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BELMONT, MA

**MEETING MINUTES
MONDAY, MARCH 12, 2018
BOARD OF SELECTMEN
SELECTMEN'S MEETING ROOM-TOWN HALL
7:00 P.M.**

**APPROVED
BOARD OF SELECTMEN
DATE: 05-07-2018**

2018 MAY 10 PM 2:10

I. CALL TO ORDER

James Williams called the Board of Selectmen meeting to order at 07:15 PM on Monday, March 12th, 2018. Chair Williams introduced Vice Chair Mark Paolillo and Selectman Adam Dash. Chair Williams reported that the Board had just concluded a productive Life Source meeting.

II. COMMUNITY ANNOUNCEMENTS

Selectman Dash made the following announcements:

1. All town buildings and offices are closed tomorrow Tuesday, March 13th, 2018. Parking ban goes into effect at midnight and continues until further notice. No trash or recycling will be collected tomorrow. Trash and recycling pickup for the remainder of the week will be one day late. There is no school tomorrow.

If there are questions residents can call (617) 993 - 2698. This number is also posted on the town website.

III. QUESTIONS FROM TOWN RESIDENTS

(Please contact the Town Administrator's Office by noon on March 12, 2018)

There were no questions from town residents.

Vice Chair Paolillo moved to go into Executive Session to discuss the deployment of security personnel or devices. Selectman Dash seconded the motion. The BOS moved to Executive Session. (07:17 PM)

7:00 P.M. EXECUTIVE SESSION

To discuss the deployment of security personnel or devices

Vice Chair Paolillo moved to come out of Executive Session discussing the deployment of security personnel or devices. Selectman Dash seconded the motion. The BOS exited Executive Session. (07:36 PM)

IV. ACTION BY CONSENT

7:15 P.M. Public Safety Discussion and Vote

Chair Williams

Chair Williams reported that the BOS have been meeting about public safety for several weeks. The BOS has met with the leadership of the town including the School Committee, Superintendent, Police Chief and Assistant Chief, Fire Chief, Health Department, and Town Administration.

APPROVED

MEMORANDUM

One of the topics of interest is a School Resource Officer (SRO) in the Middle School. We collectively have decided to make a recommendation to the School Committee and Superintendent in that regard since they have not been able to attend a meeting to discuss since the first meeting. Vice Chair Paolillo added that the School Committee does intend to meet tomorrow night and in the future to discuss this matter.

Vice Chair Paolillo moved that we direct Town Administrator Garvin and the Police Chief to investigate the installation of a SRO in the Middle School including funding in collaboration with both the School Department and School Committee. Selectman Dash seconded. BOS voted in favor of the motion. (07:38 PM)

7:20 P.M. Financial Five Year Plan Overview

Chair Williams

Chair Williams reviewed 5 year forecast that goes from FY18 through FY23 presented by Administrator Garvin and Glen Castro, Budget Analyst.

- FY18 total revenue for the cash budget was \$110 million, \$116 million in FY19, and \$120 million in FY20.
 - Projected \$120,651,000 in FY21
 - Projected \$123 million in FY22
 - Projected \$126 million in FY23
 - FY18 to FY19 has the 2.5% increase in it and assumes a new growth
 - FY20 to FY21 is flat
 - FY23 we will have very little free cash

(Free cash: determined by underestimating revenue and overestimating expense to calculate an excess surplus)

- Cash reserves reduced over time
- We anticipate fewer turn backs from the departments as we continue to restore free cash
- Percentage change from the prior year
 - Varies between 2-3% (aligns with our expectations)
 - We have things coming on in FY19 that increase the stabilization fund
 - We can count on 2.5% normal tax increase & maybe 0.5% in new growth
- Expenditures and fixed cost (Revenue less estimated expenditures)
 - FY18 expenditures are \$110 million which has a breakeven effect
 - FY19 expenditures are \$116 million which has a breakeven effect
 - FY20 has a \$556,000 deficit and growing onward (\$4.7 million, \$6.7 million, \$8.2 million increase)
 - We are going to need to do something about this
 - Tax increase or override won't fix this
 - We will need structural change
 - We don't have a sustainable model
 - Looking at fixed cost retirement amount

(Displays funding payment for the unfunded liability NOT our contribution to the retirement fund)

- That's going to grow to \$12 million with a longer projection
- In this projection it grows from \$7.3 million to \$9.3 million

- this is part of our plan to retire this obligation by 2029
 - we are 50% funded, we are in the lower quartile state-wide
- If we weren't making this payment the difference in the deficit projected would be as follows:
 - \$4.7 million in 2021 would be a \$4 million surplus
 - \$6.7 million in 2022 would be a \$2.2 million surplus
 - \$8.2 million in 2023 would be a \$1.2 million surplus
- New debt service capital project
 - Blank until 2022
 - \$240,000 in 2022
 - Might be the Modular Classroom debt (Glen Castro will confirm)
 - Blank again after 2022
- Other budget schools (non-salary items as reported from the schools)
 - Increases 6.1% over time
 - Increases almost as much as health insurance, salary and wages
 - We will have to review this information to see why there are increases
- Projection does not have the high school in the calculation for estimate at this time
- 1. Is there anything that we can do about retirement? We might be able to ask the Retirement Board to extend the funding schedule to 2032. If we do that it will flatten the amortization schedule at \$10 million. It won't help in these years in particular because it needs to escalate to \$10 million but in 2023 it will save us that growth to \$12 million.
- 2. This also assumes that we will continue to increase the annual tax increase at 2.5%. When the Board of Assessors appeared before us and we asked Bob Reardon if he expected that to continue to happen and he does expect to continue to propose to us that the property tax go up 2.5%.
 - a. If we raised taxes by 2% over the years and add the high school on top of that we will be looking at a 50% increase. That will change the demographic of the town because not everyone will be able to afford to pay this amount and some will be forced to relocate.
 - b. Is there another way to do it? This is a policy question.
- 3. Collins Center has been receiving multiple financial documents from the town. They are working on them. We don't have a sustainable model which is why we have asked the Collins Center to help. Operating overrides are not the answer.
- 4. Might be a need for an investment bank to help with financial engineering.

7:30 P.M. Enterprise Fund/OPEB (Other Post- Employment Benefits) Discussion and Vote
Chair Williams

- OPEB funding schedule is based on free cash available for use
 - Total \$89.8 million as of June 30, 2017
 - Expecting to be \$92 million as of June 30, 2018
 - Unfunded actuarial accrued liability
 - Light: \$3.6 million
 - Water: \$1.5 million
 - Sewer: \$900,000
 - Enterprise funds should be paying their full cost
 - Accounts for 10% of the OPEB liability
 - Normal cost (paid retiree healthcare for light, water, sewer each year) + 30-year amortization = \$12 million Annual Retirement Contribution ARC (the amount we should be putting away in order to retire this obligation at a determined date 2041)
 - In 2029, we switch the 12 million over from Pension to OPEB and then it pays OPEB off by 2041
 - One of the ways to reduce this liability for the future is to begin to fund it and we are using free cash to do that, but light, water, and sewer should be self-funding
 - Projected benefits payments
 - According to Kathy Riley
 - If the sewage department pays \$41,000 + water department pays \$35,000 + light department pays \$213,000 = satisfies the ARC
 - If we continued to put in free cash alongside these money will get us up to \$750,000
 - It's not a requirement to fund it
 - If you put these into the enterprise funds it doesn't change the rates
 - Use free cash flow calculation to cover the town and use the enterprise funds
 - Looking at long term projections if we begin funding now then the town will pay \$2 million less in 2041 (reduced from \$12 million to \$10 million)
 - Put \$850,000 per year against OPEB and enterprise funds pay their share, and \$500,000 for the town
 - 2029-2041 is 12 years and to reduce liability by \$2 million would be worth \$24 million
 - We will have to meet with each enterprise and talk more to Kathy Riley and the Collins Center team.
 - Light board meets again on April 23rd, 2018
 - Talk about this in relation to the 2018 budget?

