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Minutes

Town of Belmont

Board of Selectmen

Selectmen's Meeting Room

Monday, February 26, 2018

8:15am

APPROVED
BOARD OF SELECTMEN

DATE: 9/17/18

CALL TO ORDER:

A meeting of the Board of Selectmen was called to order at 8:15am by Chair Jim Williams. Selectmen Adam Dash was present. Town Administrator Patrice Garvin and Assistant Town Administrator Phyllis Marshall were present.

COMMUNITY ANNOUNCEMENTS:

Talk of the Town presented by the Vision 21 Implementation Committee schedule for March 20, 7-9pm at the Chenery Middle School Auditorium.

Tune into *Belmont Journal*, Belmont Media Center's new weekly news program, airing: Fridays 10pm; Sundays 5:30pm; Wednesdays 9:30pm; Thursdays 9pm, on Comcast Channel 9 / Verizon Channel 29.

Books in Bloom this coming weekend at the Belmont Public Library.

Memorial Day parade will be held on May 28, 2018.

QUESTIONS FROM TOWN RESIDENTS:

[There were none]

ACTION BY CONSENT:

Review of 2017 Financial Statements

J. Williams explained that the review was for the benefit of the public; will use accrual financials. Independent auditors make report to the Board of Selectmen; then there is a management discussion/analysis written and reviewed by auditors (Floyd, Chitra; not discussed today; J. Williams has lobbied to change this to make it easier for novices to read, but must follow certain rules). Will focus on Basic Financial Report on page 14-16; can be found on the Town website in the Selectmen's meeting packet.

J. Williams explained we are discussing FY 2017 ending on June 30, 2017; report was finalized January 31, 2018. Statement of the Town's net position, reporting government type activities and business type activities (light/sewer/water).

J. Williams asked Craig to relay total assets of the Town: \$213 million for government; \$142.7 million for business. J. Williams explained the difference between current/non-current assets and depreciable/non-depreciable assets and Craig gave an accounting of the various types of assets including cash equivalence,

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investments, capital, insurance, etc. The report also shows Town investments separate from retirement system investments.

J. Williams confirmed with Craig that the cash and investments provide appropriate liquidity for a company of the size of the Town of Belmont.

[M. Paolillo joined the meeting]

J. Williams advised to skip discussion of deferred in-flows/out-flows, related to pension funds, complicated discussion.

J. Williams asked Craig to relay current liabilities of the Town: bonds and notes payable due within next year; incurred but not reported health claims (accrued); other small liabilities (tax refunds, landfill closure, accrued interest); warrant payable at fiscal year-end. J. Williams highlighted two largest liabilities are health-care for employees/teachers plus pension liability for employees (not teachers).

J. Williams highlighted the total net position is \$1.4 million, can be considered low for Town of this size.

For business type activities: \$142 million in total assets comprised of \$58 million in depreciable assets (property plant and equipment largely of Light Co.). The \$48 million in net position for business type activities distorted by the Blair Pond substation financing by the Town; balance sheet will be smaller next year following Ever Source payments.

J. Williams discussed the Statement of Activities for the Town. There was discussion with M. Paolillo about the Town budget operating on cash basis versus accrual basis.

J. Williams expects the Town net position to increase next year; Craig confirmed. J. Williams expressed that it is still not an adequate net position for Town of this size.

J. Williams reviewed the pension plan and OPEB accounts, both unfunded liabilities for the Town. At this stage pension plan is 55% funded, plan to fund fully by 2029. Do not have cash flow to pay for scheduled increases, but working towards. J. Williams asked Craig to comment. Craig: Mandate to fund the pension plan, good that the Town is planning for 2029 deadline; funds can be diverted to OPEB plan at that point. For the Town to maintain good rating, agencies will consider these plans to take action on such liabilities and compare with plans of comparable Towns, how Belmont is managing compared to peers.

