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**MINUTES
TOWN OF BELMONT
BOARD OF SELECTMEN
SELECTMEN'S MEETING ROOM
Monday, December 28, 2015
7:00 PM**

**APPROVED
BOARD OF SELECTMEN
DATE: 1-25-16**

CALL TO ORDER

A regular meeting of the Board was called to order in open session at 7:01 p.m. by Chair Sami Baghdady in the Selectmen's Meeting Room. Selectmen Mark Paolillo and Jim Williams were present. Town Administrator David Kale and Assistant Town Administrator Phyllis Marshall were also present.

Selectman Williams reminded the audience that Open Meeting Law prohibits the Board from talking or meeting outside of these Board meetings. Also, emails sent to the Selectmen's Mailbox are a matter of public record.

Chair Baghdady reviewed the agenda.

QUESTIONS FROM TOWN RESIDENTS

[There were none.]

ACTION BY APPOINTMENT

Discussion and Vote on Guardian Contract - Green Communities

Mr. Gerry Boyle, Director of Facilities Management, and Mr. John Marzec, the new Supervisor of Contracts Management, appeared before the Board to discuss the Guardian Contract - Green Communities.

Mr. Marzec provided some background information on his professional experience. The Board briefly reviewed the management of the Facilities department.

Mr. Boyle then provided some background information on Belmont's role in the Green Communities project. Guardian is auditing Belmont's buildings in order to prepare Belmont to apply for a Green Communities grant. Belmont has received the Green Communities designation as well as \$151K in initial grant money. Mr. Marzec will be overseeing the grant.

Mr. Boyle explained how the grant money will be spent. He noted that the Chenery and the High School are top priorities for energy management upgrades. Energy usage will be able to be conserved once the systems are fully integrated with very short payback periods.

Mr. Kale explained that the contract allows for the initial grant money to be spent and allows Belmont the possibility of receiving additional resources from the state through a Green

Communities competitive grant process but only if the initial grant has been expended by February 15, 2016 Mr. Boyle then explained how these projects apply to Chapter 25 A and the procurement statutes. He noted that the projects will be treated as two separate projects.

Paolillo noted that Belmont High School has passed the first step with the MSBA and is awaiting approval later in January 2016. He raised the concern that spending this money on the high school may be shortsighted given that a new high school could be built in the near future. Mr. Boyle explained how the energy management system would work with a *phased renovation* at the high school and that the energy management system could be part of a renovated high school project. In addition the EMS would provide consistency in temperatures in classrooms that currently does not exist.

Chair Baghdady stated that he'd like to see this grant money be stretched out as far as it can go (e.g., perhaps it should go into a different building than the BHS). He raised the question of going through the competitive bid process, even though it is not required under Chapter 25A. He asked if it would make sense to vote on this *after* the MSBA decides about moving BHS to the next step (January 27).

While the Board decided to move forward, it agreed to consider engaging in the competitive bid process for future projects instead of using the Chapter 25A process

The Board moved: To approve/amend the Professional Services Contract with Guardian Energy contract for BHS in the amount of \$76,809.
The motion passed unanimously (3-0).

The Board moved: To approve/amend the Professional Services Contract with Guardian Energy contract for Chenery Middle School in the amount of \$98, 194.
The motion passed unanimously (3-0).

Mr. Boyle requested that the Board give Mr. Kale the authority to sign the application and contract to request the \$151K from the state.

The Board moved: To approve that the Board give authority for Mr. Kale to sign the application and contract to request the \$151K from the state, subject to no changes.
The motion passed unanimously (3-0).

Board members signed the appropriate documents.

Renewal of Belmont Media Center (BMC) Agreement/Annual Report Review

Mr. Jeff Hansell, BMC Executive Director, appeared before the Board to discuss the renewal of the Belmont Media Center Agreement and the Annual Report Review. Mr. Hansell noted that, while the contract is for ten years, it is reviewed after five years, with an option to extend for another five years. The ten-year contract approval coincides with the Verizon/Comcast contract renewal. He said he will send a full report in writing and will meet with the Board, should they desire to do so, once the annual report is complete.

Chair Baghdady asked about the High Definition (HD) camera capital requests. Mr. Hansell explained that HD is already in use, but that the cameras need an update.

The Board expressed its support for work of the BMC and its employees.

The Board moved: To approve the agreement with Belmont and the BMC for a five-year term beginning on December 28, 2015.
The motion passed unanimously (3-0).

The Board signed the agreement.

Cable Television Advisory Committee (CTAC) to present draft Request for Proposal (RFP) for Verizon contract

Ms. Marshall, Assistant Town Administrator, updated the Board on the draft of the Request for Proposal (RFP) for the Verizon contract. She said a draft RFP is ready for the Board to review. She noted that the current contract will expire in September of 2016 and that the RFP terms are similar to those laid out in the Comcast license renewal. The RFP should be submitted in early February and Verizon will respond by mid-March.

The Board asked clarifying questions concerning the RFP. Selectman Williams noted that there were not a lot of changes in the contract. Ms. Marshall highlighted some of the changes. Selectman Williams then asked about the lack of a discount for low-income households. Selectman Paolillo added that Senior Citizens need to be informed of the discount available to them. Selectman Williams suggested that a low-income discount be made available.

The Board moved: To approve the Request for Proposal (RFP) draft that has been prepared by the Cable Television Advisory Committee for the Verizon contract, subject to the discussed revisions.
The motion passed unanimously (3-0).

Annual License Renewals

Common Victualler License

1. Seta's Café (Seta's Cafe / Seta's Mediterranean Foods, Inc.) – 271 Belmont Street
2. Moozy's – 2 Trapelo Road [Added by Mr. Kale this evening.]

