a bus line. Towns without good transit are falling behind in their ability to attract new residents.”

North Suburban Mobility Study

The same study points out that the impact of transportation access is not limited to the value of housing stock.

“It is becoming harder for businesses to attract younger workers (millennials); they want to live and work in urbanized and mixed-use areas with transit.”

Consider this in the context of Burlington's economic development initiative to attract life sciences businesses – one of the few industries where the work cannot be done remotely – to augment to our commercial tax base. A robust transportation strategy becomes a competitive advantage.

Transportation for seniors and people with disabilities

Younger workers are certainly not the only group to seek access to reliable transportation. Most studies recognize that seniors and people with disabilities have special and pervasive transportation needs.

For example...

“...approximately one-third of seniors have a disability. With a projected increase in the share of the population in this age cohort, the share of the population with disabilities may increase as well. These data suggest that transportation providers in the Boston region will increasingly have to plan for the transportation needs of seniors and people with disabilities as they make up an increasing share of the region’s population. These patterns are likely to shape the demand for transportation by increasing the need for transportation that serves seniors and people with disabilities into the foreseeable future.”

Coordinated Public Transit-Human Services Transportation Plan, Boston MPO

Burlington has begun the subsidized Lyft ride-hailing service aimed at Burlington's seniors, but the service's support for non-seniors with disabilities is not clear. As the MPO study suggests, it is likely that more work remains to be done in Burlington.

Transportation for young people

On the other end of the age spectrum, various studies and transportation experts recognize the transportation needs of students and young people.

“In the same way that older adults are more likely to ride transit than the general population, so are young adults and youth aged 10 to 24 who either

cannot drive or do not own a vehicle. This demographic is also increasingly seeking alternative transportation options beyond the automobile.”

Tri-Town Efficiency & Regionalization Transit Study

And this...

“You will see that one recommendation is to integrate with school transportation resources. The reason for this is that is where the bulk of our transportation dollars go, and despite that, at least in Lexington, there are many demands from families for more flexible transportation. In fact, in 2011, in a survey as to why more families don’t use the school bus, they stated they wanted more flexible transportation, and a school committee memo from that time also noted that families wanted a more “MBTA-like” service”.

**Susan Barrett, Lexington Transportation Coordinator,
referring to the Tri-Town Efficiency & Regionalization Study**

A missed opportunity

One program that promises to help communities like Burlington address the transportation needs of its students is the Safe Routes to School Program.

The Massachusetts Department of Transportation’s Safe Routes to School program is a free, federally funded, grades K-8, public school initiative that works to increase safe biking and walking by using a collaborative, community-focused approach that bridges the gap between health and transportation. Positive programmatic outcomes include increasing physical activity, enhancing academic achievement, lowering absenteeism and tardiness, improving air quality, and easing traffic congestion while fostering the growth of safe and sustainable communities.

The Safe Routes to School Program was recommended by the Sidewalk Committee to the School Committee in late 2019 but has not been adopted by them or the Town.

The studies are not a surprise

The findings of the various studies that we examined mirror what Burlington residents and businesses already know. As early as 2015, their views were made known during the community outreach that was performed to create Burlington’s most recent Master Plan.

“Residents and business owners alike expressed interest in additional regional connections to surrounding towns and extended service to the Burlington Mall/business park areas outside of conventional business hours.”

And this...

“The responses from residents consistently indicated that there was a general lack of pedestrian infrastructure, including dangerous crossings, missing sidewalks, and sidewalks in poor condition. Residents also listed destinations where they would like to walk but feel unsafe, and locations with good infrastructure.”

Transportation section of the Master Plan

The interviews

We invited over a dozen individuals and organizations to speak to us and describe their perspective on Burlington's transportation puzzle. Here's some of what we heard and learned.

Sidewalks, sidewalks, sidewalks

We heard a lot about an issue that has been a hot topic in Burlington for many years. Almost all of the people we interviewed mentioned the absence of a contiguous network of sidewalks that would allow Burlington residents to walk safely to destinations in town.

Commenting on safe access to parks and recreation areas in Burlington, Brendan Egan said,

“Overall, sidewalks are probably the biggest thing for us that we’d like to see more of.”

Mr. Egan went on to observe that unsafe and non-contiguous pavements and sidewalks are barriers to using the fields, requiring a car to get to them.

Steve Morin picked up the theme by talking about walking as a form of recreation.

“...the other thing I always think about sidewalks is they’re not just transportation but they’re also recreation, they are an extension of the Recreation Department to some extent”.

We heard from several department heads that, unfortunately, the existing street network in Burlington presents a major challenge to establishing such a sidewalk network.

“There are a lot of Streets in Town that are too narrow, with no room for a sidewalk”

John Sanchez

In the same vein, we heard from the Burlington Police Department that, although they are aware of the dangers posed to

Burlington Against Racism Youth
(BAR Youth) *Burlington High School*

Burlington Board of Selectmen
Selectmen Nick Priest and Mike Runyan

Burlington Planning Department
Kristin Kassner, Director

Burlington Economic Development Dept
Melissa Tintocalis, Director

Burlington DPW
John Sanchez, Director

Burlington Police Department
Tom Browne, Assistant Chief

Burlington Council On Aging
Marge MacDonald, Director

Burlington School Department
Bob Cunha, Director of Operations

Burlington Parks and Recreation Dept
Brendan Egan, Director

Veteran Affairs Office
Chris Hanafin, Veterans Service Officer

Disability Access Commission
Chris Hanafin, Department Head

Disability Access Commission
Maura Mazzocca, Co-chair

Burlington Town Meeting
Ways & Means - Sidewalk Committee
Steve Morin, Committee Chair

Middlesex 3 Coalition
Stephanie Cronin, Executive Director

pedestrians and bicyclists in Burlington, many of the roads in town – including major connecting roads – are too narrow to legally support dedicated bike lanes or sidewalks.

Nevertheless, the pervasive desire we heard about walking around Burlington safely points to the necessity to get creative and make sidewalks a top priority for the town.

Young people are at a disadvantage

We spoke with a group of Burlington High School students who spoke at length about the dangers and missed opportunities they face due to a lack of safe reliable transportation. We heard that a significant number of BHS students are unable to participate in after-school sports or other activities because they have no way to get home.

“Most of the freshmen and sophomores that participate in sports are unable to have reliable modes of transportation to and from schools”.

Burlington high school student

We also heard that because of the Covid-19 reduction in school bus service, many students were forced to walk along busy Cambridge Street to get to school.

Steve Morin made similar observations about the challenges faced by teenagers in Burlington. *“Teenagers are car dependent as there is no public transportation.”*

The committee found the testimony from the high school students to be particularly compelling, in no small measure due to the fact that they are often forgotten in discussion of community-wide transportation issues.

Veterans are affected too

We heard from Chris Hanafin, from the Veteran Affairs Office, that veterans have two mobility issues - within Burlington and outside of Burlington. He told us that he has taken to driving older veterans to their medical appointments in his personal vehicle.

He said,

“The biggest shortfall that I see for veterans is transportation from their homes to a VA facility”.

As with the conversation about transportation challenges facing young people in town, the committee was struck by the fact that our veterans also appear to be forgotten in the conversation.

Many conversations, common themes

We heard from many voices from inside and outside of Burlington. Several common themes came up repeatedly in separate calls.

- People need a way to safely walk around town. We simply must find a way to overcome the physical limitations of the way that Burlington has grown over the years. Undoubtedly, this will require some creative thinking.

- Many communities have been forgotten in the conversation about transportation – young people, non-seniors with disabilities, veterans, people unable to afford an automobile, etc.
- There is a strong desire for safer ways to ride bicycles in town. However, the terrain and current roadway designs make that difficult. This appears to be yet another area for a creative approach to the problem.
- Several of the regional transportation advocates that we spoke to appeared genuinely thrilled to be invited to speak to a group in Burlington – because they are so rarely invited to do so. It appears that Burlington is not recognized as a player in regional discussions of transportation options and initiatives.
- We have a communication problem. The committee held its interviews remotely, usually in separate calls. We found that the people we spoke to often touched on the same themes - such as the need for contiguous sidewalks - but that they sometimes were unaware of the other people's similar problems, efforts, or even of each other's existence. The lack of coordination and cooperation was striking.

In general, we discovered a strong and present desire from many stakeholders and interest groups in Burlington and nearby towns for safer, more convenient, and reliable ways to get access to what Burlington has to offer. However, these groups do not appear to have found a common means by which to share their concerns and potential solutions.

After these calls, the members of the committee often wondered aloud how a common focal point for transportation issues might lead to better conversations and better outcomes.

The people's voice

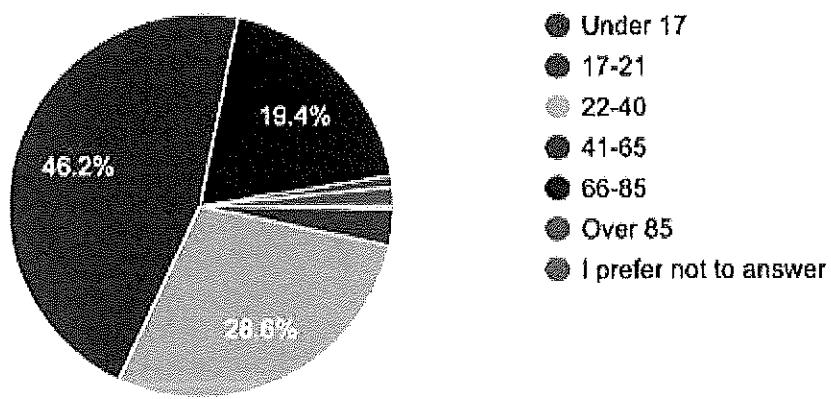
To get a fresh take on transportation, we created and published a 10-question web survey in early February 2021. Through the end of March 2021, we have received over 325 responses. We expect that with more time and wider promotion of the survey, we would receive even more input from under-represented groups like seniors, students, and people with limited access or skills with a computer.

Approximately 95% of the respondents live in Burlington.

Here's some of what they told us.

Wide range in ages

Of the over 300 people who took the survey, nearly 75% were between 22 and 65. Seniors (65 and older) accounted for 20% of the responses.



The relatively low number of seniors responding to the survey is somewhat surprising. It is widely assumed that seniors are a major consumer of public transit and therefore most likely to be interested in participating in the survey. Either that assumption is wrong, or seniors are underrepresented in this survey. We need a better way to gauge the transportation demand in the elder community.

Wide range of destinations

Burlington has a lot to offer. Judging from the survey results, people are trying to take advantage of much of it.

Where people are headed

Shopping	79%
Working	32%
Dining	71%
Medical visit	58%

Surprisingly, the survey indicated that there was no apparent "surge" time for travel in Burlington. Travel times appeared to be evenly distributed between time of day and weekday vs weekend.

Only 5% of the people contributing to the survey said that they were just passing through. This number might be expected to go up as more people return to pre-Covid-19 commuting patterns.

Popular alternatives

According to the survey, walking (at 67%) was the most popular alternative to driving an automobile to get around Burlington.

The runner-up was a close 3-way tie:

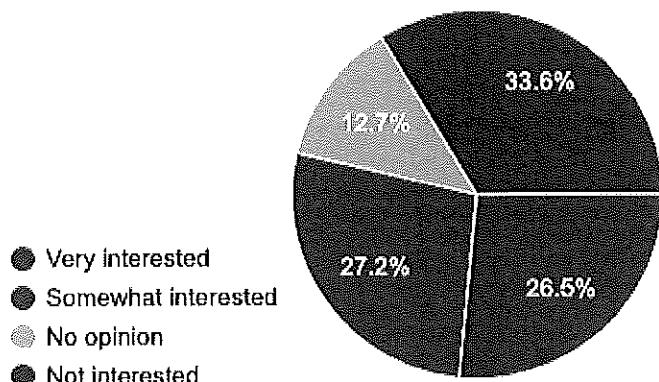
Bus: 21%

Bike: 27%

Ride share (Uber/Lyft): 28%

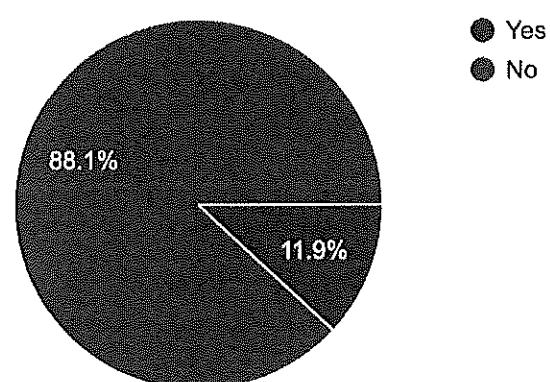
Making connections

Nearly 54% of respondents expressed some degree of interest in connecting to transit hubs outside of Burlington.



Missed opportunities

Just over 11% of the respondents said that they had been forced to give up an opportunity (educational, athletic, volunteer, employment, etc.) due to a lack of transportation.

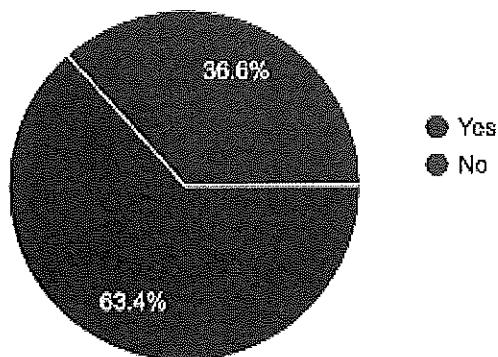
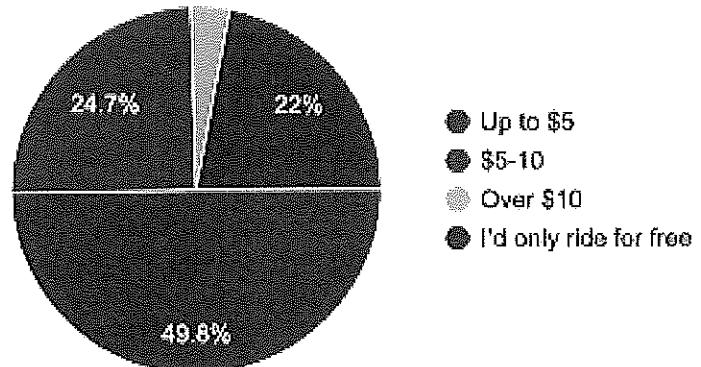


What people might pay for a ride

Nearly half of the respondents indicated that they would pay up to \$5 for a ride to a Burlington destination.

Another 25% would pay up to \$10.

A slightly smaller number, 22%, said that they didn't want to pay anything.



Just over 63% of the respondents said that they expected the Town to subsidize the cost of alternative means of transportation, such as sidewalks, bicycle lanes, and public transit.

Divergent views

Some respondents commented that Burlington is a small town with no need to look at transportation options.

Other respondents were extremely interested in alternatives to cars, specifically sidewalks and bike lanes.

Our observations and conclusions

- No champion in town for transportation issues.
- No or little coordination between Burlington municipal departments.
- No consistent outreach to regional transportation experts and advocacy groups.
- No coordinated actions taken on Safe Routes to Schools Program.
- No apparent coordination between Burlington and state agencies and elected officials regarding transportation issues.
- No follow-through on the Complete Streets Program.
We've done the work to make it to the final tier of applicants, but we have not yet submitted a bid for the money that is available in each May and October through 2022.
- No published transportation strategy and nobody to implement it.
- No ***single*** individual responsible for transportation, in the broad sense of the word, such as: vehicles, buses, pavements, crosswalks, local transit, bus stops, Veterans Affairs, or COA transportation issues.
- Inadequate/non-existent before and after school transportation for middle school and high school students.
- The Lyft program serves only a limited population, according to age or through a means test. There are no milestones set for success or failure.
- We are at a competitive disadvantage when trying to attract life sciences companies. We cannot compete with towns that offer easy, safe access to amenities, and convenient public transportation. This means decreased revenues.
- The town is segregated into multiple areas of commercial and recreational interest without safe and convenient linkage.
- Transportation solutions implemented in Burlington to date do not address pressing environmental and climate issues.
- It's simply not fair. By not acting to provide equal, safe, and dependable transportation access, we are saying that you need to own a car in order to be a full citizen of Burlington with all the rights of access to Burlington resources. That doesn't seem right.

