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**TOWN OF BELMONT
OFFICE OF THE TOWN ADMINISTRATOR**

INTERNAL MEMO

TO: Ellen O'Brien Cushman, Town Clerk
FROM: Kellie A. Hebert, Assistant Town Administrator *KAK*
DATE: August 24, 2012
SUBJECT: Board of Selectmen's meeting minutes 7-16-2012

Please be advised that on the Board of Selectmen's meeting minutes for July 16, 2012 that have been posted on August 16, 2012 with the Town Clerk, there is a scrivener's error.

On page 3 under Belmont Housing Trust, the Board didn't appoint xx to the Belmont Housing Trust and no motion was passed.

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**MINUTES
TOWN OF BELMONT
BOARD OF SELECTMEN
SELECTMEN'S MEETING ROOM
Monday, July 16, 2012
7:00 PM**

I. CALL TO ORDER

A regular meeting of the Board was called to order in open session at 7:00 pm by Chair Paolillo in the Selectmen's Meeting Room. Selectmen Jones and Rojas were present. Interim Town Administrator Kellie Hebert was present.

II. QUESTIONS FROM TOWN RESIDENTS

[There were none.]

Chair Paolillo reviewed the evening's agenda.

III. ACTION BY APPOINTMENT

Planning for the Future of the Underwood Pool

Public Health Director Stefan Russakow and DPW Director Peter Castanino appeared before the Board to continue the conversation regarding the planning for the future of the Underwood Pool.

Mr. Russakow informed the Board that the pool was inspected on July 10. The state inspector, Mr. Peter Wheeler, said there should be no diving due to the 1998 regulations and that a water slide cannot be implemented.

Chair Paolillo noted that 14 families requested and received pool membership refunds.

Mr. Castanino presented a concept for the Underwood Pool, which includes moving the pool and allowing for a multipurpose field to replace the softball field on Concord Ave. (that would be lost if the library moves there) and potentially moving 3 or 4 projects forward. He said the current site has many limitations as a result of ground water and water table issues.

Mr. Castanino reviewed his plan to move the pool up the hill and add a new bathhouse. He said field space could be developed where the present pool is as well as about 60 parking places. He said the current playground could be moved or eliminated. He then discussed the field options and measurements. He reviewed the "positives" of this plan as well as the "concerns" of the plan. He noted that this plan would need to be discussed with ConCom and with the Historic District Commission.

The Board briefly discussed the land transfer deed to see if this plan would be consistent with the Underwood Family's desires.

The next steps will include developing an RFP to retain a landscape architect to do a survey of the site including layouts, topographic survey, and overall cost estimates. The study is estimated to cost \$30,000.

Selectman Jones read a statement from HDC Chair Mr. Smith regarding the historical nature of the pool. The HDC has requested to be included in the process going forward. Chair Paolillo noted that there is a committee (with wide representation from various constituencies) that has been meeting regarding the library, field and pool relocation.

The Board discussed how to move forward with this plan. The first step will be for Mr. Castanino to develop an RFP. Mr. Castanino said looking at the current site for a new pool will be included in the analysis.

The Board moved: To have Mr. Castanino move forward with drafting an RFP.
The motion passed unanimously (3-0).

Economic Development Advisory Committee (EDAC)

EDAC members: Ms. Lalg Musserian, Ms. Tomi Olson and Mr. Tony Leccese appeared before the Board to provide an EDAC update. Ms. Musserian reviewed the structure of the committee including proposed changes going forward. She then reviewed potential projects and goals for the committee including, hearing from the business community, developing marketing initiatives, offering technology infrastructure, evaluating current zoning and improving the permitting and licensing functions. Regarding next steps, she said the EDAC will prioritize the working projects and then create working teams. She noted that the group would benefit from additional members.

The Board discussed the long and short-term direction of the EDAC. Regarding commercial development, the concern was raised that the EDAC may have treaded too close to the Planning Board's purview. Other topics touched on include Pure Coat and the incinerator site.

Chair Paolillo noted that improving the permitting processes would be really helpful. He said that the group is off to a great start.

Belmont.OurCommonPlace.com – a new platform and community initiative for Belmont residents

Mr. Ricky Porco appeared before the Board to discuss Belmont.OurCommonPlace.com. He said this is a free tool (currently) for Belmont residents to communicate with one another. He said it would be comprised of Belmont residents and will be used as a communication platform.

He said communicating at a local level will be improved and encouraged. He then provided examples of how the commonplace platform is used. Mr. Porco said that the civic leaders in Belmont will need to use this tool in order for it to be successful.

The Board thanked Mr. Porco.

Executive Session

The Board moved: To enter into executive session at 8:09 p.m. to consider the purchase, exchange, lease or value of real property - if the Chair declares that an open meeting may have a detrimental effect on the negotiation position of the public body. And also to discuss strategy with respect to collective bargaining or litigation 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 return to open session.
A roll call vote was taken and the motion passed unanimously (3-0).

