

Approved by
the Select Board on:

8/24/2020

Minutes

Town of Belmont

Select Board

Virtual Meeting on Zoom

Monday, August 10, 2020

7:00pm

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: September 3, 2020

TIME: 9:53 AM

CALL TO ORDER:

A meeting of the Select Board was called to order at 7:00pm by Chair Roy Epstein. Vice Chair Tom Caputo and Select Board member Adam Dash were present. Town Administrator Patrice Garvin, Town Clerk Ellen Cushman, and Assistant Town Administrator Jon Marshall were also present.

COMMUNITY ANNOUNCEMENTS:

- A Spain Travelogue program with Beech Street Center member Brian Saper will be held on Tuesday, August 11th at 1:15pm over zoom. Please contact Dana Leavitt at 617-993-2977 or by email at Dleavitt@belmont-ma.gov for more information.
- The "Sunbonnet Sue" Card Making Program, hosted by the Beech Street Center, will be held over Zoom on Friday, August 14th at 1:15pm on Zoom. The program is limited to 10 people. Please contact Dana Leavitt at 617-993-2977 for more information.
- Beech Street Center Program: A new breakfast program will be offered by the Beech Street Center in partnership with Russo's in Watertown. A hot breakfast sandwich and fruit cup will be provided. Breakfasts will be available two days a week through grab and go or delivery. The program will be limited. Please contact Dana Leavitt at 617-993-2977 for more information.
- A virtual workshop, hosted by the Beech Street Center, on "Body and Brain Yoga Tai Chi" will be held on Wednesday, August 12th at 10:30am with weekly classes to follow. Books on the subject will be available to borrow and the workshop is open to all. Please contact Dana Leavitt at 617-993-2977 or by email at Dleavitt@belmont-ma.gov for more information.
- Farmers' Market Coupons worth \$25 will be distributed to eligible individuals on a first term basis. To be eligible, one must be at least 60 years of age or disabled and living in a housing facility primarily occupied by elder individuals and with required monthly income levels. To receive the coupon, or for more information, please contact Dana Leavitt at 617-993-2977 by August 14th.

Epstein remarked that Belmont Street had been repaved in exemplary fashion and thanked National Grid for repaving the street after gas line work was completed.

Epstein also marked an addition to the Select Board meeting format, saying that the Board would take a 10-minute break around 9pm to give all involved an appropriate break.

ACTION BY CONSENT:

Proclamation in Commemoration of India's 73rd Independence Day on August 15, 2020

Epstein invited Garvin to explain how the proclamation had evolved.

Garvin explained that the Town had been approached to do a proclamation and raise the Indian flag. The Town felt that with political environment, there might be uptick in these requests if this one was approved. Garvin then approached the organization and asked them to not raise the flag, but to still have the proclamation issued.

Epstein, Caputo, Dash agreed that this was best.

Dash read the proclamation, as follows:

WHEREAS: India is the largest free democratic country in the world, her beauty and rich cultural heritage are unmatched; and

WHEREAS: the Indian independence movement was led by patriots like Rani Laxmi Bai, Mahatma Gandhi, C.R. Das, Jawaharlal Nehru, Subhash Chandra Bose, Lala Lajpat Rai, Bhagat Singh, Maulana Azas, Raja Gopalachari and Sardar Patel, which later became a model of Civil Rights movement around the globe, including the movement led by Martin Luther King Jr. in the U.S.A; and

WHEREAS: on August 15, 1947, India gained her independence from two hundred years of colonial rule with peaceful civil disobedience and nonviolence. That movement in turn became a new weapon to fight against inequality and injustice in the world; and

WHEREAS: the Constituent Assembly of India created a most democratic constitution of its own, taking clues from the British, American and French constitutions; and

WHEREAS: India has the largest diaspora in the world, with around 18 million Indians living in other countries, with over 2.4 million Indian immigrants residing in the United States, who contribute greatly to the social, economic, and civic health of the nation; and

WHEREAS: India has shown an unsurpassed growth in education, health, agriculture, and technology since its independence 73 years ago;

NOW THEREFORE BE IT RESOLVED that the Select Board of the Town of Belmont do hereby proclaim August 15, 2020 to be INDIA DAY. The Select Board encourages all residents to join the Indian Community to commemorate the 73rd Anniversary of India's independence.

Epstein confirmed with Garvin that the Select Board would be asked to sign the proclamation.

Garvin said that the Select Board would sign the proclamation before it was sent back to India Association of Greater Boston.

