

# Board of Selectmen Minutes 02/23/2015

[Printer-Friendly Version](#)

Board of Selectmen	February 23, 2015
Regular Meeting	Selectmen's Hearing Room, Town Hall

Present:	David Nelson, Chairman
	Philip Crawford, Selectman
	Thomas Terranova Jr., Selectman

Chairman Nelson called the meeting to order at 6:01 p.m. He announced that the meeting was being taped for cable television transmission and led those assembled in the Pledge of Allegiance.

## **Kerry Ellen Haughney, Board of Library Trustees**

Ms. Haughney asked to address the Board in order to thank the residents of Lynnfield for supporting her during her service on the Board of Library Trustees over the past 21 years. She said Lynnfield is a great community and said she appreciated all the friendships she and her family had made here. She said she plans to remain active with the Friends of the Lynnfield Library and other organizations. Board members praised Ms. Haughney for her contributions and thanked her for her service.

## **Policy on war memorial**

Veterans Services Director John H. Kimball III presented to the Board a proposed policy on the war memorial. He explained that the war memorial tablets have not been updated to reflect those who served in the global war on terror or in the Gulf War. He said he created criteria for inclusion on the memorial, including that the veteran had to be honorably discharged and a Lynnfield resident at the time her or she entered military service. He said the state has no model criteria, and that he drafted the policy after viewing policies from other communities.

Chairman Nelson said he agreed with the proposed policy and said he also saw the need to create from for more names if veterans who served and qualify are identified after the memorial has been created.

Mr. Kimball said that having a stone for each war would leave room for names to be added at a later date. He said Wakefield raised funds for a new war memorial by allowing people to purchase inscribed bricks for a walkway at the memorial site. He said Lynnfield's common is small and that his intent would be to tidy up and consolidate the war memorials in one area.

Selectman Crawford said he would like to see some flexibility about the requirement that the veterans joined the service as Lynnfield residents. Mr. Kimball said he could add a provision that a denial could be appealed to the Board of Selectmen. Selectman Terranova agreed, saying the intention is to honor those who served. He said that if the Town needs to reorganize the memorial and even replace it, it should.

On the motion of Selectman Terranova, duly seconded by Selectman Crawford, the Board unanimously voted to adopt the below policy:

5. Denial of inclusion may be appealed to the Board of Selectmen.

## **Scenic Road Bylaw**

Jane Bandini of the Tree Committee appeared before the Board to discuss the proposed Scenic Road Bylaw. She noted that since her last appearance before the Board, a public forum on the proposed bylaw was held, and the proposed bylaw was included on the Town's web site. Local media covered the issues. In response to suggestions from the Board, this version, revised since the time of October town meeting when the article that would have put the bylaw in place was indefinitely postponed to allow for further consideration, five roadways that would be designated scenic roads are now included. They are Chestnut Street, Essex Street, Lowell Street, Main Street and Summer Street. These are five of the oldest roads in Town, and all have features such as stone walls and tree canopies. It was felt altering of these roads would have the most impact on the aesthetic character of the Town.

Chairman Nelson asked if other roadways had been considered. Ms. Bandini said that the Tree Committee was told to pass the bylaw first and add roads later by the Planning Board. The Board of Selectmen and others suggested that voters should know which roadways would be affected. Many Towns start by having a few roads designated, and then add to the list if the community sees the value. She noted that the bylaw is under the Planning Board's jurisdiction. She also noted that the proposed bylaw affects only Town property, not privately owned property, and does not ban any changes to the named streets, but does require a hearing before any specifically named changes can be made.

Selectman Crawford said it would be better to follow the process laid out in the bylaw for nominating roadways for consideration rather than naming them when the bylaw is to be considered. He said roadways identified by the process could be brought to a later town meeting for review. Ms. Bandini said most communities passing the bylaw include some roadways.