7:40 P.M. Vote to Proclaim the Maximum Useful Life of the Modular Classrooms

"I the Chair of the Board of Selectmen of the town of Belmont Massachusetts certify that at a meeting of the board held March 12th, 2018 of which meeting all members of the board were duly notified and at which a quorum was present. The following vote was unanimously passed all of which appears upon the official record of the board in my custody. Voted that the maximum life of the modular classrooms to be financed with the proceeds of the \$2,734,000 borrowing authorized by the vote of the town passed November 13, 2017. Article 3 is hereby determined pursuant to General Laws Chapter 44 Section 7.1 to be 10 years. I further certify that the votes were taken at a meeting open to the public and that no vote was taken by secret ballot. Notwithstanding the place, date, time, and agenda for the meeting which agenda included the adoption of the above votes was filed with the town clerk, and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the town that the town clerk is located or if applicable in accordance with an alternative method of notice prescribed or approved by the attorney general as set forth in 940 Code of Massachusetts Regulations 29.03 (2)b at least 48 hours not including Saturdays, Sunday and legal holidays prior to the time of the meeting and remain so posted at the time of the meeting that no deliberation or decision in connection with the subject matter of this vote were taken in Executive Session all in accordance with General Law Chapter 30a Sections 18-25 as amended." Dated March 12th, 2018.

Selectman Dash seconded the motion. BOS voted in favor of the motion. (8:11 PM)

7:45 P.M. Health Insurance Rate Review

Sue Shilue President of Cook and Company Insurance Services Inc. and Health Insurance Consultant to the Town of Belmont, and Jessica Porter, Human Resources Director were present.

Consultant Shilue came to talk about health insurance and provide context for the budgeted 11% increase in health insurance cost. She began by explaining that, in general, medical and pharmacy trends combined are approximately 9%. This is the majority of why we are seeing an 11% increase. It's a prospective trend that doesn't have anything to do with utilization.

Consultant Shilue spoke about how claims impact pricing. She said that large claims (claims over \$125,000 per person per year) drive health insurance pricing. There's a 2 year period when we look at the renewal from the older period to the newer period. The cost of those claims increased by 74% which is approximately \$1 million increase. It's a small amount of claims that account for those large dollars. Belmont does have StopLoss Policy with a cap of \$150,000. Anything below \$150,000 Belmont is self-funding.

(Question) Chair Williams: What is the total expense per year?

(Answer) Consultant Shilue: Total claims are about \$15 million.

(Comment) Chair Williams: That \$2 million out of 15. It's a small number of people.

(Comment) Consultant Shilue: That kind of increase is substantial.

(Question) Vice Chair Paolillo: That's just an outlier for 1 year?

(Answer) Consultant Shilue: Correct.

(Comment) Chair Williams: That's what health insurance is for. If people get sick then they need it.

Consultant Shilue continued explaining that she pulled out 2 categories of utilization that also had a very large increase: ancillary service (labs, x rays) costs increased 20% because utilization went up therefore the dollar value went up, outpatient pharmacy (drugs that are administered on an outpatient basis, chemotherapy) costs increased 65%. The highest cost hospitals being utilized are Brigham and Women's Hospital, Mount Auburn, and Massachusetts General Hospital. We know that these are high cost hospitals but there is high in-patient utilization at those providers.

(Question) Vice Chair Paolillo: Even with the EGWP plan?

(Answer) Consultant Shilue: The EGWP plan that you just converted to is for your Medicare population. Most of what we are discussing right now is for your active plans which would also include retirees under 65.

(Question) Selectman Dash: Is any of this related to having an aging workforce?

(Answer) Consultant Shilue: In general in the municipal world it tends to be an older population because you continue to cover people even into retirement and in a municipality you do have people who retire prior to age 65 when they would be able to go onto Medicare. Compared to the private sector it is an aging population.

Consultant Shilue said that one of the things that they look at when they set the rates every year is the trust fund. Massachusetts Law Chapter 32b requires that a self-insured plan have a trust fund with enough funds that are available to pay for claims that are incurred regardless of when they are paid. When the town first consolidated their plans back in 2008 to a self-insured plan we had very detailed conversations about the trust fund because in years passed the town has had a portion of their health insurance on a self-insured basis, but it was not the entire pool. The trust fund needs to be managed properly to be successful and the town has done that since 2008. Health insurance costs also tend to be very cyclical Belmont has many years of very small increases.

Consultant Shilue went on to talk about how health insurance costs tend to be very cyclical. Belmont had years of small increases. It's not out of the norm to have a couple of years where there has to be adjustment. The average premium increase since the start of the self-insured plan in 2008 was 3%. A 10 year average of 3% is spectacular. We did 9% last year. Belmont had several years of zeroes and a low of -4% which was when the town made the plan change.

(Question) Selectman Dash: Is self-insurance still a good idea going forward?

(Answer) Consultant Shilue: Yes. The difference between being fully insured and being self-insured is that the town assumes the risk. When the health insurance carriers carry the risk they set the rates and they build in a risk factor. We know from the renewal that we got from Harvard Pilgrim that your rates would have been a lot higher than 11% if you had been fully insured.

Factors to look at when thinking about what the town can do:

- Plan design changes in FY13 (effective July of 2012)

- Changed to EGWP retiree Medicare part D plan for prescription drugs (on January 1st)
- Tiered levels of different benefits
 - Focused on providing employees with options and choice of having a more cost effective hospital provide a service over a more expensive hospital
 - choosing to go to the more expensive hospital means greater out of pocket expenses, copays
- Limited network plans
 - HMOs in Massachusetts are like the old Indemnity plans
 - One way to control cost is to have a select network where providers can give a discount in exchange for being a selective provider of services
 - Not having access to all providers means greater discounts with providers who the town does work with
- Harvard Pilgrim mail order plan
 - Waiting to hear back from HP about how much less expensive prescription drugs would be under the mail order plan
- Belmont benefit plan compared to Tufts Navigator Plan
 - Massachusetts General Law Chapter 32B Sections 21-23 allows the town to negotiate up to the level of GIC which is the Tufts Navigator benchmark plan

(Question) Vice Chair Paolillo: Would it be possible to get the actual breakdown of cost? How much we spent on pharmaceuticals, in-patient, out-patient, etc.?

(Answer) Consultant Shilue: Yes, we can get that.

