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**MINUTES
TOWN OF BELMONT
BOARD OF SELECTMEN
SELECTMEN'S MEETING ROOM
Monday, September 18, 2017
7:00 PM**

**APPROVED
BOARD OF SELECTMEN
DATE: 12-01-17**

CALL TO ORDER

A regular meeting of the Board was called to order in open session at 7:03 p.m. by Chair Jim Williams in the Selectmen's Meeting Room. Selectmen Mark Paolillo and Adam Dash were present. Interim Town Administrator Phyllis Marshall and Glen Castro, Budget Analyst, was present.

Chair Williams turned to the first item on the agenda.

COMMUNITY ANNOUNCEMENTS

- The Dan Sharfman Run will be held on Sunday, October 1; registration is currently open.
- There will be a US Flag Retirement Ceremony on Saturday, October 14 at 10:00 a.m. at Clay Pit Pond.
- The Belmont High School Building Committee Community Engagement meetings are being held on October 13 and 28, November 15, and December 12.
- The final trash collection presentation will be held on Monday, September 25 in the Selectmen's meeting room.

QUESTIONS FROM TOWN RESIDENTS

[There were none.]

ACTION BY CONSENT

2016 Permanent Audit Committee Review of Town of Belmont and Belmont Municipal Light Department Audit Results, Mr. Bob Keefe, Permanent Audit Committee (PAC)

Mr. Floyd Carman, Town Treasurer, and Mr. Bob Keefe, Chair of the Permanent Audit Committee, appeared before the Board to discuss the 2016 Permanent Audit Committee (PAC) Review of the Town of Belmont and the Belmont Municipal Light Department audit results. Mr. Keefe stated that both audits went well and both the Town of Belmont and the Light Department received an "unmodified rating" with "no material control weaknesses" noted during the audit. These are healthy findings, he said.

In answer to a question by Chair Williams, Mr. Keefe explained the timing of the audits.

Selectman Dash reiterated that the audit results are clean and that things are going well. He

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thanked the members of the PAC. Selectman Paolillo asked about the auditing firm(s) and when they will go out to bid. The bid process was briefly explained.

The Board moved: To accept the 2016 Permanent Audit Committee Review of Town of Belmont and Belmont Municipal Light Department Audit Results.
The motion passed unanimously (3-0).

Approval of Proclamation for the Belmont High School Varsity Girls Rugby Team

Ms. Kate McCabe, Varsity Rugby Coach, and Sarah Nelson, Team Captain, appeared before the Board to discuss the team's winning season and to receive the Proclamation for the Belmont High School Varsity Girls Rugby Team. Members of the Rugby team were present as well. Ms. McCabe explained the achievements of the Rugby team as a varsity sport, as well as the details of the championship match.

Chair Williams read the Proclamation; photos were taken.

Discussion Regarding a Building Committee for Belmont Library

Ms. Kathy Keohane, Chair of the Library Trustees, and Ms. Elaine Alligood, Vice Chair of the Library Trustees, appeared before the Board to discuss issues relating to a Building Committee for Belmont Library. Ms. Keohane noted that the Board of Trustees met this evening and voted unanimously to request that an article be brought forth at the Special Town Meeting (STM) for the appointment and funding of a Library Building Committee.

Ms. Keohane noted that that a feasibility committee met last spring, and it was determined that the best plan for the Library was for it to be rebuilt on its present site. The timing is right time to do this; rehabilitation is not a viable options. The schematic design, which a Building Committee will create, is a necessary step in order for significant fundraising to occur.

Selectman Dash noted that this request for an article on the STM Warrant to appoint and fund a Building Committee does not commit the town to building a library. Selectman Paolillo agreed and added that fundraising is important, but he expressed concern with the optics of this given the Master Capital Project Working Group (MCPWG)'s report, which will be issued at the STM. Ms. Keohane stressed the need to move forward with private fundraising. She noted that it will likely cost \$300,000 to create a schematic design. The Library Foundation is willing to contribute \$150,000.

The Board then discussed the motion. Selectman Dash reiterated that this request is to fund Schematic Design and a Building Committee, not a commitment to build the Library. He added that it will allow the Trustees to fundraise, but does not allow them to move the question of a new library before other projects. Ms. Keohane agreed that this is not an endorsement on the prioritization of major capital projects.

Chair Williams said the time is right for Town Meeting to weigh in on this issue, and agreed that this is not an endorsement of an order priority.

The Board moved: To request of the Town Administrator to craft a warrant article for the STM with wording that would create a Building Committee for the Library.
The motion passed unanimously (3-0).

Update Regarding Lottery and Liquor License Renewal Schedules and Legislation

Chair Williams reviewed the dates and deadlines for the liquor license renewal schedules. Ms. Marshall explained the process which includes various departmental inspections by which license renewals are done. There have been some modifications proposed by Selectman Dash to this process.

Chair Williams reviewed the schedule and regulations for liquor licenses. Selectman Dash provided some additional information.

Concerning the selling of lottery tickets as they relate to liquor licenses, Ms. Marshall noted that it has been the Board's policy to prohibit the sale of lottery items at retail establishments. Selectman Paolillo raised the concerns of the State Lottery Commission and its claimed "lost" lottery revenue, which impacts Belmont's local aid. The Board agreed that Keno monitors should not be allowed, but this has been overruled by the Massachusetts State Lottery Commission.

