

BELMONT, MA MONDAY, APRIL 9, 2018

RECEIVED  
TOWN CLERK  
BELMONT, MA

BOARD OF SELECTMEN 2010 APR 09

APPROVED  
BOARD OF SELECTMEN  
DATE: 05-22-18

SELECTMEN'S MEETING ROOM-TOWN HALL

2018 JUN -7 PM 12:31

7:00 P.M.

## **I. CALL TO ORDER**

Board of Selectmen meeting was called to order at 7:03 PM by newly elected Chair Adam Dash. Chair Dash introduced Vice Chair Mark Paolillo and Selectmen Tom Caputo. All BOS members were present and accounted for.

## **II. COMMUNITY ANNOUNCEMENTS**

Programmatic change

- April 23rd Light Board and BOS meetings were moved to this week on Thursday April 12th due to League of Women Voters Warrant Briefing.
  - Light Board meeting at 6:00 PM
  - Board of Selectmen meeting at 7:30 PM
- May 21 Light Board and BOS meetings were moved to Tuesday May 22nd due to League of Women Voters Warrant Briefing
  - Light Board meeting at 5:30 PM (times subject to change)
  - Board of Selectmen meeting at 7:00 PM (times subject to change)
- Talking Trash meeting talk tomorrow at 7:00 PM in Town Hall Auditorium
  - Meeting to discuss new town trash and recycling contract

## **III. QUESTIONS FROM TOWN RESIDENTS**

None

## **IV. ACTION BY CONSENT**

### **7:00 P.M. Proclamation in honor of former Selectman William Skelley**

Vice Chair Paolillo explained that Bill passed away last Tuesday on Election Day. Bill served for a number of years in the community. He was a close friend and mentor. He will be dearly missed by the town.

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Vice Chair Paolillo read the following proclamation:

“Whereas William R. Skelley of Hill Road Belmont, MA born March 4th, 1948 to Edna and William Skelley was a long time resident of the town of Belmont who sadly passed on Tuesday April 3rd, 2018 and whereas William Skelley more affectionately known as Bill graduated from Belmont High School in 1966 where he was a very successful athlete competing in football, basketball, and baseball. Bill was a member of the 1964 football team that was named the Finest Team in History by the Belmont Herald after going undefeated in their season and winning the class B state championship. He then went on to graduate from Harvard University in 1970, marrying his high school sweetheart Linda Phelps in 1972 and raising their 3 children William, Christopher, and Mary Elizabeth at their Common Street home. Bill became a successful businessman and formed his own company in Belmont later moving the successful enterprise to New Hampshire. Bill would later in life go on to found the Teddy Lee and Donald Ray Memorial Scholarship to honor two of his high school teammates Teddy Lee and Donald Ray who were both killed in Vietnam. And whereas Bill was very active in the town, serving as an elected member of the Board of Selectmen from 1994 to 2000 (his picture is on the wall) being named to Vice Chair and Chair of the Board in the 2nd term. He also served as an appointed member of the Warrant Committee from 1991 to 1993. He served on the Ladder Study Committee in 1994 and served as an elected to Town Meeting Member for 13 years for Precinct 5 and whereas Bill alongside his civically involved parents was a passionate supporter for a new senior center and advocated for a new permanent structure during his term on the BOS and whereas Bill Skelley returned to his hometown and became an active volunteer for veterans services for Belmont and volunteer in the overall veterans community and contributor at the senior center which he advocated so strongly for. Now therefore be it resolved that the BOS and the Town of Belmont joins with the town in expressing our sincere condolences to Bill’s family and friends and offer a tribute to William R. Skelley. He set a high standard of commitment and dedication that we wish the youth of our town

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may follow and serve as an inspiration to the citizens of the town of Belmont.”

Board of Selectmen  
Chair Adam Dash  
Vice Chair Mark A. Paolillo  
Selectmen Tom Caputo

Chair Dash stated that the town observed having the flags at half-mast over the weekend in honor of Bill. Chair Dash had the opportunity to get to know Bill over the last year and a half. Bill was very generous with his time, talking about being a Selectmen and what that meant in terms of running. Chair Dash spoke with Bill not too long ago when he called about working with inner city youth. Thank you again to Bill Skelley and his family for allowing him to provide service to the town, a role that is not easy to take on.

Chair Dash also made a note that the proclamation in honor of former Selectman William Skelley will also be read at Town Meeting for folks who could not watch or be here today.

**7:05 P.M. Update on the Regional Dockless Bicycle Share Program**

Spencer Gober Staff Planner with the office of Community Development was present.

Dockless bike share system update

- Program being put into place by the Metropolitan Area Planning Council
- November update (2017)
  - RFP had not been released
  - Memorandum of Understanding (MOU) was still in draft form
- April Update (2018)

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- MAPC has finalized MOU and is ready to execute master contract with selected vendors
- Program not moving forward until all towns have signed their MOUs
- Technology
  - Technology that would say where the bikes are not able to go
    - 2 vendors selected do not have that technology
    - There is nothing to prevent a bike from being locked in specified locations
    - Vendors have fees that they assess upwards of \$120
      - If user leaves bike on private property a fee can be assessed to the rider
- Office of Community Development actions
  - Begun looking at locations to have the bikes located around town
  - Reviewing 14 locations based on population density, transit access, existing and proposed bike infrastructure, civic and cultural amenities, and open space amenities
  - Asked by MAPC about the number of bikes Belmont would be comfortable having at rollout
    - Recommendation of 35-50 bikes was based on market study
- Costs
  - Approximately \$1 per ride
  - No cost to the municipality for participating in the program

Selectmen Dash explained that the system is similar to Hubway except that docks which take up space on the sidewalk would not be needed. The hope of this project is to get people to bike instead of drive so that there are less cars on the road. This program will also make bikes more accessible to people who cannot buy a bike.

**(Question) Vice Chair Paolillo:** How did we decide the locations for the bikes? Could we expand this over time?

**(Answer) Planner Gober:** Absolutely. It's expected that as the system

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matures we will have more information about where the high demand locations are. Places where we think make sense now, once the data comes in we may realize that those aren't even being used and we have the ability to add or reduce the bikes and locations.

**(Question) Vice Chair Paolillo:** This isn't just for Belmont. People can come in from out of town and drop off their bike at one of these locations and residents in town can take a bike and go to Arlington and drop it off? Is it just these 16 communities?

**(Answer) Chair Dash:** Cambridge has Hubway with the docks.

**(Answer) Planner Gober:** That's right. MAPC will be having meetings with the Hubway communities with the hope that if someone gets on a bike in Belmont they can bike to Alewife and leave the bike there even though Alewife isn't a participating municipality.

**(Question) Vice Chair Paolillo:** That would be a benefit right?

**(Answer) Planner Gober:** Absolutely.

**(Answer) Chair Dash:** Those other communities got locked into a contract with Hubway and we benefited from waiting a bit because this is better.

**(Answer) Planner Gober:** Right. There's no infrastructure plan like there is with the docking system.

**(Question) Chair Dash:** Is our paperwork online like usual so people can see this?

**(Answer) Administrator Garvin:** I believe so.

**(Comment) Chair Dash:** If you go to the BOS website you should be able to view a map of where the 14 locations in Belmont where bikes will be located including right here at Town Hall.

**(Question) Vice Chair Paolillo:** Are the bikes just left there? How are they stationed?

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**(Answer) Planner Gober:** There will be a statement of work that the town will sign with vendors requiring a list of parking regulations one of which will be that you can't just throw it on the sidewalk. You can't put it in handicap accessible zones only. If there is a bike rack available you are supposed to use the bike rack. If it's in a place that does not provide a bike rack then it needs to have at least 6 feet of clearance on the sidewalk for pedestrians to get by and you can't leave it in a roadway. There's tracking so you can track where the bike was left.

