Northern Middlesex Council of Governments
40 Church Street, Suite 200
Lowell, MA 01852

Minutes of Meeting: December 13, 2018

The December 13, 2018 meeting was held at The Middlesex Meetinghouse, 294 Concord Road, Billerica, Massachusetts. The meeting was called to order at 6:00 p.m. with Chair Pat Wojtas presiding. The following were in attendance, as indicated in Attachment #1:

Councilors

- Andrew Deslaurier, Billerica Board of Selectmen
- Mary McBride, Billerica Alternate
- Pat Wojtas, Chair, Chelmsford Board of Selectmen
- S. George Zaharoolis, Chelmsford Alternate
- Tami Dristiliaris, Dracut Board of Selectmen
- Jerry Frechette, Lowell Planning Board
- Chuck Walkovich, Pepperell Planning Board
- Stephen Themelis, Pepperell Alternate
- Rick Reault, Tyngsborough Board of Selectmen
- Ron Keohane, Tyngsborough Alternate
- Darrin Wizst, Westford Planning Board
- James Silva, Westford Alternate

Staff

- Beverly Woods, Executive Director
- Jay Donovan, Assistant Director
- Carmen Bellerose, Financial Officer
- Justin Howard, Transportation Program Manager
- Jeff Owen, Regional Planner
- Jong Wai Tommee, Transportation Planner
- Kristan Farr, Energy and Environmental Planner
- David Tilton, Sealer, Weights and Measures
- Carlin Andrus, GIS Specialist
- Katrina Garavanian, Executive Assistant

I. Minutes of Meeting: October 17, 2018

The minutes were distributed to all Councilors for review. Based on a motion made by Rick Reault and seconded by George Zaharoolis, the Council voted to approve the minutes of the
October 17, 2018 meeting. Steve Themelis abstained as he was not present at the October meeting.

II. Executive Director’s Report

The Executive Director’s Report was previously distributed to the Councilors for review. Upon a motion made by Steve Themelis and seconded by Rick Reault, the Council voted unanimously to accept the Executive Director’s Report as presented. The report is included as Attachment #2.

III. Financial Report and Warrant

Carmen Bellerose presented the Financial Report and the Warrant for review and signature. Based on a motion made by Rick Reault and seconded by Steve Themelis, the Financial Report and Warrant were unanimously approved. The Financial Report is included as Attachment #3.

IV. Old Business

1. DLTA XI Update

Included in the meeting packet was a comprehensive list of DLTA XI Projects for the 2018 contract period. Jay Donovan briefed the group on the status of the projects, as the program year draws to a close at the end of the month. He noted that NMCOG will be receiving a new round of DLTA funding for CY 2019. Once a signed contract is received from the State, the project solicitation process for the upcoming program year will begin.

2. Other Old Business

There was none.

V. New Business

1. Community Reports

Rick Reault advised the Council that Tyngsborough just received approval from the MSBA to begin a feasibility study to determine whether the town’s middle school should be rebuilt or renovated.

Andrew Deslaurier informed the Council that Marti Mahoney has resigned her position from the Billerica Planning Board, though she enjoyed her time on the NMCOG Council. He requested a letter to Marti from the Council thanking her for her time and commitment.
2. Project Referrals

Beverly Woods informed the Council that the only project currently under MEPA review is the Lowell Area Gas Modernization Project in Lowell, Chelmsford and Tewksbury. The project involves the replacement of portions of an existing natural gas pipeline system with a larger diameter pipeline, for the usage of in-line inspection (ILI) equipment and to comply with forthcoming federal regulatory requirements. A copy of the staff comment letter, along with the MEPA table, were included in the meeting packet.

Upon a motion made by Steve Themelis and seconded by Tami Dristiliaris, the Council voted unanimously to approve the staff comment letter.

3. NMCOG NMMPO Representative

Beverly Woods stated that, while the Council had appointed Chuck Walkovich as NMCOG’s representative to the NMMPO, the representative must be a Selectman rather than a member of the Planning Board. She requested the appointment of another representative. The Council will appoint a new representative at the January 16, 2019 meeting.

4. Other New Business

There was none.

VI. Announcements

There were none.

VII. Adjournment

Following a motion made by Rick Reault and seconded by Steve Themelis, the Council voted unanimously to adjourn the meeting at 6:21 p.m.

CLERK’S CERTIFICATE

I certify that this is a true copy of the Minutes of the meeting of December 12, 2018.

Attest: __________________________

Stephen Themelis, Clerk