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Minutes

Town of Belmont

Select Board

Select Board Meeting Room

Monday, January 13, 2020

7:00pm

Approved by  
the Select Board on:  
3/2/2020

CALL TO ORDER:

A regular meeting of the Select Board was called to order at 7:03pm by Chair Tom Caputo. Vice Chair Adam Dash and Select Board member Roy Epstein were present. Town Administrator Patrice Garvin was present.

COMMUNITY ANNOUNCEMENTS:

- Holiday trash and recycling: there will be a cardboard recycling event at the DPW headquarters on January 25, 9am-12noon; last week for Christmas tree pickup, ends January 17.
- A message from the Town Clerk to please return your Town Census as soon as possible. Dog and cat registration is due by March 15.
- The Select Board is seeking candidates to serve on the Economic Development Committee, as well as the Long Term Capital Planning Committee. Applications via the Town website are due January 28.
- *Mystic the Therapy Dog* free event at the Beech Street Center, Tuesday January 21 at 11am and January 28 at 1:15pm.

COMMENTS FROM TOWN RESIDENTS:

- Many questions have come into the Town Administrator's office regarding recent tax bills, in particular with respect to increased assessments. The Board of Assessors have been invited to the February 3 Select Board meeting to provide information on how assessments are determined.

ACTION BY CONSENT:

Proclamation to honor the 100<sup>th</sup> Anniversary of the Women's Club

Wendy Murphy (Co-president, Women's Club) was present and shared a brief the history of the Women's Club, as well as an overview of its current activities. She invited the public to visit the club to learn more about it, and consider joining as a member.

Dash read aloud the proclamation honoring the 100<sup>th</sup> anniversary of the Women's Club.

Accept donations on behalf of the Belmont Fire Department from Mrs. Diane Gaudet in the amount of \$200.00, and from Mary Louise Isaac in the amount of \$100.00 for the purpose of funding supplies for the Fire Department Employee Appreciation Event

David Frizzell (Fire Chief) and Wayne Hayley (Assistant Fire Chief) joined the meeting. The gift from Mrs. Gaudet was in honor of long serving Belmont fireman Ronald Gaudet, who had passed away last April.

The gift from Mary Louise Isaac was in recognition of 'brave and caring service' provided on a recent service call. Both contributions would go towards supplies for the annual employee appreciation event, attended by both active and retired members of the Fire Department.

Frizzell read aloud a letter of thanks from another resident related to a recent service call, exemplifying the great service provided by the Fire Department.

*Motion: To accept the donations as stated above on behalf of the Belmont Fire Department, for the purpose of funding supplies for the annual employee appreciation event. (Vote passed 3-0)*

#### Discussion and possible vote on Traffic Calming Policy

Glenn Clancy (Director, Community Development), Dana Miller (Chair, Transportation Advisory Committee (TAC)) and Larry MacDonald (Vice Chair, TAC) joined the meeting; other member of TAC were also present.

Miller gave background on TAC's efforts in putting together the Traffic Calming Policy: the Committee had reviewed policies from other similar communities, such as Dedham, Lexington, Brookline etc.; a public forum was held November 7 at the Beech Street Center for residents to comment and ask questions about a draft of the policy; feedback from the public forum and elsewhere was incorporated into the final draft.

Miller noted a key change resulting from public feedback was the development/proposed use of an online listing of all traffic calming requests, including an indication of the status of the request - the purpose was to make the process more transparent. Miller was requesting the Board's approval of the policy; TAC had unanimously voted approval.

The Board provided feedback on the Traffic Calming Policy:

- Epstein clarified that the traffic calming methods listed in Section IV were not meant to be an exhaustive list, but rather examples of possible actions that could be taken.
- Dash proposed to clarify in Section IV that Town Boards/Departments be exempted from the requirements listed to initiate a traffic calming request (specifically, gathering signatures).
- Caputo asked about the needs assessment report – who prepares the report, at what cost, how much staff time is required. Clancy said he would be the one to prepare the report; at the present time it was unclear exactly what would be required, but he considered it to be manageable (~2 hours work in addition to pulling necessary data together).
- Epstein asked if the measures taken to address traffic calming issues were intended to be permanent; not necessarily the case, depending on the situation, but they would likely remain in place unless there was a reason to remove them.
- Caputo asked about the prioritization of the list of traffic calming measures – concern was that low cost measures that could be easily implemented may get delayed, because more costly measures were higher in priority. Miller said people should expect reprioritization as new items are added to the list. Clancy added the wording gives latitude for the Town Engineer to address items as resources are available.

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

*Motion: To adopt the Traffic Calming Policy as presented by the Transportation Advisory Committee, with the clarification that Town Boards and Departments be exempted from the signature requirements for initiating a traffic calming request. (Vote passed 3-0)*

**Update on service impact from potential McLean development**

Clancy remained to discuss the item. Garvin explained that she and Clancy recently had a discussion with Jerry McKibben (McKibben Demographics consulting) about preparing a report on the impact to Town services from the potential McLean Zone 3 development. McKibben had previously conducted projections for school enrolment and already had a lot of data necessary to prepare the report. The report was expected to be completed by March; this meant the McLean project would be taken up at Annual Town Meeting (previously there had been discussion about possibly holding a Special Town Meeting in March). Garvin was seeking support from the Board to move forward with commissioning the report from McKibben; the Board was supportive. Epstein requested that the Board of Assessors also provide information on potential property tax revenue generated by the project.