The Board discussed further the selling of lottery tickets at retail establishments (Spirited Gourmet and Star Market) and ultimately put forth the following motion:

The Board moved: To allow licensed retail establishments to sell lottery tickets if requested and state lottery commission authorizes the establishment as a lottery product retailer
The motion passed unanimously (3-0).

Ms. Marshall will notify the State Lottery Commission to indicate this change.

Vote to Award Contract for Belmont Fire Headquarters Building Envelope Repairs to Chapman Waterproofing Company of Boston in the amount of \$1,022,000.00

Fire Chief Frizzell and Mr. Gerry Boyle, Director of Facilities, appeared before the Board to discuss the contract for the Belmont Fire Headquarters Building Envelope Repairs to award the contract to Chapman Waterproofing Company of Boston. Chair Williams provided some background information on the fire station at Trapelo Road and the funds that are available as a result of a negotiated settlement. There was an appropriation by the Capital Budget Committee as approved by Town Meeting to fund the work for this station. Additional funding will be requested from the Capital Budget Committee in the future (FY19) for the Center (Leonard Street) station.

The Board moved: To approve the contract for Belmont Fire Headquarters Building Envelope Repairs to Chapman Waterproofing Company of Boston (\$1,022,000.00).
The motion passed unanimously (3-0).

The Board signed the contract.

Ms. Marshall informed the Board that Mr. Boyle will be retiring at the end of the year.

The Board took a five-minute recess.

Report from the Major Capital Projects Working Group (MCPWG)

Ms. Anne Marie Mahoney, MCPWG Chair, and Mr. Roy Epstein, MCPWG member and WC Chair, appeared before the Board to discuss the last several months of meetings and planning. Ms. Mahoney named the members of the group. She noted that this group is different from the Capital Budget Committee (CBC) – the MCPWG has a different charge. She noted that the BHSBC is on its own track. Therefore, the facilities that have been focused on by the MCPWG, thus far, are the Police Station and the DPW. The MCPWG is using a design firm (SMMA) to help with the design planning for these facilities. She explained the process that the group has undertaken since the spring.

Concerning the DPW and the Police Station, she noted that these facilities are in dire shape and clearly need to be replaced. Both short-term and long-term options are being explored. Funding for short-term options will be sought at the STM for these facilities. The short-term plan for the Police Station has a few issues that need to be ironed out, she explained.

Chair Williams raised the issue of the Incinerator site. Capping and mitigation was briefly discussed. The Board agreed that it will need to decide post-capping use, at some point.

Ms. Mahoney noted that the Library poses a point of discussion, since the MCPWG has not yet prioritized the three projects. Long-range options for the DPW and Police Station will hopefully not get lost behind the BHS and the Library.

She informed the Board of two upcoming MCPWG community outreach meetings: September 28 for the DPW neighbors, and October 19 for the entire community. Video tours will be held for the community, as well.

Ms. Mahoney stated that short-term planning funds will be requested for the DPW and Police Station. She suggested that the Kendall Fund may offer the funding for schematic design.

Mr. Epstein stated that he is hoping the short-term fixes could be in place in one year's time.

Selectman Paolillo added that the Rink and the Community Path need to be part of these conversations as well. However, neither the Rink nor the Community Path are a part of the charge of the MCPWG.

Approval of a One Day Wine and Malt License application from the Belmont Hill School for a Speaker Series Event to be held in the Athletic Center at the Belmont Hill School, 350 Prospect Street, on October 10, 2017 from 6:00 pm – 9:00 pm

The Board moved: To approve the one-day wine and malt license, details noted above. The motion passed unanimously (3-0).

Town Administrator's Report

Ms. Marshall reported on the following items:

- **Update on Wellington Station Construction** – Ms. Marshall noted that the CPA committee approved this project and the work is almost ready to begin. The green space will need to be used by machinery and it will be restored to its current condition. Selectman Dash asked about the overall impact to the lawn. Public Works will monitor the lawn repair. Ms. Elizabeth Gibson, of the Belmont Historical Society, and Ms. Viktoria Haase, Station Master, approached the Selectmen to provide more information on this project.
- **Walk to School Day October 1, 2017 Sidewalk Art and Poetry** – The DPW has signed off on this event. Mr. Jay Marcotte, DPW Director, approached the table and explained that Ms. Kate Bowen received state funds to use paint for poetry on the sidewalks on the way to and from school.

Other

Board Office Hours

Chair Williams suggested that Board members hold office hours at various times and locations. The Board agreed that this is a better idea than holding them before Board meetings. It will make the Board more accessible. The Board discussed various locations and times of day for office hours.

Hurricane Jose

Ms. Marshall explained that the Emergency Management Team will address any needs that may arise. Reverse 911 calls will be made if necessary and information will be placed on the town's web site as needed.

NEXT MEETINGS

Monday, September 25, 2017 at 6:00 p.m. Selectmen's Meeting Room Town Hall

The Board moved to adjourn the meeting at 9:01 p.m.


Ms. Phyllis Marshall, Interim Town Administrator