

Approved by  
the Select Board on:  
02-03-2020

## Minutes

Town of Belmont

Select Board

Select Board Meeting Room

Monday, December 2, 2019

7:00pm

RECEIVED  
TOWN CLERK  
BELMONT, MA

DATE: May 13, 2020

TIME: 9:27 AM

### CALL TO ORDER:

A regular meeting of the Select Board was called to order at 7:01pm by Chair Tom Caputo. Vice Chair Adam Dash and Select Board member Roy Epstein were present. Town Administrator Patrice Garvin was present.

A moment of silence was held to recognize the passing of Nancy Forbes and Lydia Ogilby.

### COMMUNITY ANNOUNCEMENTS:

- Due to the snow, a parking ban on Town streets is in effect starting at midnight until further notice; schools are cancelled tomorrow; trash and recycling collection delayed one day; delayed opening of 10am for Town offices tomorrow.
- The Belmont Center Business Association is sponsoring the annual Holiday Celebration / Tree Lighting event, December 5, 2019 from 5:45-8:30pm.

### COMMENTS FROM TOWN RESIDENTS:

[There were none.]

### ACTION BY CONSENT:

#### **Discussion and possible vote on recommendations from the Transportation Advisory Committee (TAC)**

Glenn Clancy (Director, Community Development) and Dana Miller (Chair, TAC) were present.

- 1) Parking restriction on Myrtle Street: Residents had submitted a petition, signed by all but one house on Myrtle, to restrict parking to one side of the street. Due to large trees on Myrtle, the width of the street after recent reconstruction/curbing work was less than the typical 26' for a Belmont roadway; additionally, the street was often used for parking during sporting and other events at the High School. A resident had proposed, and Clancy and Miller were supportive of, creating a parking chicane, where the restriction switched sides part way down the street.
  - Epstein asked about the criteria for obtaining such a restriction – residents on Cushing Ave. had unsuccessfully petitioned a similar restriction in the past. Miller explained the process was largely driven by residents; TAC was willing to consider any similar applications, unsure the reason why the Cushing Ave. request did not go through.
  - Dash noted that Goden/Oak experiences similar issues to Myrtle. Myrtle was a good place to try out the parking chicane.

- Caputo was supportive of the parking chicane concept and confirmed that a public hearing on the matter had been held.
  - *Motion: To approve the following parking restriction on Myrtle Street: from Concord Avenue to the property line between number 23 and number 29, along the easterly side of Myrtle Street, no parking anytime; from School Street to opposite the property line between number 23 and number 29, along the westerly side of Myrtle Street, no parking anytime. (Vote passed 3-0)*
- 2) Handicapped parking space for 371 Belmont St: A standard request: the applicant had provided all necessary documentation; a public hearing with abutters was held, no one spoke out in opposition; the applicant was aware the space was not exclusive and to notify the Town if the space was no longer needed.
- Epstein expressed his intention to vote disapproval, pending formal criteria and a process be established for evaluating designation of a public space as handicapped for de-facto resident use. He pointed out that the residence at 371 Belmont Street has a driveway. He further stated it was necessary to assess the trade-offs involved in designating handicapped spaces – e.g., property owners have the option to make modifications to their property to increase accessibility. Also, the constituency for the parking spot is not necessarily abutters (i.e. those notified for the public hearing).
  - Miller was receptive to having TAC work on a formal policy going forward, but also encouraged support of the application which had followed the protocol used for similar applications in the past.
  - Dash noted the space could also be used by the Payson Park church.
  - *Motion: To approve the one handicapped parking space to be marked at 371 Belmont Street, for as long as there is a disabled person residing at 371 Belmont Street.*
    - *Caputo seconded, and requested that TAC investigate development of a rigorous policy, which considered the opportunity for the property owner to make modifications as part of the criteria.*
    - *(Vote passed 2-1; Epstein voted no)*

