

**APPROVED BY
SELECT BOARD**

June 7, 2023

**Minutes of the
Town of Belmont
REGULAR SESSION
of the
SELECT BOARD
May 22, 2023**

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: June 13, 2023
TIME: 8:39 AM

To view the recording of the meeting, please click [HERE](#).

Call to Order: Mr. Paolillo called the meeting to order at 7:00pm.

Select Board Members	Present	Staff Members	
Mark Paolillo, Chair	Yes	Patrice Garvin, Town Administrator	Yes
Roy Epstein Vice Chair	Yes	Jennifer Hewitt, Assistant Town Administrator & Finance Manager	Yes
Elizabeth Dionne, Member	Yes	Brandon Fitts, Director, Recreation Department	Yes
		Glenn Clancy, Director, Office of Community Development	Yes
		Gabe Distler, Town Planner	Yes
		Jay Marcotte, Director of Public Works	Yes
Others Present			
Chris Doyle, Comprehensive Capital Budget Committee	Yes	Robert Keefe, Chair, Permanent Audit Committee	Yes
Artur Nergaryan, Owner, Art's Specialties	Yes	Kathy Keohane, Board of Library Trustees	Yes
Andrew Osborn, Planning Board Candidate	Yes	Taylor Yates, Planning Board Candidate	Yes
Kevin Feder, Owner of Conley's	Yes	Frank French, Chair, Belmont Youth Activities & DARE	Yes
Michael Callanan, Veteran's Memorial Committee	Yes	Stephen Rosales, Secretary, Belmont Youth Activities & DARE and Veteran's Memorial Committee	Yes
David Coleman, Transportation Advisory Comm.	Yes	Clair Colburn, Library Building Committee	Remote
Betsy Lipson, Belmont Housing Trust	Yes	Gail Mann, Library Trustee	Remote
Rachel Heller, Belmont Housing Trust	Yes		

COMMUNITY ANNOUNCEMENTS: Mr. Paolillo made the following announcements:

- LWV Warrant Night, May 25, 2023
- Memorial Day Events, May 29, 2023
- Girl Scout Belmont Wildlife Challenge

COMMENTS FROM TOWN RESIDENTS

Tomi Olson, Payson Park Music Festival: She stated that the location of the festival for 2023 has not been resolved, and explained the site needs of the festival. There was a discussion of possible sites and the town working with Ms. Olson to find one.

TOWN ADMINISTRATOR'S REPORT

Tax Bill Insert: To be discussed at a future meeting.

Conley's Pub & Grille – Outside Dining: Ms. Garvin said this business is in Watertown, but the parking spaces out front are in Belmont, and they would like to have outdoor dining in this space. Ms. Garvin said she did a site visit with Mr. Clancy and Mr. Marcotte, and they determined that there is enough parking available. There was a discussion of a permitting fee in the future because Conley's pays no taxes to Belmont, and the availability of parking.

Mr. Feder said they will give .75% of all sales to Belmont because of the unusual situation. He is a former resident of Belmont and thanked the Board for allowing the outdoor dining.

Discussion and Possible Vote to Accept Recreation Department Donations

Mr. Fitts reviewed the donations that have been received. Mr. French explained the history and goals of Belmont DARE. He also explained the process that was used to decide to fund the movie series. Mr. Rosales explained the mission of DARE and described some other programs they have done.

A Motion was made to accept the following donations on behalf of the Recreation Department.

1	<u>T-Ball donations - Each Group \$300</u>	8	<u>Summer Movie Series - \$4900</u>
2	Lions Club of Belmont Lynn Findlay	9	Belmont Youth Activities and D.A.R.E.
3	Freiner Plumbing Stonehearth	10	<u>Family Campout - \$500 each</u>
4	Champions Sporting Goods Belmont Toy	11	Lynn Findlay Freiner Plumbing
5	Shop		
6	Belmont Youth Activities and D.A.R.E. A	12	<u>Belmont/Watertown S.P.O.R.T. Program -</u>
7	Chocolate Dream	13	<u>\$500</u>
		14	Belmont Police Patrolmen's Association

The motion was seconded and passed unanimously by 3-0 vote.

Update on the Leaf Blower Bylaw

Mr. Epstein reminded residents that the bylaw is now in effect through September 30th. He explained the details of the bylaw. He said the Board of Health will be the enforcement agent, and they will set up a phone line to report violations. He went on to explain how reports of violations will be handled. There was a discussion of how the community has been notified of this bylaw and how the Board of Health will manage the enforcement.