The Board moved: To approve the Common Victualler license renewals, details noted above.
The motion passed unanimously (3-0).

Common Victualler with Wine and Beer Restaurant License

1. Pho & Thai (Pho & Thai, Inc.) – 63 White Street

2. Mark & Tony's (Markantonis Enterprises, Inc.) – 121 Trapelo Road

The Board moved: To approve the wine and beer license renewals, details noted above.

The motion passed unanimously (3-0).

Outstanding License Renewals

Mr. Kale noted that there are three outstanding licenses, two of which are ready to be approved. He then reviewed that, while the process does work, sometimes it takes time to have an identified issue addressed. He suggested that the pending applications be approved.

The Board moved: To renew those licenses previously issued by the Board pursuant to Chapter 140 of the General Laws to all of those licensees to whom the Town Clerk sent renewal notices for the year 2016, as listed by the Clerk, with the issuance of a license to each such licensee being subject to the determination of the Town Administrator, made on or before December 31, 2015, that:

1. A complete renewal application from the licensee has been received; and
2. The departmental review of each licensee's application indicates no outstanding violations, or unpaid taxes or municipal charges, that would be impediment to the renewal of the license"

The motion passed unanimously (3-0).

Planning Board (PB) Appointment

Chair Baghdady said there are 12 applicants for the open seat, which expires in 2016. The seat will need to be renewed in six months.

Selectman Paolillo noted that he spoke with current (PB) Planning Board members to get a sense of what the Board was seeking. It turns out that architectural design is something that is missing and would be valuable. He added that Mr. Chuck Clark and Mr. Ed Starzec are two individuals who are well experienced. He wondered if the PB could have an advisory board to assist it.

Selectman Williams recommended Ms. Annis Sengupta, given her background in urban planning. He said he would like to see new and perhaps younger residents involved in committee appointments.

Chair Baghdady read aloud the primary goal of the PB. He noted that while planners are important, residents are important on the PB as well. He noted that the PB could use additional support. He suggested that a part-time planner (who is familiar with reading architectural drawings) may need to be hired.

The Board discussed both the advisory committee formation as well as the notion of hiring a part-time planner.

Chair Baghdady stated that Mr. Clark has the right experience to be appointed to the PB at this

time.

The Board moved: To appoint Mr. Chuck Clark to the Planning Board for the term, expiring in 2016.

The motion passed unanimously (3-0).

Town Administrator's Report

Mr. Kale did not report, having reported on the outstanding license issue earlier in the meeting.

Committee Liaison Reports

CPA (Community Preservation Act) Projects Update

Selectman Williams noted that there are currently seven CPA applications listed below. He briefly reviewed the five "non-controversial" applications.

- Conservation Fund
- Construction of Intergenerational Walking Path at Clay Pit Pond
- Preserving Belmont's Original Vital Records
- Digitizing Belmont's Town Meeting Records
- Town Hall Exterior Railings Improvements
- PQ Park Revitalization
- Winn Brook Tennis Courts

The ConCom application for \$50K for open space land acquisition is warranting discussion, explained Selectman Williams, because the \$50K number may be insufficient to make a meaningful difference. Chair Baghdady asked for a list of properties that could be purchased for \$50K.

The Winn Brook tennis courts (\$325K) will also warrant discussion, Selectman Williams said. He added that there is an ad hoc committee looking at tennis courts across town. Mr. Kale noted that the courts can no longer be repaired. He added that other tennis courts in town (at Chenery, etc.) may be lost as that space may be needed for modular units.

The Board discussed issues relating to the tennis court(s) across town, e.g., the high school, the Winn Brook, etc.

Minuteman Update

Mr. Robert McLaughlin appeared before the Board to provide a Minuteman update. Selectman Paolillo noted that Belmont is being asked to hold a Special Town Meeting before March to consider approval for the amended district agreement. The amended agreement will let seven communities out and will allow for current non-member communities (who send a considerable amount of students) a path to join the district. It will also allow for proportional voting, which may be beneficial to Belmont. Mr. McLaughlin added that the debt issue will *not* be dealt with at the same time – another Town Meeting will need be held (perhaps at the annual TM) to

authorize the new facility debt.

The Board then asked questions concerning the proposed amended agreement. The process by which seven communities would withdraw from the district was discussed. Chair Baghdady asked if Belmont should be the 8th community to withdraw. Mr. McLaughlin replied no: this issue needs to get played out. Belmont has no other means to provide vocational education and if Belmont pulls out, the district falls apart. Selectman Paolillo expounded on why Belmont needs to stay in the district.

Executive Session

The Board moved: To enter into executive session at 9:03 p.m. to discuss strategy sessions with non-union personnel or to conduct collective bargaining sessions or contract negotiations if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body and the Chair so declares. The Board will not return to open session.

A roll call vote was taken: Chair Baghdady said aye, Selectman Paolillo and Williams also said aye and the motion passed unanimously (3-0).

[The executive session proceeded. See separate minutes.]

Adjournment

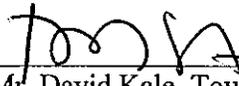
The Board moved: To exit Executive Session and adjourn the meeting at 9:21 p.m.

A roll call vote was taken: Chair Baghdady said aye, Selectman Paolillo and Williams also said aye and the motion passed unanimously (3-0).

NEXT MEETINGS

Monday, January 11, 2016 at 7:00 p.m. Selectmen's Meeting Room Town Hall

As noted above, the Board moved to adjourn the meeting at 9:21 p.m.



Mr. David Kale, Town Administrator