

**MINUTES
TOWN OF BELMONT
BOARD OF SELECTMEN
SELECTMEN'S MEETING ROOM
Monday, September 30, 2013
7:00 PM**

RECEIVED
TOWN CLERK
BELMONT, MA.
Nov 12 3 00 PM '13

CALL TO ORDER

A meeting of the Board of Selectmen (as the Municipal Light 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. Town Administrator David Kale was also present.

ACTION BY APPOINTMENT

Convene as the Municipal Light Board (MLB) – Update on the 115kV Substation and Transmission Line Project

Mr. Jim Palmer (General Manager of the MLB), Mr. Steve Klionsky, Ms. Gretchen McClain, and Mr. James Forrester appeared before the Board to provide an update on the 115kV Substation and Transmission Line Project.

Mr. Palmer began with an update regarding the new substation. He said the substation was entering the "physical" phase in the process. He reviewed the state of the demolition site (20 Flanders Road) for the new substation. He said the MLB will meet soon with ConCom as well as with ISO. The engineering design should be complete soon.

The Board and Mr. Palmer discussed decommissioning the existing substation.

Mr. Palmer then discussed the draft energy policy. He said that a lot of people contributed to the draft. Mr. Palmer said that once the draft policy is adopted, money for programs will need to be identified. Selectman Jones acknowledged the work of Ms. Lauri Mancinelli, Energy Analyst, for her work on establishing the energy policy.

The Board discussed issues relating to the new substation.

The Board moved: To approve adoption of the MLB energy policy.
The motion passed unanimously (3-0).

The Board moved: To approve the Minutes of September 12, 2013 – with one adjustment.
The motion passed unanimously (3-0).

The Board moved: To adjourned the Light Board meeting at 7:25 p.m.
The motion passed unanimously (3-0).

The Board took a brief recess.

Board of Survey

The Board moved: To convene as the Board of Survey at 7:34 p.m.
The motion passed unanimously (3-0).

Chair Paolillo noted that the issue (a new street layout for Concord Ave. private way land) will be continued on Thursday morning at 8:00 a.m.

The Board of Selectmen was recalled to order at 7:35 p.m.

Belmont Food Pantry: Update on Mission and Activities

Ms. Patty Mihelich, Food Pantry Coordinator, appeared before the Board to provide a Food Pantry update. Ms. Mihelich noted that the pantry is back behind the high school in the modular building. She informed the Board that, in preparation for the *Belmont Serves* day (October 14), students will drop off empty bags at houses with the hope that the bags will be filled and then delivered to the Pantry. She noted that the number of families served is steadily increasing. She said about 200 people are being served regularly. She added that, since Belmont's food pantry does not have refrigeration, perishable foods cannot be accommodated.

Chair Paolillo offered to explore the issue of refrigeration. He said he believed money for a refrigerator could be raised. Ms. Mihelich replied that the modular may not support heavy freezers.

Ms. Mihelich noted that December is the "*Gifts of Hope*" month and that there will be several events scheduled to support the Pantry. She noted that the Pantry is well supported, all year, by various organizations across town.

The Board thanked Ms. Mihelich for all her efforts to sustain the Food Pantry.

Committee Appointments: Cultural Council and Council on Aging

The Board moved: To accept the resignation of Ms. Hannah Loomis and declare this seat vacant from the Cultural Council.
The motion passed unanimously (3-0).

The Board moved: To appoint Ms. Jan Hankins to the Cultural Council.
The motion passed unanimously (3-0).

The Board moved: To accept the resignation of Ms. Anistasia Hammerlind from the COA.
The motion passed unanimously (3-0).

The Board moved: To appoint Ms. Judy Singler to the COA.

The motion passed unanimously (3-0).

Committee Appointments: Financial Task Force Committee

The Board moved: To appoint the following individuals to the Financial Task Force Committee:

BOS –	Chair Paolillo
SC –	Chair Graham and Ms. Slap
WC –	Ms. Helgen
CBC –	Ms. Mahoney
PB –	Mr. Lavery
Board of Assessors –	Mr. Lavery
SD –	Superintendent Kingston and Finance Director DiCologero
General –	Town Treasurer Carman Town Administrator Kale

The motion passed unanimously (3-0).

Chair Paolillo requested that Mr. Kale assist in vetting some of the citizens' applications to this committee. The citizen appointments will be made at a future meeting.

Town Administrator's Report

Mr. Kale reported on the following items:

- The Logan Airport Advisory Committee will meet soon regarding the plane routes passing over Belmont and make a presentation to the BOS.
- The Incinerator Site bill has been forwarded to House Committees for review and is moving closer to adoption on the House side – the Senate side will come next.
- The home rule petitions (regarding Town Administrator and Retail and Restaurant Alcohol Licenses) are in Joint Committee and hearings will be scheduled.
- Special TM – There is a citizens' petition regarding yard sales. Three other topics (Harris Field, Snow Removal, and Demolition Delay) are under review. Mr. Kale provided status updates on these articles. Chair Paolillo stated that the Demo Delay by-law needs to full support of the Planning Board, Historic District Commission and By-Law Review Committee for it to go before Town Meeting.
- FY13 Fiscal Review – A financial report on the results of FY13 was provided. Generally, revenue estimates exceeded budget and expenses were less than budget mainly due to various departmental vacancies which generated one-time cost savings. Mr. Kale reviewed the "free cash" numbers as well as various revenue numbers. He reviewed savings numbers across each of the departments and noted that, in total, about \$1.3M was saved.

ACTION BY CONSENT

Junk, Old Metals and Second Hand Articles
BenchCraft Jewelers, 383 Trapelo Road, Belmont

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

NEXT MEETINGS

Thursday, October 3, 2013 at 8:00 a.m.
Monday, October 7, 2013 at 8:00 a.m.
Monday, October 28, 2013 at 8:00 a.m.

Town Administrator Review

Chair Paolillo noted that this evaluation reflects a little over one year of employment for Mr. Kale. He read the evaluation form subtopics and reviewed the numerical results. Mr. Kale received many high scores of 4 and 5 (with 5 being the highest) across the categories. Chair Paolillo observed that the overall results were very positive and strong. He specifically noted Mr. Kale's outstanding collaboration with the Board, the Department Heads, as well as the School Department.

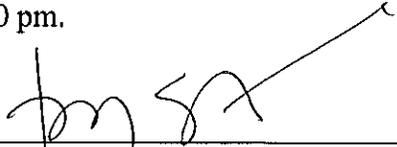
The Board agreed that Mr. Kale had an extraordinary first year. Mr. Kale thanked the Board for its leadership, professionalism, support, and positive tone. All of these, he said, make a great difference to the town and its employees. He also thanked the Department Heads and the employees for their support, as well as the staff in the Town Administrator's office.

Chair Paolillo suggested that Mr. Kale receive a 2% merit increase raise that would be retroactive to July 2013 which is consistent with department's head non-union increase salary grant.

The Board moved: To approve a 2% merit increase raise that would be retroactive to July 2013.

The motion passed unanimously (3-0).

The Board moved to adjourn the meeting at 8:50 pm.



Mr. David Kale, Town Administrator