Motion: That the Select Board issue the proclamation as read. Move that the Select Board Issue the proclamation as rea. (Vote passed 3-0)

Sign the Election Warrant for the September 1, 2020 Primary

Epstein explained that the Election Warrant listed the elections and candidates for the September 1 primary.

Dash asked to confirm that there would be no changes to voting locations in Belmont.

Ellen Cushman joined the call and answered that on Election Day, voting would take place at the customary locations for Precincts 1-8.

Motion: To accept the election warrant for the September 1, 2020 Primary. (Vote passed 3-0)

Cushman encouraged to the public to vote as soon as possible and by mail. Cushman said people would be receiving their ballots in the mail soon. Cushman explained that if individuals would like to vote in person, there would be both early voting and Election Day in-person voting. Early voting would take place on:

- Saturday, August 22, 2020 from 10:00am-2:00pm
- Sunday, August 23, 2020 from 10:00am-2:00pm
- Monday, August 24, 2020 from 8:00am-7:00pm
- Tuesday, August 25th, 2020 from 8:00am-4:00pm
- Wednesday, August 26th, 2020 from 8:00am-4:00pm
- Thursday, August 27th, 2020 from 8:00am-4:00pm
- Friday, August 28th, 2020 from 8:00am-12:00pm

Epstein asked Cushman if postcards sent out by Secretary Galvin's office were returned by voters, they would receive a vote by mail ballot.

Cushman responded that voters would receive vote by mail ballots in the party and elections selected when they returned the postcard. There would be no need to show up in person to vote if the vote by mail ballot was returned. Ballots and postcards could be returned in the secure drop box at Town Hall or by mail.

Caputo asked if all early voting would take place in Town Hall.

Cushman said that all voting would take place at Town Hall, except on Election Day, when precincts would be open. Cushman explained that this measure was to keep poll workers and voters as safe as possible, while supporting a strong turnout.

Approval of new Common Victualler License for The Vintage Tea and Cake Company, 129 Belmont Street, Belmont

Garvin confirmed that the applicant was not available for the meeting.

Epstein asked if all Town officials who we need to sign off on the license had.

Garvin confirmed that the license had been approved by the appropriate people and departments.

Dash asked what had been at 129 Belmont Street before The Vintage Tea and Cake Company, and Epstein replied that the company had been there for a while.

Garvin and Epstein agreed that they did not know the licensing history but that everything with the CV License looked good.

Motion: To approve a new Common Victualler License for The Vintage Tea and Cake Company at 129 Belmont Street, Belmont. (Vote passed 3-0)

Approval of three contracts from the Office of Community Development:

Epstein introduced the contracts and asked for the current status of each potential project.

Glenn Clancy, Director of Community Development, joined the call. Before speaking about the contracts, Clancy noted that The CV License for The Vintage Tea and Cake Company was to account for a change at the location from solely retail to licensure for approved seating.

1. Lexington Street/Sycamore Street Traffic Signals – awarded to Pine Ridge Technologies for \$414,325.00

Clancy remarked that after a terrible incident at the intersection a few years ago, the intersection was evaluated, and a project was prioritized. The contract would fully signalize the intersection, remove the existing speed table, and establish a designated crossing phase, which will stop direction in all directions when pressed. Clancy explained that four companies had bid on the project and that Pine Ridge Technologies had come in as the low bid. The engineer's estimate for the project was \$450,000, and Pine Ridge Technologies helped the Town to come in under budget. Clancy noted that with the help of State Rep. Dave Rogers' office, \$100,000 in supplemental funds had been secured from the state to help with the project.

Epstein asked about the footprint of the signal for accessibility purposes, as a spray-painted outline looked to take up much of the surrounding sidewalk space.

Clancy assured the Select Board that the sidewalk and signal were engineering and accessibility compliant and that the outline had likely been a queue to for the Water Department.

Dash said that he had heard the same concern from the public and thanked Clancy for the answer. Dash noted the importance of the project and thanked all involved, before asking when work on the project would begin and how long it would take.

Clancy said the project would begin within a few weeks and that the length of the project would depend on weather, but that the goal was to have the signals up and running by the end of the year.

Caputo thanked Clancy and asked to him to explain the costs involved in the project.

Clancy said the project costs were made up of the signals, the work, and significantly, the controller box, which he called the “brains” of a signalized intersection.

Epstein asked if the contract included support from the contractor after the conclusion of the project.

Clancy answered that because the contractor was only contracted to install the system, subsequent work was not part of the contract, but the BSC group would come back to make any necessary adjustments.