Recommendations

1. The Burlington School District should immediately participate in the Safe Routes to School program, which is a free, federally funded program. Among other initiatives, it offers a district-wide cohesive approach to walking, biking, and overall safety to our schools.

This recommendation was previously made by the Sidewalk Committee in 2019.

2. The Town Administrator should implement a cross-departmental transportation strategy starting with - and in accordance with - the transportation recommendations of the 2015 Burlington Master Plan, which include:

- Actively encourage and support multi-modal transportation to reduce traffic congestion and encourage a sustainable, healthy, and livable community.
- Support and facilitate expanded use of public transit in Burlington.
- Improve the pedestrian experience and facilities to support them in Burlington.
- Improve the experience and facilities for bicyclists in Burlington.
- Manage traffic demand to reduce congestion and provide alternative modes by promoting private sector solutions and regional coordination.
- Provide for better traffic circulation and a more efficient street network through improvements and traffic management practices that also reduce congestion and improve convenience for the residents of Burlington.
- Improve safety for motorists, pedestrians, and bicyclists.

The 2015 Master Plan (currently pending approval) provides additional specific recommendations and implementation details.

For example, the Town Administrator, Town Engineer, and Assistant Town Engineer should take advantage of our Tier 3 status in the Complete Streets Program to apply for grant funding up to \$400,000 in the next funding rounds.

3. The Board of Selectmen's transportation sub-committee should conduct a review of the Town's and the School Department's current transportation assets (such as vans and buses) and report to the September 2021 Town Meeting. Subsequent to the report to Town Meeting, the sub-committee should work with the Town Administrator to devise a plan to optimize the use of these resources for Burlington residents.
4. Town Meeting should establish a standing Transportation Committee to provide guidance on transportation related issues, review warrant articles, and report to Town Meeting members.
5. The Town Administrator should name a dedicated senior-level Transportation Coordinator answering directly to the Town Administrator. The Transportation Coordinator would be responsible for implementing the Town's cross-departmental transportation strategy, as described in the recommendations above.

Submitted by the Burlington Town Meeting Transportation Committee

Mildred Nash, Chair	TMM Precinct 3
Jennifer Gelinas, Vice Chair	Planning Department
Eileen Sickler	TMM Precinct 4
Patricia O'Brien	TMM Precinct 2
Myrna Saltman	TMM Precinct 2
John Strauss	Resident
David Van Camp	TMM Precinct 7

Appendix

These are a few of the transportation resources that we used to compile this report.

Burlington resources

Burlington Transportation: <https://www.burlington.org/736/Transportation>

DPW Pavement Management: <https://www.burlington.org/444/Pavement-Management>

Burlington Master plan: <https://ma-burlington.civicplus.com/DocumentCenter/View/3638/Masterplan-Transportation>

External resources

MPO: <https://www.ctps.org/home>

MPO's Coordinated Public Transit–Human Services Transportation Plan: <https://www.ctps.org/cpt-hst> supports improved coordination of transportation for seniors and people with disabilities in the Boston region. Organizations like MPO can help Burlington connect with multiple technical assistance and funding sources. We might not be taking full advantage at present.

“The Boston Region Metropolitan Planning Organization (MPO) is responsible for conducting the federally required metropolitan transportation planning process for the Boston metropolitan area.”

MAPC: <https://www.mapc.org/transportation/>

MAPC’s Transportation Department promotes sustainable transportation and strong infrastructure throughout the region in many ways, including transportation corridor planning, parking and land use studies, participating in projects to build bicycle and pedestrian infrastructure, coordinating transportation funding programs, and advocating for transportation finance reform. MAPC is one of 22 members of the Boston Metropolitan Planning Organization (MPO), which carries out comprehensive and cooperative transportation planning in the region.

Middlesex 3 Transportation Management Association (TMA):

<https://www.middlesex3tma.com/>

The Middlesex 3 Transportation Management Association (TMA) has been formed by the Middlesex 3 Coalition to address transportation issues in the region which includes the communities of Bedford, Billerica, Burlington, Chelmsford, Lowell, Tewksbury, Tyngsborough, and Westford, Massachusetts.

128 Business Council: <https://128bc.org/>

As advocates for green communities and better transportation solutions, we plan and execute shuttle services throughout the Route 128 West Corridor and beyond, providing over 200,000 rides annually that connect major employers and residential communities to public transit hubs.

Financial Article 6
Fund Revolving Accounts
(4 pages)



TOWN OF BURLINGTON

WHITNEY C. HASKELL

BUDGET DIRECTOR/CHIEF PROCUREMENT OFFICER

DEPARTMENT OF ACCOUNTING

29 CENTER STREET, 2ND FLOOR | BURLINGTON, MA 01803

(781) 270-1669 | whaskell@burlington.org

To: Town Meeting Members

From: Whitney Haskell, Budget Director

Re: Expenditures Limits for Revolving Funds

Date: March 23, 2021

In September of 2017, Town Meeting voted to create a bylaw authorizing Town departmental revolving funds, pursuant to M.G.L. Ch. 44, §53E ½. At the beginning of each fiscal year, Town Meeting must vote to set an expenditure limit for each of the revolving funds created by that bylaw.

The expenditure limits requested for FY 22 are identical to the expenditure limits voted for FY 22, except for the requested increase in the "Nursing Programs & Services" account. The Board of Health is requesting this increase due to the expectation of increased expenses due to the pandemic response, such as ensuring that vaccine clinics are socially distanced, (i.e. drive through), scheduling additional clinics, and additional medical supplies.

Revolving Fund	Department of Board Authorized to Spend	Expenditure Limit
Cross Connection – Backflow Prevention	Public Works	\$80,000
B-line Local Mini Bus	Public Works	\$50,000
Grand View Farm	Board of Selectmen	\$90,000
Nursing Programs & Services	Board of Health	\$40,000
Plan Imaging & Property File Documents	Building Department	\$25,000
Sale of Recyclable Materials, Trash Bags & Toters	Board of Selectmen	\$75,000
Sealer of Weights and Measures	Board of Selectmen	\$20,000
Ice Palace Improvement & Maintenance	Board of Selectmen	\$36,000
Meadowbrook School Maintenance and Improvements	Board of Selectmen	\$105,000

The following chart is a reproduction of the bylaw which fully describes the mechanics of each fund:

A Revolving Fund	B Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	C Fees, Charges or Other Receipts Credited to Fund	D Program or Activity Expenses Payable from Fund	E Restrictions or Conditions on Expenses Payable from Fund	F Other Requirements/ Reports	G Fiscal Years
Cross Connection-Backflow prevention	Public Works	Fees charged for testing devices that prevent mixing of potable and non-potable water	Contract services to DEP authorized vendors who perform the testing, surveys, part-time salaries, purchase of testing equipment and any other expenses necessary for the administration of this program	No restrictions or conditions	Any balance in excess of \$100,000 will be transferred to the general fund at fiscal year-end; all balances up to \$100,000 will carry forward and be available for appropriation in subsequent fiscal years	Fiscal Year 2019 and subsequent years
B-line Local Mini Bus	Public Works	Bus user fees	Salaries, expenses, contractual services and any other expenses necessary to operate the in-town B-Line bus service	No restrictions or conditions	Fiscal year-end balance carries forward and is available for appropriation in subsequent years	Fiscal Year 2019 and subsequent years
Grand View Farm	Board of Selectmen	Rental fees received for use of Grandview Farm/ Marion Tavern Facility	Expenses related to the operations of the Grand View Farm/ Marion Tavern Facility and grounds including but not limited to maintenance and repairs, utilities, furniture & fixtures, custodial overtime, capital improvements, and any other expenses related thereto	No restrictions or conditions	Fiscal year-end balance carries forward and is available for appropriation in subsequent years	Fiscal Year 2019 and subsequent years
Nursing Programs & Services	Board of Health	Fees charged for screenings & Medicare / insurance	Expenses related to medical equipment and supplies, immunizations, health	No restrictions or conditions	Beginning on 6/30/18, any balance in excess of \$45,000 will be transferred to the general fund at fiscal	Fiscal Year 2019 and subsequent

A Revolving Fund	B Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	C Fees, Charges or Other Receipts Credited to Fund	D Program or Activity Expenses Payable from Fund	E Restrictions or Conditions on Expenses Payable from Fund	F Other Requirements/ Reports	G Fiscal Years
		reimbursements received	fairs, educational materials, emergency preparedness drills, and any other expenses related to the administration of public health nursing programs		year-end; all balances up to \$45,000 will carry forward and be available for appropriation in subsequent fiscal years	years
Plan Imaging & Property File Documents	Building Department	2% of Building Department Fees (Not to exceed \$20,000 annually)	Archival imaging of building permit drawings and specifications, and property file documents, and any other costs related to the administration of this program	No restrictions or conditions	Fiscal year-end balance carries forward and is available for appropriation in subsequent years	Fiscal Year 2019 and subsequent years
Sale of Recyclable Materials, Trash Bags and Toters	Board of Selectmen	Receipts from the sale of all recyclable material, trash bags and rental of second toters	Expenses to offset the cost of curbside trash & recycling collection, disposal of solid waste, replacement toters, and any other costs associated with the administration of the trash and recycling program	No restrictions or conditions	Fiscal year-end balance carries forward and is available for appropriation in subsequent years	Fiscal Year 2019 and subsequent years
Sealer of Weights & Measures	Board of Selectmen	Fees charged for testing of Weights & Measures devices	Part time salaries, contracted services, and any other costs associated with the administration of the Weights & Measures Testing Program	No restrictions or conditions	Any balance in excess of \$20,000 will be transferred to the general fund at fiscal year-end; all balances up to \$20,000 will carryforward and be available for appropriation in subsequent fiscal years	Fiscal Year 2019 and subsequent years
Ice Palace Improvement &	Board of Selectmen	Any revenue received in conjunction	Any repairs, maintenance, capital improvements, or	No restrictions	Fiscal year-end balance carries forward and is available for appropriation	Fiscal Year 2019 and subsequent

A Revolving Fund	B Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	C Fees, Charges or Other Receipts Credited to Fund	D Program or Activity Expenses Payable from Fund	E Restrictions or Conditions on Expenses Payable from Fund	F Other Requirements/ Reports	G Fiscal Years
Maintenance		with the lease of the Ice Palace facility	other expenses associated with the Ice Palace facility and grounds including debt service related thereto	or conditions	in subsequent years	years
Meadowbrook School Maintenance & Improvement s	Board of Selectmen	Any revenue received in conjunction with the lease of Meadowbrook School	Any repairs, maintenance, capital improvements, or other expenses associated with the Meadowbrook School facility and grounds including debt service related thereto	No restrictions or conditions	Fiscal year-end balance carries forward and is available for appropriation in subsequent years	Fiscal Year 2019 and subsequent years

About Revolving Funds:

A departmental revolving fund is an accounting mechanism where fees and charges for providing a specific service or program are segregated and available to fund the expenses of that specific program. Town Meeting votes an expenditure limit which sets the maximum amount a department can expend without further Town Meeting approval. However the amount expended will always be limited to the revenue collected (plus any funds accumulated from previous years). Revolving fund revenues and expenditures are administered in the same manner as all other town funds; revenues are deposited through the Treasurer's Office to a Town bank account, and expenditures are approved by the department head and forwarded to Accounting to be placed on a payment warrant. This bylaw applies specifically to revolving funds authorized under M.G.L. Ch. 44 Sec. 53E½ and listed in the warrant. The Town and School Departments have other revolving funds authorized under different chapters of law that do not require Town Meeting action.

Free Cash 7-1
Clerk -Election Equipment
(5 pages)



Town of Burlington Capital Request Form

FY
2022

Requesting Department:

161-Town Clerk

Request Title:

Election Equipment

Project Description:

This is replace the current election equipment that was originally purchased in 2007 with one replacement scanner in 2012. We have 8 scanners - one for each precinct and a spare for backup. This is required so that if a machine goes down, we have a tested machine ready to replace the malfunctioning one.

This request is:

New

Continuation of Prior Request/Project Phase

Estimated Project Cost:

\$ 50,000

Proposed Funding Source:

Free Cash

Estimated Useful Life:

10 -15 years

Priority Ranking:

High-health, safety and/or legal requirement

**Purpose/Benefit/Impact
if Postponed:**

Updated equipment with newer technology that if postponed could cause our equipment to not be acceptable for future elections.

Alternatives Considered:

2 systems are certified by the state and we have to choose from them. See enclosed brochures for the 2 certified systems.

Project Timeline:

2-3 months implementation of new equipment and training of Election workers

For Vehicles or Equipment:

Repair

Replacement

New/Additional

This request is for a:

Make/Model:

Year:

ID#:

IMAGECAST®

PRECINCT THE WORLD'S MOST RELIABLE TABULATOR

Dominion's ImageCast Precinct is the most tried and proven tabulation equipment in the industry, backed by our dedicated service team.



ImageCast Precinct Optical Scan Tabulator: Reliable & Versatile

- Over 100,000 units deployed worldwide
- Lightweight, easy to store, carry & set-up
- Optional ADA compliant configuration
- Can read ballots up to 30 inches



Backup - Town Meeting Warrant
May 10, 2021

888 LHS VOTE

info@lhsassociates.com

023
LHS



**VOTING MACHINE SALES
ELECTION SUPPLY SALES**



**HELP DESK SUPPORT
ELECTION PLANNING**



**ELECTION SERVICES
MAILING SERVICES**



**BALLOT PRINTING
CENSUS PRINTING**



**STREET LISTS
VOTER NOTIFICATION CARDS**



**ELECTION REPORTING
ELECTION TRAINING**



**ONLINE SHOPPING
ONLINE TRAINING**



DS200®

Precinct Scanner & Tabulator



Protective Cover

Cover has heavy-duty rubber seal to shelter DS200 from elements during transport.

Easy to Set Up

Lid-up, power-on approach allows poll workers to easily open polls.

Touch Screen and Display

Provides voters with instructions and immediate feedback. Tension bearings hold screen in place for custom positioning.

Ballot/Card Slot

Voters cast both ballots and vote summary cards here; accommodates up to 19-inch ballots.

Auxiliary Ballot Compartment

Main Ballot Compartment

Easy, hassle-free storage of up to 2,500 ballots.

11

The number of 14-inch flat ballots processed per minute

DS200 Key Features

The DS200 is a precinct-based scanner and vote tabulator equipped with the latest in ES&S' patented technology. Fully certified and compliant with EAC guidelines, the DS200 enhances the voting experience for voters and election officials alike. Our patented IMR™ and PTRAC® technology ensures even the most poorly marked ballots are read accurately and consistently — protecting voter intent. All of this is designed to make everyone's job easier.

ACCURATE



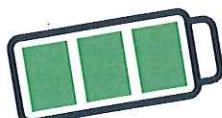
The DS200 combines the ES&S-patented Intelligent Mark Recognition (IMR™) and patented Positive Target Recognition & Alignment Compensation (PTRAC®) systems to accurately track and pinpoint target locations. This technology accommodates ballots inserted at angles or with erroneous marks to uphold voter intent. This precision improves the reliability of elections.

SECURE



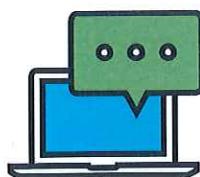
Like all ES&S tabulation equipment, the DS200 includes physical security features such as locking panels and security seals to secure sensitive components and election files, and a key-locked case for transport and shipping. The DS200 operating system controls, limits and detects unauthorized access to all critical data. The system also includes safeguards, such as data encryption and digital signatures, that help protect sensitive data and verify authenticity, including certification of all firmware.

RELIABLE



Having both battery backup and thermal paper means you never have to worry about power outages or printer ink.