**(Question) Selectmen Caputo:** You suggested 35-50 as an initial start. If this turns out to be wildly successful what is the process for getting more bikes? Do we have to petition or can we request it? How does that work?

**(Answer) Planner Gober:** Each municipality will sign and draft a statement of work which will essentially serve as the contract between the municipality and the vendors. In that statement of work it will say that we want the 35-50 and then if 6 months down the road we realize that we could use more the document is setup so that we can go back in and change or alter it as needed so there is the ability to add or reduce bikes at no cost to the town. The vendor can provide more bikes and it's expected that as people become more familiar with the program there will be higher demand 6 months to a year from now.

**(Comment) Chair Dash:** This memorandum of understanding is being executed by all the participating towns signing the same agreement along with the Metropolitan Area Planning Counsel so there are no separate contracts. It is the same contract with everyone all at once.

**(Question) Vice Chair Paolillo:** Did we, and maybe you did, ask the question about whether Legal Counsel reviewed this?

**(Comment) Chair Dash:** Sounds like a question that I would have asked, but I don't remember the answer. I think at the time the contract wasn't in its final form.

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**(Question) Vice Chair Paolillo:** We are executing an MOU, are there any legal implications of that?

**(Answer) Administrator Garvin:** You can make it contingent on a review.

**(Comment) Chair Dash:** Is that what you are asking us to do? To vote for a motion to sign the MOU to facilitate collaboration and management of a regional dockless bike share system?

**(Answer) Planner Gober:** That's correct.

Vice Chair Paolillo moved to sign the MOU to facilitate collaboration and management of a regional dockless bike share system subject to the review of Town Counsel. Selectmen Caputo seconded. BOS voted in favor of the motion. (07:18 PM)

**7:15 P.M. Vote to Accept a Gift of \$750.00 that the Police Department has received on March 23, 2018, from the Bay State Federal Savings Charitable Foundation to be utilized to assist the Police department in presenting a Citizens Police Academy.**

Rich McLaughlin Police Chief of Belmont Police was present.

#### Citizens Police Academy

- Donation to support the Citizens Police Academy
  - Donation will be well spent in support of the academy
- Started last Tuesday evening
  - Runs for 9 weeks
  - 15 people currently enrolled
  - Chief McLaughlin and Lieutenant Daly presented (police will be leading the classes)
    - 1 meeting - toured station and had class
    - Other meetings will include ride alongs and other introductions into what the Belmont Police do and how they do it

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- Letter from John F. Murphy  
“We are pleased to enclose a donation in the amount of \$750.00 as financial assistance to support the Belmont Citizens Police Academy. Thank you for offering this valuable program to the citizens of Belmont. On behalf of our Directors and officers we honor you and your officers for your personal commitment and ongoing efforts to provide safety and security to our community. We wish you great success with your Citizens Police Academy.” John F. Murphy  
Chairman and CEO

Selectmen Caputo motioned to accept a Gift of \$750.00 that the Police Department has received on March 23, 2018, from the Bay State Federal Savings Charitable Foundation to be utilized to assist the Police department in presenting a Citizens Police Academy. Vice Chair Paolillo seconded. BOS voted in favor of the motion. (07:21 PM)

**7:20 P.M. Approval of Traffic Advisory Committee Recommendations Cross Street (including Claflin Street, Winn Street and Dean Street) – proposed 2 HR Parking Restriction Burbank School – Gale Road Morning Drop off Parking Restriction**

Glenn Clancy of Community Development was present.

**Cross Street**

- January 11th - Traffic Advisory Committee had a public meeting
  - Request from a resident to look into parking situation on Cross Street
    - Concerns: vehicles couldn't get out of driveways because of crowded street parking, car parked too close to side streets which limited visibility when exiting streets
    - On street parking on Cross Street is getting closer and closer to the Windbrook School
  - Request to extend 2 hour parking restriction from Farnham Street to Dean Street including side streets (red highlights on visual)

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Public concerns that have been brought to BOS (Chair Dash)

- Parking restriction would push commuter parking further into the neighborhood
- Additional parking restrictions doesn't solve the problem it just pushes it further down Cross Street into other side streets
  - Has TAC reviewed the request
  - Current proposal doesn't address these concerns

TAC Challenge

- Recognize concerns of residents
- Recognize that some residents have already had these similar concerns addressed with the 2 hour parking restrictions that are already in place

Belmont Center Business Association (Chair Dash)

- Should be made aware of these issues so they can notify their employees
  - Belmont Center Merchants were not notified
    - Restrictions are already posted

2 hour parking restriction extension up Cross Street

- Temporary test for 6 months/ trial period
  - Plans to revisit this restriction
  - If this isn't working out after a month then we can revisit the issue sooner
    - 6 month trial allows for cross seasonal observation of impact
  - Would like to hear from residents about how it's working out

**(Question) Vice Chair Paolillo:** What do the signs say?

**(Answer) Glenn Clancy:** It would be consistent with what the other signs say so I believe it's 8am-6pm.

**(Question) Vice Chair Paolillo:** Residents on Winn and Dean are in support of this?

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**(Answer) Glenn Clancy:** The ones who were at the hearing, yes.

**(Comment) Vice Chair Paolillo:** We have heard from people like Locatelli that we need to have broader view of parking around Belmont Center and this runs counter to his point of view. Not that we have to take that completely into consideration, but certainly they need to be part of the discussion. You move it down from Winn to Dean and now they are parking on Broad. A year from now the residents on Broad Street are going to ask for restrictions and then you are talking Monroe. It's still less than a mile from Monroe to Belmont Center. You are going to further push out people that want to park all day. To me this feels like patchwork. Whether there is any ability to enforce all of this to our parking is another challenge contingent on our police department. Some of the changes in terms of no parking here to corner makes abundant sense to me in terms of visibility, but I don't know about this. This was what we understood would likely take place. I don't know how you solve this problem.

**(Question) Vice Chair Paolillo:** Some residents park outside of their house where there are parking restrictions so are they going to get ticketed if they happen to be there longer than 2 hours?

**(Answer) Glenn Clancy:** The restriction is for everyone so yes.

**(Comment) Chair Dash:** Just note that on the memo from TAC there is no timeline. It just says 2 hours. We are going to end up in a situation like Cambridge where you've got residents parking in these spaces.

**(Comment) Vice Chair Paolillo:** Right we talked about that before and Cambridge has that. I don't know how they enforce that.

**(Comment) Chair Dash:** They have stickers.

**(Question) Vice Chair Paolillo:** Yes but how do you enforce it and what do you do to your commercial centers if you in fact implement that type of policy? I'm uncomfortable with this. The light across from Brighton Street is about a mile to Belmont Center.

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**(Comment) Glenn Clancy:** The limit of this restriction is approximately half a mile.

**(Comment) Chair Dash:** Right and that's a distance that people will walk. They have been doing that in Somerville with the new zoning and they have parking restrictions that are a quarter of a mile from transit, half a mile from transit and then beyond that. They found that people will walk generally around half a mile.

**(Comment) Vice Chair Paolillo:** You will be back here in 6 months saying these residents want the restriction as well. Once you put up the signs it's going to be extremely difficult even though this is temporary to remove them.

**(Comment) Glenn Clancy:** I just think that if the board is reluctant to honor this request and I fully understand why, but if there is going to be a broader discussion about how we handle parking on Cross Street then I think we need to go back to the portion that is already signed for 2 hours and sign some kind of consistent plan for the entire neighborhood. We haven't been able to find that answer yet.

**(Question) Selectmen Caputo:** Is this something that TAC has looked at and is this the recommendation of TAC?

**(Answer) Glenn Clancy:** Yes it is.

**(Question) Selectmen Caputo:** Are they thinking about the broader issue that Vice Chair Paolillo is raising about how do we solve this problem and not just push it from street to street every 6 months?

