

**MINUTES
TOWN OF BELMONT
BOARD OF SELECTMEN
SELECTMEN'S MEETING ROOM
Tuesday, August 21, 2012
7:00 PM**

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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. Mr. David Kale, Town Administrator and Ms. Kellie Hebert were present.

Chair Paolillo opened the meeting by extending an official welcome to Mr. David Kale, the new Town Administrator.

Chair Paolillo reviewed the evening's agenda.

II. QUESTIONS FROM TOWN RESIDENTS

[There were none.]

III. ACTION BY APPOINTMENT

Belmont Religious Council - Belmont Serves Day

Mr. John Robotham, resident of Scott Road and a representative of the Belmont Religious Council, addressed the Board to publicize the upcoming Fourth Annual Belmont Serves Day. The event will be held on Columbus Day, Monday, October 8, 2012. He requested the Board's formal endorsement of the event.

Chair Paolillo recognized the great work that is accomplished during the event which attracts more than 400 volunteers. He asked whether the group will include youth groups in the effort, and if in future years a Youth Corps program might be organized to do volunteer work in the Town.

Selectman Jones endorsed the event and suggested that the group get involved with the construction efforts at the Butler Playground, and perhaps Joey's Playground.

Selectman Rojas expressed support for the group's efforts and appreciates the service they provide to the Town.

The Board moved: To endorse and support the Forth Annual Belmont Serves Day on October 8, 2012.

The motion passed unanimously (3-0).

Committee Appointments

Council on Aging (2)

The Board moved: To appoint Chao-Qiang Lai and Stacey Hammerlind to the Council on Aging for terms to expire in 2015.
The motion passed unanimously (3-0).

Cultural Council (2)

The Board moved: To appoint Mr. Charles Tairsheng Chiang and Hannah Loomis to the Cultural Council for terms to expire in 2015.
The motion passed unanimously (3-0).

Human Rights Commission (1)

The Board moved: To appoint Ms. Rachel Rennard to the Human Rights Commission for a term to expire in 2015.
The motion passed unanimously (3-0).

Permanent Building Committee (1)

The Board moved: To re-appoint Mr. Stephen Sala to the Permanent Building Committee for a term to expire in 2015.
The motion passed unanimously (3-0).

Planning Board (1)

The Board moved: To appoint Ms. Elizabeth Allison to the Planning Board for a term to expire in 2015.
The motion passed unanimously (3-0).

Shade Tree Committee (1)

The Board moved: To appoint Mr. Charles Tairsheng Chiang to the Shade Tree Committee for a term to expire in 2015.
The motion passed unanimously (3-0).

Selectman Jones stated that if the former member, Ms. Nancy Forbes, later expresses an interest in continuing on the Committee, the Board may increase the number of people on the committee and can re-appoint her at a future meeting.

Belmont Vision 21 Implementation Committee (1)

The Board moved: To appoint Ms. Mary Power to the Vision 21 Implementation

Committee for a term to expire in 2015.
The motion passed unanimously (3-0).

Community Path Advisory Committee (2)

The Board moved: To appoint Ms. Dara C'Olleary and Ms. Amy DeDeo to the Community Path Advisory Committee.
The motion passed unanimously (3-0).

Remaining Committee Vacancies

There are remaining vacancies yet to be filled. The Board will need to revisit the vacant positions at a future meeting. The existing vacancies include: Belmont Energy Committee (1), Historic District Commission (2), Belmont Vision 21 Implementation Committee (1), Cable Television Advisory Committee (1), Local Emergency Planning Committee (1), Municipal Light Advisory Board (1), and the Recreation Commission (3).

Selectman Jones stated that the Government Structure Committee is seeking input regarding the Municipal Light Department. The Committee could be invited to a future board meeting so that the Selectmen and the Committees can discuss this and other issues related to governance.

There was a brief discussion between the Selectmen regarding the number of existing committees that are still in place. Are all of the committees necessary and are the charges for the committees still relevant given the Town's existing issues. There was a question whether the Belmont Cable Television Advisory Committee is required by law or is necessary.

Selectman Rojas requested a list of the committees so that the Board can evaluate the effectiveness of each, and to inquire whether they are all meeting their initial mission and charge.

The September 24th meeting agenda should include a follow-up discussion of the remaining vacancies and a review of the list of all committees.

IV. TOWN ADMINISTRATOR'S REPORT

Mr. Kale expressed his thanks to the Board for his appointment as Town Administrator. He has received a gracious welcome from the staff of the Town Administrator's Office. He has spent the first two days visiting various departments and getting acclimated to his new role. He plans to meet with residents, department heads and town officials and will do site visits to the various departments as part of his orientation. He is looking forward to the opportunity to serve the Town of Belmont.

Chair Paolillo expressed his thanks and appreciation for the hard work of Ms. Kellie Hebert while serving in the role of Interim Town Administrator. With Mr. Kale's appointment, Ms. Hebert will resume her former role of Assistant Town Administrator. The Board briefly discussed the compensation for the position and authorized an increase in the current annual salary rate to be adjusted to \$90,000 effective August 20, 2012. The Board authorized the Town

Administrator to coordinate a performance review for Ms. Hebert after 3 months.

The Board moved: To increase the current salary for the position of Assistant Town Administrator to \$90,000 effective Monday, August 20, 2012.
The motion passed unanimously (3-0).

V. TOPICS FOR FUTURE CONSIDERATION:

Chair Paolillo noted that the Underwood Pool issue is ongoing. He stated that Public Works Director Peter Castanino is currently working on a draft RFP to solicit vendors to complete a feasibility study for the site. The pool had to be closed for a few days due to a problem with the filter. Mr. Kale explained that locating the part necessary to fix it was difficult because of the age of the pool. The DPW is working to open the pool so that the swimming season may continue as planned. Chair Paolillo requested that the Board place this item on the September 10th agenda for further discussion.

Chair Paolillo asked that the RFP for town-owned land on Woodfall Road be placed on the board's agenda for September 24th. The date will be publicized on the town's website and the next revisions to the RFP will be posted on-line so that residents may review the RFP in advance of the meeting in order to offer feedback for the board's consideration.

VI. ACTION BY CONSENT

Approval of One-Day Liquor Licenses

Kitchen on the Common, 442 Common Street, Wine and Malt only, September 11, 2012

The Board moved: To approve the license request as noted above.
The motion passed unanimously (3-0).

Belmont Hill School, 350 Prospect Street, All Alcohol, September 6, 2012.

The Board moved: To approve the license request as noted above.
The motion passed unanimously (3-0).

VII. ACTION BY WRITING [There were none.]

VIII. NEXT MEETINGS

The Board's next regular meetings will be held Monday, September 10th and 24th. Selectman Jones will not be in attendance on September 10th due to a conflict with his business travel schedule.

The Board moved to adjourn the meeting at 7:51 pm.



Mr. David J. Kale, Town Administrator