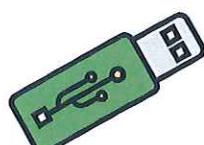
COMPATIBLE



Works in conjunction with:

- ExpressVote® Universal Voting System
- DS450® High-Throughput Scanner & Tabulator
- DS850® High-Speed Scanner & Tabulator
- Electionware® Election Management Software
- AutoMARK® Ballot Marking Device
- Election Reporting Manager®

COMPREHENSIVE



- Primary data storage device

- Backup data storage

DPW Capital Warrant Article Backup

DPW Capital Warrant Article Backup

Article 7-2 DPW Vehicle Replacement Program \$399,000

Continuing with the replacement program for vehicles and equipment, we are recommending the following:

\$53,000 to Replace H-02 - 2011 FORD RANGER PU With Pickup Truck - 1ton With Plow
The truck is showing extensive rot in the frame and bed as well as suspension. We are proposing to replace this small pickup truck with a 1 ton pickup truck with plow

\$80,000 to Replace H-05 - 2011 FORD DUMP With Utility Pickup F450 With Plow/Sander
The truck has 104,000 miles and it shows excessive frame and dump body rot. We are proposing to replace with a similar vehicle

\$266,000 to Replace H-19 -2004 MACK 10 WHEELER With Dump Truck -10 Wheel w/Plow
This truck has over 89,000 miles and has reached its useful life. Frame and dump body rot is excessive. We are proposing to replace with a similar heavy duty vehicle

Purpose/Benefit:

Maintaining a fleet of reliable vehicles and equipment.

DPW Capital Warrant Article Backup

Article 7-3
Drainage Repair/Stream Cleaning
\$200,000

In a continued effort to relieve localized flooding of residents, the Department is proposing repair existing damaged/failing drainage systems as well as clean accumulated sediment from various streams. This has been a regular program since 2001

Purpose/Benefit:

Helps prevent flooding of homes and Town infrastructure due to reduced drainage capacity of stormwater systems

DPW Capital Warrant Article Backup

Article 7-4 Sewer Pump and VFD Upgrade \$80,000

The sewer system consists of approximately 118 miles of separate sanitary sewers constructed starting in the mid-1960s. The majority of the system is constructed of asbestos cement pipe, with some of the larger diameter pipe being reinforced concrete, and the newer sewer PVC. Fourteen (14) sewer pump stations are in operations throughout the town. Although the Terrace Hall and Townline Pumps Stations have been completely renovated, all of the other smaller neighborhood stations are running on 1960 technology.

Consistent with the Department's other preventative maintenance programs, the DPW intends to continue a program to repair deficiencies, bring systems into compliance with current code, and develop a long term maintenance program.

A Variable Frequency Drive (VFD) paces the flow and changes the velocity of the pump to match that of the flow coming in. This reduces both detention times at the station and energy costs.

1. The Grandview station was constructed in 1970 and is in need of a new pump and VFD drive.
2. The Terrace Hall station has 4 pumps and one of the pump's VFD needs to be replaced.

Purpose/Benefit:

To maintain sanitary sewer system operational

DPW Capital Warrant Article Backup

Free Cash 7-5
DPW – Mill Pond Pump 3 VFD and
Control Panel Box
(1 Page)

Article 7-5

Mill Pond Pump 3 VFD and Control Panel Box

\$40,000

Mill Pond Treatment plant which was rehabilitated in 2007 has 3 high lift pumps that provide finished water to the water distribution system. Pump 3 provides redundancy during periods of high demand (summer). If any pump were to fail, the overall capacity of the plant is reduced by close to 50% of the maximum capacity.

Purpose/Benefit:

Maintain full supply in case of pump failure

DPW Capital Warrant Article Backup

Article 7-6

Partridge Ln. Pump Station/Forcemain Design

\$100,000

This article will fund the design of this Sewer Pump Station.

The station is a duplex type below grade concrete chamber can with a concrete entrance tube. The station houses two centrifugal pumps, check valves, gate valves, level control panel and associated electrical. A standby generator set and automatic transfer switch is located above grade in a weatherproof enclosure.

The station had a thorough inspection in 2012 by Weston & Sampson Engineers, Peabody MA and documented the following deficiencies:

1. The electrical service cabinet and components are deteriorated.
2. Wet well is full of grease and debris.
3. The level control panel is severely deteriorated.
4. The pumps have many hours of service and need to be rebuilt.

Additionally, the Department has had a pipe failure within the station. The suction pipe to one of the two pumps in the station has sheared-off at the wall and attempts to repair have been unsuccessful. In addition to the excessive wear on the one running pump, the station has no redundancy in the event that single pump fails.

Purpose/Benefit:

To maintain sanitary sewer system operational

DPW Capital Warrant Article Backup

Article 7-7
Library Roof Replacement
\$350,000

In May 2019 Town Meeting appropriated \$220,000 for the library roof replacement. This project was intentionally delayed until the HVAC Roof Top Units were replaced (completed in fall 2020). During the design phase of this project it was noted that new insulation and possibly a new skylight is needed as part of the overall project. Because of the new insulation requirements the existing skylight will need to be removed so that the curb can be increased in height, before the skylight is installed back.

With the added cost of insulation and skylight the total cost of the project is estimated at \$570,000; since \$220,000 was already approved this articles request \$350,000

Purpose/Benefit:

The library roof is at the end of its useful life and need replacement. Deferring this project may allow leaks in the roof to cause damage to the structure of the building as well as its contents.

DPW Capital Warrant Article Backup

Article 7-8

Demolition of Town Property (Carpenter House)

\$15,000

Demolish the existing structure at 1 Dearborn Road, commonly referred to as the Carpenter House. The building is in very poor condition; beyond the point of rehabilitation or repair. The structure is an attractive nuisance and an eyesore in the neighborhood, as well a liability for the Town.

Purpose/Benefit:

The existing building is beyond repair and has no useful purpose.

FIRE Capital Warrant Article Backup



Town of Burlington Capital Request Form

Free Cash 7-9
Fire – Lexipol Policy and training
Solutions
(7 pages) FY
2022

Requesting Department:

220-Fire

Request Title:

Lexipol Policy and Training Solutions

Project Description:

Lexipol is America's leading source of state-specific policy and training solutions that reduce risk, lower litigation costs and improve personnel safety in public safety agencies. The services provided are designed to guide our agency in providing up-to-date, legally defensible policy and training content to members of our department.

This request is:

New

Continuation of Prior Request/Project Phase

Estimated Project Cost:

\$ 36,000

Proposed Funding Source:

Free Cash

Estimated Useful Life:

Initial one (1) year cost and implementation followed by an annual cost of \$10,000.

Priority Ranking:

High-health, safety and/or legal requirement

**Purpose/Benefit/Impact
if Postponed:**

The BFD currently has outdated Rules and Regulations and Standard Operating Guidelines (SOGs.) Our current Rules and Regulations and SOGs are unorganized and are located within several different computer drives. Our current SOGs are also not easily accessible to the members of our department. The purchase of this program will fill a gap that has existed within our department for years. In order for a department to receive accreditation, strong policies are required.

Alternatives Considered:

Remaining status quo which is unacceptable.

Project Timeline:

Implementation of this project is broken up into 5 steps. It typically takes 9 to 12 months to have a completed policy document.

For Vehicles or Equipment:

Repair

Replacement

New/Additional

This request is for a:

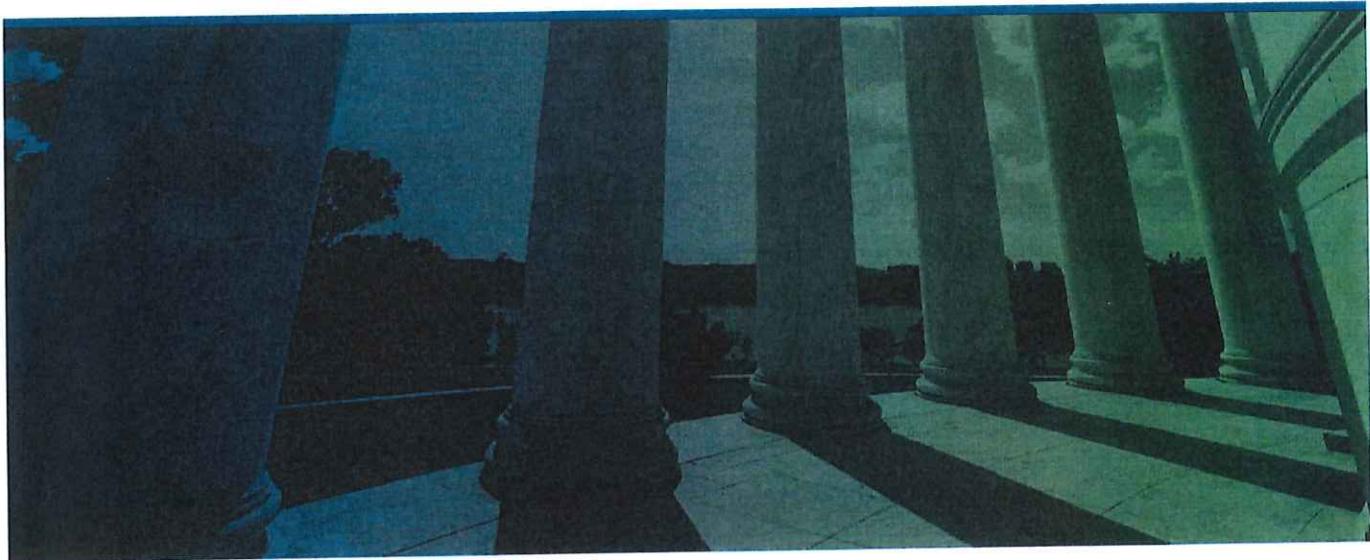
Make/Model:

Year:

ID#:



SOLUTIONS PROPOSAL



PREPARED FOR:

Burlington Fire Department
Fire Chief Michael Patterson
mpatterson@burlington.org
(781) 270-1926

PREPARED BY:

Terri MacDonald
tmacdonald@lexipol.com
(617) 209-1014

2611 Internet Blvd, Ste 100
Frisco, Texas 75034
(844) 312-9500
www.lexipol.com

Executive Summary

Public safety agencies today face challenges of keeping personnel safe, reducing risk and maintaining a positive reputation. Add to that the dynamically changing legislative landscape and evolving best practices, and even the most progressive, forward-thinking agencies can struggle to keep up.

That is why Lexipol is pleased to present the Burlington Fire Department with a proposal for a customized policy management, update and training solution.

Our program is designed to save you time and money while protecting your personnel and your community. Our team of public safety attorneys and policy experts continually monitor national and Massachusetts-specific policy changes. We then use these updates to help provide the content and training your department needs to minimize risk and effectively serve your community.

AGENCY GOALS

The Burlington Fire Department is looking for a way to access comprehensive policies to limit agency risk and enhance personnel safety. By using Lexipol, you will achieve peace of mind knowing your policies are up-to-date and constitutionally sound. The incorporated policy training component reinforces your staff's understanding of policies and provides individual training acknowledgement.

Once you have high-quality policies in place, you want to be sure your personnel use them. The Lexipol program offers online access to your agency's policies through a web-based platform and mobile app. This flexibility allows your personnel to easily reference policies and complete training in the field. Using Lexipol's program will provide the Burlington Fire Department with:

- Policies that reflect up-to-date industry standards and best practices
- Content specific to the laws and practices of Massachusetts
- Daily scenario-based training that reinforces your agency's policies
- Timely updates in response to new legislation and case law

THE LEXIPOL ADVANTAGE

Lexipol was founded by public safety experts who saw a need for a better, safer way to run a public safety agency. Since the company launch in 2003, Lexipol has grown to form an entire risk management solution for public safety and local government. In addition to providing policy solutions to 3,500 public safety agencies across the United States, we offer services such as online training, grants and an electronic policy management platform, as well as the digital communities Police1, FireRescue1, Corrections1, EMS1 and Gov1. We are proud to serve more than 2 million first responders and 8,100 agencies and municipalities.

Lexipol is the only company with public safety professionals, attorneys and subject matter experts working together to provide essential policies and policy management tools, from continuous updates to mobile access to daily training. Our legal and content development teams follow a rigorous multi-step process to evaluate content for new policies and policy updates, reviewing thousands of pieces of legislation each year.

Agencies that use our policy solutions have clear, effective policy manuals that reflect the true values and philosophy of their agency as well as constitutionally sound practices that protect civil rights and community safety. Benefits of using the Lexipol system include enhanced accountability and compliance with policy, which in turn leads to a reduction of financial, legal and physical risks. Lexipol customers also reduce time spent developing and maintaining policy, providing an increased ability to focus resources on other agency priorities. We look forward to working with the Burlington Fire Department to realize these same benefits.

Scope of Services

Policy Manual

Constitutionally sound, up-to-date policies are the foundation for consistent, safe public safety operations and are key to reducing risk and enhancing personnel and community safety. Lexipol's comprehensive policy manual covers all aspects of your agency's operations.

- More than 155 policies researched and written by public safety attorneys and subject matter experts
- Policies based on State and federal laws and regulations as well as nationwide best practices
- Content customized to reflect your agency's terminology and structure

Daily Training Bulletins (DTBs)

Even the best policy manual lacks effectiveness if it's not backed by training. Lexipol's Daily Training Bulletins are designed to help your personnel learn and apply your agency's policy content through 2-minute training exercises.

- Scenario-based training ties policy to real-world applications
- Understanding and retention of policy content is improved via a singular focus on one distinct aspect of the policy
- Each Daily Training Bulletin concludes with a question that confirms the user understood the training objective
- Daily Training Bulletins can be completed via computers or from smartphones, tablets or other mobile devices
- Reports show completion of Daily Training Bulletins by agency member and topic

Policy Updates

Lexipol's legal and content development teams continuously review state and federal laws and regulations, court decisions and evolving best practices. When needed, we create new and updated policies and provide them to your agency, making it simple and efficient to keep your policy content up to date.

- Updates delivered to you through Lexipol's web-based content delivery platform
- Changes presented in side-by-side comparison against existing policy so you can easily identify modifications/improvements
- Your agency can accept, reject or customize each update

Web-Based Delivery Platform and Mobile App (Knowledge Management System)

Lexipol's online content delivery platform, called KMS, provides secure storage and easy access to all your policy and training content, and our KMS mobile app facilitates staff use of policies and training completion.

- Ability to edit and customize content to reflect your agency's mission and philosophy
- Efficient distribution of policies, updates and training to staff
- Archival and easy retrieval of all versions of your agency's policy manual
- Mobile app provides in-the-field access to policy and training materials

Reports

Lexipol's Knowledge Management System provides intuitive reporting capabilities and easy-to-read reports that enhance command staff meetings and strategic planning.

- Track and report when your personnel have acknowledged policies and policy updates
- Produce reports showing completion of Daily Training Bulletins
- Sort reports by agency member, topic and other subgroups (e.g., shift, assignment)
- Reduce the time your supervisors spend verifying policy acknowledgement and training completion

Supplemental Publication Service

Lexipol's Supplemental Publication Service (SPS) streamlines the storage of your agency's content, giving you one place to access procedures, guidelines, general orders, training guides or secondary policy manuals.

- Electronically links department-specific procedural or supplemental content to your policy manual
- Provides electronic issuance and tracking for your agency's procedural or supplemental content
- Allows you to create Daily Training Bulletins against your procedural content
- Designed for standard operating guidelines, procedures, general orders or field guides

Fire Operations Procedures

- More than 20 best practice procedures designed to support safe operations
- Procedures address the operations most often cited as contributing to firefighter injury or death as well as the most common call types
- Scenario-based training reinforces live training
- Mobile-friendly decision trees make it easy to review a procedure on the way to a call

Agency-Specific Content Extraction

This service is perfect for agencies that wish to populate one or more Supplemental Publication Service (SPS) manuals with their existing content. We'll do the heavy lifting of incorporating your agency's supplemental content (procedures, guidelines, general orders, training guide or a secondary policy manual) into the SPS. Access to an electronic copy of your existing content and a subscription to the Supplemental Publication Service (SPS) is required.