Craig expressed that the Town received an unmodified opinion on financial statements, the best Town can expect to get. He expressed it was a pleasure to work with the Town, very involved audit committee and finance team. Work together to assist town in developing good financial plan to maintain AAA rating.

Chitra agreed with preceding discussion.

J. Williams thanked Craig for assistance in reviewing the financials.

Motion: To go into Executive Session to discuss deployment of security personnel or devices. (Vote passed 3-0)

Motion: To come out of Executive Session. (Vote passed 3-0)

J. Williams advised to skip the discussion of FY 2019.

Discussion with the Vision 21 Implementation Committee (VIC) on their recommendation to establish a dedicated Meet Belmont Committee

Natalie Leino (Chair Vision 21 Implementation Committee) and Doug John (Member) appeared before the board.

N. Leino explained how 'Meet Belmont' has been organized by members of the VIC for the past 15 years, and that it has become an integral event in the community. Two key members responsible for organizing the event have stepped aside, and it has been difficult finding volunteers to take over, however the VIC does not wish to cancel the event. In addition, N. Leino expressed that the VIC has a much broader scope than just organization of 'Meet Belmont'.

N. Leino requested a five person committee be formed to organize 'Meet Belmont' and other related events designed to integrate new residents into the community. D. John supported this request, emphasizing that the 'Meet Belmont' brand could be expanded to other types of events, e.g. Talk of the Town.

M. Paolillo supported the initiative but also expressed concern about formation of yet another committee, and asked about the amount of town resources that would be allocated. N. Leino responded that this committee could potentially draw new types of volunteers, and that it was a good way for newcomers to get experience volunteering due to the limited time commitment (March – August).

The Board expressed unanimous support for the 'Meet Belmont' event and a desire to see it continue.

J. Williams recommended to take action at the current meeting to form the committee.

Motion: To create Meet Belmont committee to run the Meet Belmont event, the Talk of the Town event, and any other events for newcomers to the town. (Vote passed 3-0)

The Board discussed the charge and structure of the new committee and it was decided to appoint N. Leino immediately; and that N. Leino would work with the Town Administrator to flesh out the structure of the committee in a way similar to other committees in the town.

Motion: To appoint Natalie Leino to a one year term on the Meet Belmont Committee. (Vote passed 3-0)

Vote to approve Annual Town Election Warrant for April 3, 2018

Ellen O'Brien-Cushman (Senior Election Official) appeared before the Board to request signature for the Town Election Warrant. She reminded the public of the importance of voting in the Town Election. Voting would take place from 7am – 8pm at the usual polling locations on April 3.

J. Williams asked what the typical turnout was for a Town Election. E. O'Brien-Cushman replied that it ranged from 8-60%, but on average was 20%; it has been as high as 80% in a presidential election cycle. J. Williams stressed the importance of local elections for the residents of Belmont.

Motion: To approve the Annual Town Election Warrant for April 3, 2018. (Vote passed 3-0)

Discussion and Vote to Award Solid Waste and Recycling Bid

Jay Marcotte (Director of Public Works) appeared before the Board.

J. Marcotte explained the background of 2 years work soliciting the contract; 4 bids were received, with 2 being rejected as not qualified. He expressed that they have settled on the best option for transitioning to automated waste and recycling collection.

J. Marcotte recommended that Waste Management to be awarded the contract for FY 19 for: fully automated waste and recycling; yard waste collection; Christmas trees (as special item to be composted with yard waste); processing fees; and bulky item pickup. The total value for these services to be provided by Waste Management was negotiated at \$2,224,296.

A. Dash asked what protections are in place for residents if the recycling market rebounds. J. Marcotte explained that included in the contract is a provision for the Town to re-negotiate for a better price, if a more cost efficient recycling process was identified. A. Dash asked why Waste Management was chosen over the other bidder; J. Marcotte replied that the price was lower for the same package of services.