**(Answer) Glenn Clancy:** I would say the answer is no. Their focus is more that they recognize that the restriction already exists for that 1st portion of Cross Street and this was just a continuation of that philosophy up Cross Street. The Chair of TAC is a Parking Control Officer, Larry McDonald, is well aware of the parking challenges in Belmont Center. There's not a policy to be implemented so like Vice Chair Paolillo said it's being taken on a case by case as the issues come up.

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**(Question) Chair Dash:** Well the concern has to do with people taking the commuter rail right?

**(Answer) Glenn Clancy:** Part of it is commuters and part of it is employees.

**(Comment) Chair Dash:** I was just trying to think of whether there would be a way to do 8am to 6pm Monday through Friday so people wouldn't get ticketed for parking on their street or having a party or something like that.

**(Comment) Vice Chair Paolillo:** I hate to be against this because I understand the concern of residence having parking in front of their household. I think we need to make the improvements for visibility so is that part of the recommendation?

**(Answer) Glenn Clancy:** Yes.

**(Comment) Vice Chair Paolillo:** I don't know what the solution is and I do wonder how many tickets are we giving out? How often do we monitor parking for 2 hours on Farnham, Cross, Alexander and Channing? Are there statistics so say whether we have been ticketing cars there and has it really changed the behavior?

**(Comment) Chair Dash:** And the Belmont Center Business Association. We have been trying to build bridges with them and the issues with the Claflin Lot and the Farmer's Market. I'm surprised they aren't here but if they didn't know about it that would explain that. Is there a way to talk to Gerry Dickhaut and get the Belmont Center Business Association involved, I'm not trying to stir up a big problem, but I think we need to inform them before we vote on it. Tell them that this is under consideration.

**(Answer) Glenn Clancy:** I think we can inform them, but I think it's likely that they are going to form an objection and at that point I don't see what we can do in 2 days to resolve the objection.

**(Comment) Vice Chair Paolillo:** Do we mind if we defer it and think about if there is a broader solution, a more collaborative solution to put in place.

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No parking from here to corner which I think is important because that does create safety concerns. Vote on that and think about this further? It's not like this needs to be done immediately.

**(Comment) Chair Dash:** They didn't have any objections for the parking from here to the corner. They were going to see how it looks after 6 months but they weren't happy about it. I'm more concerned that we told the Business Association that we would work with them and now we are not working with them. Not intentionally but it's a bad look.

**(Comment) Selectmen Caputo:** I wonder if there is a policy that TAC put together to help to guide this. It won't be perfect but at least it would provide a framework so it's not a case by case street by street decision.

**(Comment) Administrator Garvin:** Some criteria.

**(Comment) Selectmen Caputo:** Some criteria. A certain distance from the transit location within a half mile that would be considered and anything beyond.

**(Comment) Chair Dash:** That is what Somerville is doing with it's new zoning. That very thing.

**(Comment) Vice Chair Paolillo:** I like that a lot.

**(Comment) Selectmen Caputo:** I do think the safety idea should trump and maybe from TAC it could be that within a certain distance from the intersection that will be standard but beyond that.

**(Question) Glenn Clancy:** Is it your thought that the closer you are to transit that you allow parking or don't allow parking?

**(Comment) Selectmen Caputo:** It certainly could be discussed by TAC and I would be interested to hear TAC's recommendation, but I think in this case you would perhaps you would say that you wouldn't allow it.

**(Comment) Administrator Garvin:** We will follow with the discussions that we had today with the Cushing Square Merchants as well. If you had a set of criteria you could apply it.

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**(Comment) Chair Dash:** They might object to it, but at least have a discussion with them. I want to hear their rationale about it. I'm willing to keep an open mind about it. I want to hear everybody on it. You have the residents who are getting the restriction who may like it, you have the residents on Broad and Monroe who aren't going to like it and you have the business people who may have a different view and there may be people on Dean and Winn who don't like it.

**(Comment) Glenn Clancy:** I'm sure that when the conversation occurred 3 years ago on Farnham the same points were made. I'm sure the same points were made so here we are 3 - 4 years down the road and sure enough.

**(Comment) Vice Chair Paolillo:** There was heavy lobbying for Farnham and we agreed to it and I'm not saying that it was the right decision or wrong decision, but we agreed to it because what happened was you get pressure from the residents and we are here to serve them or accommodate their concerns. What happens is the next street over all the cars end up there.

**(Comment) Chair Dash:** It's the same kind of problem with the high school. Everytime you make a rule it just shoves the problem somewhere else.

**(Question) Vice Chair Paolillo:** Do you think we can learn from Somerville? Are they solving this issue?

**(Answer) Chair Dash:** What they are doing is that if they have a development and you are within a quarter or half mile of a transfer station you don't have to provide any parking at all within a half or quarter mile. Because you don't need a car if you are that close to rapid transit but obviously a bus and a train aren't the same.

**(Comment) Glenn Clancy:** The difference between a Somerville and a Belmont is the expectation that when you are in a city that people are going to be parking on your street. In Belmont the expectation is that because we are a town of homes that somehow parking all day in front of homes is not acceptable. That's the big difference. That's why its difficult to apply a

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blanket approach that Somerville and Cambridge uses in Belmont.

**(Comment) Chair Dash:** And having a red line station is different from having a Belmont Center train. It's not the same thing. I would entertain a motion at least to install the no parking here to corner sign at the intersecting side streets recommended by TAC.

Vice Chair Paolillo motioned to install the no parking here to corner sign at the intersecting side streets recommended by TAC. Selectmen Caputo seconded. BOS voted in favor of the motion. (07:41 PM)

**(Question) Chair Dash:** As far as the rest of it can we revisit it?

**(Question) Vice Chair Paolillo:** What's the action plan? Is there a broader discussion that needs to take place?

**(Answer) Administrator Garvin:** I can reach out to the Center Business Association and we can meet with them.

**(Question) Vice Chair Paolillo:** Is there a broader parking plan because it's not just here in Belmont Center it's going to be Cushing Square and of course there is a lot of construction there. It's Waverly Square. It's Trapello Road. I like Selectmen Caputo's idea about having some sort of guidelines, criteria and policy.

**(Comment) Chair Dash:** TAC is doing that with traffic, but not parking.

**(Comment) Administrator Garvin:** So we can work on getting something together.

**(Comment) Glenn Clancy:** I think we should have some internal discussions before we do anything.

**(Comment) Chair Dash:** We can do that. It's not like we aren't meeting before town meeting anyway.

**(Question) Vice Chair Paolillo:** Parking isn't going anywhere in Belmont. We can get back to this.

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- Burbank PTA and Principle Clifford contacted Glenn Clancy to ask if the drop-off restriction could be expanded on Gail Road
- TAC held a public hearing in March
  - Some PTA member attended
  - PTA members did reach out to abutters who would be affected
- Restriction of no parking between 8-9 which is signed as a drop-off area
  - Proposal to extend drop-off (locations in red on visual)
  - Temporary trial for 6 months
- Current status
  - Parents are pulling up to certain parts of Gail Road parking their car and then walking their kids up to school
    - School is not against this happening, but would not like for it to happen in the immediate area where they want to keep the traffic moving
    - School wants parents to drop off their kids and have them cross the street and continue moving
      - Parking on Gail street slows everything down and adds to the chaos
    - Proposed drop-off extension pushes parents who want to park put on Douglas Road or the corner of Edgemore away from the action

TAC public hearing

- Owners of affected 4 properties did not attend meeting
- PTA parents did visit them personally

**(Question) Selectmen Caputo:** When would this be implemented?

**(Answer) Glenn Clancy:** I would like to get this up next week because I would like for it to be there when they get back from vacation so that we have a period of time during the school year for parents to get used to it and then in the fall it would still be there.