- Data entry of agency procedures or supplemental content into Lexipol's Knowledge Management System (KMS). Note: Lexipol reserves the right to limit the amount of content being imported into the SPS.
- Consistent, professional formatting for your agency's policy-related content
- Hyperlink related content for enhanced end-user experience

Implementation Policy Tier III: Daily Operations Policies

Benefit from our proven, systematic approach to implementing policies. Tier III represents about 20% of the manual, including policies needed for orderly daily operations of your organization. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier IV: Defensibility Policies

Benefit from our proven, systematic approach to implementing policies. Tier IV represents about 20% of the manual, including policies essential to agency and agency member defensibility, including civil liability-related topics. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier V: Operational Consistency Policies

Benefit from our proven, systematic approach to implementing policies. Tier V represents about 20% of the manual, including policies needed to ensure operational consistency across your organization. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Proposal

Prepared By: Terri MacDonald
 Phone: (617) 209-1014
 Email: tmacdonald@lexipol.com

Quote #: Q-08428-3
 Date: 5/4/2020
 Valid Through: 7/31/2021

Overview

Lexipol is America's leading source of state-specific policy and training solutions that reduce risk, lower litigation costs and improve personnel safety in public safety agencies. The services proposed below are designed to guide your agency in providing up-to-date, legally defensible policy and training content to your personnel.

Year One Cost & Implementation Options

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Annual Fire Policy Manual & Daily Training Bulletins w/Supplemental Publication Service w/Fire Operations Procedures (12 Months)	USD 10,448.00	5%	USD 523.00	USD 9,925.00
	Subscription Line Items Total			USD 523.00	USD 9,925.00
1	Fire Tier I Implementation	USD 4,162.00		USD 0.00	USD 4,162.00
1	Fire Tier II Implementation	USD 4,799.00		USD 0.00	USD 4,799.00
1	Fire Tier III Implementation	USD 5,188.00		USD 0.00	USD 5,188.00
1	Fire Tier IV Implementation	USD 4,680.00		USD 0.00	USD 4,680.00
1	Fire Tier V Implementation	USD 4,703.00		USD 0.00	USD 4,703.00
1	Fire Agency-Specific Content Extraction	USD 2,195.00		USD 0.00	USD 2,195.00
	One-Time Line Items Total			USD 0.00	USD 25,727.00
				USD 523.00	USD 35,652.00
Year One Cost & Implementation Options Discount:					USD 523.00
Year One Cost & Implementation Options TOTAL:					USD 35,652.00

Annual Cost

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Annual Fire Policy Manual & Daily Training Bulletins w/Supplemental Publication Service w/Fire Operations Procedures (12 Months)	USD 10,448.00	5%	USD 523.00	USD 9,925.00
	Subscription Line Items Total			USD 523.00	USD 9,925.00
				USD 523.00	USD 9,925.00
Annual Cost Discount:					USD 523.00
Annual Cost TOTAL:					USD 9,925.00

*Fire Policy pricing is based on 65 Fire Authorized Staff.

Discount Notes

FCAM discount 5% annually



Town of Burlington Capital Request Form

Free Cash 7-10
Fire – Administrative Vehicle
Replacement
(3 pages)

FY
2022

Requesting Department:

220-Fire

Request Title:

Administrative Vehicle Replacement

Project Description:

The Burlington Fire Department is requesting to replace one of the department's seven administrative vehicles. The vehicle that would be replaced is currently assigned to our Fire Prevention Lieutenant. The total cost of the project would include both the vehicle and mobile radio.

This request is:

New

Continuation of Prior Request/Project Phase

Estimated Project Cost:

\$ 33,000

Proposed Funding Source:

Free Cash

Estimated Useful Life:

Ten Years

Priority Ranking:

Medium-Replace worn out equipment, project from further deterioration/cost avoidance

Purpose/Benefit/Impact if Postponed:

This vehicle would replace a 2009 Ford Escape. The 2009 Ford Escape is clearly showing signs of corrosion to the underside of the vehicle. The sub-frame of the vehicle that supports the engine and transmission is severely corroded. Continued corrosion to this sub-frame will result in taking the vehicle permanently out of service.

Alternatives Considered:

Do not replace vehicle until it is taken out of service. We would prefer to pro-actively replace the vehicle before it is taken out of service.

Project Timeline:

Once approved, it is anticipated that the delivery of the new vehicle would be approximately three months.

For Vehicles or Equipment:

Repair

Replacement

New/Additional

Make/Model: Ford Escape

Year: 2009

ID#: C5

This request is for a:

ALL-COMM

Technologies, Inc.

5 Whitmore Rd. Revere, MA 02151 P (781) 289-3000 F (781) 289-7300 www.allcomm1.cc

Burlington Fire

Admin

3/10/2021

Quote# 031021-03

Dash Mount NX5800 UHF Mobile

Qty	Nomenclature	Description	Contract Price	Total Price
1	NX-5800K	UHF 45w Mobile 1024CH 450-520MHz	\$ 686.00	\$ 686.00
		KCH-19 Standard Controlhead		
		3 Year Warranty		
1	KWD-5100CV	P25 License	\$ 402.00	\$ 402.00
1	RPSP-15	External Speaker	\$ 24.89	\$ 24.89
1	KCT-46	Ignition Sense Kit	\$ 9.59	\$ 9.59
1	39541	UHF Antenna Kit	\$ 31.66	\$ 31.66
1	MISC	Console Mounting Bracket	\$ 28.70	\$ 28.70
1	SVC2021	Programming	\$ 35.00	\$ 35.00
1	SVC2021	Installation	\$ 434.00	\$ 434.00
Total			\$ 1,651.84	

Pricing Per State Contract #FIR04

Purchase Order Made out to:

ALL-COMM Technologies Inc.

5 Whitmore Road

Revere, MA 02151

Allow 2-3 Weeks for Delivery

Burlington, Town of

Contact Name: Michael Patterson, Chief of Department
Company/Dept: Burlington Fire Department
Street Address: 21 Center Street
City, State, Zip: Burlington MA 01803
Phone: 781-270-1925
E-Mail: mpatterson@burlington.org

Date: 1.18.2021
Valid Through: 60 days *
Customer #: 13054
Contract: GBPC Ford & A/M Eq.
Sales Rep: Steven Anderson

CONTRACT LINE REFERENCE	LINE DESCRIPTION	UNIT PRICE	QTY.	EXTENDED PRICE
U9G / 200a	[Fleet] 2021 Ford Escape (U9B) SE Sport Hybrid AWD	\$ 27,450.00	1	\$ 27,450.00
D4	Exterior 1:Rapid Red Metallic Tinted Clearcoat	\$ 387.10	1	\$ 387.10
4H	Interior:Dark Earth Gray, Heated Unique Cloth Front Bucket Seats		1	\$ -
99D	Engine: 1.5L EcoBoost		1	\$ -
448	Transmission: 8-Speed Automatic		1	\$ -
60S	Reverse Sensing System	\$ 240.10	1	\$ 240.10
	Remainder of Ford Factory Equipment for Escape		1	\$ -
	GBPC - Ford Contract Total :			\$ 28,077.20
hourly rate	MHQ Graphics (between A & B)	\$ 105.00	5	\$ 525.00
				\$ -
	Whelen UHF2150a Wig-Wag headlight Flashher	\$ 125.00	1	\$ 125.00
r	Whelen Micron LED Warning Lights (1 pair) grille	\$ 355.00	1	\$ 355.00
r	Whelen Single Avenger LED s (1 pair) top front windshield	\$ 195.00	2	\$ 390.00
r	Whelen ION LED Warning Lights (1 pair) top rear interior window	\$ 350.00	1	\$ 350.00
r	Whelen Vertex LED Hide-a-Ways (1 pair) tail lights	\$ 250.00	1	\$ 250.00
				\$ -
	Whelen HHS3200 Handheld Siren/Switch Controller	\$ 485.00	1	\$ 485.00
	Whelen SA315P Composite Siren Speaker	\$ 225.00	1	\$ 225.00
				\$ -
	Transfer UHF 2-way Radio & install into new vehicle	\$ 235.00	1	\$ 235.00
	Non Contract Items			
	Whelen ULF22 LED Flasher (to SYNC front w/s lights)	\$ 46.15	1	\$ 46.15
hourly rate	Install LED Flasher	\$ 95.00	0.5	\$ 47.50
				\$ -
	GBPC AfterMarket Equipment Contract Total :			\$ 3,033.65
	Cost per Unit :			\$ 31,110.85
	Qty. :			1.00
	TOTAL:			\$ 31,110.85

TERMS AND CONDITIONS

*This quote is valid for 60 days from the date of quote. Any purchase orders or approved quotes received outside of the 60 day quote period may be subject to price adjustments. By signing this quote, the customer is agreeing to pay, in full, for all items listed above. Any requests for changes, modifications, replacements, removals or additional items may be subject to additional fees and/or adjusted delivery dates.

RECREATION Capital Warrant Article Backup



Town of Burlington Capital Request Form

Free Cash 7-11
Recreation – Wildwood Park
SunShade
(5 pages)

FY
2022

Requesting Department:

630-Recreation: Director

Request Title:

Wildwood Park Sun Shade

Project Description:

The installation of some form of shade structure above the playground equipment has been on our 10 year capital plan for a few years and was a topic raised in the department needs assessment. This also became a priority after a person received burns by using the equipment last summer. The equipment is in direct sunlight all day and can be too hot to use during the warmer months. This request was pulled last year (FY21) in consideration for other departments requests.

This request is:

New

Continuation of Prior Request/Project Phase

Estimated Project Cost:

\$ 45,000

Proposed Funding Source:

-Select-

Estimated Useful Life:

15 years

Priority Ranking:

High-health, safety and/or legal requirement

Purpose/Benefit/Impact if Postponed:

Provide protection from the sun during peak play times in the summer / warmer months and allow for greater use of the equipment. People may continue to receive burns if they are not cautious when using the equipment on hot days.

Alternatives Considered:

Project Timeline:

Fall 2021

For Vehicles or Equipment:

Repair

Replacement

New/Additional

This request is for a:

Make/Model:

Year:

ID#:



January 27, 2021

Brendan Egan, Director
Burlington Parks & Recreation Department
61 Center Street
Burlington, MA 01803
RE: Wildwood Park Large Shade Structure Proposal

Dear Brendan:

Per your request, please see the enclosed Large Shade Structure options from New England Recreation Group for your Project at Wildwood Park in Burlington.
NERG is an approved and preferred Vendor under MHEC and FAC 104 Municipal Procurement Contracts.

Option A: 25' x 50' Extended Hip Shade Structure #602.6: \$ 13,875.00 Delivered
- 14' entry height w/ 6 posts & 1 fabric top

Option B: 25' x 50' Super Span Hip Shade Structure #402.3: \$ 13,150.00 Delivered
- 14' entry height w/ 4 posts & 1 fabric top

- Wind Load: 115 mph
- Snow Load: 5 mph (Fabric top to be removed prior to snow fall)
- Building Code: IBC 2015

* Price is good for 30 days and does not include any applicable tax, assembly, installation, customizations, footing/mounting/anchoring hardware- materials, Lift-gate for customer receiving & offload of equipment or Stamped Engineered Drawings (ADD: \$1400).

Should you have any questions or need additional equipment and pricing options please do not hesitate to contact me.

I appreciate the opportunity to assist you with this Project and thank you for your consideration.

Mark Gallagher

P.O. Box 1503
Westboro, MA 01581

P.O. Box 1050
Tolland, CT 06084

800.861.1209
508.393.1963
F 508.393.1927
www.nerecgroup.com
nerg@nerecgroup.com



Estimate

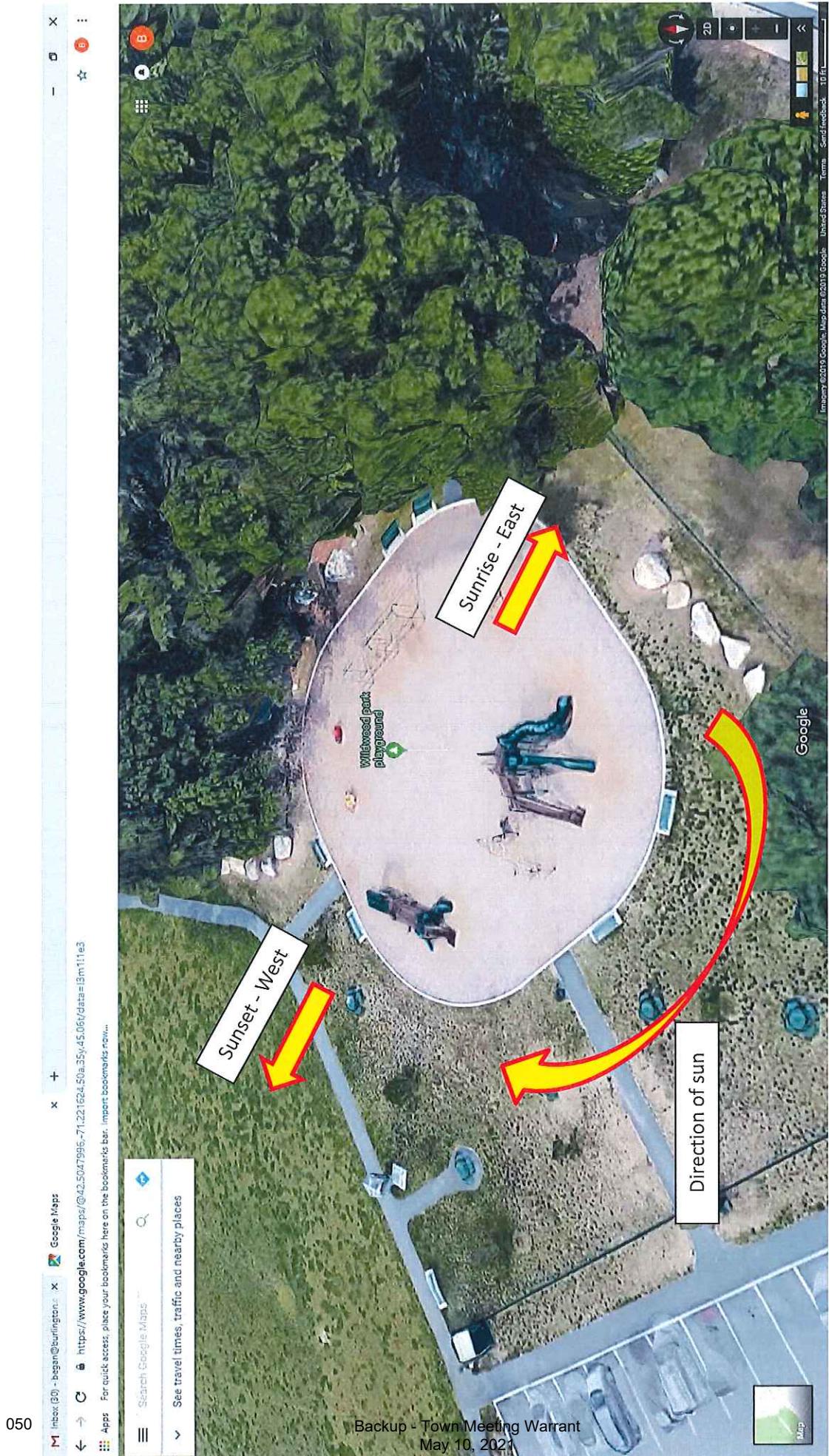
29 Stony Brook Rd.
Burlington, MA 01803

Name/Address
Brendan Eagan 29 Center St. Burlington, MA

Date	Estimate No.	Project
02/10/20	121	Wildwood Park

Item	Description	Quantity	Cost	Total
03 Excavation	Excavate and install 2'x8' deep reinforced concrete footing	6	2,500.00	15,000.00
22 Specialty	Erect owner supplied shade structure	1	10,000.00	10,000.00
049			Total	\$25,000.00

Wildwood Park
Bedford Street, Burlington, MA



Super Span Hip Shade Sample Structures



RECREATION Capital Warrant Article Backup



Town of Burlington Capital Request Form

Free Cash 7-12
Recreation – Overseeder
(5 pages)

FY
2022

Requesting Department:

631-Recreation: Maintenance

Request Title:

Redexim 3D 1575 Overseeder

Project Description:

This piece of equipment allows us to mechanically seed the athletic fields by cutting grooves into the soil for the seed to be accurately placed before the roller closes the groove and covers the seed.

