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MINUTES
TOWN OF BELMONT
BOARD OF SELECTMEN
SELECTMEN'S MEETING ROOM
Monday, March 28, 2016
7:00 PM

APPROVED
BOARD OF SELECTMEN
DATE: 6-21-2016

CALL TO ORDER

A regular meeting of the Board was called to order in open session at 7:03 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.

Chair Baghdady reviewed the agenda.

QUESTIONS FROM TOWN RESIDENTS

[There were none.]

ACTION BY APPOINTMENT

Discussion and Vote on ATM Warrant Articles

The Board discussed the order in which the Annual Town Meeting articles will be reviewed and voted on. Ms. Marshall explained the process by which Town Meeting Members (TMM) will be informed of the articles, and noted that there is additional time for the Board to review and deliberate on the articles.

Selectman Williams stated that he has concerns with several articles and would like to discuss them with his fellow Selectmen. He raised a question about some of the budget appropriations. He noted that he has discussed his concerns with Mr. Kale and Ms. Marshall. He raised the issue of his desire to provide additional hours for the Children's Library in the evenings. He also raised the issue of adding another committee: the Storm Water Advisory Group. Furthermore, he said he remains concerned about funding the OPEB and the Pension obligation. He discussed other areas of the budget process that are a concern.

Selectman Paolillo suggested that the Board meet in a working session to explore the fundamental budget requests. The Board discussed other groups it will need to continue to meet with – the Retirement Board, among others. Selectman Williams provided his thoughts on a revised funding schedule. Selectman Paolillo offered that the Board will deal with the funding schedule in cooperation with the Warrant Committee, the School Committee, the Retirement Board, etc. Chair Baghdady added that the thirteen-year cushion is helpful.

The Board moved: To accept the articles listed in the Warrant for the Annual Town Meeting (ATM).

APPROVED
The motion passed unanimously (3-0).
BOARD OF SELECTMEN

The Board signed the Warrant.

Moment of Silence

Chair Baghdady noted that Captain David Frizzell, Sr, long-time resident and former Captain of the Belmont Fire Department, died last week. He said it was a big loss for the community. He expressed his condolences to the family and observed a moment of silence.

Approval of FY17 Water and Sewer Rates

Mr. Jay Marcotte, DPW Director, and Mr. Mike Bishop, Water Division Manager, appeared before the Board to discuss the proposed FY17 Water and Sewer Rate adjustments. Mr. Marcotte provided an overview of the recent water and sewer rate study. He reviewed the objectives of the study, e.g., affordability, adequate funding of system, maintenance, infrastructure, compliance with water regulations, etc. He reviewed the water financial plan, noting that the largest expense is the MWRA Assessment. He reviewed water and sewer retained earnings.

Concerning the FY17 MWRA Assessments, water is up 6.2%, while sewer is up 3.9%. He then reviewed the water/sewer major projects, the capital infrastructure reinvestment, as well as the historical and projected rates. He reviewed where the budget will be increased in FY17 and the purpose for the additional capital funding for testing and investigation for the Belmont Stormwater outfalls to the Mystic River Watershed.

Mr. Marcotte noted that smart meters will be implemented and he explained how this will be funded. Smart meters will automate the reading and billing system and will tie in with the Light Department's metering. It will make the system more efficient overall.

Concerning water quality, Mr. Marcotte spoke to the quality and safety of the drinking water in Belmont. Belmont's water is of the highest quality; it is considered "soft" with almost no corrosiveness.

Proposed Rate Increases:

Mr. Marcotte stated that it is recommended that the water fees increase by 4.8% and sewer fees increase by 4.6%. The combined impact, for the customers, is a 4.7% increase. The average household will pay about \$80.00 more a year for water.

The Board discussed how overall water usage impacts the rates that are paid. Smart metering will allow customers to see their consumption more clearly.

Selectman Williams asked about the Pension and OPEB allocations. Mr. Kale explained how the amounts are assessed from the enterprise funds. Selectman Williams raised the topic of how the Light Department assesses its enterprise funds. He then raised the topic of the Charles River watershed and asked when the testing would occur and at what cost. He suggested that additional funds to evaluate the Charles River outfalls from Belmont should be incorporated into

the rates. Pollution and contamination must be dealt with, he added. Mr. Clancy, Director of Community Development, said that it will cost about \$40K to test the Charles. However, he said that testing the water may require follow-up action that could be very costly. The full scope of the requirements and implementation is unknown until the U.S. Environmental Protection Agency issues its final Small MS4 General Permits, which will regulate stormwater in 260 municipalities in Massachusetts including Belmont. In addition, it was noted that the added funds for testing and investigation for the outfall to the Mystic River Watershed in FY17 will allow for a Capital Budget Request to be developed for FY18 to address identified issues based on the work to be done in FY17.

Chair Baghdady and Selectman Paolillo agreed that it is not a good idea to increase the budget by \$40K to test the Charles River, given that it has been increased by \$200K. Chair Baghdady said that there is a plan in place (to deal with the Charles River) and the ratepayers can only handle so many increases at once.

The Board moved: To approve the proposed FY17 water (4.8 %) and sewer (4.6%) rate increases ..

The motion passed unanimously (3-0).