**(Comment) Chair Dash:** Then you can observe them for a while to see how

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it goes.

Vice Chair Paolillo moved to approve posting parking restrictions effective during the morning drop-off hour 8am to 9am Monday through Friday to monitor for 6 months and tweak as necessary. Selectmen Caputo seconded. BOS voted in favor of the motion. (07:46 PM)

**7:35 P.M. Vote and Sign the Warrant for Annual Town Meeting scheduled for April 30, 2018 at 7:00PM and Sign the Warrant for the Special Town Meeting to be held on May 2, 2018**

Administrator Garvin explained the substance and order of the warrant articles is the same but that minor changes had been made. The only change that was made to the special town meeting article was that it was submitted in the exact form that it is provided by the citizens. No substantial changes.

Vice Chair Paolillo moved to Vote and Sign the Warrant for Annual Town Meeting scheduled for April 30, 2018 at 7:00PM. Selectmen Caputo seconded. BOS voted in favor of the motion. (07:47 PM)

Vice Chair Paolillo moved to Sign the Warrant for the Special Town Meeting to be held on May 2, 2018. Selectmen Caputo seconded. BOS voted in favor of the motion. (07:47 PM)

**7:55 PM Vote to Renew the Antique/Second Hand Goods Licenses:**

As Tyme Goes By (Annette Hannon), 97 Trapelo Road, permitted operation  
Monday thru Saturday 10:00AM – 3:00 PM

Administrator Garvin confirmed that all documents are in order and have been submitted for this request.

Selectmen Caputo moved to Renew the Antique/Second Hand Goods Licenses: As Tyme Goes By (Annette Hannon), 97 Trapelo Road, permitted

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operation Monday thru Saturday 10:00AM – 3:00 PM. Vice Chair Paolillo seconded. BOS voted in favor of the motion. (07:49 PM)

**8:00 PM Award of contract to Homer Contracting, Inc. of Arlington and authorize the Town Administrator to execute the contract in the amount of \$188,700.00 for the Butler School Phase V Masonry and Windows**

Assistant Administrator Marshall explained that the windows at the Butler School require custom made windows because of their historic value. The windows were funded as a capital item for envelope repair. There were 2 alternate bids: base bid of \$128,700 and the alternate bid was \$60,000. There is enough money in the capital appropriation for FY18 to execute the base, and alternate bid. One piece remains. Bidders offered \$61,000 for those remaining windows. Planning for those windows will begin during the next capital appropriation.

**(Question) Chair Dash:** We only had 1 bid that came in. Was that priced within an expected range?

**(Answer) Assistant Administrator Marshall:** Actually it was priced very well. This was the contractor that executed on Phase 4 so that he knows that they have done work at that building and they did good work. We were happy that they were the ones. It's always good to get more bids but it was competitive so we were pleased. It is recommended by the architect to put in for the specs and he has worked with us on prior phases.

**(Question) Vice Chair Paolillo:** Was this in the appropriation budget last year that was approved at town meeting?

**(Answer) Assistant Administrator Marshall:** Yes.

**(Question) Vice Chair Paolillo:** And this is just the bid coming in after that?

**(Answer) Assistant Administrator Marshall:** Yes, the work will be done this summer but the windows need to be manufactured before we can put

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them in this summer and the school has made effort to coordinate programs that would occur after school so this work can get done.

Vice Chair Paolillo moved to award the contract to Homer Contracting, Inc. of Arlington and authorize the Town Administrator to execute the contract in the amount of \$188,700.00 for the Butler School Phase V Masonry and Windows. Selectmen Caputo seconded. BOS voted in favor of the motion. (07:51 PM)

**8:05 PM Vote to Approve a One Day All-Alcoholic Beverages License Application from the Beth El Temple Center, 2 Concord Ave, for their Spring Gala to be held on April 28th from 7:00pm - 10:00pm**

Chair Dash recused himself because he is part of the congregation.

Vice Chair Paolillo moved Approve a One Day All-Alcoholic Beverages License Application from the Beth El Temple Center, 2 Concord Ave, for their Spring Gala to be held on April 28th from 7:00pm - 10:00pm. Selectmen Caputo seconded. BOS voted in favor of the motion. (07:52 PM)

**8:15 PM Vote to Approve a One Day Wine and Malt License Application from the Folk Arts Center of New England for their Roots and Branches benefit Gala to be held on April 14th, 2018 from 7:30 - 11:00pm at the First Church in Belmont, 404 Concord Avenue**

Chair Dash confirmed with Administrator Garvin that everything is in order.

Vice Chair Paolillo moved approve a One Day Wine and Malt License Application from the Folk Arts Center of New England for their Roots and Branches benefit Gala to be held on April 14th, 2018 from 7:30 - 11:00pm at the First Church in Belmont, 404 Concord Avenue. Selectmen Caputo seconded. BOS voted in favor of the motion. (07:52 PM)

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**8:20 PM Discussion and Vote on FY19 Supplemental Requests**

Citizen Jim Williams of Precinct 1 was present.

Chair Dash stated that the BOS have looked at these items before and have spoken to the department heads and went through them all with the department heads.

**Supplemental Request - Library**

Administrator Garvin explained that she spoke with the library director and they felt that the \$10,000 that they requested might be in their FY19 budget. Peter said that he would bring that back to the library trustees and speak with them about it. Given the turnbacks, and Glen agrees, that they do have the money to absorb that into their budget.

**(Question) Chair Dash:** We don't have the final state aid numbers do we?

**(Answer) Administrator Garvin:** No.

**(Question) Chair Dash:** When can we expect those?

**(Answer) Administrator Garvin:** Early June.

**(Comment) Chair Dash:** I remember when we did the supplementals last year we did them sitting at the High School before town meeting. Sometimes you never know what you are going to end up with. I want to discuss it tonight, but it's just a little early without the state numbers. I don't know about voting on it now.

**(Question) Vice Chair Paolillo:** The library trustees and Peter are fine with that?

**(Answer) Administrator Garvin:** They are going to have discussions.

**Supplemental Requests – Police/ Fire IT**

Administrator Garvin spoke to the matter of having an IT person for the fire and police departments. She spoke with the warrant subcommittee and decided that a broader discussion needs to happen. A meeting was scheduled with the IT Manager, Fire Department, and Police Department to ascertain

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everyone's true needs, how to address it, and come up with a plan.

**(Question) Chair Dash:** That's the fire and police? Numbers 5 and number 11 are the same?

**(Answer) Administrator Garvin:** Yes. The committee had some constructive ideas about how to go about doing this with just adding people so more conversation needs to happen.

**(Comment) Chair Dash:** We've had this discussion on the WC for about 10 years about IT and consolidating it among departments rather than having different departments having their own IT people and if there's a way that you can pull that all together after all these years that would be great.

**(Answer) Administrator Garvin:** I can try.

**(Question) Selectmen Caputo:** Is this something that our technology committee can help with?

**(Answer) Administrator Garvin:** Yes, I do. I definitely think more conversations need to happen.

#### Supplemental Requests - Trees

Administrator Garvin spoke with Representative David Rogers last week about Belmont's funding needs in terms of tree trimming for the purpose of public safety and in preparation for winter of 2018. She explained that the town is looking for \$60,000 earmark appropriation not additional state aid to preemptively take down trees.

#### Supplemental Requests – Veteran's Agent

Administrator Garvin also mentioned the town's interest in extending hours for the Veterans Officer to Representative David Rogers. The total supplemental request would be \$16,100 but \$7,400 might already be within the current budget as a result of people coming on and off of benefits. The town would be seeking the remaining \$8,700 from the state. This would be a

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recurring expense. This is the project that Administrative Garvin would support foremost if there was extra money in the budget.

