

**MINUTES
TOWN OF BELMONT
BOARD OF SELECTMEN
SELECTMEN'S MEETING ROOM
Monday, January 4, 2010
7:00 PM**

CALL TO ORDER

A regular meeting of the Board was called to order at 7:03 pm by Chair Leclerc in the Selectmen's Meeting Room. Selectmen Firenze and Jones were present. Town Administrator Tom Younger and Assistant Town Administrator Jeff Conti were also present.

Mr. Cunningham, Den Leader from Pack 377, introduced his Cub Scouts to the Board and said they were there for a civics lesson. Chair Leclerc introduced the Selectmen and Administrators. He noted that town government is open and recorded.

QUESTIONS FROM TOWN RESIDENTS

There were none.

ACTION BY APPOINTMENT

Juniper Road Sewer License Agreement

Ms. Donna Moultrup, Director of Public Health, appeared before the Board regarding the Juniper Road sewer license agreement. She reviewed that the proposal is to allow a private contractor to lay pipe on Juniper Road connected to the Town's sewer system that residents can connect to (for a fee paid to the contractor). Ms. Moultrup said that Town Counsel reviewed all the issues and that the Board has received the letter from Town Counsel. She reviewed some of the issues relating to the installation of a sewer pipeline in areas that do not currently have public sewers. Selectman Jones said he was concerned that the town is not in control of this pipeline. He said that the town needs to be fully indemnified in case something goes wrong in the distant future. The Board agreed that the \$3,000 in escrow contained in the agreement is an insufficient amount to cover the town for potential issues down the road. Chair Leclerc reviewed the fact that, while this undertaking is at no cost to the town, if something goes wrong with the pipe in the future, the town might be obligated to step in (at a cost).

Chair Leclerc concluded that the Board will not make a decision tonight but will research the issue more fully. The Board will schedule a meeting with Mr. Clancy.

Name a Senior Municipal Employee to Serve as Belmont's Liaison to the State Ethics Commission for Training

Mr. Younger said that Belmont is required to appoint a senior level employee to work with the state ethics commission for the purposes of training employees. He recommended Ms. Diane Crimmins, Director of Human Resources.

The Board moved: To appoint Ms. Crimmins to be the Town's liaison to the state ethics commission.

The motion passed (2-1).

Selectman Firenze opposed the motion, due to his opposition to the concept, not to the nominee.

Renewal of VFW Veteran's Club Liquor License for 2010

Mr. Younger noted that the state had approved the liquor license for 2009. The VFW is up-to-date on their payment plans.

The Board moved: To renew the VFW liquor license for 2010.

The motion passed unanimously (3-0).

Resident Street Light Request – Farm Road

Mr. Younger explained that a resident from Farm Road requested a street light in front of his home. Mr. Younger will speak with the Director of the Light Department.

The Board moved: To endorse the recommendation of the Town Administrator and the Director of the BMLD regarding this request.

The motion passed unanimously (3-0).

Goal Discussion

Chair Leclerc said that Mr. Younger recommended making goals for an 18-month period. The Board agreed to bring together their lists of recommendations and goals for the town.

The Board began by reviewing Chair Leclerc's list, which included, among other items, the following: Climate Action Plan, identifying consolidation areas (including collaboration with other communities), and advancing "smart growth" in support of the Planning Board, specifically as it relates to Cushing Village.

The Board discussed. Selectman Firenze noted that there are eight major initiatives/objectives/goals already in existence for the town. Selectman Jones added to the eight: downsizing the scope of town government consistent with the available revenues.

Also on Chair Leclerc's list: addressing traffic concerns at all of the schools and developing an override strategy with regard with the structural deficit of \$3-\$5M in time

to conduct a clear and effective campaign. He said the town needs a plan to address the revenue short-fall and decrease in services if an override is not passed. Selectman Jones explained the structural deficit paradigm (e.g., expenses rising at 5-6% while property taxes rise at 2.5%). Selectman Firenze asserted that town leadership has succeeded in avoiding the need for overrides for several years now (i.e., by prudent management), and that it is difficult to predict what will happen over the next few months. The Board discussed the continued down-sizing of government services balanced against tax increases.