This request is:

New

Continuation of Prior Request/Project Phase

Estimated Project Cost:

\$ 18,000

Proposed Funding Source:

-Select-

Estimated Useful Life:

15 years

Priority Ranking:

Medium-Replace worn out equipment, project from further deterioration/cost avoidance

**Purpose/Benefit/Impact
if Postponed:**

Overseeding is the practice of adding grass seed to an existing lawn / athletic field and is one of the main components of our turf management program. Our current overseeder is approximately 30 years old. The equipment does not operate as intended and we are no longer able to find replacement parts for it. The replacement of this equipment will save us time and money in our turf management program.

Alternatives Considered:

Continuing to use our current overseeder that is not able to cut slits in the soil. It drops the seed onto the surface, allowing birds and the wind to move the seed from its intended area.

Project Timeline:

July 2021

For Vehicles or Equipment:

Repair

Replacement

New/Additional

This request is for a:

Make/Model:

Year:

ID#:

Burlington Parks & Recreation Department's Turf Management Program

Through a successful relationship with Tom Irwin, Inc. the Burlington Parks & Recreation Department has embarked on a new, aggressive approach to field maintenance. Utilizing Tom Irwin, Inc. vast knowledge and experience in turf management we have been able to develop a specific approach tailored to the athletic fields in Burlington. The plan is set to a calendar and lays out the specific maintenance plan for each field, per season and for the year. This planning tool not only acts as a guide for the program but brings greater clarity and understanding to the budgeting process.

The program for the Burlington Parks & Recreation Department relies heavily on the successful cultural practices of aeration and overseeding along with successful timed fertilizer and herbicide applications.

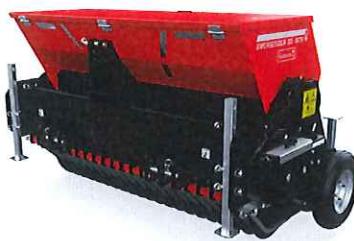
- Aeration is the process of creating openings in the lawn to help air, water and nutrients move into the soil to the grass roots, alleviate soil compaction and help reduce thatch. An aerator pulls plugs out of the soil coring, spiking or slicing into the soil. Core aeration is the most effective method.
- Overseeding is the practice of adding grass seed to an existing lawn. This may be done only in spots where bare areas show, or over a larger expanse of lawn to improve the density of grass that has become thin.

Because of the aeration and overseeding requirements of the program and through the use of our current equipment, we recognized that our equipment is old and inefficient. Our core aerator is over 25 years old and does not consistently penetrate the turf and create cores. The Seed-A-Vator (overseeder) is approximately 30 years old and they no longer make the discs that slice the turf, before dropping the seed. With new, more efficient equipment we will be able to complete the required tasks in a more efficient time frame, thus freeing up man hours for other projects.

Redexim

Overseeder 3D 1575

The redesigned Overseeder 3D 1575 features an all-new seed delivery mechanism with single-point adjustment. The robust discs cut grooves in the soil for seed to be accurately placed before the roller closes the groove to cover the seed. This durable seeder is well suited to a range of surface types.



Specifications

SKU	122.157.502
Working width (m)	1.5
Working width (inch)	62.2
Max. Working depth (mm)	Max 20
Max. Working depth (inch)	.19 - .78
Max. Working speed (km h)	12
Working speed (mph)	7.5
Weight (kg)	1184
Weight (lbs)	2610
Disc spacing (mm)	75
Disc spacing (inch)	2.9
Hopper capacity (ltr)	276
Hopper capacity (cu.ft.)	9.7
Number of seeding elements	21
Min. Tractor HP required	40
Min. lifting capacity (kg)	1300
Min. lifting capacity (LBS)	2866
Max. capacity (m ² hr)	18900
Max. capacity (ft ² hr)	203438
Three-point hitch	3-point CAT 1-2
Lubricant	EP2

Quote Summary
Prepared For:

 Burlington Parks
 MA

Prepared By:

Mark Casey

 Finch Services, Incorporated
 154 Maple Street
 Stoughton, MA 02072
 Phone: 800-560-3373
 mcasey@finchinc.com

REDEXIM - MUNICIPAL DISCOUNT 5 % Applied

Quote Id: 23416437

REDEXIM 1575 3d SEEDER - For Athletic Fields & Sports Turf

Created On: 04 January 2021

* Includes Set-UP Freight & Delivery to your location.

Last Modified On: 04 January 2021

Expiration Date: 15 July 2021

Equipment Summary	Suggested List	Selling Price	Qty	Extended
REDEXIM 1575 3D	\$ 17,850.00	\$ 16,957.50	X 1	= \$ 16,957.50
Equipment Total				\$ 16,957.50

Quote Summary

Equipment Total	\$ 16,957.50
SubTotal	\$ 16,957.50
Est. Service Agreement Tax	\$ 0.00
Total	\$ 16,957.50
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 16,957.50

Selling Equipment

Quote Id: 23416437

REDEXIM 1575 3D

Hours:	0	Suggested List		
Stock Number:		\$ 17,850.00		
		Selling Price		
		\$ 16,957.50		
Code	Description	Qty	Unit	Extended
122.157.502	Over-Seeder 1575 3D	1	\$ 16,995.00	\$ 16,995.00
Other Charges				
Freight		1	\$ 855.00	\$ 855.00
Other Charges Total				\$ 855.00
Suggested Price				\$ 17,850.00
Customer Discounts				
Customer Discounts Total			\$ -892.50	\$ -892.50
Total Selling Price				\$ 16,957.50

RECREATION Capital Warrant Article Backup



Town of Burlington Capital Request Form

Free Cash 7-13
Recreation – Accessible Van (5 pages) **FY 2022**

Requesting Department:

630-Recreation: Director

Request Title:

Accessible Passenger Van

Project Description:

Purchase an accessible Ford Transit passenger van to transport participants with a disability in our Therapeutic Recreation programs

This request is:

New

Continuation of Prior Request/Project Phase

Estimated Project Cost:

\$ 58,000

Proposed Funding Source:

-Select-

Estimated Useful Life:

15 years

Priority Ranking:

Low-New or expanded services

Purpose/Benefit/Impact if Postponed:

We will not be able to transport participants with a disability, preventing them from participating in our programs.

Alternatives Considered:

Continuing to put money in our budget to rent vans to transport participants with a disability.

Project Timeline:

Summer 2021

For Vehicles or Equipment:

Repair

Replacement

New/Additional

This request is for a:

Make/Model:

Year:

ID#:



QUOTE

CUSTOMER

Contact Name:	Tommy Lee
Company/Dept:	Town of Burlington DPW
Street Address:	25 Center St
City, State, Zip:	Burlington MA
Phone:	781-505-1145
E-Mail:	tlee@burlington.org

Date: February 5, 2021
Valid for: _____
Customer #: _____
Contract: Budget
Sales Rep: Jay Matisko

TERMS AND CONDITIONS

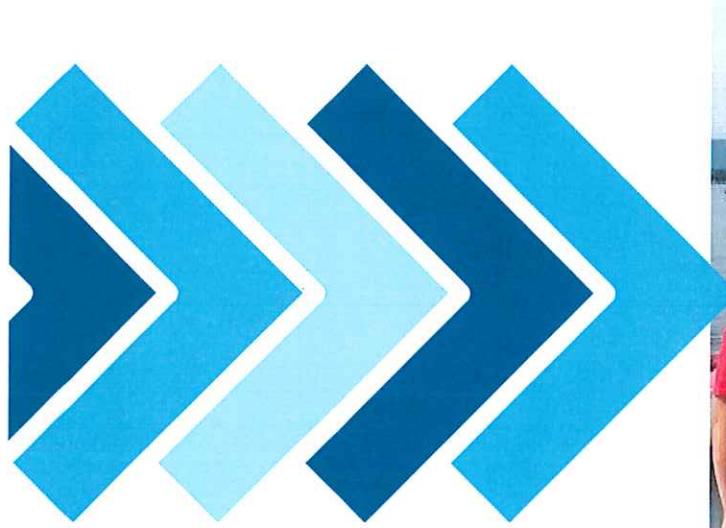
*This quote is valid for 60 days from the date of quote. Any purchase orders or approved quotes received outside of the 60 day quote period will be subject to price adjustments. By signing this quote, the customer is agreeing to pay, in full, for all items listed above. Any requests for changes, modifications, replacements, removals or additional items may be subject to additional fees and/or adjusted delivery dates.

M.G.L.c. 30B applies to the procurement of all commodities quoted. Contract items have been collectively purchased pursuant to M.G.L c 30B sec 1c and M.G.L c.7 sec 22B. The government body is responsible to determine the applicability of M.G.L. c30B to off contract items, but not limited to, off contract items that have already been properly procured under M.G.L. c30B sec 1c and M.G.L. c7 sec 22A (purchases from a vendor on contract with the Commonwealth), other contracts procured under M.G.L. c30B sec 1c and M.G.L. c. 30B contract between the vendor and the jurisdiction. All off contract items must be procured under M.G.L. c. 30B.

The terms and conditions stated herein and the provisions of any agreement between MHQ and Buyer, if applicable, shall constitute the complete and only terms and conditions applicable to any and all purchases by Buyer from MHQ. Any additional and/or different terms and/or conditions printed anywhere including on, or with, Buyer's order shall be inapplicable in regard to any purchase by Buyer from MHQ.

What is Therapeutic Recreation?

- Therapeutic Recreation uses recreation and leisure based activities
- The goal is to use these activities to improve the quality of life of people with disabilities
- TR can also work on life-skills related to functional independence
- Recreation Therapists are the qualified providers of TR services after completing an undergraduate education, clinical 560+ hour internship and passing the national board exam.



What does the Therapeutic Recreation (TR) Division at Burlington Parks and Recreation do?

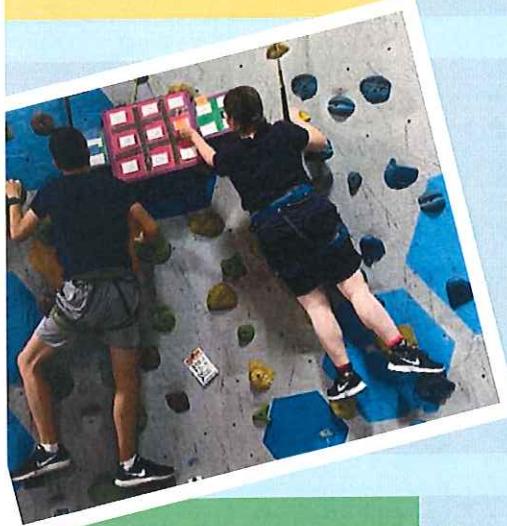
- Provides fun, engaging and purposeful recreation programs, events and services for individuals with disabilities
- The participant population served stretches from kids as young as 3 to active adults ages 60+ all who happen to have a disability!
- Participants may have cognitive, developmental or physical disabilities including but not limited to Autism, Cerebral Palsy, Down syndrome, developmental delay, visual impairments, etc.

Therapeutic Recreation Impact in the Burlington Community



Joy

The feeling shared by participants, staff and community when everyone has equal access to recreation in Burlington.

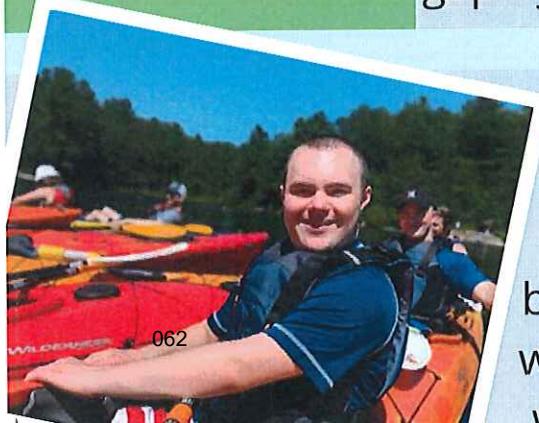
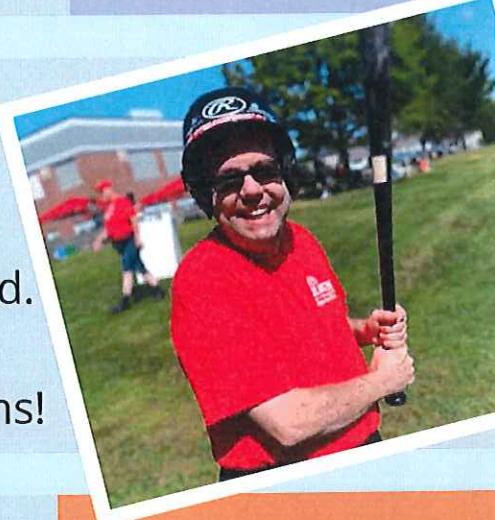


TR programming is designed for participants to try new things, take positive risks and have "I can" moments in their lives.

Adventure

Wellness

The average life expectancy for someone with a disability is around 50 years old vs a neuro-typical person being 70 years old. BPRD wants to help bridge this gap by providing active programs!



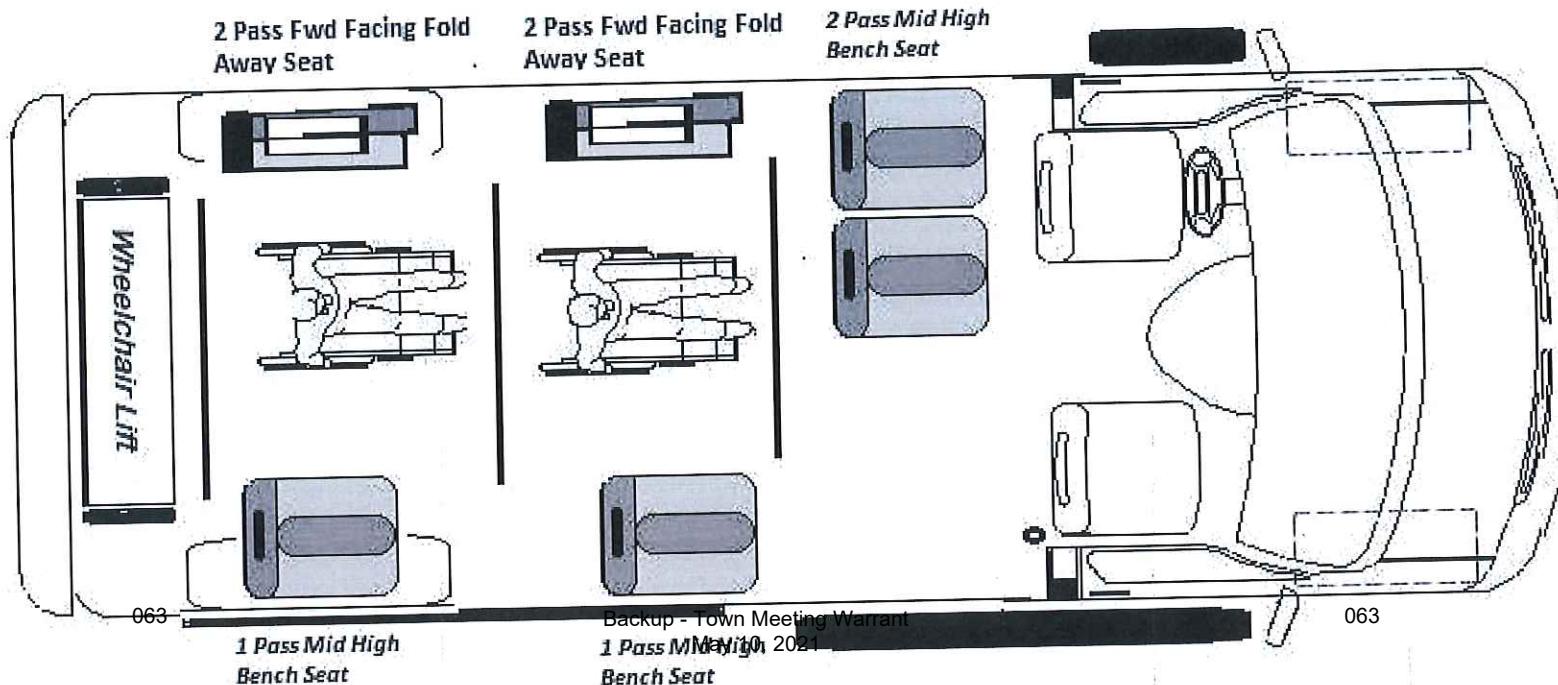
The TR division strives to replace the economic, attitudinal and physical barriers that may stand in the way of people with disabilities with opportunity and access.