Motion: To award Pine Ridge Technologies \$414,325.00 for the Lexington Street/Sycamore Street Traffic Signals. (Vote passed 3-0)

2. FY20 Pavement Management Program – awarded to RM, Pacella, INC for \$1,861,198.21

Clancy said that the amount to the Pavement Management Program was being discussed later in the year than usual and that RM, Pacella was a new contractor for pavement management in Belmont. The engineers had estimated \$2,258,955 for FY20, with \$1.88M for roadwork and \$388,000 for sewer work, and with RM, Pacella, the Town would come in under budget.

Dash read the roads included in the FY20 Pavement Management Program:

Williston Road from Trapelo Road to Horne Road

Alma Avenue from Bartlett Avenue to Belmont Street

Ridge Road from Belmont Street to White Street

Juniper Road from Somerset Street to Fletcher Road

Harriet Avenue from Bartlett Avenue to Belmont Street

Creeley Road from Slade Street to Hammond Road

Indian Hill Road from Old Middlesex Road to Benton Road

Essex Road from Benton Road to Old Middlesex Road

Preble Gardens Road from Old Middlesex Road to Oakley Road

Old Middlesex Road from Oakley Road to Benton Road

Benton Road from Payson Road to Oakley Road

Townsend Road from N Payson Road to S Payson Road

Clancy added that there was also sidewalk and curb money included to allow for more sidewalk work.

Epstein asked Clancy about asphalt curbing and if there were possible ways to improve the splits that develop in the curbs.

Clancy answered that asphalt curbing was not an aesthetic choice, but a functional one, and that it is typically used to act as a boundary to prevent erosion on the shoulder and any vegetation or character to the neighborhoods that could be damaged. Clancy also explained that asphalt curbing was about 10% of the price of granite curbing, and that finding a cost-effective contractor to fix splits would be difficult.

Epstein asked how far behind schedule the Program was.

Clancy said the Program funding was coming about three months behind schedule, as it was usually brought to the Select Board during the fourth quarter of the fiscal year.

Caputo asked if pavement work had occurred over the 2020 summer with FY19 Pavement Management Program funding.

Clancy said that there had been some work leftover from FY19 contracts and that he wanted to be upfront about the timing issues.

Motion: To award RM, Pacella, INC \$1,861,198.21 for the FY20 Pavement Management Program. (Vote passed 3-0)

3. MWRA Sewer Rehabilitation Program (MWRA I/I) – awarded to National Water Main Cleaning Co. for \$493,220.51

Clancy explained that the Select Board needed to release the funds for Phase 8 of the MWRA Sewer Rehabilitation Program that had been authorized at the previous year's Town Meeting. The contract was for work all over Belmont, primarily for sewer lining. The work would occur on sewer mains and some storm drains with deficiencies. The work would not involve digging up any lines, these were projects where the line could be fixed without infrastructure. The benefits of approving the funding would be maintaining infrastructure and to take advantage of funding that was available to the Town.

Epstein confirmed that the lining work would have no impact on pavement.

Clancy said there would be no impact on pavement for the projects because all the work would be done through access through manholes

Dash asked about the reputation of the National Water Main Cleaning Co.

Clancy replied that the company's references were impeccable

Epstein: as a detail, the lining work will have no pavement impact?

Clancy: all done through access on the manholes

Motion: To award National Water Main Cleaning Co. \$493,220.51 for Belmont lining work through the MWRA Sewer Rehabilitation Program.

Discussion and possible vote on the regulatory agreement for The Bradford in Cushing Square

Garvin said that there was a finalized agreement and that with the changes to the agreement, any transfer of the agreement would require signoff from the Town. Garvin said Town Council had reviewed the agreement and found it satisfactory.

Epstein asked if there would be a presumption that a transfer be permitted if three conditions were met, which Garvin confirmed

Clancy explained that three criteria would be available to the Town of Belmont if they chose not to approve a transfer, and that the transfer could be disapproved with just one of the criteria. Without including Town approval in the agreement, only the Department of Housing and Community Development would be able to disapprove a transfer based on the same three criteria.

Epstein said that Belmont was an additional layer of oversight, as the interests of DHCD and Belmont would likely align anyway. Clancy agreed, but pointed out that Belmont's say was specifically noted.

Dash said he could see a scenario where the Town would disagree with DHCD and asked if Toll Brothers was planning to sell the property and when the project would be complete.