Selectman Terranova asked about the feedback from residents who attended the forum. Ms. Bandini said the forum was publicized widely but few attended other than representatives of the Tree Committee, Historical Commission and Conservation Commission, who suggested that more roadways be included. Selectman Crawford said he expects that there will be more interest when residents know which roads are being considered.

In response to questions from Board members, Ms. Bandini said the \$300 fine for violations is set by state law and that the Planning Board has reviewed the proposed bylaw, which was simplified to be better understood and more easily followed. She said this process has been allowed by the state for fifty years and is aimed at preserving the tree line, stone walls and other features within the public right of way.

Selectman Crawford said he would support the inclusion of the proposed bylaw in the warrant with some revisions.

In response to a question from resident Jill Giugliano, Ms. Bandini said that the town engineer would determine whether a tree or fixture is in the public right of way, and that the determination on a tree is by the location of its trunk, not branches.

Board members thanked Ms. Bandini and her committee for their work.

#### **Proposed revisions to Sign Bylaw**

Planning Board member Alan Dresios appeared before the Board to discuss proposed revisions to the Sign Bylaw. He said the proposed changes would allow the Town to put up its own signs in various locations, which is current practice but not technically allowed under the current bylaw. The proposed change would allow the placement of a 40-square-foot sign if it is single-sided, or a 32-square-foot sign if it is double-sided. No more than two signs would be allowed at a single location. There would be no limit on the number of signs less than four square feet in diameter.

Signs would be approved by the Town board seeking to place the sign, after review by the police and fire departments. Temporary signs would be reviewed by the Board of Selectmen. Signs required by the state and federal governments are exempt from the bylaw. The list of prohibited signs is similar to that employed in the Planned Village Development District, which includes the Market Street site, and there are definitions of signs from the state code as well as the definition of a public entity.

Chairman Nelson thanked Mr. Dresios for his work and said this is a good draft. He noted political signs are not addressed as First Amendment issues come into play. He said that courts have ruled municipalities can regulate the number of signs on a property and the duration that signs can be up. Mr. Dresios said he has raised the issue of political sign regulation with the Planning Board, which did not want to take up the matter. Chairman Nelson and Mr. Dresios both agreed that there had been an informal agreement against campaign signs in Lynnfield that is no longer in evidence.

In response to questions from Board members, Mr. Dresios said the dimensional limitations were the result of his measuring existing signs in the Town, that existing signs would be grandfathered, although replacements for existing signs would need to conform to the provisions of the revised bylaw, and that no variances should be allowed.

Asked by Selectman Crawford if a central authority should be in charge instead of each Town board, Mr. Dresios said the Board of Selectman already has the right to remove signs under the town charter. He said that the Planning Board favors leaving it up to individual boards. He said that the proposed bylaw would be reviewed by town counsel and the Planning Board and that illuminated signs would be banned if police and fire departments determined they would create a traffic hazard. He said the Planning Board will be discussing the matter this week.

Selectman Terranova asked about flashing signs. Mr. Dresios said they would be banned, and are only allowed in one district, along Route 1 North. He noted that existing signs would be grandfathered.

A brief discussion of an illuminated billboard located in Peabody ensued. Town Administrator James Boudreau said he is discussing this issue with the state representative's office. Selectman Terranova asked about the type of illuminated sign at the Fat Cactus, which Mr. Dresios said is not addressed in the current bylaw or the proposed revision, and noted this matter was up to the Board of Appeals. He said that if a sign changes its wording or colors, it does not require further approval from the Board of Appeals.

A Canterbury Road resident asked about the hour restrictions on lights at an auto dealership on Route 1. She was informed these are regulated through the special permit process of the Board of Appeals.

Board members thanked Mr. Dresios for his presentation.