J. Williams raised the issue of 'pay as you throw' becoming essentially another tax, given that an override was already put in place in 1991. He explained that the override has incremented at 2.5% per year. J. Marcotte recalled that this was brought up at last spring Town Meeting, and that the override amount was at ~4.5 million. J. Williams explained these contracts are within this number, and that the override goes into the general fund after the first year - that particular happenstance is not an issue with regard to the renewal of this collection contract. P. Garvin confirmed this is correct.

M. Paolillo clarified the amount of the bid; J. Marcotte explained that a six-year cost estimate was shown in the document to highlight what the cost would be in the future, once the carts have been paid for.

M. Paolillo asked if there were provisions in the contract related to the quality of service provided by Waste Management. J. Marcotte replied that force majeure language had been added. M. Paolillo asked if there were concerns from residents about the service, whether the Town could raise such an issue with Waste Management. J. Marcotte confirmed this was the case.

Motion: To award automated trash, automated single-stream recycling, and yard waste collection contract to Waste Management Inc. for a term of five years. (Vote passed 3-0)

M. Paolillo asked when the contract is being enacted and what is being done to inform the public. J. Marcotte answered that they will be contacting local media and that new contract will start July 1, 2018. A demonstration of the automated collection will take place on Town Day.

J. Williams thanked the staff and those involved with the study group, and expressed confidence that this contract was the best course of action for Belmont.

Report from the Committee to Study the Number of Selectmen

Paul Rickter (Chair), Maryann Scali (Vice Chair) and other members of the Committee appeared before the Board.

P. Rickter described the process undertaken by the committee to generate the final report, including: a research phase investigating 13 comparable towns; interviews with current/former Selectmen; public meetings; polling Town chairs and department heads. The committee identified and fleshed-out arguments on both sides of the issue.

P. Rickter explained that producing the report was a highly collaborative process, and that the report was written jointly by the committee. In the end, 9 committee members voted in favor of expanding the number of selectmen, while 4 committee member voted to maintain the size.

P. Rickter mentioned that the committee was aware of a citizen's petition on this matter and that there were issues with the by-law language.

J. Williams requested E. O'Brien-Cushman (By-law review committee) to comment on the petition. She explained that the petition does not provide the required language to amend the by-law. There was a question whether they could do this within the exiting scope of the Warrant Article as submitted.

J. Williams clarified that the committee would not make a specific proposal on increasing the number of selectmen; P. Rickter confirmed, and explained that their goal would be to educate Town Meeting about their report.

J. Williams question for the petitioners on whether the Board would put the article on the Warrant. E. O'Brien-Cushman clarified that the petition will appear as-is on the Warrant, as an article but not a motion, so Town Meeting would not be able to take any action. A. Dash explained it is not uncommon for the by-law review committee to take issue with wording of petitions, and for there to be a process to resolve such issues. Actual voting on this issue would be a future matter.

A. Dash thanked the committee for the report and expressed being open-minded to the issue.

M. Paolillo thanked the committee for the report and also expressed being open-minded about the issue.

J. Williams was also grateful for the report, and explained he had previously introduced a similar petition.

J. Williams asked whether there was artificially 11 justifications on both sides; P. Rickter explained that this was just a coincidence, they came up with a broader list and narrowed it down to 11.

J. Williams asked who voted for which side, and advocated that this should be made public. M. Scali agreed and explained that no one from the public was present at the open meeting. She explained that some other committee members were not in favour of recording the vote at the time. P. Rickter suggested that since the committee has not yet voted on the minutes, they could include the names for the vote in the final minutes, which would be approved at their upcoming meeting in March.

J. Williams thanked the committee again for their difficult and important work.

Discussion related to a possible future Porchfest Event

Mary Bradley (Chair of Porchfest Committee), Erin Lubien, and Donna Ruvolo appeared before the Board.

M. Bradley explained they were seeking blessing and guidance from the Board on conducting a Porchfest event in Belmont. She explained the background of the event.