Clancy said that he could not confirm if or when The Bradford would be selling and that the project was getting close to finished.

Dash asked who in the Town administration would fulfill the section in the agreement about annual filings, as the process required review by the Town.

Clancy said the Planner's office would review the agreement.

Epstein asked Garvin to clarify changes to the agreement, summarizing the changes as an insertion of section 9B and the addition of a word in Section 9, and asked what the Select Board needed to do.

Garvin said the Select Board would have to vote and signed. She explained that dates were added and cleaned up the agreement, and that the agreement had not previously given the Town disapproval authority.

Dash said that the Town's work to review the filings under the agreement was his only concern.

Motion: To approve the local initiative program and regulatory agreement regarding The Bradford in Cushing Square, as amended. (Vote passed 3-0)

Discussion and possible vote to accept the New Road Layout for Carleton Circle

Garvin explained that Carleton Circle was changing from a private to public road. Public roads are taken care of by the Town and there was 100% signoff by the residents on Carleton Circle becoming a public road. National Grid had previously repaved Carleton Circle and residents had asked for it to become a public way. Garvin said a street meeting had been held for all residents, some work had been conducted with DPW to address some concerns, and residents all signed a waiver to split and produce their portion of the funds for the DPW work. Garvin said the Board needed to adopt the layout, which would then be in the Town Clerk's office for about two weeks, in time for it to be taken up at Town Meeting.

Epstein asked what changes had been made to make Carleton Circle eligible to become a public way.

Clancy said that Board of Survey guidelines around the issue only came about in recent years, so roads were not built to a specific standard. Clancy said it would be best to get the road to meet all necessary standards before Town Meeting. If accepted at Town Meeting, the residents would pay \$1,400 each for the necessary work to be completed by DPW.

Epstein asked if Carleton Circle was a standard width, which Clancy confirmed.

Caputo asked if there would be an additional cost to plow the road.

Dash clarified that the Town already plowed private ways.

Motion: To accept the New Road Layout for Carleton Circle to become a public way.

Discussion and possible vote on MassWorks Park Ave resubmittal

Garvin explained that Belmont engineers were looking to resubmit the same Park Ave project that had been approved by the Select Board the previous year to MassWorks to try to get funding. The estimate for the project was \$1.8M and the deadline for the round of funding was August 28th, 2020. Garvin noted that the program was very competitive.

Dash acknowledged that some residents liked the idea, while others did not. Because the funding was not previously approved by the state and because Belmont did not have another project ready to file for the current funding round, Dash said that Belmont should apply for the Park Avenue project funding again, as foregoing the current funding round did not seem like a good option.

Caputo said that members of the public had asked if the Park Ave project would create greater congestion and what the process was for adding traffic calming measures to the area.

Garvin answered that the work had already begun on traffic calming measures. Clancy added that the Select Board had adopted a traffic calming policy the previous year that would be applied to the neighborhood of the Park Ave project, but the Traffic Advisory Committee had not yet been able to come back to the Select Board with their recommendation because of COVID-19. Clancy explained that some changes had already been made and there were proposed restrictions within the project to help with traffic calming in the

neighborhood. Clancy made clear that with or without the approval of funding for the Park Ave project, measures to calm traffic in the Belmont Hill School area would have to be implemented.

Garvin added that the Park Ave project and funding was another way to handle pavement management.

[Open public comment]

