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Minutes

Town of Belmont

Board of Selectmen

Selectmen's Meeting Room

Monday, August 27, 2018

7:00pm

APPROVED
BOARD OF SELECTMEN
DATE: 4/1/2019

CALL TO ORDER:

A regular meeting of the Board of Selectmen was called to order by Chair Adam Dash. Vice Chair Mark Paolillo and Selectmen Tom Caputo were present. Town Administrator Patrice Garvin was present.

COMMUNITY ANNOUNCEMENTS:

- *Meet Belmont* event will be held August 28 from 6-8pm at the Chenery Middle School. Admission is free.
- *Porchfest* will be held on September 8.
- Labor Day is September 3; Town offices will be closed.
- September 4 is the primary election. Polls will be open from 7am-8pm and in person absentee voting is available in the Town Clerk's office through August 31. A special election on recreational marijuana will be held September 25.

COMMENTS FROM TOWN RESIDENTS:

[There were none]

ACTION BY CONSENT:

Appointments to the High School Traffic Working Group

[A. Dash recused himself and left the meeting; he was recusing himself from matters related to the new High School project because he lives on Goden Street.]

M. Paolillo explained that two spots on the High School Traffic Working Group (HSTWG) were still vacant – a Planning Board representative and a resident from the Underwood St. neighborhood. The goal of the Working Group was to produce recommendations for the Board on traffic mitigation measures related to the High School by November of this year.

Motion: To appoint Thayer Donham to the High School Traffic Working Group. (Vote passed 2-0)

Motion: To appoint Jessie Bennett to the High School Traffic Working Group. (Vote passed 2-0)

Recommendation from the High School Traffic Working Group to Place a Temporary 3 Way Stop at the Intersection of Concord Avenue and Goden Street

Glenn Clancy (Director, Community Development) and Bill Lovallo (Chair, Belmont High School Building Committee (BHSBC)) joined the meeting. M. Paolillo stated that the first item already addressed by the Working Group was to recommend installation of a temporary light at Goden/Concord. P. Garvin, B.

LOVALLO
PAOLILLO
CAPUTO
Loyallo and G. Clancy had met with residents expressing concern about this proposal. Anne Paulsen (Vice-chair, HSTWG) joined the discussion and agreed with the concerns, advocating for a more extensive trial beyond just the single light that would address the issue of keeping children safe on their way to school. M. Paolillo agreed the recommendation should be further studied by the HSTWG prior to any action by the Board.

M. Paolillo raised the question of whether HSTWG should take leadership over issues related to the entrance/exit for the new High School. B. Lovallo was supportive and would take this up with the Planning Board representative on the BHSBC; a decision on the location of the entrance would need to be made by the end of the year, or early 2019 at the latest. T. Caputo also supported the HSTWG making a recommendation on the entrance and addressing potential impacts to the surrounding neighborhood.

[A short recess was held. A. Dash rejoined the meeting.]

Belmont Savings Bank, Clock Proposal Discussion and Possible Vote

Hal Tovin (Executive VP, Belmont Savings Bank Foundation) and Kayla Murphy (Senior Marketing Manager, Belmont Savings Bank Foundation) gave a presentation outlining the Belmont Savings Bank Foundation's intention to gift a clock to the Town, to be placed on the Town Green in front of the Bank. The Foundation would pay for the clock and its installation; as a gift to the Town, the Town would be responsible for cleaning and maintenance.

M. Paolillo asked whether review by the Planning Board was required. G. Clancy thought that some sort of zoning review was appropriate. Charles Clark (Chair, Planning Board) said that the clock would likely fall under an 'Other' category as a special type of signage, and that the Planning Board could waive dimensional regulations since the clock would be a public benefit. K. Murphy mentioned that the location of the clock would be mutually worked out with the Town.