(Comment) Vice Chair Paolillo: If greater percent of our cost is related to in-patient prescription pharmacy cost which went up 65% then the mail order prescription plan might be something we want to do more of.

(Question) Chair Williams: Did you see the projected health insurance deficit for 2023?

(Answer) Consultant Shilue: No.

(Comment) Chair Williams: Health insurance and other benefits for the operating budget on the town goes from \$4.6 million to \$6.2 million in 2018-2023 (\$2 million). For the schools it goes from \$7.2 million to \$9.9 million (\$2.7 million). That's \$4.7 million so that's something that the Collins Center is going to have to look at.

(Comment) Vice Chair Paolillo: The Review Commission has been talking about Chapter 70 funding and needing to increase the funding as it relates to per pupil spending because health insurance and special education costs continue to go up dramatically.

(Comment) Chair Williams: A lot of these costs are escalating by \$1 and \$2 million dollars. If the board begins to focus its attention on those matters those numbers can be managed down.

(Comment) Vice Chair Paolillo: We can consider some things perhaps with the collective bargaining framework, wellness programs and things of that nature that will effectively manage our healthcare costs.

7:55 P.M. Discussion related to Sidewalk Policy

Selectman Dash

Glenn Clancy was present.

Selectman Dash explained that following the sidewalk study in the fall that that rated the sidewalks based on condition he invited Glenn to aid in revising the old BOS policy that when streets were redone sidewalks were not. This is an effort to take another look at sidewalks particularly those associated with heavier use (schools, public buildings, parks, etc.) as the town's worst streets need less work and people tend to be driving less. Glenn will be recommending a new policy for adoption.

Glenn introduced his presentation in relation to concerns brought forth by Bartlett Avenue residents regarding the lack of adequate separation between the roadway and sidewalks. Following the reconstruction of the Bartlett Ave road there was no curbing to separate the roadway and sidewalk. Through his research Glenn found that most sidewalks in town already had curbing in place either granite, asphalt, or a grass shoulder.

Curbing Policy Presentation

- Goals and Objectives
 - Make sidewalks safer
- Belmont sidewalks
 - Granite curb
 - Asphalt curb
 - Grass shoulder
 - Asphalt shoulder
- Shoulder Treatment
 - May or may not include curbing
 - Must provide a buffer for pedestrians
- Should Treatment Types
 - Granite curbing
 - Appropriate for major roads
 - Most major roads have granite curbing already
 - Asphalt curbing
 - Appropriate for local roads
 - Helps with grass shoulder erosion
 - Grass Shoulder
 - Provides protection for pedestrians because a motorist is inclined to stop at the edge of the grass
 - Asphalt Shoulder
 - Not appropriate under any circumstances
- Functional Benefits
 - Allows trees to be planted
 - Additional buffer
 - Stormwater management, absorbs runoff
 - Keeps vehicles on the road, off of shoulders and sidewalks
 - Visual buffer for motor vehicles
- Scope of Pavement Management Program
 - 400 roadway segments
 - 10% (40 roads) need granite curbing
 - 30-35 neighborhood streets with asphalt shoulder to be reestablished
- Funding Outlook

- 2007 backlog to fix all of the streets in need of repair was \$41 million
 - Policy was made to remove curbing repair as part of this project
 - Removing sidewalk and curbing at the time allowed for more roadways to be fixed
- 2017 backlog is at \$24 million
 - Major progress made in the backlog
 - Aggressive cracked ceiling and patching maintenance program
 - extends the life of these roads
 - Road survey program with updated pavement condition rating systems for every road in the town
- Major road life cycle of 20 to
- Local roads life cycle of 25 years
- There is an additional \$300,000 annually of capacity that can be put toward curbing and sidewalk
 - Override allocated an additional
 - Roads \$300,000
 - Sidewalks \$200,000
 - Can we fund a curbing policy - Yes
 - Can we fund a sidewalks - To a certain degree, yes.
- According to the sidewalk condition report from DPW in the next 5 years the pavement funding project will sustain us for roadway, curbing per policy, and sidewalk
 - It is possible that in year 6 major sidewalk repairs will be need on multiple streets in which case the money will be gone for that year
 - Flexibility with the road and sidewalk money
 - Money put towards roads could be used in a given year to address sidewalks
- Outside of FY18 the \$200,000 isn't factored into the budget
 - The \$200,000 represents potential additional funds which can go into more work or go back to DPW for backlog work
 - New way to look at the funding that is already available
 - This is not a budget issue at all
- Policy Recommendations
 - There are some roads that we have done work on and others not
 - When the road comes up on the list for pavement management then if it's a candidate for curbing or sidewalk that will be programed in
 - Already written into the 5 year plan
 - School Walking routes/Safe Routes
 - Asphalt curbing to reestablish grass shoulders and tree lawns
 - Granite curbing installed if the roadway is arterial or a major connective road
 - Routes are consistent with safe routes
 - If roads are added there is the flexibility to do that
 - General Walking routes
(Arterial or major walking routes in the town that leave residential neighborhoods)
 - Granite curbing provide a network for pedestrian mobility town-wide
 - Use Demand locations
(Destination points park, playgrounds, houses of worship, schools, etc.)

- Local road or public road adding frontage depending on the location
- Most use demand locations already have curbing and sidewalks
- Local Roads
 - Roads that have a grass shoulder already wouldn't get curbing
 - Asphalt curbs will have grass shoulders reestablished

Selectman Dash pointed out that with this policy the process for repair would be democratic and not based on which neighborhood makes the most noise. We could follow the criteria set in place by Glenn to determine what shoulder or curbing is needed. There is also a funding source which doesn't impact the budget.

(Question) Chair Williams: How does this compare to what we were doing?

(Answer) Glenn: The difference is that before we would give no consideration to the curb, the shoulder treatment, or the sidewalk on that road. We would fix roadway asphalt only. Bartlett Street is the perfect example.

(Comment) Vice Chair Paolillo: The consensus was that if anything was installed the residents of that street would have to pay for it.

(Comment) Chair Williams: People have always complained about the quality of Belmont roads in Belmont, but as you point out they are getting much better. Right? Because the backlog is down, all the streets have been upgraded even though you still have your plan right?

(Answer) Glenn: That's right. Often times people complain about the condition of the roads because of utility work that is ongoing. We have situations now like Lower Clifton and Prospect Street all the way up to the Belmont Hill School where National Grid is working and they are still in the middle of that operation. People who drive by there might come away thinking "Wow that street was really difficult." But the reality is that DPW and their street opening permit process has not the full course up there yet. Once National Grid is done with their work and DPW invokes the final paving requirements up there the roadwork can conclude. Just like Grove Street, people complained about Grove Street for a year with all the work that National Grid did. When they finally reached a point in that process where they could restore the road again under the street opening permit they paved it and everyone loved the street again.

(Question) Chair Williams: How many miles of road are there?

(Answer) DPW Jay Marcotte: 77.1 miles

(Answer) Glenn: 77.1 total road miles with approximately 8 miles of private road.

(Question) Chair Williams: This is not going to address the private?

(Answer) Glenn: That's correct. Statutorily we cannot.

(Question) Chair Williams: I was going to ask you about Bartlett Road, but you said that is going to be a priority right?