**(Question) Selectmen Caputo:** We are out of compliance with state law on this right? Putting some reimbursements at risk?

**(Answer) Vice Chair Paolillo:** Yes, it's complicated. I don't know exactly. I'm not sure how to articulate that point.

**(Answer) Administrator Garvin:** We receive 75% reimbursement from the state that we get the following year so that's the way it works. It's whatever we budget.

**(Question) Vice Chair Paolillo:** We are going to try to find an earmark and this is something that if we have additional state aid that...

**(Answer) Administrator Garvin:** I think those are 2 options to work on between now and town meeting.

#### Supplemental Requests – COA/Social Worker

Administrator Garvin did mention the town's supplement requests for the Counsel on Aging hoarding needs and 2 Health project on rodent control to Representative David Rogers. She noted that the rodent control piece might be absorbable into the current operations of the Board of Health and she would be willing to facilitate conversation with them about that.

**(Comment) Chair Dash:** With the carry in - carry out experiment it will be interesting to see if that has any effect in those 2 places.

#### Supplemental Requests – Police School Resource Officer

Lastly Administrator Garvin commented that she is still in the process of discussions with Community Development and the Belmont Police Department about a Student Resource Officer (SRO). She and Glenn Clancy have another meeting with the Chief to identify money. Administrator Garvin has been working with John Fallon to identify money. The school

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has not voted but there was discussion about this topic.

**(Question) Administrator Garvin:** Selectmen Caputo I don't know if you were there (at the most recent SC meeting)?

**(Comment) Selectmen Caputo:** I was there. There was general support from the SC for this. I'm trying to recall if there was a formal vote.

**(Answer) Administrator Garvin:** John said there was not.

**(Comment) Vice Chair Paolillo:** I think they need to formally vote on it right? This is really a school district matter.

**(Comment) Selectmen Caputo:** It might have been an issue where we were trying to clarify what the breakdown would be for the actual cost.

**(Comment) Vice Chair Paolillo:** I really support this and want to move forward with this if the SC and School Department is in support of this. I also strongly support the Council on Aging position. Again we don't spend a lot of money on that budget at all. For a lot of our seniors in town this is a need. I appreciate your ability to hopefully find some state aid for that. And the extended veterans hours. Those would be my priorities.

**(Comment) Administrator Garvin:** I will tell you the goal is not to dip anymore into the stabilization.

**(Comment) Vice Chair Paolillo:** I understand that.

**(Comment) Chair Dash:** Thank you. We are trying to stretch the override and when adding things that were not requested in the first place by departments you start to wonder "well they're all great and they're all worthwhile," but we don't have a bottomless pit of cash. It's one of those things where if it didn't rise to the level of the department to request it in their budget then you start to wonder if it's an actual crucial, must-have thing although not one of these is a bad idea. But we can't do everything. We do want to stretch the override and show that we are fiscally disciplined. And some of these aren't one-time. You're using one time money for not one-time expenses which then are adding to the pension obligations. You

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have to keep that very clear.

**(Comment) Administrator Garvin:** Another idea that I had for the assessment center, through the regional contract they have community grants, I didn't know if there was another fire agency looking to do the same thing and maybe we could submit a regional grant to do it.

**(Comment) Chair Dash:** I think that's a good idea because it did seem like there should be something for that. There seems like there's always money for things like this.

**(Comment) Administrator Garvin:** So I can ask the Chief to see if there is any opportunity.

**(Question) Vice Chair Paolillo:** Would there also be some grant opportunities for the COA position do you think?

**(Answer) Administrator Garvin:** If it were regional there might be an opportunity. That's the key.

**(Comment) Vice Chair Paolillo:** Maybe we can think about it from that point of view.

**(Comment) Chair Dash:** Is there a way to regionalize? Share a social worker with somebody?

**(Comment) Vice Chair Paolillo:** It doesn't necessarily have to be \$30,000. I appreciate Chair Dash's point about we don't have \$467,000 excess funds in our budget, but there are certain things I think are important for us to think about if we do get additional state aid or there are additional ways to fund it.

**(Comment) Administrator Garvin:** Sure. I mean I can investigate those.

#### Supplemental Requests – Seasonal Help

Lastly, Administrator Garvin recalled the DPW's request for \$35,000 for seasonal help. She stated that she does not know where they would find an additional \$35,000.

**(Comment) Chair Dash:** We've been doing without it. It's not like things

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look horrible.

**(Comment) Vice Chair Paolillo:** Perhaps there are ways to increase participation in community service hours or something like that.

**(Comment) Administrator Garvin:** Sure.

**(Comment) Chair Dash:** The ALS Coordinators thing is still left.

**(Comment) Administrator Garvin:** Yes, that was the last piece.

**(Comment) Chair Dash:** That has the regionalization language in there also right?

**(Answer) Administrator Garvin:** Yes, what kills I think the budget is obviously the benefit piece that just gets attached to it.

**(Comment) Chair Dash:** It's a total of \$90,000. It's a full-time position. That's a big nut. Anyway I'd also want to see how the state aid comes in before we start messing around because if we end up with a shortfall we are going to have bigger problems than this.

**(Answer) Administrator Garvin:** But this is kind of where I'm going.

**(Comment) Vice Chair Paolillo:** I agree with you.

**(Comment) Chair Dash:** I see we have a citizen that wants to make a comment. Being that he's a former member of this board I think that we can give him the dispensation. Please identify yourself for the record sir.

Citizen Jim Williams of Precinct 1 was present.

Citizen Williams stated that he is not on town meeting. He was attending the BOS meeting as a citizen.

**(Comment) Citizen Williams:** Thank you Chair Dash for allowing me to speak. I am moving from being a representative to being represented and John and Kip and I are here tonight to support your consideration of the Veterans Service Officer which I understand is amongst your priorities so I thank you for that.

**(Comment) Chair Dash:** Thank you so much. Don't be a stranger.

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**(Comment) Vice Chair Paolillo:** Good to see you Citizen Williams.

**(Comment) Chair Dash:** We don't need to vote on this tonight. It would be good to get some more information on these. Selectman Caputo did you have any comments?

**(Question) Selectmen Caputo:** Yes, I have 1 question: you suggested that you were chatting with Dave Rogers about the possibility of earmarks when does that process conclude?

**(Answer) Administrator Garvin:** It probably would conclude around the same time when we would know if we got additional state aid. At least we get a good idea of whether or not it might be funded.

**(Comment) Chair Dash:** It's not an emergency like we have to do this now. It might behoove us to not do it so we can do some more of these machinations and see what we can shake out. But it's good to have this discussion and good for the public to know what the considerations are. Again none of this is a knock on any of the requests. I mean they are all worthwhile and if we had all the money in the world I would fund them all but we just can't.

**8:30 PM Dissolution of the temporary Economic Development Advisory Committee and the creation of a new temporary Business Development Study Group**

Chair Dash explained that he put this item on the agenda because this was the 3rd time that they have had this conversation. Chair Dash explained that he would like this committee to focus on revenue generation in advance of the high school, debt exclusion, and any possible shortfalls in 2021. The problem has been that the Temporary Economic Development Advisory Committee, has not had a meeting scheduled in the last 2 years according to the Town's website, and its charge needs changing. The present charge discusses Economic Development Director Jay Sklat who has not been around for years and the charge itself is too big for the committee. Additionally the committee has 9 members which is too large.

