

RECEIVED
TOWN CLERK
BELMONT, MA

2018 SEP 19 PM 2: 24

Minutes

Town of Belmont

Board of Selectmen

Selectmen's Meeting Room

Monday, August 20, 2018

7:00pm

APPROVED
BOARD OF SELECTMEN
DATE: 9/17/18

CALL TO ORDER

A regular meeting of the Board of Selectmen was called to order at 7:03pm by Chair Adam Dash. Selectmen Tom Caputo was present; Vice Chair Marc Paolillo was absent. Town Administrator Patrice Garvin was present.

COMMUNITY ANNOUNCEMENTS:

Belmont Art Gallery will open a new exhibit called *Rhythm and Hues* on September 7.

Meet Belmont is coming up on August 28 at 6:00pm at WL Chenery Middle School.

Porch-fest is on September 8.

COMMUNITY ANNOUNCEMENTS:

ACTION BY CONSENT:

Signing of the MWRA borrowing

Town Treasurer Floyd Carmen requested that the Board of Selectmen sign a \$1 million dollar interest free water bond. Mr. Carmen described that this is Phase 3 of the program of which Belmont has participated in the first two phases, and that money will be used for water main replacements.

Motion: To approve signing of the \$1,000,000 MWRA water bond. *Vote passed 2-0.*

Mass Cultural Council (MCC) Greater Boston Regional Meeting – Update

Juliet Jenkins and Rebecca Richards provided an update from the recent MCC meeting in Watertown on July 17, 2018.

J. Jenkins and R. Richards highlighted what was discussed at the meeting, including: Greater Boston now has its own regional cultural liaison vs program specific liaisons; challenges faced by communities in sharing cultural events and information, e.g. using a cultural calendar; idea of funding from the State (\$5,000 for Belmont) being augmented by Town funds; brainstorming around the idea of 'cultural districts' which could be explored in the future, for example, for Belmont Center.

(b)(1)(A)

04/10/18 12:20:00 PM

A. Dash thanked Mrs. Jenkins and Mrs. Richards for the update and was invited to participate in future grant application meetings with the Belmont Cultural Council.

SMART Meters, Water and Sewer contract, Discussion and Vote

Jay Marcotte (DPW) and Mark Mancuso (Water Division Manger) appeared to request the board approve a contract for the hardware for Smart Meters.

J. Marcotte explained that money has been set aside for the past 3 years from retained earnings for the Smart Meter hardware and installation program. The hardware portion of the project went out to bid on October 6, 2017, and a bid was received from Elster Honeywell which was subsequently negotiated down to \$1.7 million. An additional bid will go out in the next few weeks for the installation portion of the project.

A. Dash asked about the pros/cons of the Smart Meter system. J. Marcotte explained that it would lead to streamlined billing via piggy-backing off the infrastructure from Belmont Public Light, and better notification/tracking of leaks. Also, rate payers can have instant access to their usage/consumption and be notified of leaks or high usage.

T. Caputo asked about installation process and whether apps existed or would need to be developed. J. Marcotte gave time-frame for installation and confirmed that apps are available on phones already.

A. Dash asked about any effect on climate action plan; J. Marcotte explained it would help them to address MWRA concerns to reduce leaks as well as figure out where they are.

Motion: To approve Elster Honeywell contract for Smart Meters with amount not to exceed \$1,711,559. *Vote passed 2-0.*

Common Street Sewer and Drain Rehabilitation, Discussion and Vote

Glenn Clancy (Director of Community Development) sought approval for a contract to do sewer and storm drain rehabilitation on Common Street, applying from School to Payson, within the limits of repaving.

G. Clancy explained the department had originally sought to conduct repair via excavation, but this was prohibitively expensive due to many utilities on the street, including an MWRA water main which would require separate permitting. G. Clancy explained that they pursued a lining contract instead which could be installed through existing manholes.

G. Clancy relayed that project went out to bid on August 1, 2018, and they received 1 bid for \$127, 405; this was below the Engineer estimate of \$157,000. He explained the company, Insituform, was reputable, having been one of the pioneers of this technology, and that they have performed work in the town previously.

Motion: To approve contract for Insituform Technologies not to exceed an amount of \$127,405 for Common Street Water Main Rehabilitation project. *Vote passed 2-0.*

Additional Comments for the Public Record from Glenn Clancy

G. Clancy stated that their department is aware of the road conditions on streets like Common, Payson, Lawndale, etc. Due to National Grid lockout, utilities work necessary to finish these projects have been stalled, and therefore the pavement management program is being held up. They are aware of the condition and will monitor as winter approaches.

T. Caputo asked when is the last day they would be comfortable with doing pavement work before winter. G. Clancy replied that finishing up a project currently in progress could start as late as November 1, whereas he wouldn't feel comfortable starting a complete reconstruction after mid-September.

Cleaning Contract (for Town and Schools), Discussion and Vote

Steve Dorrance appeared to request approval for a 3-year town-wide cleaning contract.