**Approval of request from The Grand Lodge of Massachusetts Sons & Daughters of America to host a 5k race in Belmont on Sunday, April 19, 2020 at 10:00am**

Kathi Young (Co-chair of the Race) was present. This would be the first time the group was holding the race, part of a broader effort to increase outreach and membership in Belmont. There were 200-300 expected participants for the race.

*Motion: To approve the request from the Grand Lodge of Massachusetts Sons & Daughters of America to host a 5k race in Belmont on Sunday April 19, 2020, commencing at 10:00am. Race organizer is requested to contact Sgt. Kim Hurley on or before April 5 to make arrangements for a police detail. (Vote passed 3-0)*

**Approval of request from Rebecca Pizzi to host the Becca Pizzi 5k and 1 mile races on Sunday April 26, 2020**

Rebecca Pizzi (Race organizer) was present. This was the fifth annual race to raise money for Belmont High School – last year \$30k was raised. Expecting 500 participants this year. Pizzi had already reached out to Sgt. Hurley concerning the police detail for the route, which was the same as last year.

*Motion: To approve the request from Rebecca Pizzi to host the Becca Pizzi 5k and 1 mile races on Sunday April 26, 2020. (Vote passed 3-0)*

**Annual designation of Animal Control Officer**

*Motion: To approve Suzanne Trasavage as the Town of Belmont's animal control officer for calendar year 2020. (Vote passed 3-0)*

**One Day Liquor Licenses:**

**Vote to approve request from the Belmont Gallery of Art for a One Day Liquor License (Wine & Malt only) for the purpose of hosting an Art Reception on Friday January 24, 2020, from 5:00pm-8:00pm at the Belmont Gallery of Art, 19 Moore St., Belmont**

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

**Vote to approve request from the PATRONS OF Belmont Performing Arts for a One Day Liquor License (Wine & Malt only) for the purpose of hosting a Trivia Night Fundraiser to benefit the BHS Theater Department on Friday February 7, 2020 from 6:30pm-10:00pm at the Beech Street Center, 266 Beech St., Belmont**

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

**Vote to approve request from the First Church in Belmont, UU, for a One Day Liquor License (Wine & Malt only) for the purpose of hosting a Fundraiser Auction for the Church on Saturday, February 8, 2020 (snow date Sunday, February 9, 2020), from 5:30pm-10:00pm at the First Church, 404 Concord Ave., Belmont**

*Motion: To approve the One Day Liquor License as stated above. (Vote passed 2-0; Caputo recused, as he is a member of the Church)*

#### Discussion on FY21 budget schedule

Garvin reviewed the schedule – not much had changed since previously discussed. The formal budget would be distributed at a budget meeting on February 10. Much of the work had been completed early this year, with budget meetings with department heads held in the October.

#### Committee appointments to the Age Friendly Advisory Council

Jon Marshall (Assistant Town Administrator) joined the meeting. There were three candidates for the remaining three open resident slots. Council on Aging Director Niv-Vogel had expressed support for two of the candidates (the third candidate had only recently submitted their application, but was also qualified).

*Motion: To appoint Beverly Freeman, Tim Flood, and Eileen Tell to the Age Friendly Advisory Council for one year terms. (Vote passed 3-0)*

#### TOWN ADMINISTRATOR'S REPORT:

Garvin reviewed the Town Administrator's Report:

- Planning Board public meeting on January 21 to take up the McLean Zone 3 development proposal.
- RFP for the Rink has been released. Garvin asked for input on who should be represented on the reviewing committee – further discussion was needed to clarify timelines/process for the review. The Board suggested to keep the informal working group from the RFP development in place.
- Financial Task Force II updates would be a regularly scheduled agenda item going forward at both Select Board and School Committee meetings. Due to numerous questions regarding recent tax bills, invited the Board of Assessors to attend the February 3 Select Board meeting.
- Town Administrator's office had distributed its plan for capital spending recommendations for FY21 to the Capital Budget Committee and Warrant Committee.

SELECT BOARD COMMITTEE LIAISON REPORTS:

Caputo:

- Belmont Middle and High School Building Committee: Project is currently out to bid – milestone in early February when the bids come back, will have a sense of where the project is with respect to the budget.

Epstein:

- Community Path Project Committee: A public meeting originally slated for January was being delayed to late February / early March. Still aiming for 25% design by late spring / early summer.
- DPW building project: Due to unforeseen circumstances with the contractor, completion of the projected was delayed from early December to later this month.

APPROVAL OF MEETING MINUTES:

- *October 31, 2019, regular session:*

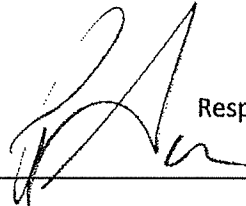
*Motion: To approve the October 31, 2019 regular session minutes. (Vote passed 3-0)*

- *December 18, 2019, regular session:*

*Motion: To approve the December 18, 2019 regular session minutes. (Vote passed 3-0)*

ADJOURNMENT:

*Motion: To adjourn at 8:29pm. (Vote passed 3-0)*

  
Respectfully Submitted,  
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PATRICE GARVIN, Town Administrator