(Answer) Glenn: Yes, as we discussed last fall we identified 5 or 6 roads that will be retroactively addressed now that we have determined that we can do that funding-wise.

(Question) Chair Williams: A lot of people consider grass to be bad. Is grass good as a median or is grass bad as a median? I do mow it. Do the storm water management people like grass for the medians?

(Answer) Glenn: Absolutely. If you looked at it from a storm water management point of view you would not want curbing because you would want the ability to have the water shedding of the roadways to leech into the shoulder. Curbing is going to prevent that.
(Comment) Selectman Dash: It's not just grass. There is the opportunity to put in trees there.

(Question) Vice Chair Paolillo: In terms of execution and implementation we are going to vote in favor of this policy are you prepared to immediately execute on this or start the process of considering to act on this.

Selectman Dash moved to approve the town of Belmont's curbing installation sidewalk construction policy that has been provided to the BOS. Vice Chair Paolillo seconded the motion. The BOS voted in favor of the motion. (08:55 PM)

8:05 P.M. Discussion related to Town Building Committee Contractual Authority

8:10 P.M. Demolition Delay Appeal application from Locatelli Properties for both 49-63 Leonard Street; and 65-89 Leonard Street

Glen Simons Counsel for Locatelli, Kevin Foley of Locatelli Properties, and Lauren Meier of the Historic Commission were present.

Counsel Simons reported that after several meetings with the Historic District Committee an agreement was reached to withdraw one petition and bifurcate the other. With the agreement of the Historic Commission, Counsel Simons and Mr. Foley have requested that the Mason's portion be taken out of the jurisdiction of the bylaw. Petition 49-63 has been withdrawn because there were elements of the buildings on Leonard Street that they agreed should remain within the purview of the Historic Commission and the Demolition Bylaw with some clarification. With respect to 49-63 the Historic Commission and Locatelli have agreed on a letter which the Commission will deliver to the Building Inspector that clarifies the application of demolition bylaw to that building. Their plan has been approved by the Commission that clearly delineates which areas of those buildings are still subject to the Demolition Bylaws which is generally the roofline. (49 Leonard Street is Teraferma and 63 Leonard Street Kashish the restaurant).

Lauren felt that the appeal went well. The Historic Commission agreed that the former Macy's portion of what was listed on the Demolition Delay had been altered so much that it had lost its historic integrity. The Locatelli team produced drawings and photographs to demonstrate the level of alteration which is a criteria for consideration. It wasn't a challenge to the bylaw or criticism of the Historic District Commission. After seeing the documentation the Commission agreed.

Lauren mentioned that the other issue that came up was the degree to which the Demolition Delay might affect someone's ability to do work in the future. The Historic Commission knows that it's only demolition, but many folks worry about that. The Locatelli team was concerned that there might be a question in the building department when they had an immediate need to renovate a storefront for a new tenant. The Historic District Commission agreed to do a memo for the file that would clarify that such work is not subject to the

Demolition Delay. This has been helpful and the Commission has had 2 other property owners approach them for clarification. We have since put a note in the file that says if parts of the home are not subject to the Demolition Delay. They are happy to do that for any property owner.

Lauren concluded that for one of the properties listed they would propose removing a portion of it from the Demolition Delay.

(Question) Vice Chair Paolillo: There is a note in here that the upper story would be subject to the provisions of the bylaw. What is the situation there?

(Answer) Lauren: That's just a clarification about how one applies the Demolition Delay bylaw to this particular property.

(Comment) Vice Chair Paolillo: The storefront can be renovated but the upper part of the property could not be renovated?

(Answer) Lauren: It could not be demolished. When a building permit comes to the building department there won't be hesitation or confusion about whether one needs to contact the Historic District Commission. It will be very clear and in the file. Therefore the work can proceed.

Vice Chair Paolillo moved to accept the withdrawal of the Demolition Delay appeal application for properties 49-63 Leonard Street. Selectmen Dash seconded the motion. The BOS voted in favor of the motion. (09:04 PM)

Vice Chair Paolillo moved to approve the appeal from the applicant to remove the properties located at 73-89 Leonard Street from the Demolition Delay Bylaw. Selectmen Dash seconded the motion. The BOS voted in favor of the motion. (09:05 PM)

The Selectmen congratulated the Locatelli team and Lauren of the Historic District Commission for coming to terms and working together to find a resolution prior to meeting with the BOS.

8:15 P.M. Demolition Delay Appeal application from Mr. Derek Staples, 27 Dorset Road continued from January 8, 2018

Lauren from the Historic District Committee was present.

Administrator Garvin stated that she received an email earlier in the day at 02:51 PM from Derek Staples requesting a 3rd continuance.

(Question) Selectmen Dash: Did he file anything new since the last one?

(Answer) Lauren: No.

(Comment) Vice Chair Paolillo: We have continued this twice for him and surely we want Mr. Staples to come in and present his case. We continued him the first time to allow Lauren and Mr. Staples to meet.

(Comment) Lauren: I think he's been before you twice and then we've continued it two more times. We've had discussions with Town Counsel.

(Comment) Selectmen Dash: This is the 5th time we've had this on the agenda.

(Comment) Chair Williams: My concern is that I don't want people to think of us as dismissing Mr. Staples. When the appeals process was put in place it didn't have any standards around it. The question now is: Is it reasonable to continue it again? I think it fails that test.

(Comment) Selectmen Dash: I've hear his case twice and honestly I haven't seen a reason to change my mind on it.

(Question) Chair Williams: If we deny this case can Mr. Staples reapply?

(Answer) Lauren: No.

(Comment) Vice Chair Paolillo: No it's closed.

(Comment) Selectmen Dash: He'd have to appeal it to court but he could have done that anyway when he was here.

(Comment) Vice Chair Paolillo: With all due respect to Mr. Staples, he's a fine gentleman, we gave him plenty of opportunity to present his case to us.

Vice Chair Paolillo moved to deny the Demolition Delay appeal application from Mr. Derek Staples for 27 Dorset Road. Selectmen Dash seconded the motion. The BOS voted in favor of the motion. (09:09 PM)

8:20 P.M. Report from the Historic District Commission on the proposed Thaddeus Frost House Historic District (291 Brighton Street)

Lauren Meier and Kathy Fahey Members of the Historic District Committee were present.

Lauren explained that she is proposing a new local historic district at town meeting. Kathy will be making the presentation at Town meeting and she put the slides together that are in the packet. Michael Chesson of the Historic District Commission prepared the study report which was submitted to the Massachusetts Historical Commission. The BOS will be needed to ultimately sign the map which would then go to the registry of deeds if it is approved at town meeting.

(Question) Vice Chair Paolillo: Who applied for this?

(Answer) Lauren: Athena came to us after his was notified that her property was on the Demolition Delay list. As you will see in your packets the Massachusetts Historical Commission has already determined that it is eligible for listing on the national register.

(Comment) Selectman Dash: The building looks the same from the 1900s to today.

(Comment) Member Fahey: The Belmont Historical Society was really helpful in providing the photographic evidence.

(Comment) Lauren: There used to be a big farm behind the house which Dick Betts called The Land of The Frost.

(Question) Chair Williams: I think the public might need to know, what is a local historic district. Can you say a few words about that?

