

**BELMONT WARRANT COMMITTEE MEETING MINUTES
FINAL**

Oct 12 9 35 AM '12

**SEPTEMBER 26, 2012, 7:30 P.M.
CHENERY COMMUNITY ROOM**

Present: Chair Lynch; Members Allison, Baghdady, Bruschi, Grob, Helgen, Libenson, Manjikian, McLaughlin, Millane, Sarno; School Committee Representative Slap

Members Absent: Dash, Epstein, and BOS Representative Paolillo

The meeting was called to order at 7:30 pm by Chair Lynch.

Chair Lynch began by distributing a draft Warrant Committee roster for members to update.

Introduction of New Member

Chair Lynch welcomed Member Helgen to the Warrant Committee and shared her bio with the committee

Approval of Meeting Minutes

The minutes of 9/12/12 were approved with one abstention.

Subcommittee Assignments

Chair Lynch distributed subcommittee assignments to the WC. He noted that there were very few changes from last year except that Member Allison will work with new WC members as they are appointed and Member McLaughlin will serve as the WC's liaison to Minuteman.

Chair Lynch noted that Mr. Kale has made a request regarding WC communication with department heads and requests for data. Specifically, Mr. Kale asked:

- to be copied on all WC correspondence and e-mail with town department heads
- to be copied on all meeting notices with town department heads
- to have all data requests of town department heads be sent directly to him

In response to a question from Member Libenson on the purpose of the new process, Mr. Kale indicated that sending data requests to the Town Administrator directly would make the process more effective and efficient, avoid duplication of effort, and ensure that accurate and complete information is provided. In addition, Mr. Kale said that it would allow him to drill down on the basis for the request.

Member Allison noted that the rationale for the change makes sense, but a late response could have a negative impact, especially in March. In addition, she added that some questions are unpopular with department heads but still need to be answered. Mr. Kale indicated that he would facilitate straightforward answers without delay.

Member Grob noted that the templates would be useful in this process going forward as the WC members begin the process of gathering data for their reports. Member McLaughlin said that centralizing and empowering the TA's position has been a recommendation of the Government Structure Review Committee – one that he supports – and is consistent with the new process.

Chair Lynch requested that subcommittee chairs honor this new process and that they raise concerns with him, should any occur.

Minuteman Updates

Member McLaughlin reviewed the history of the Minuteman agreement, which dates back to the 1970s. He explained that the 16-member towns are responsible for capital costs based on enrollment, and that non-member towns do not share responsibility for capital costs. He said Belmont couldn't rescind the agreement, without the consent of all 16-member towns. Despite the agreement, Mr. McLaughlin indicated that Minuteman needs unanimous consent from all member towns to move forward with a new school. Member McLaughlin then explained the enrollment issue with regard to the feasibility study. He said that Belmont has strongly expressed its desire not to pay for a school to accommodate non-member town enrollment. He explained that Belmont outlined that position in a June 5th letter to Minuteman. Thereafter, the BOS, WC, and CBC met with Minuteman. Belmont offered a compromise which, if accepted, would waive the claims made in the June 5th letter.

Mr. Kale added that Belmont's concerns were made public at a recent meeting. These concerns are also shared by other member towns. He said the enrollment numbers need to be analyzed based on state reimbursement data and non-member town contributions. He reiterated that the enrollment number has not been agreed upon among the member towns.

Member Brusch noted that the bid range seems extremely low.

Open Meeting Law (OML)

Chair Lynch indicated that an OML presentation would be made by one of the lawyers on the committee at a future meeting. He requested to be informed if formal OML complaints are registered with any member. He then reviewed the Town Clerk's Meeting Posting Procedure issued on 9-14-11. He also explained the role of the Town Administrator's office in posting meetings. Regarding subcommittee minutes, Chair Lynch said he would distribute a form that will assist with taking and posting meeting minutes.

Member Brusich noted that booking subcommittee meetings can be challenging. She said it was helpful to have a committee liaison assisting with postings and room bookings. Chair Lynch agreed to follow up with the Town Administrator and the School Department to ensure a more streamlined process.

Updates: Board of Selectman, Planning Board, School Committee

BOS: Mr. Kale provided the BOS update. He noted that the Woodfall Road RFP is being revised in response to community input. The revised RFP will stipulate a residential development. He said that the revised RFP will be ready in early October for BOS consideration. Member Baghdady cautioned that the timing of the Woodfall RFP needs to be coordinated with amendments to the Inclusionary Housing Bylaw being proposed by the Housing Trust. A change in formula for calculating the inclusionary housing fee could impact RFP bids. Mr. Kale said the BOS is analyzing the Bylaw.

School Committee: SC Rep. Slap raised the topic of increasing class sizes at the Wellington School. In response, she indicated that the Superintendent has frozen enrollment at the Wellington. She said redistricting may need to be considered. She said this trend could impact the budget. SC Rep. Slap also indicated that the new teacher evaluation system is in place. She informed the WC that Wellington principal Amy Wagner is retiring in February and that there is a screening committee in place.

The WC discussed the enrollment issue. Chair Lynch asked if increasing enrollment at Wellington is driven by cross-line transfer requests from other Belmont elementary schools. SC Rep Slap agreed to look into the issue.

Planning Board: Member Baghdady announced that the Cushing Village development would go forward within the bulk, height, and mass parameters suggested by the Planning Board. In addition, Member Baghdady reported that the Historic District Commission (HDC) is proposing a new Richardson Farm Historic District covering property of the Ogilby family consisting of two single-family homes and about 10 acres of farmland. He said this will require 2/3 approval from Town Meeting. He further reported that TD Bank has submitted a site plan review application for development of a branch at 307 Trapelo Road.

Public Contributions

There were none.

Adjournment

Member McLaughlin moved to adjourn at 8:36 pm.

Submitted by Lisa Gibalerio
WC Recording Secretary