A. Dash asked what permits were required, if any; P. Garvin replied that activities will be on private property, they have notified police/fire, no sale of liquor will take place. Only issue could be clean-up after the event.

M. Bradley explained there will be ambassadors for the event to help keep sidewalks clear, remind people to observe by-laws.

M. Palillo expressed support and emphasized importance of informing residents of what is taking place. He suggested in the future there could be a fundraising aspect to the event.

E. Lubien commented that they have garnered broad support across Town departments, including fire/police. D. Ruvolo commented they had worked with other towns who have previously organized Porchfest events (e.g. Somerville), to implement things in a similar way and ensure success of the event.

Motion: To endorse holding of a Porchfest event in the town of Belmont. (Vote passed 3-0)

Porchfest will be held September 8 with a rain date of September 9.

Update on Community Preservation Committee (CPC) Veteran's Memorial Project

A. Dash explained that at a recent CPC meeting the Belmont Veterans Memorial Committee was applying for CPA funds and had discussed changes to the memorial since the Board was last updated; hence the request to update the Board on the status of the plans.

Angelo Firenze and other members of the Belmont Veterans Memorial Committee appeared before the Board.

A. Firenze provided background on the 3 year long project and shared that with the addition of CPA funds the group will have raised \$348,000 in total, thus far. The memorial will commemorate all nine wars via nine stones around the edge of the path marking each battle. To raise funds, a brick donation campaign was started and the group has sold almost 300 bricks to date. Also, sold four commemorative benches which will be matched to benches used in the rest of the park.

A. Firenze explained that the area around the flag pole needs restoration and hence they have applied for CPA funds to assist with this restoration of the existing memorial. The Intergenerational Community Path has also applied for CPA funds covering the path to the memorial and will cover the cost of this part of the restoration if possible.

There will be a monument in the center comprised of black granite markers, very simple and elegant. In the middle will be a black circle with five bronze plaques inside, one for each branch of service; in the

center a bronze plaque with the Town seal; slanted granite plaques around this with names of those who died in the wars.

A. Dash inquired about the permitting process for this type of project in Town parks – concern is that process can get held up near the end. A. Firenze assured that they have coordinated with all the proper bodies in this case. A. Dash stressed the need to outline all the proper procedures in general.

M. Paolillo asked when the project would begin; A. Firenze responded that the decision on CPA funds would be July 1, and they are hoping to finish the memorial by November 11, 2018, in time for the anniversary of the Armistice of the First World War.

J. Williams asked about advice for prospective donors. A. Firenze explained they will continue to accept brick and other donations; there is room for 2,500 bricks in total. These funds will be used for ongoing maintenance of the memorial.

Discussion related to single-use plastic bag reduction

Terese Hammerle, Linda Levin-Scherz, and Mark Carthy appeared before the Board.

M. Carthy requested support for a ban on single-use plastic bags at retail stores to be put on Warrant for next Town Meeting.

J. Williams asked about the citizen's petition about this matter. The citizen's petition was from this group, but they would prefer to have a Warrant article for the Town Meeting to vote on.

A. Dash explained that he had met with the group and advised them to 1) look at neighboring towns to see how they have implemented similar bans; 2) talk to business community to get feedback. He advised it was better if the Board puts it on Warrant versus the petition, in case an amendment is required the Board can act.

M. Paolillo asked what controversy was associated with the ban. T. Hammerle explained that some push-back comes from the fact that paper bags are not entirely a green alternative, even with recycled content. Best option is re-usable bag, and the group will take on educational efforts and distribute re-usable bags to people that need them.

M. Paolillo asked if there was concern from merchants or residents. A. Dash replied that response was mixed but overall there is support for the ban.

M. Paolillo raised the issue that this adds stress on enforcement, need to think about resources allocated to enforcing such by-laws. Even though we support the by-law, we have to understand impact on Town resources.

