

MINUTES
TUESDAY, NOVEMBER 6, 2007
BOARD OF SELECTMEN
CONFERENCE ROOM 1
TOWN HALL
7:30 AM

I. CALL TO ORDER

A special meeting of the Board was called to order in open session at 7:30 AM in Conference Room 1 at Town Hall. All members were present. Town Administrator Tom Younger and Assistant Town Administrator Jeff Conti were also present.

II. QUESTIONS FROM TOWN RESIDENTS

There were no questions.

III. ACTION BY APPOINTMENT

Police Station Feasibility Study

The Board met with the Police Station Feasibility Study Committee. The Committee has produced a draft report on the committee's programming study.

Brett Donham said the first task is to figure out how much square footage the Police Department needs. The second step is to look at particular sites to see how that space could fit on those sites and what the impacts would be. A public meeting regarding the sites will be held in December. The sites will be narrowed and floor plans will be developed which will help to finalize which site to recommend and cost estimates developed. The final report should be at the end of January.

Mr. Donham said 27,300 square feet is the size that is estimated to be needed, up from the current 14,800. This is partially a function of the number of staff - there are 68 employees in the Police Department. Looking out 25 years in the future, that could grow to 77 people including an additional detective and a domestic violence officer. The estimate assumes a decrease in space for vehicle maintenance.

Andy Rojas pointed out that the proper separation of functions and circulation is not reflected in a simple analysis of square footage.

There was discussion of the pros and cons of having an on-site firing range.

The Committee recommended that the public have an opportunity to tour the current facility to better understand what the needs are.

The eight sites that will be considered are: the present site combined with the Light building site next door; the site of the current library; the Video Plus building; the VFW building; the incinerator site; the Purecoat North site; the center parking lot, and the Peter Fuller Dodge site.

The Board recessed and reconvened in the Selectmen's Room.

Goals Discussion

Develop new sources of revenue

The Town has instituted block party fees which are bringing in revenue. The Town Administrator's Office is also considering fees for the rental of meeting space in Town buildings. Departments will

review their fees every three years. Capital budget requests will be submitted each year to Belmont Hill and Day Schools for PILOT contributions. Small town-owned parcels will be put up for sale if they are determined to be surplus.

Develop, maintain and implement a plan for controlling health care costs

The Town has moved to a self-insured health care program, is negotiating lower health care costs, and reviewing the possibility of joining the GIC with a recommendation to be made to the Board in January. This is an area where significant progress has been made.

Develop and maintain regional opportunities for the Town

The Town has approved a regionalized office supply bid and is reviewing and discussing combined DPW purchasing, and a shared animal control facility. Belmont is also continuing discussions with the MBTA regarding possible consolidation of rail stops.

Redefine the Town's Community Development, Economic Development, Engineering and Planning Functions.

A master plan proposal is being developed by Planning Board. New permitting software has been implemented. A new pavement management plan is in place.

There was discussion of oversight of road construction and road maintenance functions. The Board asked Mr. Younger to recommend a plan for efficient administration of the pavement management program including sidewalks.

There was discussion of the permitting process and how an applicant is informed of all the steps they may have to go through in order to bring a new business to Belmont.

There was discussion of the activities of the Belmont Center Planning Group. The Board requested that the Group make a final recommendation to the Selectmen by December 31.

The Board will meet on Thursday, Nov. 15 at 8:30 AM to finish its goals discussion.

The Board adjourned at 11:31 AM.

Thomas G. Younger, Town Administrator