

**MINUTES
BOARD OF SELECTMEN
NOVEMBER 4, 2002
REGULAR SESSION**

Call to Order

The Board of Selectmen met in regular session on Monday, November 04, 2002 at 7:30 PM in the Selectmen's Meeting Room at the Belmont Town Hall. All members were in attendance.

Questions from Town Residents

There were none.

Action by Appointment

Department Heads re: Requests to Fill Position Vacancies:

- Accounting—Administrative Secretary Position
- Cemetery—Special Heavy Motor Equipment Operator/Laborer

The Board considered the requests of department heads to fill vacant positions.

Ms. Hagg reviewed her proposal to shift hours between two positions within her department and to fill the remaining hours of the resulting part-time administrative secretary.

After questions and discussion by the Board, Mr. Brownsberger indicated his support for increasing the hours of the Staff Accountant position but suggested that the hours for the part-time administrative secretary positions be filled from existing Town staff, or if no existing Town staff was available to identify temporary administrative assistance.

The Board moved: to approve increasing the Staff Accountant position from 25 hours per week to 35 hours per week and to decrease the Administrative Secretary position from 35 hours per week to 20 hours per week; further that the position be filled either by a temporary employment situation or through a creative job share with current administrative staff in other Town departments.

The motion passed unanimously, (3-0).

Robert Gardiner appeared before the Board to request an exemption from the Town's hiring freeze to fill a Special Heavy Motor Equipment Operator/Laborer in the Cemetery Department.

Mr. Brownsberger inquired whether this vacancy might also be appropriate for consideration of a job-sharing situation.

Mrs. Mahoney expressed concerns for liability issues, employee safety and more Town expenses if injuries occur..

Dr. Solomon wanted better documentation on the consequences of sharing personnel from other public works functions.

The Board moved: to deny the request to fill this vacancy until further data in support of

this request can be provided to the Board.

The motion passed (2-1), Mrs. Mahoney opposed.

The Board agreed to revisit all exemptions to the hiring freeze they have approved in instances in which an employment offer has not yet been made to a prospective employee.

*Public Hearing: Beer and Wine License
Nikita Restaurant Group d/b/a Kashish Restaurant, 61 Leonard Street*

The Board held a public hearing for a beer and wine license for the Nikita Restaurant Group d/b/a Kashish Restaurant at 61 Leonard Street.

The applicant, represented by Attorney Joseph Noone, was present.

Mrs. Scali, chair of the Alcohol Beverages Licensing Committee, expressed concern about the display of wine bottles in a wine rack that could be viewed from the street.

A couple of residents were present to express their support for the approval of the license.

The Board moved: to approve the application for a Beer and Wine license, conditional upon the restaurant agreeing to construct its wine rack, such that it is perpendicular to the street.

The motion passed unanimously, (3-0).

Discussion of Parking During Town Hall Complex Renovations

The Board discussed its proposal to utilize Royal Road for temporary, parallel parking for employees during the Town Hall complex renovations.

Two residents appeared before the Board to clarify the Board's proposal and to express some concerns. They requested the Town install signs along this stretch limiting parking to those with employee parking tags.

The Board moved: to implement the temporary parking measures proposed for Royal Road for use of employee parking during the renovations of the Town Hall complex.

The motion passed unanimously (3-0).

The Board requested the Office of Community Development inform the residents of Royal Road of the details of the parking and the plan for implementation.

Discussion of FY 03 Budget

The Board reviewed the merits of making reductions in the FY03 budget in anticipation of a projected FY04 budget shortfall.

Mr. Kleckner expressed his concern for the Board's undertaking a process to re-evaluate the FY03 budget mid-year when it also needs to focus on the budget process for FY04.

The Board acknowledged Mrs. Mahoney's point that making any cuts to the services restored through the successful override would not sit well with taxpayers. They concurred that the best method for achieving long-term budget cuts may be through the hiring freeze the Town currently has in place. The Board determined that the Board would limit its action for FY03 to the hiring freeze currently in place.

Discussion of Location of Fire Station Headquarters (Potential Executive Session)

The Board discussed its options relative to the location of a fire station headquarters.