Joseph White, of Precinct 4, said he has experienced a landscaper cleaning the Butler School with leaf blowers and has told them to leave. Mr. Epstein said the Town should instruct the landscaper not to use the gas blowers. Mr. White asked other questions about this bylaw which were discussed.

Mr. Clancy explained how any ticketing will be managed if there are continued violations at one property.

Review of FY2024 Capital Projects

Ms. Doyle reviewed the status of the Capital Budget, expected Town Meeting votes, future expected projects through FY28, and the Comprehensive Capital Budget Committee's (CCBC) support of the Capital Stabilization Fund.

She reviewed the membership and structure of the CCBC and explained that they will be able to achieve more next year. She also reviewed the bylaw requirements, as well as the progress they have made this year.

The funding sources for the FY24 Capital Budget were provided, as well as highlights of FY24 projects and their funding sources.

Ms. Doyle provided information on large future projects that are as yet unfunded and the FY25 goals of the CCBC.

Public Hearing – Discussion and possible vote on application from Art's Specialties, LLC, 369 Trapelo Road, Belmont for a Change of Category in liquor license from a §15 off-premises liquor license (beer and wine only) to a §15 off-premises liquor license (all alcohol)

A Motion was made to open the Public Hearing. The motion was seconded and passed unanimously by 3-0 vote. The public hearing opened at 8:00pm.

Mr. Nergaryan is applying for one of the new licenses that was recently approved at Town Meeting. Ms. Garvin said everything is up to date. Mr. Nergaryan explained why this license would benefit his business.

Rachel Harrid spoke about how valuable Mr. Nergaryan's business is and what a benefit it is to the area.

Bill Anderson said he supports this change and enthusiastically recommended the shop.

45 *A Motion was made to close the Public Hearing. The motion was seconded and passed unanimously*
46 *by 3-0 vote. The public hearing opened at 8:06pm.*

47 *A Motion was made to approve the application from Art's Specialties, LLC, for a change of category in*
48 *liquor license from a §15 off-premises liquor license (beer and wine only) to a §15off-premises liquor*
49 *license (all alcohol). The motion was seconded and passed unanimously by 3-0 vote.*

50 **Permanent Audit Committee Update**

51 Mr. Keefe provided an update of the committee membership. He reviewed which information and departments
52 were audited. He reported that an unmodified opinion was received, and there were no material control issues
53 with the Town audit for 2022. The Belmont Light audit received an unmodified opinion, and no material control
54 issues were identified for 2022. He explained the process that was used to gain information from the town and
55 Belmont Light.

56 Mr. Keefe said the audit identified significant employee losses, and the PAC feels it is important to adequately
57 staff these openings, especially in the financial areas.

58 There was a discussion of Management comments and other related topics, including whether or not to
59 continue to use the current audit firm or the partner that works with Belmont.

60 Mr. Epstein asked about changing how the PAC is appointed, as recommended by the Collins Center Report.
61 He said he does not see a reason to follow their recommendation given the quality of work from the PAC.
62 Other members agreed.

63 **Discussion and possible vote on request for handicapped parking on Concord Avenue near the** 64 **Belmont Veteran's Memorial**

65 Mr. Callanan said the request being made is due to safety concerns and outlined the access problems. He
66 asked that the parking be sited along the curb near the Veteran's Memorial Park.

67 There was a discussion of the request, potential issues, possible alternatives, parking on Concord Avenue, and
68 the new striping and bike lane in the area.

69 Mr. Coleman outlined the issues that they have heard from the Veteran's group as well as those who maintain
70 the park, and what the TAC's recommendation was. He suggested that the Select Board table this issue to
71 allow the TAC time to work on this issue with Mr. Clancy and other stakeholders. This was discussed.

72 Mr. White shared his views of the suggestions under discussion.

73 There was more discussion on how to resolve this issue, with Mr. Paolillo saying that since the roadway was
74 changed to accommodate businesses, then it can be changed to accommodate disabled veterans.

75 Mr. Rosales expressed his support for 3 handicapped spaces on Concord Avenue, on the Belmont Center side
76 of Underwood Street, and against the curb with the bike lane going outside of these spaces for a distance of 30
77 feet.

78 Mr. Coleman asked that the bike lane be kept where it is until further review, which was discussed.

79 Angus Abercrombie, Town Meeting Member, said the current bike lane is one of the best he has ever seen but
80 supported making access easier for those with disabilities, and expressed support for having a 30-day review
81 period to review this request.

82 Mr. Paolillo asked the TAC to review this issue and return on June 26th with a recommendation. He added that
83 he strongly supports one curbside handicapped spot and for them to look at possibilities on Underwood.