Chair Baghdady suggested that a municipal lean certificate be ordered when homes are being sold – this puts buyers on notice to inspect for illicit connections. Mr. Kale will work with Mr. Carman on issuing these notices.

Review and Vote: PQ Playground Tennis Court Contract

Mr. Jay Marcotte, DPW Director, remained before the Board to discuss the PQ Playground Tennis Court Contract.

Chair Baghdady explained that these funds were appropriated at Town Meeting (last spring) from the CPA. The lowest bid came in less than what was appropriated by the CPA committee.

Mr. Kale said the savings from the unused appropriation will go back to the CPA Fund. Mr. Marcotte reviewed the bid process. Mr. Marcotte spoke positively of the contractor who placed the favorable bid.

The Board moved: To approve the PQ Playground Tennis Court Contract to Vermont Recreational Surfacing and Fencing, Inc. for \$169,938

The motion passed unanimously (3-0).

Approval of a request from the Belmont Food Collaborative (BFC) to utilize the Claffin Street Municipal Parking Lot for the Belmont Farmer's Market

Ms. Suzanne Johannet, of the BFC, said that this will be the 11th Farmer's Market season. She said the BFC is eager to continue to provide healthy and fresh options to the community. She noted that the BFC coordinates with the Library, etc.

Chair Baghdady noted that the Market is popular. The Board expressed its support.

The Board moved: To approve the request from the Belmont Food Collaborative to utilize the Claflin Street Municipal Parking Lot for the Belmont Farmer's Market. The motion passed unanimously (3-0).

Assessor's FY17 Budget Presentation

Mr. Dan Dargon and Mr. Robert Reardon appeared before the Board to discuss the FY17 Assessor's Office budget presentation. Mr. Reardon noted that the budget is down slightly, as extra work was needed last year to complete the DOR tri-ennial evaluation. He noted that one position (Assessment Technician) has become difficult to fill and this position will need to be reclassified. Mr. Kale said that the classification request can be submitted to the HR department for review.

Chair Baghdady asked about the spike in abatement applications. Mr. Dargon confirmed that the number of applications has increased for FY16. The Assessors also confirmed that the average single-family home price is now around \$900K.

Fire Department's FY17 Budget Presentation

Fire Chief Frizzell and Assistant Fire Chief Davison appeared before the Board to discuss the Fire Department's FY17 budget presentation. Chair Baghdady informed Chief Frizzell that the Board held a moment of silence in honor of his father.

Chief Frizzell began by stating that the budget increase of 4.5% is due to computer software upgrades and to the replacement of turnout gear, which has a mandatory service life of 10 years. About half of the Department's turnout gear is approaching its end-of-life period. The gear that is being replaced was purchased through a Federal Grant. The Chief explained that the gear needs to be cleaned after incidents – it becomes contaminated with toxic materials, and needs to be decontaminated or cleaned. Belmont's firefighters currently only have one set of turnout gear, but many fire departments are now issuing two sets to allow for proper cleaning. Once the initial replacement is completed, the Department will work on a plan to get a second set. In addition, gear will be cleaned and inspected by an outside firm once a year to extend its useful life up to 10 years.

Regarding staff, he noted that potentially up to five employees may be retiring during FY17. The Board then discussed succession planning. Chief Frizzell said that a succession plan is being developed to ensure that there is a sufficient pool of candidates to select from. The Department has also engaged in a strategic planning process.

Approval of a request from Mr. Bob Upton, Veterans Services Officer, to hold the Annual Memorial Day parade on May 30, 2016

The Board moved: To approve holding the Annual Memorial Day parade on May 30, 2016.

The motion passed unanimously (3-0).

Approval of a One Day Liquor License Application to serve Wine and Beer at a Social Event for a New Book on April 16th in the Homer Gallery

Chair Baghdady confirmed that all the paperwork is in.

The Board moved: To approve the One Day Liquor License Application to serve Wine and Beer at a Social Event for a New Book on April 16th in the Homer Gallery.
The motion passed unanimously (3-0).

Approval of a request from the Human Right's Commission to issue a Proclamation in recognition of the Armenian Genocide

Chair Baghdady suggested that a formal presentation be held at the Board's next Monday evening meeting on April 11. He then read the Proclamation.

The Board moved: To approve the request from the Human Right's Commission to issue a Proclamation in recognition of the Armenian Genocide.
The motion passed unanimously (3-0).

The Board signed the Proclamation.

Town Administrator's Report

Mr. Kale deferred his report.

Committee Liaison Reports

Update on Unfunded Pension Liability

Selectman Williams provided an update on work being done to explore options on the projection model concerning the Pension funding.

Update on 2015 Town Financial Statements

Selectman Williams attended the Audit Committee review concerning the 2015 Town Financial Statements. He suggested that the Board look at the report and submit questions to the Town Accountant. This will help the Board understand the report better.

NEXT MEETINGS

Wednesday, April 6, 2016	at 6:00 p.m.	Town Hall Board of Selectmen's Room
Monday, April 11, 2016	at 7:00 p.m.	Town Hall Board of Selectmen's Room
Monday, April 25, 2016	at 7:00 p.m.	Town Hall Board of Selectmen's Room

The Board moved to adjourn the meeting at 9:19 p.m.



Mr. David Kale, Toyn Administrator