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Chair Dash recommended a 6 month study committee of 5-7 business people charged with locating business development log jams and make recommendations about ways to remove them. Chair Dash spoke with the Belmont Center Business Association, business folks, and homeowners about their concerns regarding perceptions that Belmont is slow, hard to navigate at times, and more difficult to get permits from than other towns. Many of these stakeholders seemed willing to serve on a board for a limited time with a defined end date. Results from this group could then be used to create a new Economic Development Committee (name pending on BOS decision) to have a new charge focused on the actual problems at hand.

Further Chair Dash suggests a vote to dissolve the old Economic Development Advisory Committee, have Administrator Garvin draft a new charge, post openings, and work on getting a new committee in order.

**(Comment) Vice Chair Paolillo:** I like what you've done.

**(Question) Selectmen Caputo:** I'm in support of it as well. One question I would have is there is potentially a lot to be done there. Is 1 committee of 5-7 people in 6 months enough time to look at it? Do we need subgroups? Or how will they tackle it?

**(Answer) Chair Dash:** My theory on that was that when Vice Chair Paolillo and I served on the CPA Study Committee one of the ways that I got hooked into it was that it was a 6 month committee and then we got way into it and realized we were running out of time. We went to the BOS and asked for 6 more months which were granted, but I think if you go in saying its a year then it might be a little harder to get people. It's also a matter of I'd like to get it going sooner rather than later and a lot of these people tell me their problems. I think they know what the problems are. I just think they need to write it down and bounce it off other people to make sure it's not just a one-off and that it's something more systemic. If in fact it is systemic, or it could be that a couple of people just had a bad experience and maybe it isn't systemic and everything is fine, but I've heard enough because I go into businesses and they come over and talk to me. I've heard stories and there

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are common enemies. I work in a lot of other communities in my law practice and if what they are saying is true we really need to stop it. It may not be true but some of these experiences that they have had we could really help ourselves a lot if we could just address them.

**(Comment) Selectmen Caputo:** Even if it's just a perception maybe there is something that we can do to address the perception.

**(Comment) Chair Dash:** I think doing this would address the perception. Even if we do nothing out of it the fact that we've actually opened it up and brought them in and worked on it would help. Then create a new more permanent Economic Committee that will do what we decide we want to do for revenue enhancement, bring in business, and make us more business friendly. That is the way that I would like to go with it.

**(Comment) Vice Chair Paolillo:** I think it's a good way to reinvigorate. This is my idea from 2010 or 2011. It's more of a white board committee to look at it. You could have a development in town. They did a wonderful report and then it just became somewhat dormant. Membership changed and I think this is a great way to get it running again with a narrow focus.

**(Comment) Chair Dash:** Narrow targeted focus.

Vice Chair Paolillo motioned to dissolve the old temporary Economic Development Advisory Committee, have Administrator Garvin draft a new charge, post openings, and work on getting a 6 month study committee of 5-7 people in order. Selectmen Caputo seconded. BOS voted in favor of the motion. (08:09 PM)

### **8:30 PM Discussion related to the Housing Trust Agreement**

Co-Chair Gloria Leipzig, Members Rachel Heller and Betsey Lipson of the Belmont Housing Trust, and Margaret Velie Chair of the CPC were present.

Administrator Garvin commented that some members of the WC wanted to attend this portion of the BOS discussion but they were meeting at the library. Chair Dash added that Chair Epstein was present earlier but had to

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leave for a Building Committee meeting about the DPW/Police Station.

Chair Dash explained that he and Administrator Garvin attended the WC meeting last week where the WC voted for favorable action on CPA projects including the Affordable Housing project with a 9:4 vote. The “no” votes were in the interest of developing a more concrete agreement than the draft agreement template that was included in the CPA application. The agreement between the Housing Trust, who would spend the money, and the BOS, who through the CPA, would provide the money would benefit from either doing the contract first and allocating the money second, or negotiating the contract now rather than awarding the money and doing the contract later. More discussion on this topic needs to be had although it was not the BOS’ plan to construct a contract that night.

Chair Dash added that he is familiar with the agreement template from his work in Affordable Housing and it is common practice for CPA projects, but the template is adaptable therefore decisions have to be made about what the contract is going to contain and not. Administrator Garvin added that she provided the BOS with Town Counsel George Hall’s interpretation of the template which draws the ideas about a bit more.

**(Question) Vice Chair Paolillo:** You see this kind of thing in Somerville?

**(Answer) Administrator Garvin:** It’s pretty standard.

**(Answer) Chair Dash:** The contract is pretty standard, but if you looked in the template to the right they had all these comments to each of the sections and I made a whole bunch of notes asking is this what we want to do? Do we want to alter that section? It’s not that it’s legal or illegal. It’s what is the deal? The business terms.

**(Question) Vice Chair Paolillo:** Whose comments are these?

**(Answer) Administrator Garvin:** These comments come from the template. There’s a template for all towns that do this sort of thing and then

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they put the comments to explain the sections and give you options about what you want to do and we haven't even had a conversation about this. I think before we go to town meeting, I would love to go into town meeting and say that we have a contract right? If not, I'd at least like to go to town meeting and say we are working on a contract as opposed to going to town meeting and saying that we've never talked about it ever. Would you like to identify yourselves for the record?

Co-Chair Gloria Leipzig, Members Rachel Heller and Betsey Lipson of the Belmont Housing Trust, and Margaret Velie Chair of the CPA/CPC were present.

Co-Chair Leipzig detailed that they would like to establish a Housing Trust Fund for the purpose of promoting affordable housing opportunities such. They could use the money to leverage other funds from other state programs or buy down more restrictions for any kind of development that would be built in Belmont. They could also do pre-development activities to test the suitability of a project in Belmont. There are a variety of ways to use the funds and other communities have set up funds similarly. They are using the Community Preservation Coalition's, a statewide organization, sample grant as their template to modify to Belmont's needs.

Co-Chair Lipsic expressed an interest in working with the BOS and General Counsel to meet any concerns that might exist. They are hoping to have their Housing Production Plan approved soon (to be talked about on Thursday). It was approved last week by the Planning Board. She believes that there is going to be more commitment, and opportunity to build affordable housing in town a trust fund could help promote those opportunities.

**(Comment) Administrator Garvin:** The Governor will be submitting a bill to change some of the funding with CPC with how trust money can be used and some of it is towards restoration. I'd like to make sure that maybe that's very parallel to whatever this agreement says because right now the agreement says that it can't be used for rehabilitation of housing units and I

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don't know if that is going to change under the Governor's bill.

**(Comment) Co-Chair Leipzig:** It's been very tight. We have used Community Preservation funds for the public housing here in Belmont specifically in Belmont Village. That was seen as a preservation project versus a rehabilitation project. It was seen as a life-safety issue and that was the reason why we could use the funds for those electrical upgrade projects. Generally speaking the state has been very strict about the use of CPA funds for modernizing public housing.

**(Comment) Administrator Garvin:** Right.

**(Comment) Chair Dash:** The contract says acquisition, creation, preservation, and support of community housing. Quoting the statute. Is there anything else?

**(Comment) Administrator Garvin:** The only other thing that I noted when I looked at other trusts was other types of funding like donations and things like that. If you want to have that spelled out in here as well. It's not just Community Preservation money that you could receive but donation, gifts, and things like that.

**(Comment) Chair Dash:** That's a good idea.

**(Question) Selectmen Caputo:** The only question that I had as I went through the sample agreement was: there wasn't any clarity around the evaluation criteria. Is it typical that those would be specified so that there is something for the Housing Trust to use evaluate various different opportunities that might arise or is it typically just deferred to the trust?

**(Answer) Co-Chair Leipzig:** That is a question that we can either put into the agreement or have as a protocol that we would follow. For example we've talked about using criteria including the likelihood of producing affordable units. The number of affordable units to be created, the developer track record, the project viability, site control, etc. There's a variety of issues that depending on what Counsel thinks or the BOS we can incorporate that into the actual agreement or have that as a protocol that we would follow as

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part of our process.