- *Donald L. Hafner (232 Rutledge Rd resident for 30 years)*: The Belmont Hill School has safety concerns for staff and students with Park Ave. There would be ramifications for traffic flow in all of our abutting neighborhood and not satisfied with answers and solutions. This proposal is the same as last year, and Glen and TAC have been helpful with cut through traffic, but restructuring the streets will require police restrictions, which Belmont police does not do. Concern about Belmont's reputation with MassWorks, as this does not address affordable housing, etc. With all due respect, why risk reputation when submitting proposal that does not meeting most of the priorities of MassWorks? Did Belmont get previous feedback from MassWorks?
 - o Epstein asked Garvin if she had a conversation with MassWorks after their proposal was rejected the year before.
 - o Garvin replied that the process was competitive, that the project did not adequately tie in economic development, and correspondence from the neighborhood to MassWorks about their concern all played a part in the funding being rejected. Garvin added that the Town hoped to tie affordable housing developments to the project.
 - o Epstein said that during construction there would be traffic restriction and control, and that Clancy had spoken about other traffic control measures with or without the project. The traffic assessment had found that traffic may be better controlled with the addition of a rotary.
 - o Garvin said the project was solid and she wanted to resubmit it, particularly because the Town needs more alternative sources of revenue to address Town concerns. Garvin said that the project would address traffic and safety concerns and emphasized that she needed to do due diligence in bringing the project back to the Select Board.
- *Kathy Keohane (19 Rutledge Rd, Town Meeting Precinct 2 Member)*: Communication has been a challenge and people didn't have the right data. Looking for commitment to two things: are we confident that land will not be taken in widening the sidewalks? Would be helpful to get agreement from Belmont Hill School? If this is the conceptual design, there are details that need to be addressed, tell us what the process of mutually agreeable solutions if this were approved.
 - o Garvin also explained that the Town would hear back on funding in December and that the public would be involved.
 - o Clancy said that the proposal was for 5.5-foot sidewalks, which would only widen the pavement, not take land. The only sidewalk in question was between Village Hill and Marsh Street by one property where there might be a land issue.
 - o Keohane expressed concern about being without a TAC recommendation, saying that the new design would put more traffic onto Prospect Street and up toward Route 2 in the afternoon.
 - o After clarification, Clancy agreed that the issue would need to be evaluated.
 - o Epstein said that there was clearly a need for a traffic evaluation of Belmont Hill School in conjunction with or without the project.

[Close public comment]

Dash agreed with Epstein and Garvin that the project would be good for the area and a creative use of funding.

Dash and Epstein agreed that they were excited to apply for the funding and to hopefully have an improved and safer roadway.

Caputo echoed Dash's comments and reiterated that the Select Board had been in favor of the project the year prior, as well. Caputo said hearing the concerns of the neighborhood was important and that action needed to be taken on traffic calming regardless. Caputo urged Clancy and TAC to move forward on traffic calming measures. Caputo also noted that he was glad the Town and Belmont Hill would memorialize and agreement on snow plowing and thought that this type of opportunity was a good one to discuss PILOT payments.

Motion: To resubmit the Park Avenue and roadway improvement plan to MassWorks (Vote passed 3-0)

At 8:53, Epstein called for a seven-minute break and said that the Select Board would reconvene at 9:00pm.

The Select Board reconvened at 9:00pm.

Discussion with Chair of Property Tax Working Group of the Warrant Committee for ideas for senior tax relief

Epstein asked Elizabeth Dionne of the Warrant Committee for a summary of the working group on senior tax relief.

Dionne emphasized she would speak on the results of the report about senior tax relief options, but her opinions were entirely her own. Dionne explained that the working group was convened in the fall of 2018, as concerns rose about seniors being unable to afford their taxes and overrides. Dionne said that some seniors would have to vote against an override, even if they wanted to support it, because they would be unable to pay higher taxes. She said that when seniors move out of Belmont due to high taxes, new families move in, increasing the burden on schools. Dionne explained that a senior tax exemption works by shifting the burden from a residential to commercial tax base, but Belmont does not have a large commercial tax base, so it would not make sense to adopt such an exemption, and the working group concluded that it would not be an effective mean of relief for senior homeowners. Dionne explained tax deferrals as an option where the property owner could delay paying their taxes, with interest, with a 4.5% interest rate for seniors so more senior residents could take advantage. Another option explored was the circuit breaker for seniors, which Dionne said also would not do much for Belmont due to high property evaluations. The last option was a home rule petition, which would require the Town to submit a plan to Town Meeting, the plan be approved, the state legislature approve the plan, and a referendum be issued. This would allow the Town to go outside of the legislative framework to provide additional tax relief, as Sudbury and Brookline had previously pursued. After a 10-year process, Sudbury adopted home rule. Dionne acknowledged that the impact had been fairly limited, and many factors would have to be explored to find if the process would be a good one for Belmont to pursue. Dionne said the Warrant Committee as a whole had yet to discuss the options and that any decisions on how to proceed would come from the Select Board recommendations at Town Meeting.

Epstein clarified, asking if the home rule petition would allow the Town to come up with its own program for tax relief.

Dionne confirmed Epstein's question and said that the Town would have to meet certain requirements and that home rule would be specified to the target audience.

Epstein asked if the Warrant Committee had resources to continue identifying parameters. Dionne replied that the group was going to discuss the findings for the first time at their September meeting.

Caputo thanked Dionne and the working group and asked why few seniors in Belmont had taken advantage of the tax exemptions available to them.

Dionne replied that she did not know, but guessed that eligibility requirements, which were set by the state, was the main factor.