#### **Change of manager, Legal Sea Foods, Inc., doing business as Legal C Bar, Market Street**

Donna Cruz, a paralegal with in-house counsel at Legal Sea Foods, Inc., appeared before the Board with Christopher McGowan, the proposed new manager at Legal C Bar. Mr. McGowan said he has worked for Legal for four years and has 30 years of experience in the industry. He works as a chef at the Lynnfield location and has overseen most of the restaurant with the managing partner and general manager. He has ServSafe certifications in alcohol and food service as well as crowd control training.

Selectman Crawford said that the chief concerns are not serving underage patrons and not over-serving patrons. Mr. McGowan said that the staff is well trained and all serves hold ServSafe certifications. Selectman Terranova asked about the external sound system on the patio and said as the closest restaurant to the residential neighbors, it is important to keep sound levels down.

On the motion of Selectman Crawford, duly seconded by Selectman Terranova, the Board voted unanimously to approve Christopher McGowan as the new manager at Legal C Bar.

#### **FY16 Budget Presentation: Council on Aging**

Senior Center Director Linda Naccara and Council on Aging members Fred Santangelo, Jim Walsh and Anne Hourihan appeared before the Board to present the COA's fiscal year 2016 operating budget request.

Ms. Naccara said the only significant change from the previous budget is the addition of \$1,133 to the meals line item in order to subsidize 100 meals per week at a rate of two dollars. This subsidy, along with the \$2 per-meal charge for Lynnfield residents and \$3-per-meal charge for non-Lynnfield residents, would pay for the center's meals program. The center has to turn diners away due to seating capacity issues. Board members praised the quality of the meal program.

Ms. Naccara said that the Council on Aging's operations are subsidized in great part by the Friends of Lynnfield Seniors volunteer group, which pays for much of the center's supplies, furniture and equipment. The Council on Aging budget makes up less than one-half of one percent of the Town budget.

Mr. Santangelo said that significant growth has occurred in the senior population both nationally and locally, and this trend will continue. The Lynnfield Senior Center has experienced growth as well, expanding over a 10-year period from 50 attendees per day to 210, from five to 16 programs a day, and from 15 to 50-plus lunches a day. Over that period, the staff has only expended by two positions, a full-time cook and a part-time van driver. He said that space constraints have forced the cancellation of regular programs when special programs are held, and that 10 to 20 people are turned away daily from lunch for the same reason. He noted center programs must be open to all state residents as the center accepts state grant funds. He said many non-Lynnfield residents who attend the center are former residents. He thanked the Board for its continued support.

In response to a question from Chairman Nelson, Ms. Naccara said that additional space would allow the center to accommodate more diners and programs, and that the staffing is also an issue with lunch, as the chef has assistance only from volunteers. She said if plans go forward to gain some space from the preschool space, the lunch program could be moved to a larger space. Selectman Crawford noted that the center gained one room this year and that an additional half-room would be freed up in the preschool move.

Ms. Naccara said the additional building work needed includes fixing the front landing and a sidewalk near the rear exit. These will be done by the Department of Public Works this spring. Selectman Terranova thanked Ms. Naccara, the Council on Aging and her staff for their work and praised the budget presentation. He also thanked them for pursuing grants. He asked about the outdated phone system Ms. Naccara had mentioned at the Budget Summit. Ms. Naccara said the Friends of Lynnfield Seniors will purchase the new phone system.

Mr. Boudreau said he has met with the superintendent of schools and public works director on the new room. He said that the DPW capital budget has a provision for a sliding door that will divide the room in half.

#### **FY16 budget presentation: Fire Department**

Chief Mark Tetreault appeared before the Board to present the Fire Department fiscal year 2016 operating and capital budget requests. He said his budget reflects a reorganization of the department's staffing and hours of operation. He noted the current model dates from 1971, when the Town hired its first full-time firefighting force, which works during weekdays. Nights and weekends are covered by full-time firefighters on callback and the call firefighters. Most municipal fire departments have full-time regular firefighter coverage around the clock. Implementing that model in Lynnfield would cost \$1.5 million in salaries.