Opportunity

Why do we need accessible passenger vans?

- To be able to transport participants with physical disabilities and/or mobility challenges
- Demonstrates that BPRD is transporting participants with disabilities in a vehicle that is appropriately adapted and equipped to meet the level of support they may utilize
- Will ensure all participants get to stay together for the duration of the program
- Allows us to travel as a group to even more locations to provide diverse and high quality programming
- Serves as a fundamental building block to making all TR programs at BPRD fully accessible and inclusive

Ford Transit 8 Passengers + Driver + Co-Pilot 2 Wheelchair Positions



SCHOOL Capital Warrant Article Backup

Burlington High School - Red Devils
Track and Field Renovation Project
Cost Estimate

617-506-3772
www.nesraeng.com
NESRA
ENGINEERING, LLC



ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	COST	TOTAL COST	REMARKS
1	Engineering					\$ 25,000.00	
A	Bond, Mobilization and General Conditions	LS	1	\$ 25,000.00	\$ 25,000.00		
2	Site Preparation					\$ 65,000.00	
A	Temporary Facilities (Fencing, Const. Entrance Portable Toilets, etc.)	LS	1	\$ 10,000.00	\$ 10,000.00		
B	Remove and dispose infill material	LS	1	\$ 15,000.00	\$ 15,000.00		
C	Remove and dispose synthetic turf field	LS	1	\$ 40,000.00	\$ 40,000.00		
3	Earthwork					\$ 25,000.00	
A	Laser Grade Field and prep for turf	LS	1	\$ 25,000.00	\$ 25,000.00		
4	Field Surfacing					\$ 454,188.00	
A	Filled synthetic turf system	SF	86.512	\$ 5.25	\$ 464,188.00		
4	Track Surfacing					\$ 130,203.00	
A	Track Resurfacing - Structural Spray	SY	5,661	\$ 23.00	\$ 130,203.00		
Subtotal: Contingency (3.5%) Engineering and CA (5%) TOTAL TOTAL with Optional Items							
Optional Items - Shock absorption system under turf - \$150,000 (not required but recommended) - Alternative infill material - \$5,000 *CA - Construction Administration *Surfacing Quote from Cape and Island Tennis And Track *Turf Quote from Geosurfaces (NET) *Infill and Shock Absorption Quote from Brock USA							

SCHOOL Capital Warrant Article Backup

March 25, 2021

Mr. Robert Cunha
Director of Operations
Burlington Public Schools
123 Cambridge Street
Burlington, MA 01803

RE: Francis Wyman Elementary School: Intercom and Masterclock System Design (Rev.1)
41 Terrace Hall Avenue
Burlington, MA

Dear Mr. Cunha:

In accordance with your request, BLW Engineers, Inc. (BLW) is pleased to submit a Scope of Engineering Services at the above referenced facilities.

Scope of Services

Design Services will include the preparation of plans and specifications for a new replacement intercom and Masterclock system for the above referenced facility in accordance with the following:

- BLW Engineers will attend project meetings to discuss the existing intercom and Masterclock systems, gather information on the existing systems, gather any available as-built information on the system.
- Electrical Engineers will survey the building, documenting all intercom and Masterclock system components.
- Engineers will document ceiling and wall types, ceiling heights.
- Set up meeting with the Burlington School Department to discuss the project.
- Provide a narrative/study documenting existing conditions, purpose for replacing the existing intercom and masterclock system; providing opinion-of-cost for the new intercom and masterclock system. The opinion-of-cost will be utilized by the Burlington project manager, to secure funding for the project.
- Provide a 90% design development set of drawings indicating the demolition of the existing systems and the layout of the security and clock systems for the building.
- Provide preliminary bid specifications.
- BLW Engineers will attend a project coordination meeting to review the design development plans and specifications with the Burlington project manager.

Construction Document Services will include further detailed construction plans and specifications for the intercom and masterclock systems for the existing school in accordance with the following:

- Electrical design shall include a new complete intercom and masterclock system.
- BLW will meet with the Burlington Fire Department for a final review of the drawings; address all BFD comments.
- All systems design shall conform to Massachusetts State Building Code, NFPA 72, the Burlington Fire Alarm Regulations.
- BLW will provide required fieldwork for verifying existing conditions and documenting existing wall and ceiling types.

Bidding Services will include attending a pre-bid walkthrough; answering of contractor questions during the bid process; preparation of any addenda required.

Construction Administration Services will include shop drawing review; answering of contractor questions; review any change orders; review of contractor's payment requisitions; up to six (6) electrical site visits during construction; perform a final inspection; and attend a final systems test.

Assumptions

- BLW will provide one reproducible contract documents for each submission.
- Record drawings are not included in this proposal.
- Asbestos containing materials are not expected to be encountered during this course of this project. Environmental consultant services are not included in this proposal.
- Structural engineering services are not included in this proposal.
- The proposed project consists of the fire alarm replacement for the Francis Wyman Elementary School.

Project Personnel

Project Manager: John C. Pierga P.E., Principal

Electrical: John Pierga, P.E. Principal
Kevin Vanderhoof, Electrical Engineer

Proposed Fee

Francis Wyman Elementary Intercom and Masterclock System	
Investigative Narrative/Study/Cost Estimate	\$ 3,750.00
90% Design Documents	\$ 10,500.00
100% Construction Documents	\$ 3,250.00
Bidding	\$ 650.00
Construction Administration	\$ 4,250.00
Total	\$ 22,400.00

ESTIMATED CONSTRUCTION COSTS:

Intercom System: \$156,000.00

Clock System: \$52,000

Demolition/Removal of Existing: \$32,000

Cutting/Patching/Painting: \$10,000

TOTAL: \$250,000.00

Additional services will be provided on an hourly basis.

Expenses for reproduction for required submissions (1 copy), travel, mileage and couriers have been included in the base fee.

Invoices for the above stated fee would be submitted monthly, based on a lump sum, percent complete basis by task.

Thank you for the opportunity to present this proposal. If you have any questions or need additional information, please feel free to contact our office.

Very truly yours,

Accepted:

BLW Engineers, Inc.

Burlington Public Schools

John C. Pierga

John C. Pierga, PE
Principal

Date:

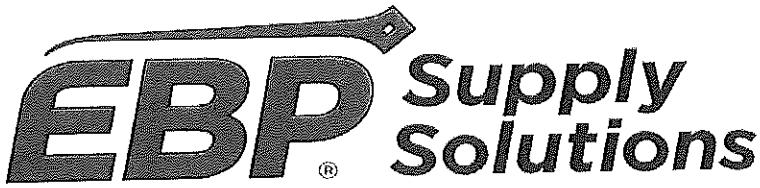
SCHOOL Capital Warrant Article Backup

System-wide Sanitary Hygiene Product Dispenser Installation

School	Number of bathrooms	Unit Cost	Cost per School
BHS	42	\$ 390.90	16,417.80
MSMS	33	\$ 390.90	12,899.70
Fox Hill	21	\$ 279.02	5,859.42
Francis Wyman	33	\$ 279.02	9,207.66
Pine Glen	12	\$ 279.02	3,348.24
Memorial	22	\$ 279.02	6,138.44
	163		\$53,871.26

Product	Quantity	Unit Cost	Total
Napkins	14	\$ 28.88	404.32
Tampons	11	\$ 63.38	697.18
	25		\$ 1,101.50

Total: **\$54,972.76**



200 Research Drive
Milford, CT 06460
P: 1.800.972.9622
F: 203.878.0438

65 Sunnyslope Ave.
Tewksbury, MA 01876
P: 1.800.287.3323
F: 978.640.0353

111 Melrich Rd. STE A
Cranbury, NJ 08512
P: 1.888.436.6116
F: 800.463.5905

35111
03/26/2021
Mon, Thurs

EXPERT THINKING | TOP BRANDS | SERVICE & TRAINING

To: BURLINGTON MA PUBLIC SCHOOLS(AR ACCOUNT) - 879109701

Sales Rep:
Dan Harrington
800-287-3323
dharrington@ebpsupply.com

CSE:
Ashley Fitzgerald
800-287-3323
afitzgerald@ebpsupply.com

Contact:
Bob Cunha

Phone: 781-270-1800
Fax:
Email:

Quote Name: Quote 35111.1 - BURLINGTON MA PUBLIC SCHOOLS
[879109701]

#	Item #	Item Description	Pack	UOM	Price	QTY ORD	Extended Price
1	421906106	Sanitary Napkin MaxiThin MT-4 Hospital Specialty 25130973	250	CS	28.88		\$ -
2	421910111	Tampax Tampon T500 Hospital Specialty	500	CS	63.38		\$ -
3	130901082	Dispenser Evogen Dual Free EV1 Hospesco Feminine Hygiene	1	EA	279.02		\$ -
4	950102341	Vendor Tampon Napkin B2706C Bobrick Free Mechanism	1	EA	390.90		\$ -
						Total: 0	\$0.00

SCHOOL Capital Warrant Article Backup



RISE Engineering Air Sealing and Insulation Recommendations

Date: July 18, 2019
Facility: **Marshall Simmons Middle School**
Location: 114 Winn St, Burlington, MA 01803

Scope created by: Erik Nerstheimer, Field Services Supervisor, RISE Engineering
enerstheimer@riseengineering.com
(401) 784-3700 x 6133. Mobile: (401) 744-8387

GENERAL PROJECT DESCRIPTION

- Perimeter air sealing.
- Door and window weather-stripping.
- Pipe insulation.

Weatherization Measures

- Air sealing: There are gaps causing air leakage at the wall to roof connection around the perimeter of the school in some sections.
- Seal the 3 "nominal gaps where the roof deck connects with the perimeter I beam. Also, seal the 1" nominal gaps between the bottom of the I beam and the top of the exterior walls. Areas to be treated: 74' of the front entry and the one story perimeter around the cafeteria and gym areas. Lineal footage: 1304

Total charge for this measure: \$46,566

- Door weather-stripping: There are 29 exterior doors that would benefit from new/ replacement weather-stripping.
Install weather-stripping and appropriate sweeps to:
 - 8 single aluminum doors - weather-strip the frame, and install sweeps.
 - 20 double aluminum doors - replace the existing damaged/ non-effective bulb and astragal pile weather-stripping, and install new sweeps.
 - 1 single steel door - weather-strip the frame and install a new sweep.

Total charge for this measure: \$15,174

- Pipe Insulation: There are exposed copper and iron heating pipes in the boiler room and in the catwalk area above the locker room. Install fiberglass pipe insulation with all service jacket and PVC fitting covers. Total lf: 71 with 35 fittings.

Total charge for this measure: \$1,817



RISE Engineering Air Sealing and Insulation Recommendations

Date: July 18, 2019
Facility: **Burlington High School**
Location: 128 Cambridge St, Burlington, MA 01803

Scope created by: Erik Nersheimer, Field Services Supervisor, RISE Engineering
nersheimer@riseengineering.com
(401) 784-3700 x 6133. Mobile: (401) 744-8387

GENERAL PROJECT DESCRIPTION

- Door and window weather-stripping.
- Pipe insulation.

Weatherization Measures

- Door weather-stripping: There are 54 exterior doors that would benefit from new/ replacement weather-stripping.

Install weather-stripping and appropriate sweeps to:

- 13 single aluminum doors - weather-strip the frame, and install sweeps.
- 40 double aluminum door - replace the existing damaged/ non-effective bulb and astragal pile weather-stripping, and install new sweeps.
- 1 single steel door - weather-strip the frame and install a new sweep.

Total charge for this measure: \$28,902

- Window weather-stripping: There are 206 original hopper style aluminum windows. The plastic fin weather-stripping is deteriorated or has flattened and in need of replacement.
- Replace the existing weather-stripping by removing the sash and removing any old weather-stripping material, cleaning the weather-stripping slot and installing a new rubber bulb weather-stripping. Lineal footage of window perimeter: 2060 lf

Total charge for this measure: \$91,884

- Pipe Insulation: There are exposed copper and iron heating pipes in the boiler room and in the catwalk area above the locker room. Install fiberglass pipe insulation with all service jacket and PVC fitting covers. Total lf: 49 with 8 fittings.

Total charge for this measure: \$1,310

SELECTMEN Capital Warrant Article Backup

Storage Shed at West School Site

Free Cash 7-18
Selectmen - Historical Storage Shed
(5 pages)

The Historical Commission was created by Town Meeting in June 1966, adopting the provisions of Section 8D of Chapter 40 of the Massachusetts General Laws. The seven members and alternates, appointed by the Board of Selectmen, are established for the preservation, promotion and development of the historical assets of the Town; said Commission to have and exercise the powers and duties contained in said Section 8D of Chapter 40 of the General Laws.

What is our need?

The commission has a large number of artifacts stored in an ISO container, museum basement, homes and sheds. Many of the items are too large for display at the museum or collections that are put on display periodically. Items include: Blacksmith kiln and anvil, Wheat cutter and harness, Muck wagon, Model Barge (school bus) wagon, Large potbelly stove, 6 plows, Horse trough, Horse collar hanger rack, Large wooden farm barrels, Plumber's site job box, hand tools, house wares, clothing

What are we trying to do?

Construct a shed to permanently store and display the Town's historical assets. The shed would be sited behind the West school, and look like the 1890's Cox blacksmith shop that once stood on the Town common at the corner of Bedford and Center Street. The co-located shed and school would be available for viewing on scheduled dates or by request.

Is this a shed or another museum building?

In conformance with town zoning laws the primary use of the shed will be for the storage of historical assets. It will be opened for public viewing when groups visit the West School.

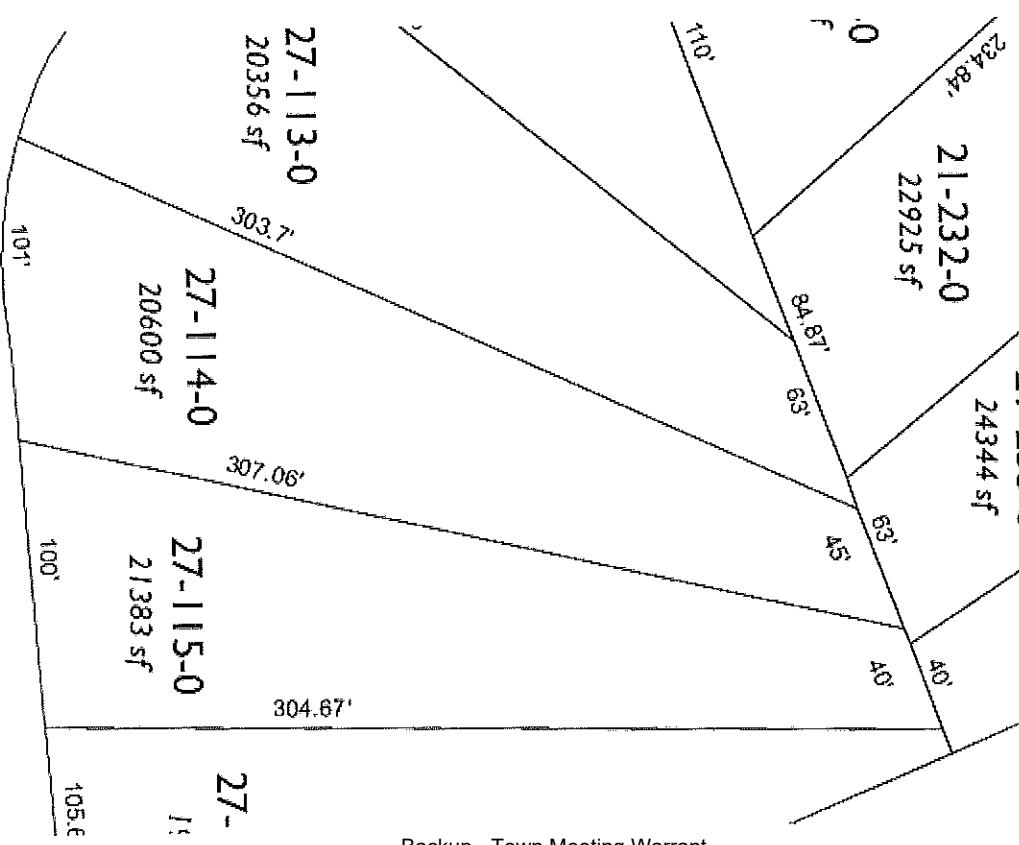
Are there any zoning restrictions?