The Board moved: To return exit Executive Session and to Open Session at 9:08 pm.
The motion passed unanimously (3-0) with a roll call vote.

Committee Appointments

Belmont Housing Trust (3)

The Board moved: To re-appoint Ms. Bateman, Ms. Gardner-Todreas, and Ms. Verrilli to the Belmont Housing Trust.
The motion passed unanimously (3-0).

The Board moved: To appoint xx to the Belmont Housing Trust.
The motion passed unanimously (3-0).

Belmont Vision 21 Implementation Committee (2)

The Board moved: To re-appoint Dr Solomon (through 2014) to the Vision 21 Committee.
The motion passed unanimously (3-0).

The Board moved: To re-appoint Ms. Page (through 2015) to the Vision 21 Committee.
The motion passed unanimously (3-0).

Cable Television Advisory Committee (1)

This will be handled at the August 13th meeting.

Cultural Council (4)

The Board moved: To re-appoint Ms. Anne Quirk, Ms. Rebecca Richards, Ms. Christine Sandvik, and Mr. Ken Slalberg to the Cultural Council.
The motion passed unanimously (3-0).

Council on Aging (1)

The Board moved: To re-appoint Mr. Michael Cahlan to the COA.
The motion passed unanimously (3-0).

Human Rights Commission (2)

The Board moved: To re-appoint Mr. Brauer and Dr. Solomon to the HRC.
The motion passed unanimously (3-0).

Local Emergency Planning Committee (4)

Chair Paolillo

The Board moved: To re-appoint Mr. Corsino, Chief Frizzell, Mr. Leo Saidnaway and Mr. Michael Santoro to the Emergency Planning Committee.
The motion passed unanimously (3-0).

Municipal Light Department Advisory Board (1)

This will be handled at the August 13th meeting.

MWRA Advisory Board (1)

The Board moved: To re-appoint Mr. Castanino to the MWRA Advisory Board.
The motion passed unanimously (3-0).

Property and Casualty Insurance Advisory Committee (2)

The Board moved: To re-appoint Mr. John Borelli and Mr. Robert Masee to the Property and Casualty Insurance Advisory Committee.
The motion passed unanimously (3-0).

Recreation Commission (1)

The Board moved: To re-appoint Mr. David Kane to the Recreation Commission.
The motion passed unanimously (3-0).

Shade Tree Commission (2)

The Board moved: To re-appoint Ms. Laura Simmons to the Shade Tree Commission.
The motion passed unanimously (3-0).

The remaining appointments will occur on August 13.

Traffic Advisory Committee (TAC) (3)

The Board moved: To re-appoint Mr. Peter Curro, Ms. Dana Miller, and Ms. Linda Nickens to the TAC.
The motion passed unanimously (3-0).

V. ACTION BY CONSENT

Minutes Approval

The meeting minutes from: May 4, May 14, May 21 and July 2, 2012.

The Board moved: To approve the meeting minutes from the meeting dates noted above.
The motion passed unanimously (3-0).

V. ACTION BY WRITING

Traffic Agreement for the Trapelo Road Improvements

As introduced in Executive Session:

The Board moved: To approve three traffic control agreements as discussed in executive session.
The motion passed unanimously (3-0).

The Board signed the contract agreements.

The Board moved: To approve the Patrolman contract for FY11.
The motion passed unanimously (3-0).

The Board moved: To approve the SEIU union contract for FY12, 13, 14.
The motion passed unanimously (3-0).

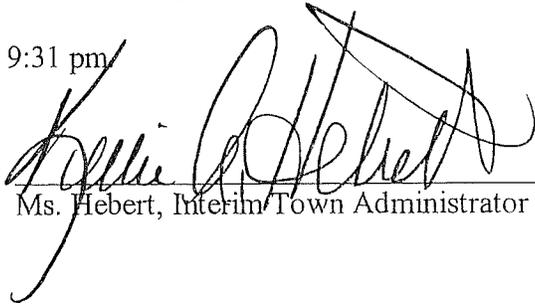
The Board signed both of the contracts noted above.

Town Administrator's Report

Ms. Hebert reported on the following items:

- ALS – meeting with Fire Chief Frizzell regarding the projected ambulance revenue numbers
- Working to finish up the committee appointments
- Hoping to strengthen relationship with the TA's office (??)
- Mr. Castanino will assist during Ms. Hebert's upcoming vacation
- Minuteman – Chair Paolillo sent a letter regarding Belmont's concerns with the feasibility study
- There will be a potential Reserve Fund Transfer request from the Health Department for the Veteran's services at the end of the next fiscal year

The Board moved to adjourn the meeting at 9:31 pm



Ms. Hebert, Interim Town Administrator