84 Ms. Dionne said that the Veteran's views were not adequately considered when the bike lane was being
85 designed and that this is a good opportunity to include this perspective. She also acknowledged the work of the
86 TAC that has spent a lot of time on this issue.

87 Mr. Epstein reviewed how the bike lane is configured near the area under discussion and made some
88 recommendations for a solution. He expressed his support for one space.

89 Mr. Clancy shared his views on the issue, pointing out that making this accommodation could lead to other
90 requests.

91 It was decided to revisit this issue at the June 26, 2023 meeting, after TAC has an opportunity to consider the
92 request.

93 The Board took a recess at this time (9:00pm) and returned at 9:10pm.

94 **Discussion and possible vote on placement of speed tables on Winter Street to Marsh Street to**
95 **Country Club Lane**

96 Mr. Clancy explained the request that was made by residents in this area and the efficiency of speed tables.
97 He also pointed out that there is no targeted funding for these types of requests, and explained how this is
98 currently addressed. He said there will come a point when these requests do not have any type of funding
99 available and expressed concern that these requests will become unmanageable.

100 There was a discussion of the requests, speeding problems, and how to manage these problems.

101 *A Motion was made to approve the recommendation from the Transportation Advisory Committee to*
102 *install speed tables and associated signage on Winter Street, between Marsh Street and Country Club*
103 *Lane, in the locations shown on the attached map. The motion was seconded and passed unanimously*
104 *by 3-0 vote.*

105 **Discussion and possible vote on design services for the Grove Street Corridor - Huron Ave to Belmont**
106 **St. in the amount of \$297,600.00**

107 Mr. Clancy explained why this area is being done (as a result of a state earmark for design funds), and how the
108 funding amount was determined. There were questions and a discussion of the request and design.

109 *A Motion was made to approve the engineering services agreement from VHB in the amount of*
110 *\$297,600 for design services along the Grove Street corridor. The motion was seconded and passed*
111 *unanimously by 3-0 vote.*

112 Lisa Pargoli, Town Meeting Member: Pointed out that White Street has not been considered even though they
113 have sent 3 petitions without any action. Mr. Clancy explained that White Street was supposed to be studied
114 and reconstructed this year, but National Grid contacted the Town and said they will be replacing the gas
115 mains along White Street. Therefore, the White Street project has been deferred until 2024. This issue was
116 further discussed.

117 Mr. Paolillo asked that the residents of White Street be notified of what is happening with National Grid and the
118 new timing for the project.

119 Paul Joy, Town Meeting Member, expressed his support for the Grove Street/Huron Ave project.

120 **Library Donation Presentations & project update**

121 Ms. Colburn provided an update of the building project, and the collaboration they have done with the Rink
122 Building Committee to mitigate the impact of these projects. There was a discussion of the "lay down" area,
123 and concerns about this area.

124 Ms. Keohane outlined the donations that have been transferred to the Town from the Library Foundation,
125 totaling \$2,000,000. There is an additional \$350,000 that has come from the State in ARPA funds and a grant
126 to bring the total funding to \$2,350,000 and they are on track to meet their goal \$5,000,000 by the end of the
127 year.

128 *A Motion was made to accept the donations to the Town in the amount of \$1,125,00.00 and direct the*
129 *Treasurer and Town Account to deposit them for the purpose of the Library Building Project, subject to*
130 *further expenditure by the Library Building Committee. The motion was seconded and passed*
131 *unanimously by 3-0 vote.*

132 Allison Lenk, Town Meeting Member, said she was glad that the large open space in the middle of the library
133 has been reduced and asked if the plans for the Library include a dedicated space for the Belmont Historical

134 Society. Ms. Keohane said there is a space designated for the Historical Society, and the size of this space is
135 being discussed.

136 **Discussion and possible vote to approve the Housing Production Plan (HPP)**

137 Ms. Lipson explained what an HPP is and what it must contain, as defined by the State. She also outlined what
138 progress has been made as part of the current plan (2018-2023), and the HPP timeline and process that was
139 used to create the new plan.

140 Ms. Heller reviewed the goals that were identified for the new plan, and potential strategies. She described
141 several potential opportunity sites, and also outlined the needed next steps.

142 There were questions and discussion about the plan, including current housing stocks and the impact of the
143 McLean development and other projects in the pipeline.

144 Mr. Epstein asked if the HPP is a mandate, and Ms. Lipson said it is a tool for the Town to use if it wishes.

145 Mr. Epstein pointed out that 450 Concord Avenue is identified in the text of the plan, but it is not on the
146 Opportunity Site List and asked what its status is. There was a discussion of this, and Ms. Heller and Lipson
147 said that would be corrected.