Caputo said he was interested in further research but was concerned about investing time into a home rule petition if it would impact very few.

Dionne said that she thought talking to Sudbury would help, because out of 240 seniors eligible their first year, 124 took advantage. Dionne said she felt it was a moral imperative to help find a way to keep seniors in Belmont.

Dash commended the working group and noted that Belmont had already lowered the interest rate on senior tax deferrals, and implemented other measures to support seniors. Dash said that due to restrictions on home rule petitions, much more work would have to be done and encouraged looking into senior tax exemptions further. Dash asked if the Select Board or Warrant Committee was going to take on doing an analysis of the measure and impact of the presented options, or whether a new committee should be established to do so.

Dionne emphasized that it would be challenging to evaluate Belmont's place against the average community within the state due to high taxes, property values, and other factors.

Dash noted that he was not sure if the public referendum was required on the ballot for a home rule petition.

Epstein said that he would be happy to collaborate with the working group to get a proposal together for Town Meeting next year and to take the next steps. Epstein suggested a statement of intent that the Select Board would work with the Warrant Committee on moving the process along and to report back at a Select Board meeting in December.

Dionne said that the Warrant Committee still had to decide if they wanted to take on the process.

Dash said that if the Warrant Committee did not want to take it on, that he thought the Select Board should.

The Select Board thanked Dionne.

Possible appointments to Fire Chief Screening Committee, Update on Consultant Request for Proposal (RFP)

Epstein asked Jess Porter to start off the discussion of the RFP.

Porter shared that the proposals for the RFP were due by 4:00pm on Wednesday, August 12th. Porter hoped to bring the finalists for the Fire Chief Screening Committee to the next Select Board meeting for interviews and appointments.

Porter summarized the committee of seven members: Town Administrator Garvin, a current or retired fire chief, a member of the Warrant Committee, a member of the Council on Aging, two citizen representatives, and a former Select Board member. Porter said there were six citizen applications, an application from Brookline Fire Chief John F. Sullivan, three former Select Board members, Dan Halston from the Warrant Committee, and two applications from members of the Council on Aging.

The Select Board discussed the applications of Chao-Qiang Lai and Tomi Olson from the Council on Aging:

Dash said he would defer to the Chair of the Council on Aging, Chao-Qiang Lai, and said that Lai's public health perspective would be good to have. Caputo and Epstein agreed.

The Select Board discussed the applications of three former Select Board members; Sami Baghdady, Ralph Jones, and Anne Paulsen:

Dash said that Paulsen might be a good choice since she had not been on a committee in a while and another woman would be helpful on the committee, but emphasized that the Select Board could not go wrong with any of the three candidates they had.

Epstein pointed out that Baghdady was very focused on safety issues.

Caputo agreed that all the candidates were strong options and said that he always appreciated Jones' perspective. Caputo suggested that the Select Board pick the former Select Board member later.

The Select Board discussed the applications of six citizen representative applicants: Angus Davidson, Frank French, Nick Iannuzzi, Kathy Keohane, Erin Lubien, and Stacey Zawel:

The Select Board ruled out Angus Davidson, as he was also a retired fire chief, and there was already going to be a fire chief on the committee.

Epstein suggested the Board pick Keohane and Zawel.

Dash said he liked Iannuzzi because of his experience on the zoning board and as an attorney. Dash said he would be happy with any of the options, but would be most interested in Iannuzzi, Keohane, and Zawel.

Epstein pointed out that Zawel had important experience as a business owner and that Keohane has great skill and knowledge around organizations.

Caputo echoed Epstein's call for Keohane due to her extensive hiring experience. Caputo said French had done well on the Police Chief search, and that he would also be comfortable with Zawel as a member, as well.

Dash suggested that, while there were a lot of good candidates, there was consensus around Keohane and Zawel, and the other Board agreed.

The Select Board returned to discussing appointing a former Select Board member to the committee:

Dash reiterated that they could not go wrong, and that he personally felt most strongly about Paulsen serving on the committee.

Caputo said he felt any of the applicants would do well.

Epstein advocated for Jones. Dash and Caputo agreed.

Motion: That Town Administrator Patrice Garvin, Ralph Jones, Chao-Qiang Lai, Kathy Keohane, Stacey Zawel, Dan Halston, and Chief John F. Sullivan be named to fill the appointments for the Fire Chief Screening Committee (Vote passed 3-0)

Porter said she would formally notify the new committee members the following day and schedule a time for them to meet with Town Clerk Cushman to get sworn in.