**(Comment) Member Heller:** We could also state how often we would be reporting back and how funds are being used, what's being explored. That kind of thing.

**(Comment) Chair Dash:** You might want to give us a suggestion as to what all of you think would be appropriate.

**(Comment) Administrator Garvin:** I have no problem working with the trust and then bringing something back.

**(Comment) Chair Dash:** I have some more questions and we have some more questions, but I think the general gist to get to them would be to have you work with the Town Administrator's office to come up with a more final form of this and then we are meeting, well Thursday may not work, but we are meeting before the sessions of town meeting on April 30th and then on May 2nd when the CPA is taken up and we could vote it or not vote it but at least adopt it in concept or agree upon the terminology should town meeting fund it as a CPA project because it's ultimately town meeting's call. If we could go to town meeting and say here's the contract, I think that would satisfy the Warrant Committee's concerns because I think a lot of people in the WC who voted "No" weren't necessarily against this they just wanted the contract.

**(Comment) Co-Chair Leipzig:** I appreciate your efforts about this because I think that part of our discussion around this was well should we just wait to see if town meeting approves this before we have the Town Counsel spend a lot of time developing an agreement? On the other hand if we do have this agreement that addresses some of these issues that could potentially be raised by town meeting members then perhaps the likelihood of approving this measure will be greater.

**(Comment) Chair Dash:** I think that is exactly so.

**(Question) Vice Chair Paolillo:** I agree with you completely and I think that having the contract in place makes sense. Who executes it?

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**(Answer) Chair Dash:** Us and the Housing Trust.

**(Question) Vice Chair Paolillo:** And this is you say typical?

**(Answer) Chair Dash:** Yes. We've never done it in Belmont, but I have seen it in other places. It happens so often that they actually have a template for it.

**(Comment) Vice Chair Paolillo:** I just didn't realize that the template that I read was the state's template.

**(Comment) Member Heller:** It's a template from the Community Preservation Coalition which is the nonprofit that really tracks everything done by the CPA.

**(Comment) Chair Dash:** We worked with them on the CPA Study Committee, remember they came and talked to us. Any other questions gentlemen? I've been saving mine.

**(Comment) Member Heller:** Can I say something about the Governor's legislature? So the legislation is to make it explicitly clear that public housing can use it for the envelope of the building which has been standard practice from DHCD but the Department of Revenue does not exactly agree with the definitions so even though it says preserve and create you can't really preserve anything that wasn't purchased with CPA so when it's used for public housing the Governor is trying to make it explicitly clear that public housing for the envelope of the building for preservation purposes can be used.

**(Comment) Chair Dash:** That's fair enough.

**(Comment) Member Heller:** So just a clarification.

**(Comment) Chair Dash:** It does say here in the comments for number 2 "it's always a good idea to have a deadline for completion of the work" so we might want to come up with that. What kind of realistic timeline you were thinking of to ensure the funds aren't encumbered for a long time like does that apply to the situation that we are talking about?

**(Comment) Co-Chair Leipzig:** These funds will be encumbered for 30

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months. That's the typical or standard for all CPA projects.

**(Question) Chair Dash:** That was my question whether you had a deadline or not. Secondly in number 3A there's a comment about ensuring the funds be - we kind of talked about that piece already. The acquisition creation and all that. 3C talks about the 10% for admin but the CPA already has 10% for admin from the whole pot. There's not an extra 10% to administer this is there?

**(Comment) Co-Chair Leipzig:** No, there would not be.

**(Question) Chair Dash:** So you might want to take that out. I would take a note of D.

**(Comment) Member Heller:** I don't mean to interrupt but support within housing has been used in other communities for staff and administration cost and that sort of thing. That is why that is spelled out there. It could potentially be used for that. The Governor also has support defined in the economic development legislation because it's been a little bit confusing as to what support considers.

**(Comment) Chair Dash:** I don't want to set you up in a situation where you can't actually implement it but the question is do you need the 10% for admin or not? If you do then you do. If you don't then you don't.

**(Comment) Co-Chair Leipzig:** I don't think we are intending to use it in that fashion. I would hope that when project come up our way that we would also be looking to the Community Development Department and the Town Planners to assist us.

**(Comment) Vice Chair Paolillo:** I would be fine with it in some component for administration because I mean clearly to execute on this plan they need to have somebody.

**(Comment) Administrator Garvin:** There might be some language out there that we can look at.

**(Comment) Chair Dash:** Well the text says no more than 10% so I'm just asking whether that's necessary.

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**(Comment) Vice Chair Paolillo:** So in this case it would be upwards of, what's the grant \$250,000, so you could spend upwards of \$25,000 on administration. Got it.

**(Question) Chair Dash:** It does say here in F that the funds shall not replace existing town operating funds nor reimburse the town for sources provided to the trust. You couldn't use Community Development then and pay them out of this?

**(Answer) Administrator Garvin:** What do you mean?

**(Comment) Chair Dash:** Well it says that "the funds shall not replace existing town operating funds nor reimburse the town for services provided to the trust."

**(Answer) Administrator Garvin:** The money doesn't cross lanes.

**(Question) Chair Dash:** So if someone on the town side, town government assisted them we couldn't get reimbursed?

**(Answer) Administrator Garvin:** No.

**(Question) Chair Dash:** It says 4 "the trust shall identify in writing a contact person who will be responsible for the administration of the project." Do you know who that would be?

**(Answer) Co-Chair Leipzig:** Not yet.

**(Comment) Chair Dash:** Ok. I'm just asking. I'm not expecting you to necessarily answer these questions. I just want to ask them and see if we are on the same page.

**(Answer) Co-Chair Leipzig:** I guess it would be whoever the Co-Chairs are at the time.

**(Comment) Chair Dash:** 6 it says "the town shall pay the trust the funds within 30 days of the execution of this agreement." I thought that when we were at the WC we talked about the town holding the money until the trust needed it and requisitioned it.

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**(Answer) Co-Chair Leipzig:** This again is just part of the template.

**(Answer) Administrator Garvin:** This needs to change. I think it needs to reflect the donations and gifts like that. I'm thinking that.

**(Comment) Chair Dash:** I'm just calling out issues so that you guys can work on this later.

**(Answer) Co-Chair Leipzig:** Floyd, the Town Treasurer would hold the funds and as we needed them he basically assured us that in a week to 10 days he would be able to release the funds for us.

**(Comment) Chair Dash:** I don't really care that much, but in 8 I'm not sure what it means "the trust acknowledges and agrees that it is acting in a capacity independent of the town." Is this that non-crossover piece? Because clearly they are part of the town.

**(Answer) Administrator Garvin:** Right, but they've.

**(Comment) Chair Dash:** It just seemed like a weird paragraph to put in there.

**(Question) Selectmen Caputo:** I'm sure there's a reason it was put in there right?

**(Answer) Chair Dash:** I would imagine that, like I said I don't know. Those are my questions on that. I think the rest of it, the comments are in there. You've got George Hall looking at this. I don't think we have to vote.

**(Question) Vice Chair Paolillo:** George looked at the standard template and he said that this might work?

**(Answer) Administrator Garvin:** Yes, he just said to kind of work on the terms

**(Question) Chair Dash:** But you guys can start tweaking off of the comments now

**(Answer) Administrator Garvin:** Yes.

**(Comment) Vice Chair Paolillo:** Right I understand the point.

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**(Comment) Chair Dash:** I just wanted to start the conversation. Make it clear that we are having this conversation and we will continue to have this conversation. I understand the chicken and egg nature of the do you get the money and then do the agreement or do you get the agreement then get the money.