Chief Tetreault said that due to changes in society in terms of employment, family obligations and roles, fewer residents are available to perform call firefighter duties. Today, a great deal of training is required in addition to the time required to answer calls. The Fire Department has also added providing the Town's ambulance service. He noted that a New Hampshire fire department was struggling to attract and retain call firefighters and getting call firefighters to answer calls. Slow response time may have resulted in a medical call that resulted in a fatality. As a result, the town hired 13 full-time firefighters.

In Lynnfield, Chief Tetreault said, response times to calls have increased from 7.42 minutes to 9.27 minutes since 2011. Calls are up as well, from 1358 in 2012 to 1667 in 2014. He predicted there will be over 2200 calls next year. Simultaneous calls are also increasing. National Fire Prevention Association guidelines call for maximum response time of nine minutes.

Chief Tetreault said that all signs indicate the system is exceeding its capacity. He said Lynnfield has lasted longer with this model than most communities its size. He is proposing that the department provide full-time staffing for 12 hours per day, from 6:00 a.m. to 6:00 p.m., seven days per week. They would work three days and have three days off on a six-day schedule. In addition, two firefighters, instead of the current one firefighter, would be on duty on the ambulance overnight.

One call firefighter would be added to supplement the regular firefighters on every shift, which would help integrate the call force into the regular day-to-day operation.

He would maintain the call force at its current number of 32 firefighters. Some of the call firefighters would be placed on an "on call" status for certain nights, although all may be called for a large emergency. He would also develop an Explorer program at the high school to recruit possible call firefighter candidates.

Implementation of this plan would require the addition of the equivalent of six full-time positions, with two new career firefighters and two call firefighters per day (or four over the three-days-on, three-days-off shift schedule). There would be an estimated \$100,000 in savings in reduced need to bring back regular firefighters on overtime.

Chief Tetreault surveyed about 13 communities that are within 1,000 of Lynnfield's population total with fire departments that provide both fire and emergency medical services. He said these communities spend about 5.2 percent of the budget on the fire department (Lynnfield spends about 3.8 percent), and average 17 full-time firefighters to Lynnfield's eight. He said Lynnfield Fire Department is a good value. The proposal would maintain a combination call and full-time firefighting department, decrease response time, lessens stress on the call department, and meets the recommendation from a 2009 report on the department.

In response to questions from Chairman Nelson, Chief Tetreault said that the budget would increase by 15 percent if this proposal is implemented, and five percent if it is not. He said that the best option would be to implement the system all at once, not in phases. He said he would be guided by the Board. He noted that changes in shifts would require collective bargaining with the firefighters' union, which seems amicable. He said he believes the officers and the majority of the call firefighters are on board with the proposal; although some are nervous about the change, they acknowledge something must be done.

Chairman Nelson suggested that the plan may have to be implemented incrementally. Chief Tetreault said that if that is the Board's wish, he will try to make it work. Selectman Crawford said that the Board will have to consider the proposal and noted that some of the comparison communities used did not employ a hybrid professional-call department. Chief Tetreault said it was hard to find comparable communities.

Selectman Crawford asked if privatizing the ambulance service was considered. Chief Tetreault said a private ambulance service was attempted many years ago but could not make the service economically viable. He said there is an advantage to having medical needs served by the local department, and that firefighters are cross-trained for emergency medical work. Selectman Crawford asked about the use of mutual aid. Chief Tetreault said that mutual aid is for large emergencies and is not intended to be relied upon for regular coverage. If a private ambulance service handles a call, it receives the revenue, not the Town, and response time can be delayed.

In response to a question about whether call firefighters would be available for regular day shifts, Chief Tetreault said some own their own businesses and can make themselves available, while others work night shifts at their regular jobs. Selectman Crawford said he would prefer not to implement the entire plan at once.

Selectman Terranova said maintaining good response time is very important. He asked about creating a better balance between full-time firefighters and call firefighters. Chief Tetreault said this plan addresses that by integrating call firefighters into regular shifts and designating certain call firefighters for callback duty each evening. He said three call firefighters will be attending paramedic school.