Motion: To put article on Town Warrant regarding a ban on single-use plastic bags, in the fashion provided in Selectmen's package. (Vote passed 3-0)

Vote to approve request from Bob Upton, Veteran Services Officer, to hold the annual Memorial Day Parade and Exercises on May 28, 2018

Motion: To hold the annual Memorial Day parade and exercises on May 28, 2018. (Vote passed 3-0)

Bob Upton explained there was a back-up plan in place, in case of adverse weather, to hold the ceremony at Belmont High School.

Vote to approve request from the Belmont Center Business Association to hold the 28th Annual Town Day on May 19th, from 7:00am-5:00pm.

Motion: To approve request from the Belmont Center Business Association to hold the 28th Annual Town Day on Saturday, May 19th, from 7:00am-5:00pm. (Vote passed 3-0)

Vote to approve an All-Alcoholic Beverages One Day License application from the Foundation for Belmont Education for their Fundraiser for Belmont Public Schools scheduled for March 17, 2018 to be held from 7-10:30pm at the Belmont Hill School.

Motion: To approve an All-Alcoholic Beverages One Day License application from the Foundation for Belmont Education for their Fundraiser for Belmont Public Schools scheduled for March 17, 2018 to be held from 7-10:30pm at the Belmont Hill School. (Vote passed 3-0)

Vote to approve an All-Alcoholic Beverages One Day License application from the Waldorf High School of Massachusetts Bay, 160 Lexington St., Belmont, for their Better Together Festival and Fundraiser to be held on April 28, 2018 from 6:30-10:30pm.

Motion: To approve an All-Alcoholic Beverages One Day License application from the Waldorf High School of Massachusetts Bay, 160 Lexington St., Belmont, for their Better Together Festival and Fundraiser to be held on April 28, 2018 from 6:30-10:30pm.. (Vote passed 3-0)

Vote to approve a One Day Wine and Malt Application from Mr. Chris Bigler, for a Fundraiser Event to be held at the Beth El Temple Center on March 17, 2018 from 7:30pm – 10:30pm.

Motion: To approve a One Day Wine and Malt Application from Mr. Chris Bigler, for a Fundraiser Event to be held at the Beth El Temple Center on March 17, 2018 from 7:30pm – 10:30pm. (Vote passed 3-0)

Approve Award of Contract for Burbank Modular Site Work

P. Marshall explained that 8 bids were received for the project. The most qualified and responsible bid was from WL French Excavating for \$841,000. She asked the Board to authorize the contract so that work can begin in advance of delivery of the modulars.

J. Williams asked if this was subject to the normal bid review process and P. Marshall confirmed.

J. Williams asked to report the range of bids to the public; P. Marshall – range of base bid was \$685,000 to \$1.4 million.

Motion: To award contract for Burbank modular building utility connection and site improvement work to WL French Excavating Corp. in the amount of \$841,000. (Vote passed 3-0)

Town administrator's report

P. Garvin summarized the report:

- 1) Currently seeking a facilities directors to fill the vacant position; taking the opportunity to restructure the department to better serve the Town. P. Garvin shared the previous and new organizational structures.
- 2) Council has suggested a Warrant article to allow the Town to collect 3% marijuana tax, irrespective of the decision to opt-out or extension of the moratorium. It was raised in Town Meeting to extend the moratorium on marijuana businesses to the end of December, 2018. Planning Board is holding public hearings on March 6 at 7pm re: moratorium and zoning by-laws.
M. Paolillo recommend supporting 3% marijuana tax. He noted that extending moratorium beyond December 2018 would be rejected at State level. The Board should support extension of moratorium to the end of 2018, to get community input and allow Planning Board to do necessary work.