**(Comment) Vice Chair Paolillo:** I think having the agreement in place will help move this through.

**(Comment) Co-Chair Leipzig:** I think that's the case.

**(Comment) Vice Chair Paolillo:** I think you'll get it anyway but I think it will sort of limit debate on how you are going to use the funds.

**(Comment) Chair Dash:** Well the WC recommended favorable action. It wasn't bad it was just that I don't think there is any need to have someone feeling uneasy when there's really no reason for it.

**(Comment) Co-Chair Leipzig:** I listen to the WC video and I did hear the concerns they had and I almost feel like some of the questions that come from the WC, you'll hear the same one's coming from town meeting so it's time to address that. I thought it was a good opportunity.

**(Question) Chair Dash:** I agree entirely. Any other comments, questions? Do you have anything?

**(Answer) Vice Chair Paolillo:** No, Chair Dash. All set. Good luck.

**(Comment) Chair Dash:** We'll be seeing you again.

**(Question) Administrator Garvin:** So we can update the WC Thursday on this? It can be heard?

**(Comment) Chair Dash:** Yes, I think it's important.

**(Comment) Selectmen Caputo:** I wonder if the WC might want to revote that particular issue if the if the contract is completed

**(Comment) Chair Dash:** That's up to Chair Epstein.

**(Comment) Vice Chair Paolillo:** The Chair can decide.

**8:40 PM TOWN ADMINISTRATOR'S REPORT**

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DPW Recycling and Parks

- Sweep up day on Saturday April 28th to clean up area parks to help promote park beautification
  - For more information contact DPW (978)993-2681

Administrator Garvin had Belmont Media Taping on Thursday April 5th

- Encourages BOS and residents to watch her premiere on the Belmont Journal Show
  - Administrator Garvin has another taping this week
  - Administrator Garvin has been thinking about creating her own Town Administrator Podcast this summer

Vice Chair Paolillo noted that he believes the BOS should do tapings more often because its a great way to create further information. Chair Dash stated that he did a show last year during his first 6 months on the BOS. Vice Chair Paolillo mentioned that he and the BOS would have to be cognizant of their need to be apolitical by focusing on what they are working on, what their thoughts are since it would not be a political forum.

Facilities Manager Candidate

- Selection has been made and he has accepted a conditional offer
- He will attend the BOS meeting on April 12
  - Brief meeting with the new hire prior to his start date April 30th

Chair Dash explained that the hire would be a joint hire between the school Superintendent and the Town Administrator. Selectmen Caputo mentioned that the school is very excited about the new hire. Thank you to the Town Administrators for doing a great job hiring a new Facilities Manager.

DPW Trash Discussion

- Tuesday April 10th @ 07:00PM in Town Hall
  - Residents are encouraged to attend to learn about the changes in trash

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and recycling

Vice Chair Paolillo requested a report following the meeting as he was interested in attendance of and feedback provided at the event. Neither Vice Chair Paolillo or Chair Dash will be available to attend the meeting.

#### WC Warrant Discussion

- Administrator Garvin met with WC for a preliminary discussion of the warrant
  - Chair Dash was in attendance
  - Issue of snow and ice deficit was discussed along with the possible need reserve fund transfer
    - Administrator Garvin will be meeting with the DPW and WC members to discuss the issue further and identify a funding plan
      - Goal to not exhaust the reserve fund for snow and ice
      - Plans to keep the BOS updated as discussions continue
  - Next WC meeting is Wednesday April 11th at 07:30PM

#### Collins Center

- Financial forecast model will be completed by June session of town meeting
  - Administrator Garvin has spoken with the Town Moderator and along with Steve Cerillo of the Collins Center will give a brief update to down meeting

#### **8:40 PM BOARD OF SELECTMEN COMMITTEE LIAISON REPORTS** **Dissolution of the temporary Economic Development Advisory Committee** **and the creation of a new temporary Business Development Study Group** **Committee Liasons report**

Member Bob McLaughlin and Jack Weiss of the WC were present.

Chair Dash noted that since last week BOS members were shuffled around

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and appointed to committees that there are some committees that the Selectmen will need to be sworn into, some to resign from, and some don't require action. He emphasized that Selectmen get sworn into the committees that require swearing in. For example Chair Dash had to get sworn into the WC. Administrator Garvin stated that

**(Question) Vice Chair Paolillo:** So the Capital Budget Committee I need to be sworn into it?

**(Answer) Chair Dash:** Well you are already on it. You don't need to be sworn into it.

**(Comment) Vice Chair Paolillo:** I don't remember ever being sworn in.

**(Comment) Administrator Garvin:** I think it depends on whatever the bylaws are. If the bylaws say you are a member then you have to get sworn in.

**(Answer) Chair Dash:** I got sworn into the Permanent Audit Committee. I got sworn into the CPC. I got sworn into the High School Building Committee.

**(Comment) Selectmen Caputo:** You get sworn into the High School Building Committee.

**(Comment) Vice Chair Paolillo:** I may have been sworn in at some point in time.

**(Comment) Administrator Garvin:** We can look. Which one was that the Major Capital?

**(Comment) Vice Chair Paolillo:** Well the Major Capital Project Working Group I have been sworn into. The CPC I'm not sure of.

**(Comment) Chair Dash:** I resigned as the BOS liaison to the High School Building Committee and I recommended to the Town Moderator as we discussed that he appoint Selectman Caputo as my replacement, but that is Mr. Widmer's appointment to make, not ours. Any liaison reports to make?

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Capital Budget Community (Vice Chair Paolillo)

- Meeting on Thursday to continue to meet with departments on their requests
- Would like CBC to attend BOS meeting with their recommendations
  - Will work with Administrator Garvin to schedule

Major Capital Project Working Group (Vice Chair Paolillo)

- Meeting on Friday
- Report out to town meeting
  - Report needs to go to an appointed member before going public
  - BOS also needs report prior to annual town meeting
    - Vice Chair Paolillo will let the Chair of the committee know

CPC (Vice Chair Paolillo)

- Preparing their report for the annual in June

Administrator Garvin noted that one of the agenda items for Thursday's meeting is to discuss schedule.

Chair Dash recognized Bob McLaughlin and Jack Weiss from the WC. He summarized that the Housing Trust were present for the BOS to express their issues and concerns about the affordable housing contract. Town Counsel also reviewed the contract and made changes. They are going to work with Administrator Garvin and then bring a contract back. The plan is to have a contract in order before the CPA item goes to town meeting.

Member Bob McLaughlin and Jack Weiss of the WC were present.

**(Comment) Member McLaughlin:** Our concern was that it looked like almost an unlimited fund that these people could spend at their own discretion and then Chair Dash you put it out there that there would be a certain amount of restrictions or at least standards. I assume that that was what this meeting delegated.

**(Comment) Chair Dash:** The contract will spell it out and it's a contract that the BOS sign and the Housing Trust sign which governs and it's a standard

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contract that a lot of communities that do this use. It's not like we are reinventing the wheel here, but we do need to tweak it. You can go back to the tape for our discussion. We did go through a number of questions and tweaks that we would like them to make the template and Town Counsel made comments. I thought that it was a good point that the WC brought up last week to have a contract discussion, and have something ready to go before the money is allocated.

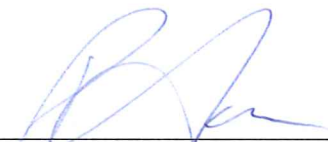
**(Comment) Member McLaughlin:** And that is the first time that I have heard that the BOS are running ahead of schedule.

**(Comment) Vice Chair Paolillo:** At least for the past year yes.

Next meeting of the Board of Selectmen will be Thursday April 12 at 7:30PM because of the Light Board meeting at 6:00PM.

Motion to adjourn (08:34PM)

Respectfully Submitted,

  
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Patrice Garvin, Town Administrator