Motion: To accept the gift of a clock from the Belmont Savings Bank Foundation, conditional on review and approval by the Town Administrator and Planning Board. (Vote passed 3-0)

Executive Session: To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining session or contract negotiations with non-union personnel, Police Chief

Motion: To enter executive session. (Vote passed 3-0; roll call Adam Dash, Mark Paolillo, Tom Caputo)

Motion: To leave executive session. (Vote passed 3-0; roll call Adam Dash, Mark Paolillo, Tom Caputo)

Ratify Police Chief's Contract, Possible Vote

P. Garvin provided an overview of the review of the Police Chief conducted by herself and HR Director Jessica Porter. It was her determination that the Police Chief had exceeded expectations; based on this she was recommending a 2% merit increase retroactive to 2017. P. Garvin has also discussed extending the Police Chief's contract, which currently ended in June 2019, to the end of year, conditional on the salary remaining the same.

Motion: To accept the performance review of the Police Chief by Town Administrator Garvin. (Vote passed 3-0)

Motion: To accept the proposal based on the performance review that the Police Chief receive a 2% merit increase retroactive to Fiscal Year 2017. (Vote passed 3-0)

Motion: To accept Town Administrator Garvin's recommendation to extend the Police Chief's contract from July 1, 2019 to December 31, 2019, with the condition that the base salary remains the same. (Vote passed 3-0)

Accept Gift from Toll Brothers Inc. to the Belmont Fire Department in the Amount of \$7,412.00 for Equipment

David Frizzell (Fire Chief) explained that the equipment was needed for servicing the Cushing Square development in the event of a fire. Toll Brothers had offered to provide the equipment which could be used for other large developments as well, and currently needed replacing anyway.

Motion: To accept the gift from Toll Brothers in the amount of \$7,412 for equipment. (Vote passed 3-0)

Conservation Commission Update

[The Chair Jim Roth was not present, so the item was deferred.]

Donation to Belmont S.P.O.R.T. in the Amount of \$7,500 from Walter E. Fernald Association

Motion: To accept the gift to Belmont S.P.O.R.T. in the amount of \$7,500 from the Walter E. Fernald Association (Vote passed 3-0)

Langdon Environmental Approval Engineer Services Agreement

G. Clancy explained the contract was for continued work related to the former incinerator site, including environmental analysis, engineering services related to the building demolition, documentation for bidding/permitting, and general consulting related to potential uses for the site. Due to the nature of the contract there was no requirement to put the work out for bid. In addition, Bruce Haskell from Langdon Environmental had worked with the Town on this project for 10 years.

M. Paolillo asked about the timeline for capping the site. G. Clancy advised to determine a post-closure use by May of 2019, to allow for finalizing the design by the end of the year.

T. Caputo asked whether the funds would come out of the ~\$770k appropriated by Town Meeting; G. Clancy confirmed.

Motion: To approve the awarding of the contract for engineering services to Landon Environmental in the amount of \$197,000. (Vote passed 3-0)

Environmental Post-closure Use of the Former Incinerator Site Discussion

A. Dash stated that the matrix of potential uses had been narrowed down to seven. At this stage, the Board was trying to determine if any of the remaining uses were not feasible, in which case they could be eliminated from consideration. P. Garvin stated she had been working with Bruce Haskell (Langdon Environmental) to dive deeper into the remaining uses; a meeting on Friday was scheduled to discuss the feasibility of an ice rink.

The Board discussed whether certain uses could possibly be implemented in combination, and expressed a desire to make a final decision on the post-closure use by the end of the year or Q1 2019 at the latest.

Appoint Community Development Director and Assistant Community Development Director as the Town Fence Viewers

By law, every town is required to appoint two or more Fence Viewers and Belmont did not currently have anyone appointed. The Fence Viewer is a quasi-judicial post, along the lines of a building inspector, with the authority to issue orders in the case of fence disputes or to fix dilapidated fences.

P. Garvin expressed some concern about adding to the work load of Community Development. G. Clancy agreed to accept the role, but stressed that he was unfamiliar at this time with the details of the pertinent law, and specifically the parameters in which he could act as Fence Viewer. There would need to be public education to ensure that the role remained limited in scope, i.e. was not a go-to for any fence-related complaints.