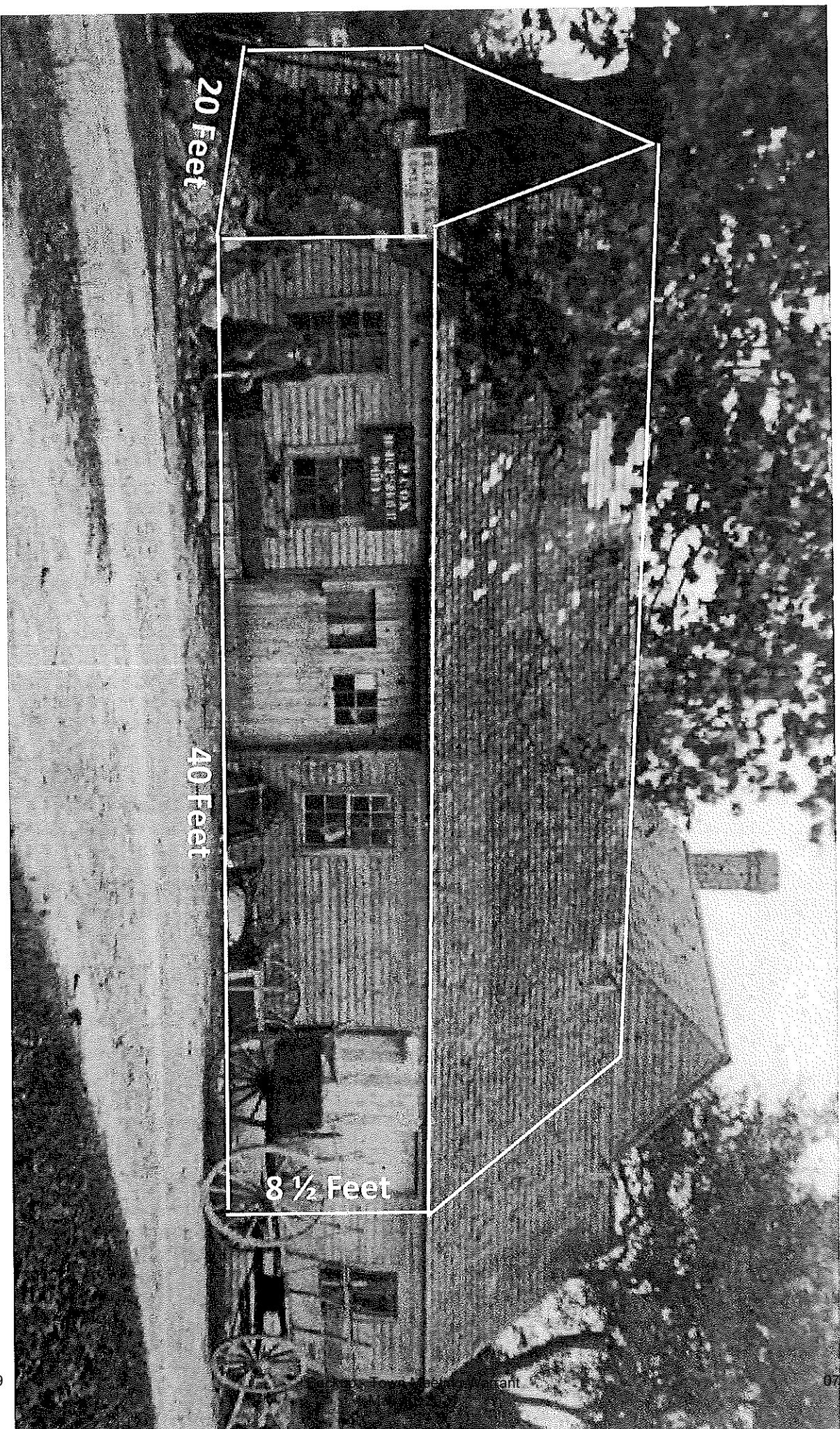
No. The 20,415 sq-ft lot is zoned for residential use. The architecture and size would match the ranch houses on the adjoining lots. The construction of a shed is a by-right use, and the size and location of the shed will not require any zoning variances.

What utilities are needed?

The only utility in the shed will be electricity, which is already available on-site. There will be no restroom.

On the corner of Francis Wyman Road and Bedford Street once known as Pasho's Corner is the former home of Curtis White, built about 1860. Later, this became the home of Mr. Otis Haven whose heirs sold to the present owner Mr. Louis Skelton. The building on the opposite side was known as the West School until 1897, when the Union School was built and all district schools abandoned. In 1899 Mr. Otis Haven purchased it and later used it for a garage. The old blackboards are still on the walls. It is the only one of the four district schools which has not been changed in any way. Some of the scholars handiwork may still be seen on the blackboards. *The History of Burlington 1640 – 1950* by Lotta Cavanagh Rice Dunham



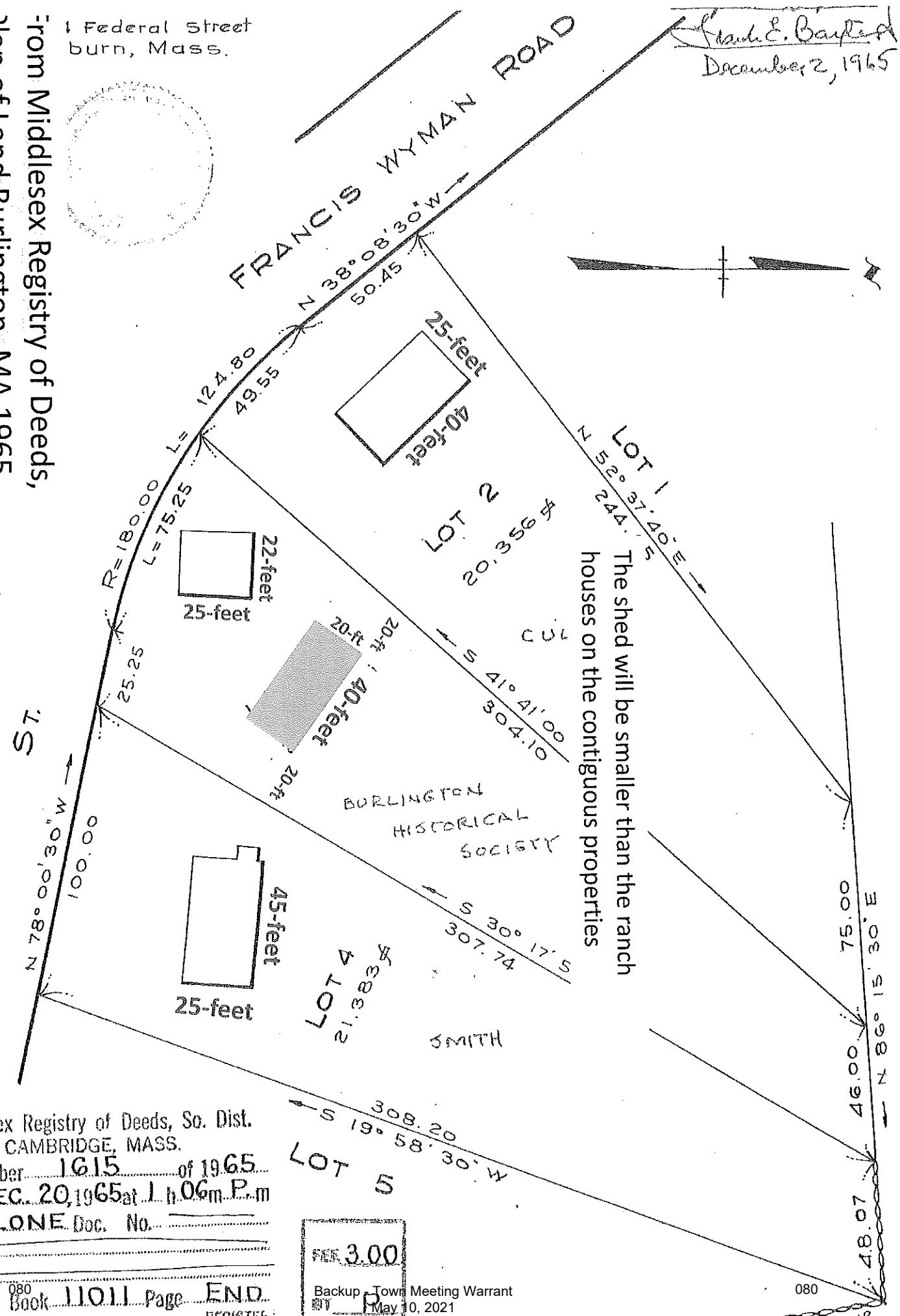


"The town pound was located at the corner of Bedford and Center Streets and opposite to where Mr. William Pollock's home now stands. The building used by Mr. Pollock as a garage was at that time **the blacksmith shop of Mr. Richard Alley**. This was in 1851. In 1898, Mr. Archie Cox was running the blacksmith shop, and still later it was carried on by Mr. Dockendorf." *The History of Burlington 1640 – 1950* by Lotta Cavanagh Rice Dunham

1 Federal Street
burn, Mass.

Frank E. Carpenter
December 2, 1965

From Middlesex Registry of Deeds
Plan of Land Burlington, MA 1965



Middlesex Registry of Deeds, So. Dist.
CAMBRIDGE, MASS.

Plan Number 1615 of 1965
Rec'd DEC. 20, 1965 at 1 h 06m P.M.
With ALONE Doc. No. _____

080
Recorded, Book 110.11, Page END.
Attest: *SPQ* REGISTER

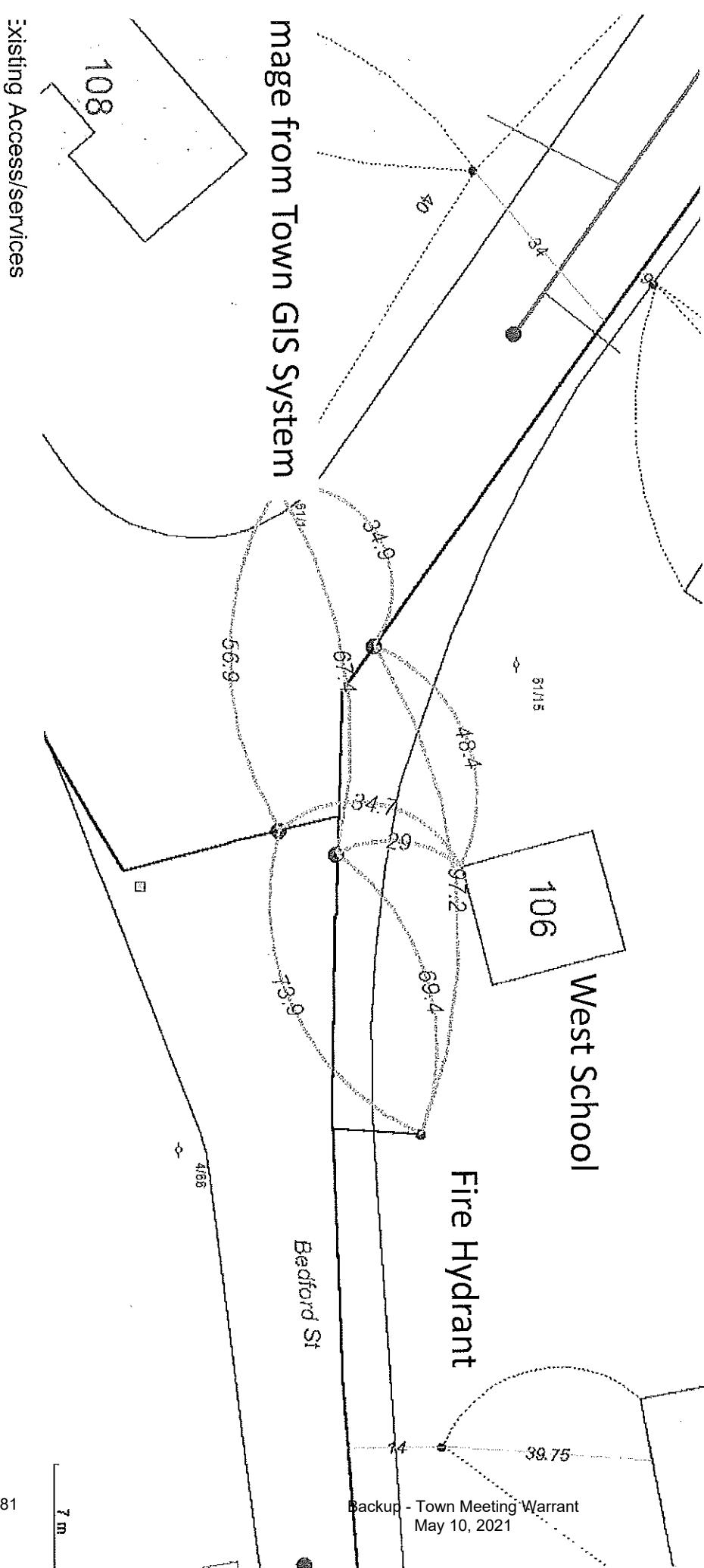
PER 3.00

Backup Town Meeting Warrant
May 10, 2021

Existing Condition

Property is zoned RO; One Family Residential Dwelling District; sheds, barns and similar structures are a permitted uses under Town Zoning .aws paragraph 4.3.1.11. Zoning restrictions are:

Minimum lot area	20,000 SF
Minimum lot frontage	100 FT
Minimum front yard	25 FT
Minimum side yard	15 FT
Minimum rear yard	15 FT
Minimum lot width	20 FT
Minimum yard adjoining RO & RG, OS and residentially zoned land in contiguous municipalities	None
Maximum aggregate building-to-ground area percentage	None



Facing the site from Bedford Street there is a driveway to the right of the schoolhouse. Next to the driveway is a fire hydrant. There are no other links to the Towns water or sewage system.

SELECTMEN Capital Warrant Article Backup



Town of Burlington Capital Request Form

Free Cash 7-19
Selectmen – Town Common 9/11
Memorial Improvements
(3 pages)

FY
2022

Requesting Department:

122-Selectmen/Administrator

Request Title:

Town Common 9/11 Memorial Improvements

Project Description:

The Board of Selectmen is requesting these funds to make various improvements to the Town Common 9/11 Memorial. Those improvements will include; patio pavers in a half circle, with two sitting walls on each side, along with a opening in the middle. (Rendering attached).

This request is:

New

Continuation of Prior Request/Project Phase

Estimated Project Cost:

\$ 25,000

Proposed Funding Source: Free Cash

Estimated Useful Life:

Priority Ranking:

-Select-

**Purpose/Benefit/Impact
if Postponed:**

The purpose of this request is to make improvements to the memorial that will make it a more inviting and comfortable space for the public to come and reflect.