Selectman Terranova asked about a regional dispatch center and any costs savings that could result. Chief Tetreault said in New Hampshire, his department was part of a regional dispatch center that worked well. In Lynnfield, the dispatchers handle both police and fire calls, and there is an existing staff. He said making a change would require much planning. Selectman Terranova urged the chief to speak to the police chief about it.

Selectman Terranova asked why call volume is up. Chief Tetreault said it was due to the aging of the community, a trend where people call the ambulance service for less serious issues, and the presence of several senior living complexes and an assisted living facility, as well as new apartment complexes. Market Street is generating about one call per day.

Selectman Terranova asked the chief to rethink the plan and look at other ways to accomplish these goals in order to make the department better and cost-efficient. He said the chief presented a good case but that there may be other possibilities. He asked about outsourcing. Chief Tetreault said that the firefighters are community members, and contractors would not be as vested in serving the community. He noted that a private ambulance service could not complete its contract here because it was losing money. He said he is looking at the private ambulance billing service, and issues of revenues being reduced due to collection and billing problems. He said there are grant opportunities for adding firefighters, but the Board must commit to retaining these positions for a period after grant funding lapses.

Chairman Nelson asked how Chief Tetreault would implement the plan in stages. Chief Tetreault said he would seek the addition of the two new full-time firefighters first. Mr. Boudreau said that while something must be done, he is not sure it can be in place for FY2016. He said there are a number of hurdles, including the bargaining. He said the same issue arose in Norwell 16 years ago, and a hybrid department was converted to a full-time department, over time. He said he would continue to discuss the matter with the chief, the Board and the community.

Chief Tetreault presented his capital request. The largest item is an engine/pumper for \$450,000. The 2009 study of the department said it should replace a truck every five years. Two of the pumpers are over 30 years old; both are one major issue away from being of no value. The department reduced from five to four trucks under the previous chief. Other equipment has also been eliminated in recent years. A catastrophic failure on an older piece of equipment would leave the department in a tough position.

In response to questions from Board members, Chief Tetreault said that Engine 3 will need a major rebuild in the near future, could cost more than the value of the truck. He said the Town could seek grant funding but probably will not be eligible. He noted the Town has pumpers from 2005 in each station. Selectman Crawford asked the chief if he could wait one year until the debt on a previous truck purchase is paid off. Chief Tetreault said it is a roll of the dice and the department will do as much with maintenance as it can. He said there could be savings if a demonstration truck is available for purchase.

Other items in the capital request include hose replacement for \$10,000; protective equipment for \$10,000; \$10,000 for a washer extractor to remove smoke and carcinogens from clothing (National Fire Prevention Association standards call for using such a machine or sending gear out to clean. Currently, a washing machine is used.) Extraction tools would cost \$10,000, to complete the second of a two-year replacement program. Other requests include \$5,000 for radios, pagers and information technology, and \$30,000 for the first year of a four-year program to replace the portable radios. Chief Tetreault said he asked for only what is needed.

Selectman Terranova called the future needs outlined in the budget document "scary." He noted \$800,000 to \$1 million will be needed for radio replacement alone. Chief Tetreault said Capt. Michael Feinberg prepared a grant application for this purpose, but he said funds have dried up. They will look at additional funding sources. This effort would include the Police Department as well.

Chief Tetreault also submitted an Emergency Management capital request for \$109,488 to bring fiber optic technology to the six radio repeater sites that relay radio messages for the police, fire and DPW. He said they will seek alternative funding sources for this need as well. Mr. Boudreau said that grants are available from the state's 911 program, and that this should be pursued first. He said it would make sense to integrate the schools and eliminate additional phone lines as well. Chief Tetreault said that the cost of fiber connection and installation will be \$76,479. The current system is aging, and significant work was required at one of the repeater stations recently.