(Answer) Member Fahey: A local historic district is a tool to protect significant buildings in the town of Belmont and also in the Commonwealth of Massachusetts. The local historic district provides a design review process for the exterior, portions of the home that are only

visible from a public way. So we don't cover any parts of the interior. We are only concerned with the exterior of the home and what is visible from a public way.

(Question) Selectman Dash: This isn't like the Demolition Delay. This is a more serious protection?

(Answer) Member Fahey: Yes, it is.

(Comment) Chair Williams: In the packet it says that Belmont has 3 local historic districts: Pleasant Street, Common Street, and the Richardson Farm.

(Comment) Selectman Dash: Which Lydia voluntarily came forward on.

(Comment) Member Fahey: What is really special about this historic district is that it will be our first single building historic district in Belmont. Those are being utilized more and more by towns in Massachusetts. There are 4 in Wesley, 1 in Sudbury, there are over 200 single building historic districts in Massachusetts.

(Question) Chair Williams: Why is it being done?

(Answer) Member Fahey: One of the reasons it's being done is because it's a great tool for protecting houses and it does provide that layer of protection that's more than a Demolition Delay Bylaw which are being used more by communities. It provides more protection than a national register listing and there's really no reason not to do it. When the Massachusetts General Laws passed the ability to create historic districts the wording has always been in there that they could be single buildings or single properties and I'm not sure why but historic districts did originally seem to always form in clusters. That ability to create single ones has always been there. Now it's being used more and more.

(Comment) Selectmen Dash: This is a way to really stop people from tearing them down. This would have prevented the Clark House situation.

(Comment) Member Fahey: Exactly.

(Comment) Lauren: It would have. That's correct.

Lauren also wanted to make the BOS aware that the Historic District Commission is working with the Bylaw Review Committee, since revisions will be incorporated into the general bylaws. The Bylaw Review Committee had some housekeeping recommendations about the Historic District Commission section of the general bylaws. An administrative article will be produced that deals with cleaning up the general bylaws but doesn't change the content.

(Question) Vice Chair Paolillo: Do we have anymore appeal applications?

(Answer) Lauren: No, you are done.

8:25 P.M. Discussion with Board of Health and Department of Public Works on Carry In and Carry Out signage

The BOS agreed to defer this topic until the next BOS meeting on March 26th, 2018.

8:35 P.M. Report from the Information Technology Advisory Committee (ITAC)

Paul Roberts Chairman, Phil Lawrence Co-Chair, and David Goldberg Secretary of the Information Technology Advisory Committee (ITAC) were present.

Chairman Roberts detailed the items that he had to go over including an annual report, and surveys that the Committee put together and are hoping to release to the community and other appointed committees in town regarding technology use.

Information Technology Advisory Committee (ITAC)

- 9 person committee appointed by three boards
 - BOS appoints 4 members, SC appoints 4 members, Library Board of Trustees appoints 1 member
- Broad mandate to:
 - provide guidance to the BOS, town departments and committees on technology matters
 - address matters of information delivery
 - ensure access to communication technology
 - increase the efficiency of transactions involving town departments
 - work toward the deployment of infrastructure and town departments and citizenry
 - engage in strategic planning and provide advice to the various departments
- Think about ITAC as:
 - a valuable resource for the town
 - consultancy within the town with expertise in areas of networking, information technology, cyber security application development, telecommunication, cloud computing, and open source supply chain
- Recent initiatives:
 - creation of 2 subcommittees
 - 21st century committee looks at ways to use and leverage technology to engage better with the public, provide more participation with the public, make information available to the public in a more ready fashion
 - work with various liaisons and IT departments
 - engage more with the community
 - fireside chats at the Belmont Public Library about cyber security
 - Glen Wong of Recorded Future brought cyber security experts in from Recorded Future to talk about cybercrime, fraud, hacking, and online threats
 - presence at Meet Belmont for the 1st time ever
- Historically ITAC has:
 - provided domain expertise around technology at a time when that knowledge was not widespread
- provided assistance to the town in the early adoption of computing technology and networking technology
- Meetings:
 - Committee members and liaisons to the committee:
 - Mr. Petto, Mr. Mazzolla, Robin Tilberg at BMLD, John Steeves at the Police Department
 - Meetings quarterly to help provide advice, or help with initiatives that they have
 - Committee cannot meet virtually (governed by open meeting law)

- Meetings are made virtual through Google hangouts
- Meetings archived and available on ITAC YouTube page
 - When meetings are recorded and they are being put on YouTube it does change the dynamic
 - For committees that have public meetings but only the committee members attend having a virtually accessible meeting can change the dynamic
 - It creates more transparency
 - The remote access law does not signify which types of technology so folks could call in they don't have to use a video camera
- Meetings are accompanied by traditional handwritten minutes
- Public can attend meetings according to open meeting law

(Question) Vice Chair Paolillo: You are meeting virtually?

(Answer) Chair Roberts: We cannot meet virtually but we made all of our meetings virtual meaning that we do them as Google Hangouts so that members of the public that wish to attend can join the Hangout.

(Comment) Selectman Dash: Back when I first got elected we talked about maybe allowing people to participate and provide public comment to us virtually.

(Comment) Chair Roberts: We've been able to do that for free. Google Hangouts is a great platform to do it. We've been leading by example that way and we have a YouTube page. The nice thing about that is that all of your meetings become YouTube videos and they are archived there. If you couldn't attend live you could go to our YouTube page and watch it there.

(Question) Vice Chair Paolillo: Even though they are open session and no one really attends that they could be on YouTube and attend virtually if they wanted to?

(Answer) Chair Roberts: That is exactly right.

(Question) Chair Williams: And those are governed by Open Meeting Laws?

(Answer) Chair Roberts: They are.

The Secretary of State has indicated that it is up to the BOS to indicate whether committee members can be part of the quorum online instead or if they cannot physically attend the committee meeting. Counsel may have stated that if the BOS allow committee members to attend meetings online then they must allow the same for all committees.

(Comment) Selectman Dash: If we had to that with one we would have to do it for all.

(Comment) Chair Williams: That's the argument against it but I don't agree. If it is up to us we can decide.

(Comment) Selectman Dash: Counsel said that if you do it for one committee then you have to do it for every committee in the town.

(Comment) Chair Williams: My recommendation was that we do it for the BOS.

(Question) Vice Chair Paolillo: So then how do we go about this? We vote on it and then it's just part of the minutes for the meeting?

(Comment) Selectman Dash: You might not have to vote on it.

(Answer) Chair Roberts: It depends. If the Selectmen agree that committee members can participate virtually, this isn't just Google Hangouts, it could be a dial in. Then yes they would be able to vote. Then there's allowing people to vote remotely. For larger committees where it's harder to get a quorum because there are more moving parts it would be helpful.

(Question) Vice Chair Paolillo: What if we authorize all the committees to meet virtually?

(Answer) Chair Roberts: It still falls to the committee to decide if they want to do that or not. You are giving the freedom to.

(Comment) Vice Chair Paolillo: A lot of committees would welcome the opportunity to maybe not meet virtually but be able to dial in. I think it's something to really think about.