Motion: To appoint the Director and Assistant Director of Community Development as the Town of Belmont's statutory Fence Viewers. (Vote passed 3-0)

P. Garvin would look into the compensation provided to the Fence Viewers.

Dockless Bike Share Update

Spencer Gober (Staff Planner, Community Development) joined the meeting. Since launching on July 26, 2018, the LimeBike program had seen 930 rides with around 500 unique riders. Most trips were so-called 'first mile/last mile', i.e., connections to Alewife, Davis Square, etc. S. Gober stated that LimeBike had been great to work with and very responsive to any complaints that were raised. The Town was working towards getting access LimeBike's customer service data.

The Board was pleased with the success of the program thus far and its contribution to reducing the number of car trips in Town. An update on the program was requested after schools had started back up and the weather had cooled down.

Vote to Approve a One Day Wine and Malt License Application from Elizabeth Woo from the Fred Astaire Dance Studio (448 Common Street) for a Grand Re-opening to be Held at their Location, 448 Common Street on the Second Floor, on September 21, 2018, from 6:30-9:30pm

Motion: To approve the license as stated above. (Vote passed 3-0)

Collins Center Contract Extension, Discussion and Possible Vote

The Collins Center had presented their work on a budget forecasting model in late July. This contract would be for assistance in learning how to implement/use the model. The contract was for \$90 an hour up to a maximum of \$1,800. P. Garvin noted the Collins Center was also continuing to work on the Financial Policies document.

Motion: To approve the Collins Center contract extension to the end of calendar year 2018, to a maximum amount of \$1,800. (Vote passed 3-0)

Committee Appointments Discussion and Possible Vote

P. Garvin was tracking down the resume of the applicant for the alternate spot on the Disability Access Commission. She had reached out to the Chair of the Warrant Committee for a potential applicant for the Community Preservation Committee, but had not heard back. An application had been received for the Housing Trust. Two interviews for the Planning Board would be taken up on September 7.

Community Path Project Committee Charge, Discussion and Possible Vote

Russ Leino (Chair, Community Path Implementation Advisory Committee) summarized recent progress on the Community Path, including approval by the Community Preservation Committee to accept an off-cycle application for design funds for Phase 1a. P. Garvin said the application was almost ready to submit, and could be approved at Fall Town Meeting.

R. Leino had no comments on the proposed charge for the Community Path Project Committee; he requested the charge be read out loud for the public.

Motion: To approve the Community Path Project Committee charge as outlined. (Vote passed 3-0)

P. Garvin highlighted the need for public input on Phase 1b; the regular cycle CPA application for design funds was due September 28. It was necessary to decide on a route prior to Spring Town Meeting next year.

TOWN ADMINISTRATORS REPORT:

[None.]

BOARD OF SELECTMEN COMMITTEE LIAISON REPORTS:

[None.]

APPROVAL OF MEETING MINUTES:

- *December 4, 2017, Regular Session:* A. Dash was referred to as Chair, but he was not Chair as of that time. In the motion to approve the route for the Community Path, A. Dash clarified that the Board had included a provision stating that the approval of the route was subject to revision by the Board of Selectmen if issues arise.

Motion: To approve the December 4, 2017 regular session minutes, as amended. (Vote passed 2-0; T. Caputo abstained as he was not on the Board at the time of the meeting)

- *December 18, 2017, Regular Session:* A. Dash identified himself as making a certain motion to appoint Madeline Fraser-Cook.

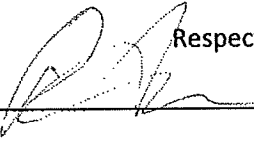
Motion: To approve the December 18, 2017 regular session minutes, as amended. (Vote passed 2-0; T. Caputo abstained as he was not on the Board at the time of the meeting)

- *December 18, 2017, Executive Session:*

Motion: To approve the December 18, 2017 executive session minutes. (Vote passed 2-0; T. Caputo abstained as he was not on the Board at the time of the meeting)

ADJOURNMENT:

Motion: To adjourn. (Vote passed 3-0)

 Respectfully Submitted,

Patrice Garvin, Town Administrator