#### **FY16 budget presentation: Police Department**

Chief David Breen appeared before the Board to present the Fiscal Year 2016 police operating and capital budget requests. Prior to the presentation, he asked the Board to issue a proclamation regarding a Marblehead police officer who came to the aid of a choking Lynnfield officer at a recent event. The Board agreed to have the proclamation prepared for the Board's next meeting.

Chief Breen said the operating budget request would increase spending by 9.1 percent, due to the addition of two new officers and one new sergeant. Patrolman salaries would increase by 11.3 percent due to pay raises granted in the collective bargaining agreement and the hiring of two new patrolmen, at a base salary of about \$48,000 per year.

Training overtime would increase by 155.7 percent. This line has been traditionally underfunded, and officers must complete 40 hours of training each year. The state did not provide training funds this year. Certain officers with specific roles must have specialized training. Training subjects include emergency medical technician training, firearms, Taser, suicide prevention, school resource officer, armorer, criminal investigation, SWAT team, bicycle, motorcycle, canine, and supervisory professional development. This last training has not been offered in Lynnfield. The chief is asking training overtime to be increased from \$49,000 to \$124,248.

Expenses would increase by 21.9 percent, for new tires for vehicles, uniforms and equipment for new officers and other items.

In response to questions from Board members, Chief Breen explained that one new transfer candidate from the Winthrop department has accepted the position, and he is interviewing a second transfer candidate and has interviewed a third. He said the community from which the transfer is coming must approve the transfer. The department is also planning to hire two new officers from the civil service eligibility list. Of the eight people on the list, only three came in to sign that they would accept the position. One did not return an information packet required of applicants. The remaining two are under consideration. He said that Patrolman Raymond Barnes, who is also the canine officer, will continue as school resource officer until additional staff allows for the naming of a school resource officer, who could be one of the transfers or a current department member.

Chief Breen said the state requires departments have a school resource officer, but does not specify how many hours must be spent on that task. He and Superintendent of Schools Jane Tremblay are excited about expanding this role. Chairman Nelson said that he sees the school resource officer as just about a full-time position. Chief Breen said many share that sentiment; the current plan is the officer will also handle the traffic enforcement, although all officers will be involved in the latter effort. Chairman Nelson said that the Town has already increased traffic enforcement; Chief Breen noted the increase in enforcement is 50 to 70 percent over four years ago. Selectman Terranova said that residents wanted additional police officers. Chief Breen said that he will be focusing efforts on areas with higher accident rates. He said traffic in the Walnut Street area has not been too bad and the Town has done a good job with snow removal; the state recently stepped up removal of snow banks near the intersection in the area for which it is responsible.

Selectman Terranova said residents of the Walnut Street area have supported the hiring of additional officers due to traffic issues. Chairman Nelson said there are also other areas of Town with traffic issues. Chief Breen said Main Street, Salem Street and Summer Street have traffic issues, and

that he has had requests for increased enforcement on other streets. He said he would look at complaints and accident locations when determining which areas to focus on.

Selectman Crawford said that the budget request makes sense, and was not unexpected. He said the increase is due to the new positions and training.

Selectman Terranova asked if candidates further down on the civil service list could be considered. Chief Breen and Mr. Boudreau said the Town would have to ask civil service to provide the additional names for consideration.

Chief Breen reviewed the capital budget request. Items include \$27,500 for the first of a two-year program to replace radios; \$6,600 for four Tasers; \$4,000 for two patrol rifles with accessories, the final installment in a three-year program; \$3,600 for three computers that will be Criminal Justice Information System compliant; \$6,000 for two Toughbooks for cruisers, one of which would be a replacement; \$4,500 for an audiovisual recorded for use in taping interviews in criminal investigations; \$2,500 to replace a broken video camera that is part of the security system; \$3,500 to upgrade the Keyscan system used for prisoner suicide watch checks; two new patrol cruisers at \$38,760 each and a new supervisor vehicle at \$44,817. The total request is \$137,777.