(Comment) Chair Williams: The argument against it is that we would have to do it for all the committees, which I don't agree with but I stand to be corrected. Another argument against it is that the administration would have to provide the device or technology and you could sync it. There are 66 committees.

(Comment) Co-Chair Lawrence: We did operate remotely with devices that we brought in.

(Comment) Chair Roberts: I think the thought would be that there would be certain meeting rooms that you would designate for online meetings and they would have the equipment there.

(Comment) Selectman Dash: You do still need to have a physical quorum present there.

(Comment) Chair Roberts: You do. Yes.

(Comment) Vice Chair Paolillo: There are 2 or 3 meeting rooms at Town Hall or in town to the extent that you want members to participate in a virtual way as long as you have a physical quorum you can do that and it's outfitted for it.

(Comment) Chair Roberts: I'll send you a link to one of our subcommittee meetings. I don't know if you know Scott Dadeo, who is involved in town locally, his wife works for a company called Meeting Owl or Owl Labs and they have a device called a Meeting Owl. It looks like an Amazon Alexa but it has a 360 degree camera and they have written software that focuses on faces around a room and displays them on a screen. The setup is to plug it into the USB port of a laptop and start a Google Hangout. For the people who are remote it sort of puts you at the table and when people speak the faces will come to the center. The setup I've been using is a webcam and a laptop.

(Comment) Administrator Garvin: The Remote Access Law doesn't signify the type of technology. Someone can just call. It doesn't have to be a video conference.

(Comment) Chair Roberts: One of the things that we looking to do is introduce virtual meeting platforms and integrate those capabilities into the work that the town does.

(Comment) Administrator Garvin: Do you have costs associated with that?

(Comment) Chair Roberts: Costs associated with the online? For what we have been doing now the cost is zero because I have a webcam and a laptop. The building provides internet access and Google Hangouts is free. The Meeting Owl telepresence is around \$800 a unit.

(Comment) Chair Roberts: The other things that I wanted to talk about are the two surveys. One is for the communities in town and one is to distribute to the public. This is really just trying to get a sense of what do you do as a committee because each committee kind of goes their own way. The survey is to get an idea of where people are at, and what do they do. The

BOS have done a great job making documents available to the public before a meeting, but we want to get a sense of where other committees are at.

(Question) Vice Chair Paolillo: The survey is going out to all the committees?

(Comment) Chair Roberts: Yes, and the same for the one going out to the public. The survey asks what technology you are used to using, have you ever done a web conference, have you ever done a Google Hangout, what technology are you used to using in your personal life or your business life. We will pull that all together and then report that to you. We will come back to you with the survey results.

(Comment) Co-Chair Lawrence: We do hear from the community about the robotics program at the high school and we want to get a sense of what technology and education is evolving and how we can participate in that.

**8:45 P.M. Discussion related to the Belmont Food Pantry and possible future relocation
Selectman Dash**

Patty and two more members of the Food Pantry, and Becky a senior student at Belmont High School were present.

Selectman Dash explained that he added this topic to the agenda after he was visited by high school students during his office hours. Selectman Dash said that he had visited the Food Pantry about a year ago in the basement of Mount Hope church which was a less than ideal space since it gets a lot of use, but is windowless and doesn't have much storage. He said that they used to be stationed in the high school but due to enrollment concerns they had to leave. Because the Food Pantry is located in a challenging space Selectman Dash would like to support a conversation about a more suitable, permanent home for the Food Pantry whether that is back at the high school when it is done or in one of the modulares that aren't needed anymore and could be repurposed from the Chenery, high school, or Burbank.

Selectman Dash mentioned that having the Food Pantry at the high school was good because the students have a community service requirement and they were able to fulfill at the Food Pantry without having to drive anywhere.

(Question) Vice Chair Paolillo: Can you move those modulares from where they are or are they a permanent structure once they are installed?

(Answer) Administrator Garvin: You could move them.

(Comment) Food Pantry: This is the modular that is right behind the high school. That's where we were located for quite a while.

(Comment) Selectman Dash: Right, we are going to end up with modulares that we own and at the end of the day maybe if we kept a couple and found a place for them.

(Question) Chair Williams: Mark's question was can they be relocated?

(Answer) Administrator Garvin: Yes.

(Comment) Vice Chair Paolillo: My thought is that the Food Pantry should go back to the high school. It's such a broad expansive campus easily located. Not to get in the middle of what needs to take place here from a building perspective but there has to be some space at some point that we can look at on the high school campus. We would need the School

Department and School Committee to understand that as well and we could work with them so that eventually that is where the Food Pantry could be located.

(Comment) Selectman Dash: The high school has been a tight project so it would be a tough thing to do but I think it's one of those things that I wanted to see what the feelings were on our end and obviously the Food Pantry can weigh in. My thought process was to start the process of a long range plan to finding them a permanent space.

(Question) Vice Chair Paolillo: Patty haven't you met with Bill at some point?

(Comment) Chair Williams: You met with everyone in town as I remember.

(Answer) Patty: Not quite everyone. We did meet with Paul Tocci who let us use his garage as a temporary space. I just want to clarify that Mount Hope was gracious enough to supply us with a space when we had none. When there was nowhere else for the food pantry to go. There are challenges to it, but they are such a welcoming community and they opened up their doors to us. It's doable space. What we are looking for is 5 years down the road because even Mount Hope knows, and I can feel it too, this is just a temporary situation.

Patty explained that one of the benefits of being located in the high school was that the Food Pantry was not in a residential neighborhood. The Food Pantry is now in a residential neighborhood with Mount Hope. They have had to change their hours on Saturday because they were always open until 8:30 in the morning and we never realized that there were people who started lining up at 5:30 am. In the high school space it didn't impact anybody. In the other spaces that we had it didn't really impact the neighborhood until we moved to Mount Hope and then we found out that they were coming ahead of time earlier. They stand outside and there's a house right next door to the entrance door and they love to talk, not realizing that it's early in the morning. They are sitting on their porches because once they realized they couldn't stand there they would come early put their bags in line and then walk the neighborhood. Then they are sitting on the neighborhood steps. This is some of the responses that we got in an email from the survey that a Member did. It's impacting the community and immediate neighborhood more than we even expected because we have never been in a residential neighborhood.

A Food Pantry Member commented that parking is also a challenge. Another Food Pantry member also spoke to the issue of parking adding that there isn't a lot of space at the site to wait and if the Pantry was in the high school people wouldn't have to wait around the high school at 5:30 in the morning. Because there's ample parking at the high school folks could wait in their cars.

(Question) Vice Chair Paolillo: If you open at 8:30am why are people lining up at 5:30am?

(Answer) Patty: Its human nature. Believe it or not this happens at all the food pantries that I've asked.

(Question) Vice Chair Paolillo: Is there enough food there for everyone?

(Answer) Patty: There is, but the thing is that people think that the special foods like vegetables and stuff will run out.

(Comment) Selectman Dash: The need is great. I was amazed at how many Belmont residents require food assistance.

(Comment) Patty: We have between, on a regular basis, 140-180 people. The numbers go up during the holidays. People will come and get some extra assistance during the holidays.

(Comment) Selectman Dash: That number of people in a town like ours who need food assistance on a weekly basis is staggering.