Alternatives Considered:

N/A

Project Timeline:

Summer 2021

For Vehicles or Equipment:

Repair

Replacement

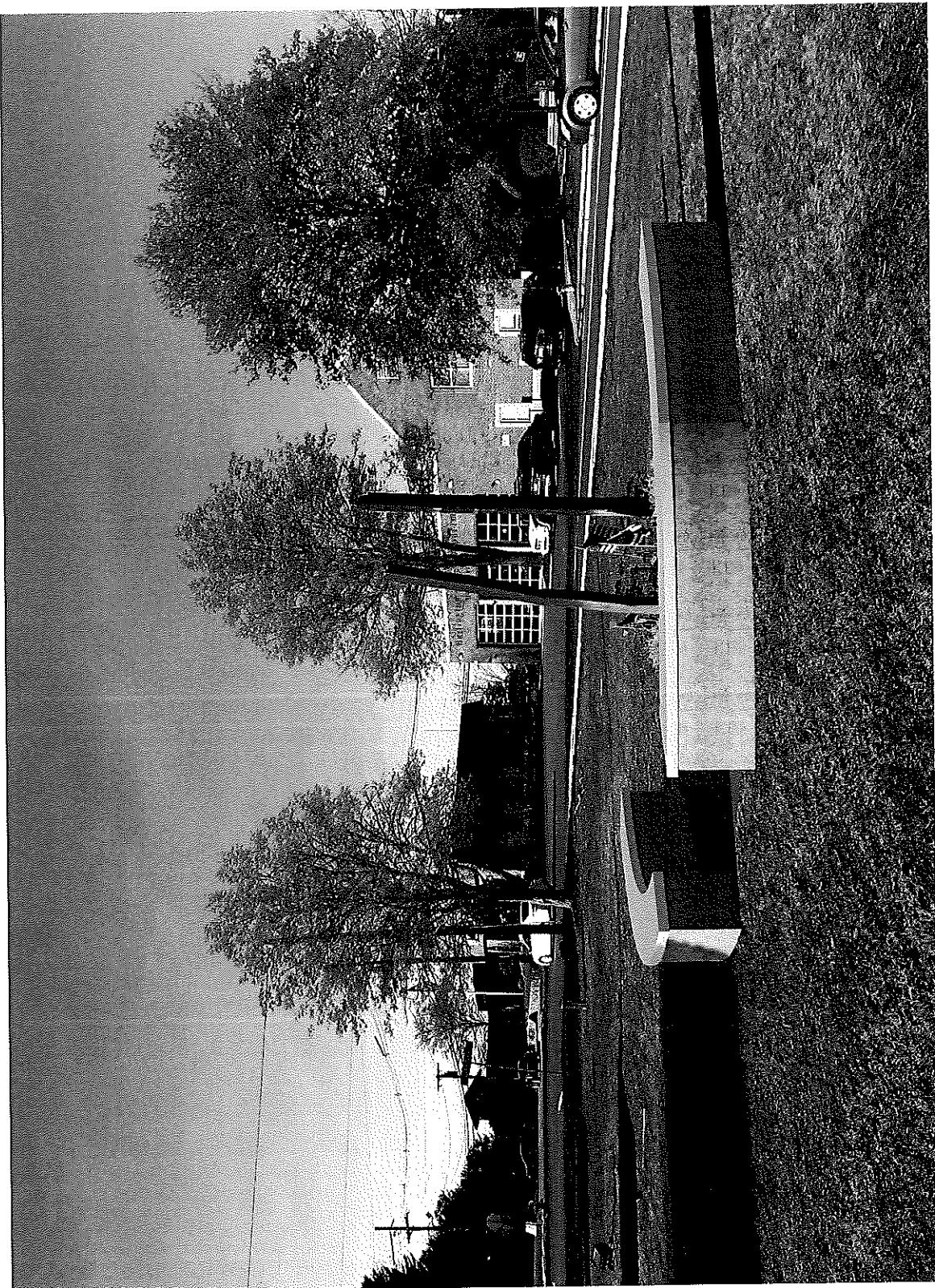
New/Additional

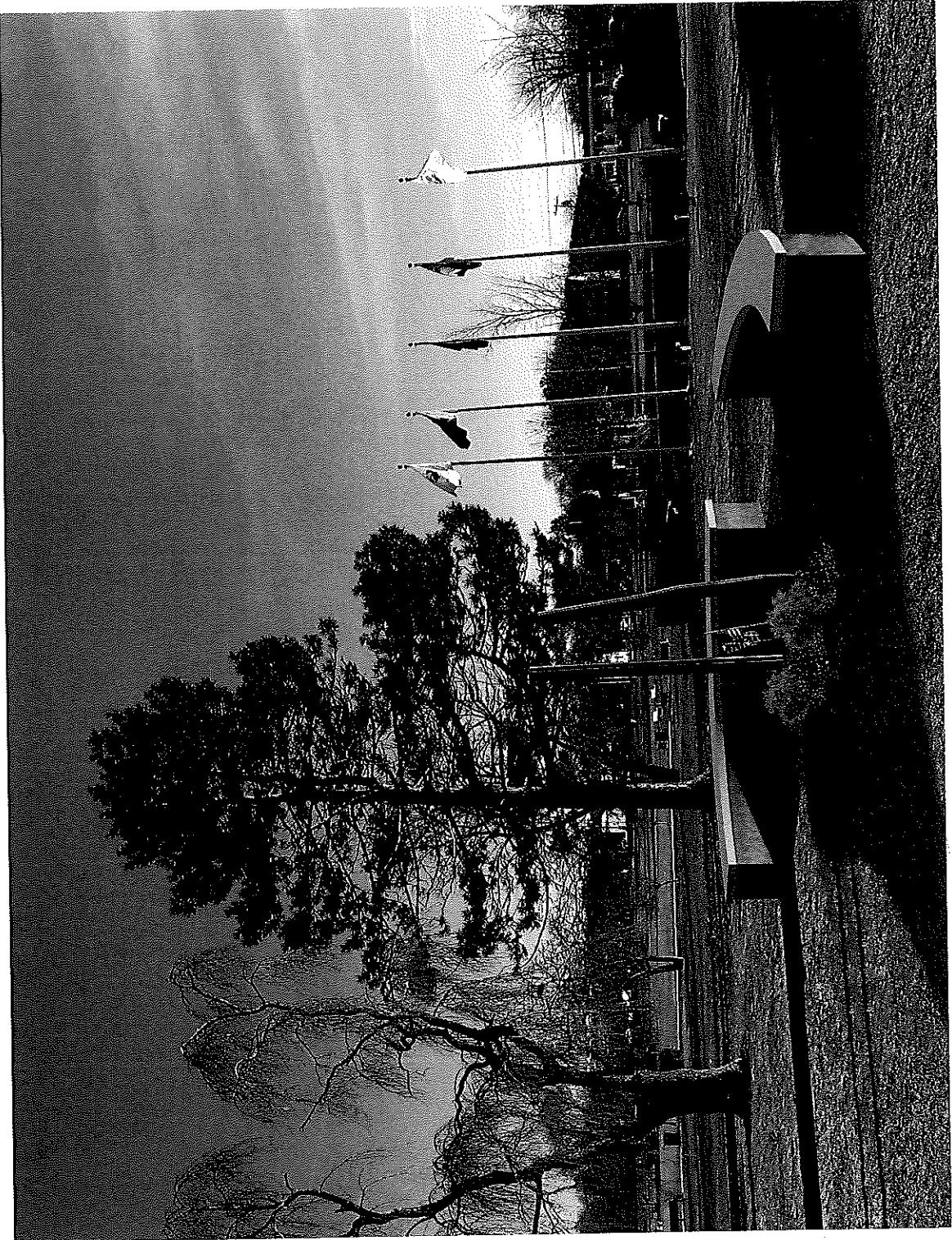
This request is for a:

Make/Model:

Year:

ID#:







Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Jamesy Tesler, Acting Secretary & CEO

massDOT
Massachusetts Department of Transportation

Financial Article 8
Chapter 90
(1 page)

February 22, 2021

Town Administrator Paul F Sagarino Jr.
29 Center St
Burlington, MA 01803

Dear Town Administrator Paul F Sagarino Jr.,

We are pleased to inform you that we anticipate Chapter 90 local transportation aid funding for Fiscal year 2022 will total \$200 million statewide, pending final legislative approval.

This letter certifies that, pending final passage of the bond authorization, your community's Chapter 90 apportionment for Fiscal year 2021 is \$1,092,064.00. This apportionment will be incorporated automatically into your existing 10-year Chapter 90 contract, which will be available on the MassDOT website www.massdot.state.ma.us/chapter90.

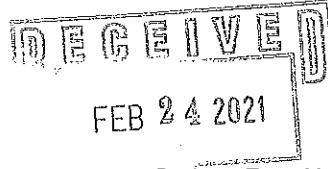
The Chapter 90 program is an integral part of maintaining and enhancing your community's infrastructure and is an essential component of our state-local partnership. We look forward to working with you in the coming year to continue the success of this program.

Thank you for all that you do to make the Commonwealth of Massachusetts a great place to live, work and raise a family.

Sincerely,

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor



Backup - Town Meeting Warrant
envelope
May 10, 2021



TOWN OF BURLINGTON

WHITNEY C. HASKELL

BUDGET DIRECTOR/CHIEF PROCUREMENT OFFICER

DEPARTMENT OF ACCOUNTING

29 CENTER STREET, 2ND FLOOR | BURLINGTON, MA 01803

(781) 270-1669 | whaskell@burlington.org

Financial Article 9
MWRA I/I Debt Services
(1 page)

To: Town Meeting Members

From: Whitney Haskell, Budget Director

Re: MWRA Debt Service Back Up

Date: March 23, 2021

I would like to respectfully request that Town Meeting approve a transfer of \$77,975 from the Sewer Inflow / Infiltration Fund for the purpose of paying the FY22 debt service on the Town's 0% MWRA I/I loans as follows:

<u>Loan Year</u>	<u>Total Loan Amount</u>	<u>Payment Status</u>	<u>Amount Due</u>
2017	\$224,750	5 of 10	\$22,475
2019	\$277,500	3 of 10	\$27,750
2021	\$277,500	1 of 10	\$27,750
			<hr/> <u>\$77,975</u>

The Town regularly participates in an MWRA Loan/Grant Assistance program to eliminate the inflow and infiltration of water into the Town's sewer system. The amounts reflected above represent the repayment of three 10 year, 0% interest loans that represent 25% of the Town's allotment for that program phase. The Town also received 75% of the total allotment for each program phase as direct grant which does not need to be repaid. All loan payments are fully encumbered within the Sewer (I/I) Inflow Infiltration Fund at the time of their approval at Town Meeting and thus there is no impact on property taxes from the repayment of these loans. The Sewer (I/I) Inflow Infiltration Fund is funded through fees collected for connecting to the Town's sewer system.



TOWN OF BURLINGTON

WHITNEY C. HASKELL

BUDGET DIRECTOR/CHIEF PROCUREMENT OFFICER

DEPARTMENT OF ACCOUNTING

29 CENTER STREET, 2ND FLOOR | BURLINGTON, MA 01803

(781) 270-1669 | whaskell@burlington.org

Financial Article 11
Transfer to Water Stabilization
(1 page)

To: Town Meeting Members

From: Whitney Haskell, Budget Director

Re: Transfer from Water Stabilization

Date: March 23, 2021

In May of 2018, Town meeting voted to establish a Water Stabilization Fund as a mechanism for capturing water revenue from the general fund and applying it to the costs associated with admission fees, debt service and water supply expenses related to the Town's connection to the MWRA. Since water revenue comes into the general fund as a local receipt, it must be closed out to free cash and then transferred to the stabilization fund in order to for it to become accessible for this purpose.

In January of 2019, Town meeting approved the first transfer from Free Cash into the Water Stabilization Fund. Due to the timing of this initiative and creation of the fund, that first transfer represented a partial year of collections made between July 1 and November 30 of 2018.

In May of 2019 Town meeting made the first authorization of expenditures from that fund the operating expenses budgeted for FY20, and the same was done in May of 2020 for expenses budgeted in FY21.

This process will be followed this year, and each year moving forward. In January of 2021, Town meeting authorized a transfer of free cash from the Water Stabilization Fund. We are now requesting that the body authorize expenditures to fund operating expenses budgeted for FY22.

Authorization of expenditures from the Water Stabilization Fund requires a two-thirds vote of Town Meeting.

BORROWING



**Town of Burlington
Capital Request Fo**

Financial Article 12
Borrowing – Phase 1 Public safety
Communications Network Upgrade and
Replacement
(4 pages)

**FY
2022**

Requesting Department:

220-Fire

Request Title:

Public Safety Communications Equipment Upgrade

Project Description:

The goal of this project is to replace the town's outdated Public Safety communications equipment through a phased in approach. The first phase of this project would be to replace our aging and obsolete communications infrastructure in order to provide strong and reliable communications for our Police, Fire and DPW Departments throughout our town.

This request is:

New

Continuation of Prior Request/Project Phase

Estimated Project Cost:

\$ 1,240,000

Proposed Funding Source: Borrowing

Estimated Useful Life:

Twenty Years

Priority Ranking:

High-health, safety and/or legal requirement

**Purpose/Benefit/Impact
if Postponed:**

Our Public Safety communications equipment is approximately thirty years old and well past its end-of-life service capability. Our Public Safety communications system is reliant on one main repeater which is responsible for covering the entire town. This system is no longer adequate. As a result there are several areas of town where Public Safety communications are poor at best. This presents a Life and Safety hazard for members of our Police, Fire and DPW Departments.

Alternatives Considered:

It is Public Safety's opinion that we must begin the process of upgrading our communications system as early as possible.

Project Timeline:

Phase One of this project will take approximately six months.

For Vehicles or Equipment:

Repair

Replacement

New/Additional

This request is for a:

Make/Model:

Year:

ID#:



Technologies Inc.

Burlington Police, Fire and DPW Replacement of End-of-Life Communications site Infrastructure

April 2, 2021

This proposal provides for the upgrade and replacement of the existing communications infrastructure at various sites, dispatch consoles and subscriber units consisting of mobile and portable (handheld) radios with the latest available radio technology. In addition, it provides for the improved communications coverage throughout the town to address dead spots where communication is poor or nonexistent by adding supplemental receivers and transmitters to enhance the safety of the public and the police officers and firefighters that use this system every day.

The existing systems utilized by the public safety agencies in town have not had any substantial coverage or design improvements in over 30 years. The equipment currently in use is past end of life and end of manufacturer support and must be replaced.

In a phased approach which prioritizes the crucial needs of the police, fire and DPW departments the planned implementation would be in 3 increments.

This proposal also provides for a town wide communication channel which will greatly enhance operation and mitigation of serious public safety events within the town by providing a common communication channel resource for all town departments to utilize for coordination and mitigation of major events during emergencies.

Phase 1 Total \$1.2M

Provides for replacement of the end-of-life base stations for police, fire and DPW as well as police channel 1, fire channel 1 infrastructure and coverage enhancements and replacement of the end-of-life police and fire dispatch control console systems.

Police \$350K

Fire \$465K

DPW \$13K

Combined PD/FD Shared System Components \$337K

Timelines: 4-6 Months from start

- The existing police and fire systems design has not changed in over thirty years.
- All proposed dispatch and control equipment can be utilized in a future combined dispatch center.
- Multiple transmitter sites using simulcast technology will provide fill in coverage throughout town. Phase 1 includes the addition of sites for coverage enhancement.
- Simulcast for Police Channel 1 and Fire Channel 1.
- All Sites/Channels Mixed Mode Analog/P25.
- Redundant Voters in each system.
- Redundant Repeater Configuration.
- Three Receiver sites.
- New Antenna Systems at all sites.
- Back-up/Emergency 72-hour battery operation at all sites.
- Remote Diagnostics, System Alerts and Management
- DPW Main Repeater.
- Police Zetron MAX 2 Position Console with Control Stations for mutual aid, Mall, Schools, E.M.
- Fire Zetron MAX 2 Position Console with control stations for mutual aid, Mall, Schools, E.M.
- Zetron MAX Fire Station Alerting System.
- Three Year 24/7 Wraparound Warranty on all Infrastructure Components.

Phase 2 Total \$665K

Provides for replacement of all end of life portable (Walkie-Talkie) and mobile (Vehicle Mounted) radios.

Subscriber Equipment*

***Subject to State Contract Pricing Adjustments**

Police \$390K

Fire \$275K

Timeline: 60 days from start.

Phase 3* \$635K

***Subject to State Contract Pricing Adjustments**

Replace end of life base station equipment for police channel 2, fire channel 2 and Townwide channel and add additional sites for coverage improvement.

Timeline: 2-3 months from start.

BORROWING

DPW Warrant Article Backup

Article 13

Borrowing - Water Main Upgrade/Replacement

\$1,500,000

A clean water supply is the single most important municipal infrastructure system, disruption or failure can cause an immediate threat to public health. Although the Town has made some significant investments in the system to upgrade interconnections between the standpipes, the overall system is approaching its 50 year pipe design life.

The Department intends to replace this AC pipe on Sunnyside Ave and a portion of Winn St with Ductile Iron water main as well as other water mains in the system.

Purpose/Benefit:

Catastrophic pipe failure will cause significant road damage and loss of water service to Burlington's residents and businesses.