Appoint Acting Fire Chief, effective September 1, 2020

Epstein invited Chief David Frizzell to speak.

Frizzell said he was in full support of Garvin's comments and would defer to her.

Garvin said she had reached out to current Assistant Fire Chief Wayne Haley to see if he was interested in serving as Acting Fire Chief. Garvin noted that she had worked closely with Haley and that he was more than capable of doing the job as Acting Chief and that he was in agreement to take on the job.

The Select Board expressed their approval for Assistant Fire Chief Haley's appointment.

Motion: To appoint Wayne Haley as the acting fire chief beginning September 1, 2020. (Vote passed 3-0)

Frizzell said that he was very impressed with Haley and how Haley had stepped up at the beginning of the COVID-19 outbreak when he was out of the country.

Committee appointments and resignations

Epstein explained that the Select Board needed to make formal appointments to a large number of committees. Some committees had more applicants than positions, some had equal applicants and positions, and some did not have enough applicants to fill available positions on the committee. Epstein proposed

acting on committees that had at least one applicant because the Town had advertised the openings for two months and committees needed to fill appointments and begin work as soon as possible.

Caputo said that he was concerned about how many committee members who were up for reappointment did not apply for reappointment and wanted to make sure everyone realized they would need to reapply if their term was up. Epstein said that committee chairs were informed of members whose terms were expiring and that the Select Board should act on the applications that were submitted on time. Caputo agreed, but worried about consistency, and asked Jon Marshall about the outreach that had been done thus far. Dash also shared that concern, saying that it was hard to believe that some of the committee members did not want to reapply.

Jon Marshall joined the call and said that the Town Administrator's office worked together to reach out to committee chairs and asked them to notify members who were up for reappointment to apply if they wished. Marshall said the office had heard back from some, but not all members.

Dash and Caputo asked if the office could reach out to individual members of committees in case members had not been notified by their chairs. Marshall agreed. The Select Board and Marshall agreed it would be best to appoint members to some committees now, and wait on others.

Conservation Commission:

James Roth and Margaret Velie were both renewing their membership. A third associate member, Mark Smith, was listed, but the Select Board was not sure if he was applying for full or associate membership and agreed to vote again on the applicant at the August 24 Select Board meeting.

Motion: To appoint James Roth and Margaret Velie to their positions on the Conservation Commission. (Vote passed 3-0)

Epstein expressed that he wanted to strike a balance between valuing experience on committees and allowing new members, suggesting there should be more opportunity after a committee member had served three terms. Dash agreed, but said it depended on the committee and the applicants.

Community Path Project Committee:

Epstein, the Chair of the Community Path Project Committee, expressed support for re-applicants Bonnie Freedman and Ellen Sugarman.

Motion: To appoint Bonnie Freedman and Ellen Sugarman to the Community Path Project Committee. (Vote passed 3-0)

Cultural Council

Motion: To appoint Haixi Liu and Volkan Efe to the Cultural Council. (Vote passed 3-0)

Dash said that the three members up for reappointment who did not apply should be reached out to.

Historic District Commission:

Epstein said Kathleen Fahey had resigned from the Commission and there were three positions to fill, with three applicants.

Motion: To appoint Carol Moyles as a full member with a term expiring in 2022, Lauren Meier as a full member with a term expiring in 2023, and Michael Smith as an alternate member with a term expiring in 2023 to the Historic District Commission (Vote passed 3-0)

Housing Trust:

Dash explained that there were five applicants for three positions, with three seeking reappointments. Dash said he would not want to make changes to the committee with the ongoing housing projects in Town, and that the Chair had recommended that all three existing members be reappointed. Caputo agreed.

Motion: To appoint Betsy Lipson, Paul Rickter, Tommasina Olson to the Housing Trust (Vote passed 3-0)

Land Management Committee for Lone Tree Hill:

Dash said there was one applicant for one open position and that the Chair had recommended reappointment.

Motion: To appoint Radha Iyengar to the Land Management Committee. (Vote passed 3-0)

Permanent Audit Committee:

Motion: To appoint Robert Keefe to the Permanent Audit Committee (Vote passed 3-0)

Planning Board:

Dash said there were two re-applicants and both had done a great job.