(Comment) Member: It's grown since we've first been open. It's grown quite a bit. There's lots of families, single people, and seniors and it seems as the town is expanding there's going to be a continued need.

Selectman Dash noted that Becky Salame and Olivia Bible worked on a project related to the Food Pantry. He invited Becky to the microphone to say a few words about the project. Patty noted that Becky did a couple of surveys and the responses have been very informative.

Becky sent out two surveys, one to residents of the town and the other to people who access the food pantry. Survey questions were predominantly "Did you know" and "Would you" questions. About 90% of responses said that people didn't know that the pantry was open since 1992, serving 170 families each year. About 80% of people said they support finding the Food Pantry a new location.

Selectman Dash said he would like to see if the SC will talk to Town Administration to come up with a plan for the Food Pantry.

(Question) Vice Chair Paolillo: Will Mount Hope work as a temporary solution for the next 5 years?

(Answer) Patty: The situation is going to work because that is the situation that we have. This is the space that we have and it has to work.

(Comment) Vice Chair Paolillo: As someone who was somewhat involved I remember how challenging and gracious it was to move to Mount Hope when you lost the modular classroom. You looked at municipal buildings. You remember. Sami Baghdady was involved and I was involved to some extent.

(Comment) Chair Williams: Sami Baghdady was very involved.

(Question) Vice Chair Paolillo: Is there a two-step process here? Is there a short term 3-5 year plan?

(Answer) Selectman Dash: I don't think there is any plan at all.

(Question) Vice Chair Paolillo: Do we have to think about and ask the Town Administrator and whomever else is there a short term solution need? Or is it something that can wait 5 years and hopefully with the High School built we'll find something?

(Answer) Selectman Dash: Or maybe the high school building will open something somewhere else.

(Question) Vice Chair Paolillo: I'm not saying that we need to decide tonight, but can it survive if in fact families do increase and it's in a residential neighborhood. Can it work for us? Sound like there could be some challenges.

(Answer) Patty: There is. Basically the bottom line is that we are short on space for storage. It's going to home basements.

(Comment) Vice Chair Paolillo: These are challenges we need to consider as well as a permanent home.

(Comment) Food Pantry Member: One of the things that makes the Belmont Food Pantry really unique is that it's the only food pantry in town and it's got united support from

different faith communities either the Belmont Religious Counsel and a Pastor in town. It's got support of the business community. I do think the town needs to should some responsibility because it's a town service and it serve the residence. Ideally we could have a 5 year solution and if there's a way to be in a better location. It would be hard to do 5 years at Mount Hope because it is a challenging space and there isn't a lot of storage.

(Comment) Selectman Dash: I don't think we need a vote so much as to give Patrice some direction.

(Comment) Patty: I would also like to point out and make sure that the general public knows that the pantry is self-funded. Never has there ever been any funds coming from the actual town government. The community has supported it. The part that the town government has support has been the space. We were in the fire station, the light department, and the modular building that was behind the high school. It has always been the site that has been the town's support.

(Comment) Vice Chair Paolillo: God bless the people in the community who financially support and volunteer at the pantry. It's always been a space issue. I'd like to ask, along with all the other things that we ask Patrice to do, to work closely with the Board of the Belmont Food Pantry on reviewing the need for a short term solution and then a more permanent home prospectively. For me the logical home seems to be the high school campus although there are so many things that we need to do there as well. That would mean also working with the School Department and School Committee.

(Comment) Patty: The issue may be that we aren't able to get the school.

(Question) Vice Chair Paolillo: Five years is a long time and who knows what the high school is going to be like once it moves forward. It could be longer than 5 years right?

(Answer) Selectmen Dash: In this day it will keep us pretty tight.

(Comment) Vice Chair Paolillo: Adam you just don't know and then we are waiting another year and then we get a modular. So finding a short term solution that gets us through the next 5 years for a more permanent home makes sense to me.

(Comment) Selectman Dash: Right. Thank you. We are going to miss you when you go to college Becky. You did great work.

Patty pointed out that it was the Belmont High School students who developed the Food Pantry website, logo, and have supported in many ways over the past 25 years. They always do such a great job.

(Comment) Vice Chair Paolillo: You said that in our small community alone we have 170 families and that doesn't even speak to the need within the state. You've done a lot of volunteer work the Greater Boston Food Pantry.

(Comment) Patty: That's where our present site limits us from fully utilizing the Greater Boston Food Bank. We don't have any space were we can put large freezers to get meat.

(Question) Vice Chair Paolillo: Do you get support from Greater Boston Food Bank?

(Answer) Patty: Not money-wise. We actually go and purchase items. When we go down we can get all kinds of fruits and vegetables that we are able to get for free. They do offer a lot for free and we spend about \$500 with them a month for food items.

The BOS thanked the Belmont Food Pantry speakers for their time and work.

Chair Williams stated that he believes that if the BOS do a library bond that they should add \$1 million on it and buy something for them because they don't ask for much. For the town to invest in a permanent home for the Food Pantry is minimal. The question is where. If you had a million dollars you could buy a house, but a million dollars isn't that hard to get. You could get a million dollars. I think we should just buy something.

(Comment) Patty: There is that substation where the high school is.

(Comment) Vice Chair Paolillo: If we repurpose a modular then we have bought something or two.

(Comment) Joe: I think it's possible to raise money in a capital campaign. There's a lot of untapped generosity in the town for that.

8:55 P.M. Discussion and Possible Vote to Extend Existing Antique / Second Hand Good Licenses through June 30, 2018 and Approve Application Fee

Administrator Garvin explained that this is currently a warrant article that came through the Town Clerk's office. There supposedly was some discussion in the past that this was going to be re-addressed.

(Comment) Chair Williams: The problem is that the license cost \$85 and then when we started doing the background checks it went up to \$185 for these people to have the antique license.

(Comment) Chief McLaughlin: There are a number of different groups coming onto the new bylaw.

(Comment) Administrator Garvin: We talked to the Chief about it and he recommended not putting it on the warrant.

(Comment) Selectman Dash: A number of years ago we voted to require these because of stolen and fenced articles. Antique stores and second hand stores were being sold stolen goods and then selling them. We wanted to make sure that everyone was on the level and not running a front.

(Comment) Chair Williams: Can we lower the license fee?

(Comment) Administrator Garvin: You would have to change the bylaw. The fee is in the bylaw.

(Question) Vice Chair Paolillo: The Town Clerk introduced an article for the warrant to reduce a fee that the town charges.

(Comment) Administrator Garvin: Yes that is my understanding.

(Question) Vice Chair Paolillo: The warrant wants to reduce the fee from what to what?

(Answer) Chief McLaughlin: I'm not sure. I was asked if I recommend and I think we should keep it the way it is. The Town voted for it. The reason we brought this to Town Meeting was to keep our community safe.

(Comment) Selectman Dash: They want to change the background check from every year to every 5 years. The police department brought the article forward in the first place.

(Comment) Vice Chair Paolillo: I don't agree with that.

(Answer) Chief McLaughlin: I don't agree with that either.

(Question) Vice Chair Paolillo: Just to clarify, there's going to be an article on the warrant?

(Answer) Administrator Garvin: No. We had put a placeholder because we were looking for feedback.