**Public Hearing Continued – Extenet Systems Inc. Grant of Location request to construct a small wireless facility: 19 Moore Street**

Caputo summarized the status of the two applications by ExteNet to install small cell wireless facilities at 19 Moore Street and 223 Channing Road. Overall the process was moving forward, however both applications had been deemed incomplete and the requests were tolled at present. Tonight's public hearing would be opened for any potential public comment, then closed until the applications were complete. Caputo invited an update from Belmont Light and the Historic District Commission (HDC); Chris Roy (GM, Belmont Light) and Lauren Meier (Co-chair, Historic District Commission) were present.

Roy said the matter was progressing on two fronts: 1) the pole attachment agreement was with ExteNet for their review/comment; 2) narrowing down on two standardized pole options, one aluminum pole for typical residential use, one decorative pole that could be used where suitable, and in particular would ultimately be approved by the Historic District Commission.

Meier reported the HDC held an open meeting to get up to speed on the matter. Originally, the HDC had leaned towards an integrated pole, however it had a very large base that would impact the sidewalk;

therefore, now leaning towards a pole with an antenna on top. The HDC was prepared to act on a complete application, once consensus was reached with Belmont Light on the final pole choice. The HDC had continued its public hearing to December 10.

Epstein suggested to anticipate the possibility that having multiple providers on a single pole may be a desirable option for the pole design criteria. Dash stressed that it was important to make approval of the Grant of Locations conditional on the specific equipment being sought in the application.

[Open public comment – there was none – close public comment.]

#### **Update from the Library Building Committee**

Kathy Keohane (Chair, Board of Library Trustees), David Stievater (President, Belmont Library Foundation), Noel Murphy (Oudens Ello Architecture), and Clair Colburn (Chair, Library Building Committee) were present. Keohane explained that the group would walk through the presentation on the Library Building Project given at the recent public forum, covering the process, schematic design, cost, and path forward. The project would involve an unprecedented fundraising effort (on the order of millions of dollars), and the Building Committee was targeting fall of 2022 for a debt exclusion vote to cover the remaining balance. The Board was largely supportive of this timeline, with the caveat that the upcoming override vote may have an impact.

#### **Discussion on Draft Nursing Services Agreement**

Garvin explained the Town currently shares a position with Lexington, and has for some time; the employee officially belongs to Lexington but works half-time with the Belmont Board of Health. The Town Manager from Lexington had contacted her because the agreement had lapsed. Dash had several comments on the agreement; Garvin would take these back to the Lexington Town Manager, and bring the revised agreement back for approval by the Board its next meeting.

#### **Discussion and possible vote on Economic Development Committee charge**

The charge had been drafted as a final act of the Belmont Business Study Committee. The Board provided feedback on the charge:

- Why limited to mixed-use commercial development? Should cover all aspects impacting business community, e.g. permitting, licensing, signage, etc.
- Role of the Economic Development Committee in relation to the Zoning Board / Planning Board?
- With respect to membership allocation: should be one from each business center; person with planning/zoning knowledge; add a general resident slot.
- Definition of business should also include non-profits.

There was general consensus that it was good to get the Committee up and running soon, trial for a yearlong period, and then re-evaluate – important to establish a forum to address issues in the business community. Garvin would revise the draft and bring back to the Board for approval.

**Vote to approve request from Mass Rivers Alliance for a One Day Liquor License, Wine & Malt only, to host their annual meeting and dinner at The First Church in Belmont on Wednesday, December 4, 2019 from 6-9pm**

*Motion: To approve the One Day Liquor License as specified above. (Vote passed 3-0)*

### **Approval letter for Community Preservation Committee Application for Municipal Light Building**

Lauren Meier (Co-chair, HDC) rejoined the meeting. Meier and Garvin had prepared a CPA application for a study in two parts: 1) evaluate the current condition of the building, including preparation of floor plans and identification of any serious issues related to reuse; 2) first pass at feasibility study to look at alternative uses. From the HDC's perspective the building formed an important component of the character of the municipal complex. Garvin added that the study would address the gateway question of whether the façade is even salvageable.