Mr. Kleckner reviewed the Town's current options for the acquisition of land along Trapelo Road to site a fire station headquarters facility. He expressed his intention to pursue each of these options. He stated that the Town's consultants have conducted a study of the siting of a headquarters on the Jones land and that the Town has retained a land use attorney to advise and facilitate the process of exploring all three land acquisition options and guiding the Town through the eventual land acquisition process.

Roberta Sydney, development consultant for the owners of the former VW dealership site, requested feedback relative to the alternative development proposals she presented at a previous meeting of the Board of Selectmen.

Mr. Gatzunis spoke of the ability of the owners of the former VW dealership site to develop a retail establishment by right, with the only requirement that they receive a special permit approval from the Zoning Board for size.

Asst. Fire Chief Frizzell presented a concept plan developed by the architectural firm of Donham and Sweeney that places a fire station headquarters on the Jones property along Trapelo Road.

Action by Writing

Report from Highway Superintendent re: Tree at 6-8 Townsend Road

The Board reviewed a memorandum from the Highway Superintendent regarding the tree at 6-8 Townsend Road.

The Board agreed to hold a hearing relative to this matter.

Report from Police Department re: Traffic Safety at Belmont High School

The Board reviewed a report from the Police Department regarding traffic safety at the Belmont High School. The Board requested this issue be referred back to the Police Department for further consideration, given that the Board believes the diversion of traffic through the parking lot is neither a viable nor safe proposal.

Request from Belmont Center Business Association re: Holiday Celebration in Belmont Center

The Board reviewed a letter from the Belmont Center Business Association regarding a holiday celebration in Belmont Center.

The Board moved: to approve the request by the Belmont Center Business Association for Town support of their holiday celebration.

The motion passed unanimously (3-0).

The Board requested additional information about the cost of this event.

Request from the Office of Community Development re: Reserve Fund Transfer Request to Fund Grant Match for Wellington Brook Grate Repairs

The Board reviewed a memorandum from the Office of Community Development regarding a reserve fund transfer request to fund a grant match for repairs to the Wellington Brook grate.

The Board moved: to approve the request for a reserve fund transfer to fund grant match funds for repair to the Wellington Brook grate.

The motion passed unanimously (3-0).

Report from Housing Authority re: Parking at Waverley Oaks Apartment Complex

The Board acknowledged issues related to parking capacity at the Housing Authority complex. Dr. Solomon noted his and Mrs. Mahoney's attendance at a press conference called by residents of the facility.

There was discussion about short-term efforts by the Housing Authority and the longer-term efforts by the Town to develop additional parking capacity in support of the apartment facility.

Memorandum from Town Administrator re: Board Meeting Schedule, January - June 2003

The Board reviewed a memorandum from the Town Administrator regarding the Board's regular meeting schedule for January through June 2003.

The Board moved: to approve the proposed regular meetings of the Board of Selectmen, as well as identify alternate meetings on all other Mondays which do not fall on a holiday week.

The motion passed unanimously (3-0).

Petition from Residents re: Hull Street Residential Parking Restrictions

The Board reviewed a petition from certain Hull Street residents regarding the implementation of restricted, resident-only parking on Hull Street.

The Board agreed to hold a public meeting on this issue, with participation from the Police Department and appropriate notice being given to all the residents along the affected portion of Hull Street.

Selectmen's Issues List

The Board deferred this matter to its November 18 meeting.

Approval of Minutes

The Board reviewed draft minutes of the Board's meetings of October 15 and 21, 2002.

The Board agreed to defer this item to its November 18 meeting.

Other

Mrs. Mahoney recommended the appointment of Ed Corsino of Channing Road to the Sewer and Stormwater Committee. She noted Mr. Corsino's time constraints and recommended the appointment of his wife, Diane Corsino, as an alternate on this committee if Mr. Corsino is unable to attend a meeting.

The Board moved: to appoint Ed Corsino to the Sewer and Stormwater Committee, with his wife Diane Corsino as his alternate.

The motion passed unanimously (3-0).

Action by Appointment (Continued)

The Board moved: to enter executive session to discuss the value of land relative to the potential acquisition of land for the siting of a fire stations headquarters; and further that the Board will discuss collective bargaining strategy under another item of this agenda. The Board will not return to open session.

The motion passed unanimously, (3-0), by roll call vote.

The regular session adjourned at approximately 10:00 p.m.

Melvin A. Kleckner, Town Administrator
Clerk, Board of Selectmen