Motion: To reappoint Thayer Donham and Stephen Pinkerton to the Planning Board (Vote passed 3-0)

Water Advisory Board:

Epstein explained that Frank French, the Chair, was seeking reappointment, and that he had served on the Board for about 15 years. Epstein was interested in appointing Alex Thurston, who was interested in the committee and had related experience. Epstein expressed his admiration for French, but thought it would be good to bring in a new member to the Board. Dash agreed that it was a tough choice to make, because continuity could be best. Caputo asked about getting Thurston involved in another committee. Garvin said that French had a good working relationship with DPW through his WAB work.

Caputo suggested pushing the vote until the August 24 meeting and speaking with French before then. Garvin agreed it would be good to reach out to both applicants.

Financial Task Force II (FTF2) Update

Caputo shared that some of the FTF2's urgency had been lifted and that the group was looking forward to passing an April override. The FTF2 would continue to work and to measure how state funding and any new information would impact the override and budgeting processes. Caputo said the FTF2 would update the public at another Select Board soon. Caputo also explained that because an April override required a dual budget process, that work would take place in the following months to present the public on FY22 with and without the override.

Garvin said she had provided the Select Board with a draft calendar for the budget through the end of December 2020. Garvin planned to get the budget out to all necessary groups as soon as possible and hoped that the school budget could be aligned in timeline with the Town budgets. Garvin shared she was actively working with departments already on the FY22 budget without an override.

Caputo added on that without an override, the Town services would be cut substantially, and all the potential cuts would need to be weighed in on by Garvin, the School Committee, the Select Board, and the Warrant Committee, and more. Garvin said that one of the challenges of her office and the FTF2 would be around fiscal discipline with banking the unexpected state aid.

Caputo: FTF2 will push forward, but without an override we will have substantial cuts to Town services, and these cuts will need to be weighed in on by Garvin, School Committee, Select Board, Warrant Committee, etc.

Epstein asked if the state planned to finalize state aid by a specific date and Garvin replied that she had not heard an update yet.

Dash raised concern about proposed meetings with department heads around the November election and Garvin replied that they could work around the election.

Caputo said that he wanted to continue to provide clarity to the public around tax assessments and abatements and suggested invited the Town Assessors and Board of Assessors to a future meeting to explain the processes. Dash and Epstein agreed.

Discussion and vote on continuation of free parking in the Chafin Street parking lot

Epstein reminded the Select Board and public that they Board was to revisit the free parking in the Claflin Street parking lot each month and recommended keeping the free policy through August. Caputo and Dash agreed. Dash pointed out that the Board had previously voted in the policy through Labor Day, so there was no need to vote on it tonight.

TOWN ADMINISTRATOR'S REPORT

List of Warrant Articles

Garvin explained that there would be a special remote Town Meeting beginning September 21st, 2020. So far, 14 items were listed, with no citizen petitions. Garvin said the articles on Brookline Energy and HTC were pushed off to Spring 2021 at the Annual Town Meeting.

The remaining articles:

- Adopting of Carleton Circle as a public way
- Removal of civil service for police and fire
- Transfer to stabilization fund
- Amendment to a zoning by-law
- Proposed by-law to clean up grammar in zoning by-law
- Community Path Project initiatives
- DPW cleanup of capital balance to be transferred
- Potential purchase of the trailers police are using by the Water Department

Garvin said she would like to sign the warrant on August 31st or sometime during that week to get materials for Town Meeting distributed and asked for any articles from the Select Board no later than September 1st.

The Select Board agreed to have a short meeting on August 31st to account for any changes to the warrant.

SELECT BOARD COMMITTEE LIAISON REPORTS

Dash said that there was a Community Preservation Committee meeting on Wednesday, August 12th.

Caputo said that the High School Building Committee was also meeting on Wednesday August 12th to update on progress and approve invoices.

APPROVAL OF MEETING MINUTES

- *June 24, 2020 Regular Meeting:*

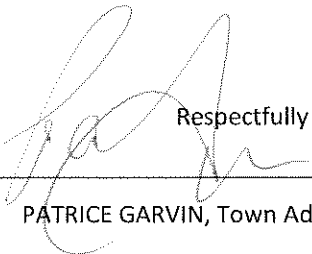
Motion: To approve the Select Board minutes for June 24, 2020. (Vote passed 3-0)

The Select Board discussed that the following minutes had been received in a different format and they needed to leave them for discussion at the next meeting to properly revise needed changes.

- *July 20, 2020 Regular Meeting:*
- *July 27, 2020 Regular Meeting:*
- *August 4, 2020 Regular Meeting:*

ADJOURNMENT

Motion: To adjourn at 10:45pm. (Vote passed 3-0)


Respectfully Submitted,

PATRICE GARVIN, Town Administrator