Dash was supportive of the application - something needed to be done about the building, development would add revenue for the Town, good idea to get out in front of the substation decommissioning project.

Epstein thought such a study was premature due to the decommissioning schedule, as well as outstanding questions over the ownership, liabilities, etc. The site is difficult, and framing a feasibility study in a certain way could limit future development possibilities. Better to proceed with a broader study when the decommissioning is more certain.

Caputo agreed with the sentiment of making the study more broad if possible, and wondered if the CPA-funded study could be augmented in some way. He requested an update on the progress of the substation decommissioning in order to assess the urgency of the matter.

### **Accept committee resignation from Human Rights Commission**

*Motion: To accept the resignation of Dovie King from the Human Rights Commission. (Vote passed 3-0)*

### **Choose Select Board meeting dates for calendar year 2020**

As a general rule, the Select Board would meet the first and third Monday of each month, excluding holidays or other conflicts. Regular meeting dates agreed upon for the first half of 2020: January 6 / 13; February 3 / 10; March 2 / 16; April 6 / 13 / 27; May 18. Special meeting dates: January 6, joint with School Committee to approve the Rink RFP/lease. Pre-Town Meeting Select Board meetings: May 4 / 6 / 11 / 13 / 27; June 1 / 3 / 8.

### **Choose Select Board Member's Office Hours for calendar year 2020**

Dash had scheduled Office Hours for December 3, 2019, January 7, and February 4, 2020, 6:30pm at the Library. The other Select Board members would send dates to Garvin to publicize.

### **Possible vote to approve the renewal of the following business licenses:**

Glass II Licenses:

- Superior Trading Corp, 81 Richardson Rd.
- Bimmer Auto Sales, 374 Lake St.
- Pleasant Street Shell, 337 Pleasant St.
- Belmont Car Care, 29 Lexington St.

*Motion: To approve renewal of the Class II business licenses as specified above. (Vote passed 3-0)*

Livery Licenses:

- Pete's Livery Service, 17 Dalton Rd.
- Boston Executive Coach, 500 Common St.
- Bowtie Limousine, Inc., 495 Belmont St.
- Lee Transport, LLC, 463 Belmont St.

*Motion: To approve renewal of the Livery licensees as specified above. (Vote passed 3-0)*

**Possible vote to approve the renewal of Common Victualler Licenses for:**

- Belmont Hill Club, 825 Concord Ave.
- Number 1 Taste, 382 Trapelo Rd.
- Fiorella's Express Belmont Inc., 263 Belmont St.
- Dunkin Donuts / Cushing Donuts, 52 Church St.
- Dunkin Donuts / Trapelo Donuts, Inc., 353 Trapelo Rd.
- Michael's Pizza / Paleo, Inc., 191 Belmont St.
- Sodexo Operations, LLC, 115 Mill St.
- Teddy's Kitchen, 462 Common St.
- Theo's Pizza, 389 Trapelo Rd.
- Starbucks Coffee #871, 47 Leonard St.
- Linda's Donuts, 247 Belmont St.
- Belmont Books' Black Bear Café, 79 Leonard St.
- Moozy's / Belmont Ice Cream, LLC, 2 Trapelo Rd.
- Ani Catering, 687 Belmont St.
- Gen Sushi / HG Asia, Inc., 61 Concord Ave.
- Rancatore's Ice Cream, Inc., 36 Leonard St.
- Vicki Lee's, 105 Trapelo Rd.
- Dunkin / Patriot Donuts, LLC, 350 Pleasant St.
- Lisa's Family Pizza, 368 Trapelo Rd.
- Thai Noodle Café, 289 Belmont St.