Chief Breen said that the Town has only replaced one cruiser in each of the last few years and the department no longer has backup cruisers. Selectman Terranova asked if the new cruisers would be sport utility vehicles. Chief Breen said he is looking at different models. Selectman Crawford asked if equipment can be transferred from vehicles being replaces. Chief Breen said most equipment from existing cruisers will not fit in SUV models.

Selectman Terranova asked Chief Breen to discuss regional dispatch with Chief Tetreault. Chief Breen said the issue has been discussed by the two chiefs, as well as Mr. Boudreau and, previously, with former Town Administrator William Gustus. He said he does not see a cost savings resulting from a regional center, and said the Town would lose local control. He said some communities have opted out of the regional dispatch center in Middleton due to these issues.

#### **FY16 budget presentation: School Department**

School Committee Chairman Christopher Barrett and Superintendent of Schools Jane Tremblay and other school officials presented the School Department Fiscal Year 2016 operating and capital budget requests. Mr. Barrett noted that Lynnfield's annual per-pupil expenditure is well below the state average and the average for communities with similar demographics. He said the budget request is fiscally responsible and thanked the Town for its continued support of the schools.

Ms. Tremblay introduces School Committee members Jamie Hayman and Dorothy Presser and Special Services Director Kara Mauro. She reviewed the Lynnfield Public Schools mission statement and the School Committee's goals. She said that the Town would have to add \$3 million to the school budget to reach the average per-pupil expenditure for school districts in the state. She said that the schools benefit from great support from their parent-teacher organizations. She reviewed various honors bestowed on the Lynnfield schools and said that MCAS scores at the elementary schools and high school are outstanding and the scores at the middle school are on the rise.

Budget priorities include continued improvements at the middle school, by adding time on the core curriculum, creating smaller class sizes, adding tutors, and changes to schedules and practices; increasing consistency of instructional integration support across all levels; considering creating digital portfolios for students; continuing special education program development and maintaining quality of instruction at all levels; retaining and recruiting top teachers.

Ms. Tremblay said that special education out-of-district costs have been reduced from over \$1 million in FY2012 to under \$600,000 for FY2016. This is not due to a reduction in special education students, but due to efforts to serve students in-house with appropriate programs and services.

Additional staffing requests in this budget are an assistant football coach (\$5,202) to serve as a junior varsity head coach due to growth in the program; \$16,000 to hire two part-time tutors at the middle school; \$65,000 to hire a second technology integration specialist system-wide, and \$10,000 for a part-time media center aid at the middle school, restoring a position cut in past years.

Ms. Tremblay said that capital request includes \$250,000 for the ongoing technology replacement program. Funds will be spent on replacing Smart Boards that are up to ten years old, purchasing 250 Chromebooks at the high school for freshmen and half of the senior class, as part of the conversion to a Google-based platform; \$225,000 for a school security system with 118 cameras and incenses, network recorders and video displays that will be housed in the main offices of all schools, and a buzzer door system at the high school, which is the only school that lacks one; \$75,000 to relocate the preschool to Summer Street School, which will allow all preschool classes to be housed under one roof and allow the superintendent's office, special education office and school business office to be moved to 525 Salem Street, increasing space available for use at Town Hall and the Senior Center.

Ms. Tremblay said the requested increase in the operating budget is 4.5 percent and the total capital request is \$550,000.

Chairman Nelson asked if students would still have the option of using their own computer devices at school. Ms. Tremblay said that this is being discussed, and concerns are that not all will be able to access the Google suite of services.

Chairman Nelson said that he thinks the school system is on the right track and that the operating and capital budget requests are sound. Selectman Crawford praised the budget presentation and asked about the increase in administrative and technology expenses of \$53,000. Ms. Tremblay said this would support and maintain the new security system, address increased subscription costs for content filtering and bandwidth issues. Legal expenses have been increased for labor counsel as contracts will be negotiated in the coming fiscal year. Additional professional development is being added for specialty teachers. Unemployment costs have been underbudgeted.