(Comment) Chief McLaughlin: Last year there was a rush to get it done and there was a move afoot to say maybe because of the circumstances we can relax the fee last year. Then it was brought up again: is this what we are going to do? I said as far as I'm concerned, no town voted that this is the way it should be. Now we know we have ample time to move forward then we should go with the direction of the bylaw.

(Comment) Selectman Dash: I don't get the reason for this requested change.

(Comment) Chief McLaughlin: As far as the fee it goes to the state for background check. We do the fingerprints, it goes to the state and then the FBI. It's a national check.

(Comment) Administrator Garvin: I believe Ellen was going about this because it might be brought up.

(Comment) Vice Chair Paolillo: The fee was always \$85. Then Town Meeting changed the bylaw to include the background check annually.

(Comment) Selectman Dash: So we increased the fee to cover it.

(Comment) Chief McLaughlin: Which was an additional \$100 to do business.

(Question) Selectman Dash: The problem with this is what? I remember you stood at Town Meeting and explained all this with the reason why. Town Meeting overwhelmingly approved this.

(Comment) Chief McLaughlin: This is something for either a taxi cab driver or somebody a door to door solicitor going into our homes and as I said at Town Meeting this is our most vulnerable population and we need to protect them. Seniors or children at home.

(Comment) Administrator Garvin: We put it forward based on a previous discussion. The Chief gave his input.

(Comment) Chair Williams: Ellen isn't here so let's take a look at her memo. This proposal is only for antique and second hand goods license not to be confused with fees required for the criminal background check. Currently the fee for the license is \$85 and the amount of work each department spend reviewing the application totals about 25 minutes or \$30 or less.

(Question) Vice Chair Paolillo: Do we know that to be the case?

(Answer) Chair Williams: She just told us.

(Comment) Selectman Dash: That's her department. That's her department not the police department.

(Comment) Chair Williams: Vice Chair Paolillo and Selectmen Dash committed to investigating the cost of the licenses.

(Comment) Selectman Dash: All the licenses not just this license.

(Comment) Chair Williams: The town clerk is notifying all licenses to renew at the latest next Friday. Licensed bouts can be completed by April 30th. If there is any change to the

application fee all Selectmen would be required to vote. We must be informed so that we can make changes to the online licensing system. All this takes time. Separately the Chief called me to inform me that he is not inclined to make any changes to the timing or requirement for the criminal background check to these licenses. That is a separate topic and would require Town Meeting article.

(Comment) Selectman Dash: I brought it up in relation to our fees and whether they were covering the cost because I was concerned that they were not covering our cost. I wasn't looking to lower them. I was looking to cover our cost.

(Comment) Administrator Garvin: Moving forward putting a fee in a bylaw probably isn't a good idea because as time goes on the fee becomes too low.

(Question) Chair Williams: Is it your understanding that we need to give the antique dealers an extension to June 30th for anything?

(Comment) Chief McLaughlin: There was a time crunch last year which is why they asked for an extension.

(Comment) Administrator Garvin: That is my understanding.

(Comment) Chair Williams: They have to be done by next Friday.

(Comment) Selectman Dash: We've given her direction right? So this has been a good conversation. I'm glad we could have it. We appreciate your input on it.

The BOS decided to leave it the way it is.

9:00 P.M. Approval of an application for a One Day Wine and Malt License from the Belmont Gallery of Art for an event scheduled for March 23, 2018 from 6:30pm-8:30pm at the Homer Art Gallery

Vice Chair Paolillo moved to approve the application for a One Day Wine and Malt License from the Belmont Gallery of Art for an event scheduled for March 23, 2018 from 6:30pm-8:30pm at the Homer Art Gallery. Selectman Dash seconded the motion. The BOS voted in favor of the motion. (10:00 PM)

9:05 P.M. Approval of an application for a One Day Wine and Malt License from Mr. Daniel Coplon-Newfield for a private event to be held at the Beech Street Center on March 24, 2018 from 7:30pm – 10:30pm

Vice Chair Paolillo moved to approve the application for a One Day Wine and Malt License from Mr. Daniel Coplon-Newfield for a private event to be held at the Beech Street Center on March 24, 2018 from 7:30pm – 10:30pm. Selectmen Dash seconded the motion. The BOS voted in favor of the motion. (10:00 PM)

V. TOWN ADMINISTRATOR'S REPORT

- Town received \$25,000 energy conservation projects for school and buildings secured by Representative Dave Rogers for the FY18 legislature budget
 - Spoke to the Superintendent and Energy Committee as to the best way to spend the funds

- One idea that Administrator Garvin suggested was to outfit town buildings to have automatic light sensors. Some buildings already have sensors and others do not.
- Staff meeting was held with Cushing Square Merchants Association to hear the concerns regarding the ongoing construction in Cushing Square.
 - Vice Chair Paolillo was in attendance.
 - Agenda for the meeting is attached.
 - Working to provide business owners with information as they request it as well as following up on their questions. Chief McLaughlin and Glenn Clancy, Director of the Office of Community Development, have followed up on some questions.
 - Working to open up lines of communication.
 - There are parking issues.
 - People are saying construction will be done in 2020.
- Board of Health is holding 2 public forums
 - Wednesday March 14th public forum on marijuana at 7:00 PM at the Bethel Temple
 - Speaker to talk about the pros and cons of deregulation of marijuana
 - Thursday March 15th public forum on rats at 7:00 PM in Town Hall Auditorium
 - Joey's Park is still closed
 - This is one of the items for discussion
- Receiving emails and calls requesting the hanging of banners around town
 - There is no formal process
 - Citizens are being bounced around from office to office seeking permission
 - Working on a banner policy and procedure
 - Meeting with various departments and stakeholders to create a policy
 - Planning to have a policy before the BOS in next month
 - Goal to be fair and clear
 - Current bylaws do not regulate non-commercial signs placed on town property
 - Concerns about banners on the bridge
- Complete Streets Policy - to create a prioritization plan that will allow the town to seek funding for needed infrastructure throughout town
- April 2nd BOS meeting
 - Senator Brownsberger requested the opportunity to update the town on MBTA bus line initiatives
 - Invited a Representative from Cambridge Community Development
 - Senator Brownsberger is reaching out to MBTA to have a representative present at the meeting
 - Asked funding level (Senator Brownsberger believes that funding will hold throughout the process)
- Cannabis Control Commission
 - voted unanimously to accept the rules that will govern the marijuana industry
 - No social consumption
 - No home delivery
 - panel will revisit the topic after the initial rollout on July 1st

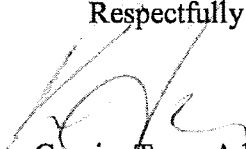
VI. BOARD OF SELECTMEN COMMITTEE LIAISON REPORTS

Selectman Dash voted to adjourn. Vice Chair Paolillo seconded the motion. The BOS voted in favor of the motion. (10:09 PM)

Next Meeting: March 16, 2018 8:15 A.M. Board of Selectmen's Meeting Room

While every effort is made to ensure that the agenda items are scheduled to the specified time as listed, some items may take more or less time than allotted.

Respectfully Submitted,


Patrice Garvin, Town Administrator