148 Mr. Epstein pointed out some clerical errors, and there was a discussion of versions of the plan.

149 Mr. Epstein then asked about the status of the Clafin Street Lot, and Ms. Heller said this is an opportunity that
150 can be explored. There was then a discussion of parking issues and how this can impact and be worked into
151 this type of development.

152 Bill Anderson, Warrant Committee Member, asked how the HPP and the Housing Trust work to implement the
153 plan without increasing the tax burden on residents. Ms. Heller explained that adding housing the supports
154 commercial development relieves some of the pressure on homes. There was a discussion of this question
155 and the goals of the HPP.

156 Clair Colburn, Town Meeting Member, said she is excited to have the opportunity to increase housing and the
157 commercial base.

158 *A Motion was made to approve the Housing Production Plan as presented with minor edits as*
159 *discussed. The motion was seconded and passed unanimously by 3-0 vote.*

160 **Discussion and possible appointment of Planning Board**

161 Ms. Garvin explained that there is currently only one opening, but another member has said he will resign
162 soon. This issue and how to proceed was discussed.

163 *A Motion was made to appoint Carol Ann Berberian as a full member of the Planning Board with a term*
164 *to expire June 30, 2025.*

165 There was a discussion of the terms for Planning Board members, and which members will want to be
166 reappointed.

167 *The motion was seconded and passed unanimously by 3-0 vote.*

168 **Andrew Osborn, Candidate**

169 Mr. Osborn outlined his qualifications and reasons for his interest in being appointed to the Planning Board.
170 There was a discussion of Mr. Osborn's qualifications and the needs of the Planning Board.

171 **Taylor Yates, Candidate**

172 Mr. Yates outlined his qualifications and reasons for his interest in being appointed to the Planning Board.
173 There was a discussion of Mr. Yate's qualifications and the needs of the Planning Board.

174 The Select Board discussed who to appoint now, and who to appoint to an expected future vacancy.

175 *A Motion was made to appoint Andrew Osborn as an associate member of the Planning Board with a*
176 *term to expire June 30, 2025. The motion was seconded and passed unanimously by 3-0 vote.*

177 **Discussion and vote on Water and Sewer Rates and Budget for FY2024**

178 There was a brief discussion of the rates and the opportunity to make adjustments yearly.

179 Ms. Hewitt explained the billing process used by Belmont Light (which also handles Water & Sewer billing).
180 She explained that the July 1 implementation date of the new rates creates a timing question and explained the
181 issue. There was a discussion of the issue, and how to proceed.

182 *A Motion was made to approve the water and sewer rates and budget for FY2024 as presented*
183 *assuming the rate increase is effective July 1 and is billed August 1. The motion was seconded and*
184 *passed unanimously by 3-0 vote.*

185 **Discussion and possible vote on positions for warrant articles and possible amendments for Segment**
186 **B of the May 1, 2023 Annual Town Meeting (ATM)**

187 This item was deferred to the May 25, 2023 meeting.

188 **Approval of Minutes**

189 April 24, 2023 Regular Session:

190 Ms. Dionne said page 2, at the bottom the name should be Brian Iyler, and on Page 4 Cabell Eame's name is
191 misspelled. She also pointed out some clerical errors.

192 Ms. Dionne corrected the vote for the COLA increase to read: *A Motion was made to approve a one-time*
193 *increase in COLA in FY2023 for Retirees from 3% to 5% conditioned upon adoption of Option 2 as set forth by*
194 *the Retirement Board. The motion was seconded and passed unanimously by 3-0 vote.*

195 Ms. Dionne also corrected the first sentence of the Vision21 motion to read: *"Ms. Dionne moved that the Select*
196 *Board declare that high priority work for the Vision21 Implementation Committee includes identifying..."*

197 *A Motion was made to approve the April 24, 2023 Regular session minutes as amended. The motion*
198 *was seconded and passed unanimously by 3-0 vote.*

199 Monday May 1, 2023 Pre-ATM Session:

200 Ms. Dionne explained that the Town Counsel present was George Hall.

201 *A Motion was made to approve the April 24, 2023 Regular session minutes as amended. The motion*
202 *was seconded and passed unanimously by 3-0 vote.*

203 **Next Meetings**

204 May 24, 2023 at 8:00am

205 **Adjournment**

206 *A motion was made to adjourn the meeting of the Belmont Select Board Committee, and the*
207 *motion was seconded and passed unanimously. The meeting was adjourned at 10:54pm.*

209 Respectfully submitted by,

210
211 Susan Peghiny
212 Recording Secretary
213