Another of Chair Leclerc's goals pertained to educating the public on the need for a new substation. Another pertained to the re-structuring of personnel guidelines for the town. A long-term goal was to develop a policy to maintain historic properties such as the Benton Branch Library. A final goal was to conduct a study regarding housing diversity. This study would look at: affordable housing, downsizing options, housing additions, and condominium conversion parking demands.

Chair Leclerc suggested the merging of the eight existing goals with the goals he outlined.

Town Administrator's Report

Mr. Younger reported on the following items:

- Selectman Jones will meet with Mr. Clancy regarding the required stimulus funding report.
 - There will be a joint meeting of the Board of Selectmen with the School Committee on January 15th at 8:00 am in executive session to discuss strategies for contract negotiations.
 - Beech Street Center repairs were completed today; the Center should open on Wednesday 1/6/09. Selectman Firenze said that, while unfortunate, this was a typical new construction issue.
 - Mr. Castanino noted that the plowing efforts went extremely well this past weekend.
 - The League of Women Voters will hold a meeting on 1/14 at All Saints Church to encourage new Town Meeting members.
 - Ms. Crimmins is meeting with the Andover Human Resources director regarding their consolidation of school and town HR departments.
- On January 6th, the Planning Board will meet with Mr. Starr. Selectman Jones will attend.
 - The Selectmen's Office will now hold a mandatory "Liquor License renewal requirements meeting" with license holders detailing what is expected from them when their licenses are renewed.
 - The Woodfall Road appraisal fee is \$3,000 and will be completed soon.
 - A Silver Award for traffic safety was awarded to the Police Department.
 - Mr. Conti added an insurance update. He has put out a spec for consulting services to help get the town the best rate.

Chair Leclerc acknowledged the “citizens of year” recipients awarded by the Belmont Citizen.

The Board discussed the department head meetings to be held in the morning. The impetus for these meetings, explained Chair Leclerc, is to do them early enough in the process to be able to make changes, address goals, and to receive the Board’s input before the final budgets are presented.

Selectman Jones asked about the budget process for this year. Mr. Younger said he is receiving preliminary numbers from each department head. The Board discussed the issue of department head meetings vis-a-vis the budget process. Selectman Firenze said that the Warrant Committee prepares the budget. However, there is a state statute which allows for a different process, noted Selectman Jones. Selectman Firenze said that the elected Board of Selectmen ought to be responsible for creating the budget. The Board discussed the budget process and the WC’s role in that process as well as when/how to hold the department head budget presentation meetings.

Mr. Younger reviewed the perspective department head meeting schedule. The Board discussed how many meetings, how long, and when to hold. Mr. Conti noted that his office has requested from the department heads the budget in a different way than what has been done in the past.

ACTION BY CONSENT

Approval of Board of Selectmen Minutes: November 30, December 1 and 7, 2009

The Board moved: To approve the above minutes: 11/30/09, 12/1/09 and 12/7/09.
The motion passed unanimously (3-0).

ACTION BY WRITING

Renewal Licenses

Selectman Firenze excused himself from the motion pertaining to the license renewal of Angelato.

The Board moved: To approve the license request of Angelato.
The motion passed unanimously (2-0).

The following establishments are requesting to renew their licenses: Used Car Dealer’s, Grigorian Brothers Corporation, and Motion Picture Exhibition at Belmont Studio requests extended hours from 10:00 am to 12:00 pm.

The Board moved: To approve the license requests (and time change request) of the above named establishments.

The motion passed unanimously (3-0).

Mr. Younger noted that he received a note from Mr. Clancy regarding the need to sign a contract for execution for Stony Brook Road.

The Board moved: To sign the contract for Stony Brook Road and Woodbine Road pump stations.

The motion passed unanimously (3-0).

OTHER

- The process for naming buildings will be on an upcoming agenda for the Board to discuss.
- An issue related to the current tax bill schedule system (quarterly) may need to be raised at a future Town Meeting.

The Board moved to adjourn the meeting at 9:35 pm.

Thomas G. Younger, Town Administrator