*Motion: To renew the Common Victualler Licenses as specified above. (Vote passed 3-0)*

**Possible vote to approve the renewal of Common Victualler and Renewal of Liquor Licenses for:**

Restaurants – All Alcohol:

- Savino's Grille, Inc., dba Savino's Grille Inc., 449 Common St.
- Altruista Developments, dba Il Casale, 54 Leonard St.
- Eatup, LLC, dba The Wellington, 75 Leonard St.
- Jamaica Jeff's, 61 Leonard St.
- Alra Corporation, dba El Centro, 66 Leonard St.

*Motion: To renew the Restaurants, All Alcohol Licenses as specified above. (Vote passed 3-0)*

Restaurants – Wine and Beer:

- Nicholas Markantonis, LLC, dba Mark and Toni's, 121 Trapelo Rd.
- Pho & Thai, Inc., dba Pho & Thai, 63 White St.
- Shangri-La, 149 Belmont St.
- Little Lotus Co., Inc., dba Patou, 69 Leonard St.
- 443 LLC, dba Comella's, 43 Leonard St.

*Motion: To renew the Restaurants, Wine and Beer Licenses as specified above. (Vote passed 3-0)*

Retail – Wine and Malt Liquor:

- Craft Beer Initiative, LLC, dba Craft Beer Cellar, 51 Leonard St.
- BLB 638, Inc., dba Cuvee Fine Wines, 32 Leonard St.
- Art's Specialties, LLC, dba Art's Specialties, 369 Trapelo Rd.

*Motion: To renew the Retail, Wine and Malt Liquor Licenses as specified above. (Vote passed 3-0)*

Retail – All Alcohol:

- The Spirited Gourmet of Belmont, Ltd., dba The Spirited Gourmet, 448 Common St.
- Star Markets Company, Inc., 535 Trapelo Rd.

*Motion: To renew the Retail, All Alcohol Licenses as specified above. (Vote passed 3-0)*

Club License – All Alcohol:

- Belmont Country Club, 181 Winter St.
- Waverly Post 1272 VFW, dba Veteran's Club, 310 Trapelo Rd.

*Motion: To renew the Club Licenses, All Alcohol as specified above. (Vote passed 3-0)*

TOWN ADMINISTRATORS REPORT:

Garvin reviewed the Town Administrator's Report:

- From the Town Treasurer: 1) received annual PILOT check from the Belmont Lions Club; 2) recommended increasing the number of available Belmont Center monthly parking passes to 80 (currently 76; no increase had occurred since 2015). With respect to 2), Garvin would contact Belmont Center businesses and place the matter on an upcoming agenda.
- Confirmation that the Select Board wished to sponsor a table at the annual Martin Luther King breakfast.

SELECT BOARD COMMITTEE LIAISON REPORTS:

Epstein: The Community Path Project Committee conducted a community walk down the path route from Belmont Center to Brighton Street – set the stage for a public meeting run by Nitsch in January.

Caputo: Middle and High School Building Committee reached 90% design, at a good place with respect to estimates. Determined list of add alternates and will be putting out to bid soon.

APPROVAL OF MEETING MINUTES:

- *September 16, 2019, regular session:*

*Motion: To approve the September 16, 2019 regular session minutes. (Vote passed 3-0)*

- *November 13, 2019, regular session:* Dash proposed a clarification of the Board's justification for selecting the candidate for the Board of Registrars.

*Motion: To approve the November 13, 2019 regular session minutes, as amended. (Vote passed 3-0)*

- *November 13, 2019, executive session:*

*Motion: To approve the November 13, 2019 executive session minutes. (Vote passed 3-0)*

- *November 14, 2019, regular session:*

*Motion: To approve the November 14, 2019 regular session minutes. (Vote passed 3-0)*

ADJOURNMENT:

*Motion: To adjourn at 9:32pm. (Vote passed 3-0)*

Respectfully Submitted,



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PATRICE GARVIN, Town Administrator