In response to questions from Selectman Crawford, School Business Director Thomas Geary said the schools currently have less than half of the 118 cameras requested in the capital budget, and that a proposal to use fees from foreign students attending Lynnfield schools to offset the cost of the Chromebooks purchase was not allowed due to the need to tie any such expenditure to the needs of those students.

Selectman Terranova said the budget presentation was very comprehensive. In response to his questions, Ms. Tremblay said that computer equipment being replaced would be used on carts in math classrooms, or possibly reused at lower grade levels. She said the have received a great deal of use and repairing them would not be cost-effective. Selectman Terranova asked about revenue offset for student activity fees, the Community Schools program and full-day kindergarten tuition as well as the teacher count at each school. Ms. Tremblay said she would supply the information he requested and noted that no new teaching positions were created in this budget request. She said the majority of tutors hired are retired Lynnfield teachers.

Selectman Terranova asked if the Chromebook purchases belonged in the capital or operating budget. Mr. Boudreau said including them in the capital budget is standard practice for Lynnfield, and restricts the School Department to expending these funds on that specific use. Selectman Terranova said that school security is paramount. Ms. Tremblay also explained that there would be no large conversion costs related to moving the preschool to Summer Street School, as classrooms there were intended for preschool and reclaimed when enrollment increased several years ago. She said enrollment projections show student population remaining steady. Selectman Terranova said he was glad to see the focus on the middle school.

Resident Katy Shea asked who would be viewing the security monitors. School officials said principals in the school offices and police would have access.

#### **Opening of the annual town meeting warrant**

On the motion of Selectman Crawford, duly seconded by Selectman Terranova, the Board voted unanimously to open the annual town meeting warrant for article submissions. The warrant will be closed at the Board's March 23 meeting.

#### **Update on Perley Burrill matter**

Selectman Terranova recused himself from this discussion due to a prior business relationship with the owner of the property, saying he wished to err on the side of extreme caution and left the room during it.

Mr. Boudreau said that the underground tanks have been removed at the site and that the Town is waiting for the remediation plan for gas contamination and the asbestos report relating to the building that is to be razed.

Selectman Terranova rejoined the meeting.

#### **Announcements**

Chairman Nelson announced that Town Clerk Trudy Reid is now a Certified Municipal Clerk, a title only one-third of clerks in the state have. He congratulated her on this achievement.

Selectman Terranova said he attended an information session held two weeks ago on the possible purchase of the Bridgewell property by CVS. He thanked CVS for the information and listening to the public. He said traffic at the nearby Route 1 and Salem Street is rated F. The CVS traffic engineer said that the stress of traffic could be relieved. Residents are concerned about noise, traffic, light pollution from cars using the drive-through, delivery trucks and vans and a possible egress on Salem Street.

#### **Administrative matters**

On the motion of Selectman Crawford, duly seconded by Selectman Terranova, the Board voted unanimously to approve the use of Town Roads for the first annual Reid's Run by the Reid Sacco Foundation on May 3, 2015, subject to approval of the route by Police Chief David Breen.

On the motion of Selectman Terranova, duly seconded by Selectman Crawford, the Board voted unanimously to approve a one-day beer and wine license for Hallmark Health Services, to be held at Flagship Motorcars, 385 Broadway, on March 20, 2015.

On the motion of Selectman Crawford, duly seconded by Selectman Terranova, the Board voted unanimously to approve the minutes of the meeting of February 4, 2015 as presented.

On the motion of Selectman Crawford, duly seconded by Selectman Terranova, the Board voted unanimously to approve the minutes of the meeting of February 12, 2015 as presented.

On the motion of Selectman Crawford, duly seconded by Selectman Terranova, the Board voted unanimously to adjourn at 9:56 p.m.