A. Dash: requesting a fall Town Meeting to extend the moratorium? M. Paolillo: yes.

Motion: To include Warrant articles for the upcoming Town Meeting concerning a 3% marijuana tax and to extend the moratorium on marijuana businesses to December 31, 2018. (Vote passed: 3-0)

- 3) P. Garvin attend the Community Path meeting to discuss proposed project. Community Path advisory committee met with Rep. Dave Rogers and Senator Will Brownsberger to discuss next steps, including scheduling meeting with MBTA and discussing possible funding options for the project.
- 4) Traffic Advisory Committee met and discussed study of traffic volume. Community development office hired engineering firm BSC to conduct study. On February 27 they held an internal information gathering session; public hearing scheduled for March 8, 2018. P. Garvin encouraged the public to participate in this hearing.
- 5) Youth commission project coordinator position has been funded in the FY 2019 budget. Board of Health will receive a 19hr per week employee focused on re-establishing and coordinating the Youth Commission. Position is funded through decrease in Selectmen professional/technical service line in budget.
- 6) Attended the school committee meeting, where there was a presentation on community education program. The committee recommended to pursue outside funding to hire a director to spur on the program. P. Garvin will continue discussion with the school committee so that duplication of efforts in this area do not occur.

Motion: To enter Executive session to conduct strategy sessions in preparation for negotiations with union personnel or to conduct collective bargaining sessions or contract negotiations with union personnel; SEIU (Service Employees International Union). (Vote passed 3-0)

Motion: To re-enter open session. (Vote passed 3-0)

Vote to accept SEIU (Service Employees International Union) contract

Jessica Porter (HR Director) and Shawna Walsh (HR Generalist) appeared before the Board.

J. Porter presented a proposed agreement between the Town and SEIU; the agreement was for three years, from July 1, 2017 - June 30, 2020. The agreement reflected an overall 6.2% increase including: cost of living adjustment; new step for service of 15 years or higher (+0.5%); increases to annual longevity

payments; reimbursements for eye-glasses and job-related tuition. The union voted for the agreement on February 8 and now requesting Board approval to finalize.

J. Williams asked how many people this involves; J. Porter - 43 members of the roughly 700 total Town employees.

J. Williams recalled that this is now the third meeting on this contract with the Board. J. Porter explained she has conducted many meetings with the union regarding this contract over past ~2 years to resolve all the outstanding issues.

J. Williams asked if this was the final union contract for the cycle; J. Porter replied that there is still outstanding agreements to be settled with the fire union, dispatchers, and patrol offices.

J. Williams asked if the agreement would be publically available; J. Porter confirmed that it could be obtained through the online record request system or by contacting her office directly.

Motion: To accept the contract with SEIU from July 1, 2017 to June 30, 2020. (Vote passed 3-0)

Motion: To adjourn the meeting until noon. (Vote passed 3-0)

Belmont Public Library Promotional Video Presentation

J. Williams re-convened the meeting.

[A. Dash left the meeting.]

Peter Struzziero (Director, Belmont Public Library) and Mary Carter (Community Services Librarian) appeared before the Board.

P. Struzziero first commented on the recent violent attack at the Winchester Public Library and expressed sympathy to the community. P. Struzziero explained that he had been in contact with the Minutemen Library network, sent a memo to BPL employees reminding them of safety protocols and was also working with the Belmont Police to set up practice lockdown procedures at the Library. The Board expressed sympathy to the families and thanked P. Struzziero for taking these measures.

P. Struzziero advertised the *Books in Bloom* event for the upcoming weekend.

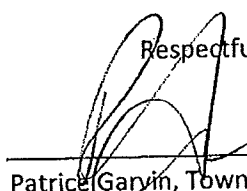
P. Struzziero introduced the video, which was created to show the wide range of services offered by the Library. P. Struzziero recognized M. Carter as the point person on the project.

[Video was played]

P. Struzziero thanked P. Garvin who recommended sharing the video with the Board.

Motion: To adjourn. Vote passed 2-0.

Respectfully Submitted,


Patrice Garvin, Town Administrator