S. Dorrance reviewed the bids for the 3-year town-wide cleaning contract. There were four bidders in total and the low bid was disqualified. In the end, they selected MP Building Services as the most qualified and responsible bid, plus they had previous experience working with the town.

A. Dash mentioned that it would be nice to have a calendar of upcoming contracts with notifications of when the contracts expire.

A. Dash asked to clarify the status of the 2-month summer extension contract, which had been resolved since last discussion. T. Caputo asked about why there was such variation in the bids. S. Dorrance explained the low bidder often cannot deliver services, but was unsure why the high bidder was so high.

Motion: To approve cleaning contract to MP Building Services not to exceed \$1,888,640. *Vote passed 2-0.*

Update on Burbank Modulars

Steve Dorrance remained to discuss the status of the Burbank modular project.

S. Dorrance stated that the Burbank modular project is on schedule and set to open on September 4, 2018. The project has been essentially on budget with only a small amount of the \$200,000 contingency being used.

T. Caputo raised that the project also allowed for other necessary maintenance to be done. S. Dorrance confirmed, relating that the walk ways in the front of the school will be repaved, weeding and re-planting, and that the front of the school will be much improved.

No vote was taken on this item.

Declare Burbank Modular Tires Surplus

Patrice Garvin introduced a vote to remove the tires from the Burbank modular project site. A. Dash explained that these were the tires used to transport the modulars to the site.

S. Dorrance explained there is no reason to keep the tires as they will dry rot over time. T. Caputo asked if there was any residual value for the tires and P. Garvin responded they will put them up for auction on Municibid.

Motion: To declare tires from Burbank modular as surplus. *Vote passed 2-0.*

MassDOT Community Path Phase 1 Eligibility Notification

Patrice Garvin introduced motion to sign documentation providing the Board's authorization to move forward with action that will allow the town to maintain eligibility for the program.

P. Garvin explained that there will be a warrant article at the town meeting in November for \$400,000 for Phase 1A, the Alexander Avenue underpass.

T. Caputo inquired about environmental permitting/remediation and whether this would be expensive. P. Garvin responded it depends on what comes out of the design phase.

Motion: To authorize the chair to sign the eligibility notification for Phase 1 of MassDOT Highway Division project 609-204. *Vote passed 2-0.*

Vote and Sign Warrant for September 25, 2018 Special Town Election - Marijuana

Adam Dash explained that this Warrant was for the upcoming election to decide whether the Town of Belmont would ban all types of adult use recreational marijuana businesses except retailers, and to cap the number of retailers at 2 (20% of the number of liquor licenses for alcohol not to be drunk on premise).

T. Caputo raised the issue that it may not be clear to voters the implications of voting 'No'. A. Dash replied that because of the existing law, it would mean that any type of business would be allowed in the town. T. Caputo wondered if it would be possible to expand on the summary provided by Town Council to make this clear. P. Garvin explained that it was necessary to vote on the Warrant and also that more information would go out in Belmont Light bills. T. Caputo re-iterated that it is a complex issue and any education provided to the voters would be beneficial.

Comments from public: Juliet Jenkins (Town Meeting Member) agreed that it may be confusing to the average voter what the current status is with respect to this issue. Franklin Tucker (Editor Belmontonian) shared that the League of Women voters would be holding a meeting a week before the vote to present and send out information on the issue. Adam Dash re-iterated that information was going out in the Light bills, and that he hoped the press would help to disseminate information on the vote.

Motion: To approve the Warrant for the Special Town Election on September 25, 2018 regarding the regulation of adult use marijuana establishments in the Town of Belmont.
Vote passed 2-0.

Donation to Belmont Public Library

Peter Struzziero (Director, Belmont Public Library) and Gail Mann (Secretary Board of Trustees, Belmont Public Library) were invited to receive a donation of \$212,500 from the estate of a former town resident, Philip F. May.

Motion: To approve gift of up to \$212,500 to the Belmont Public Library from estate of Philip F. May. *Vote passed 2-0.*

A picture was taken P. Struzziero and G. Mann with the Board and Town Administrator presenting the donation.

Senior work-off and Residential Exemption, Discussion with Assessors and Possible Vote

Public Facilities Department MOA, Discussion and Vote

A. Dash explained this is a ministerial change to implement intent of joint facilities; the item has to be passed by Board of Selectmen and the School Committee, who are taking up the matter next month.

Motion: To approve the amendment to the Memorandum of Agreement between Board of Selectmen, School Committee and Town Administrator regarding Department of Public Facilities. *Vote passed 2-0.*

Senior Work-off and Residential Exemption, Discussion and Possible Vote

Daniel Dargon (Assessing administrator), Nava Niv-Vogel (Director, Center on Aging); Martin Millane (Secretary, Board of Assessors), Charles Laverty (Board of Assessors), and Robert Reardon (Chair, Board of Assessors) appeared before the Board.

A. Dash framed the issue by explaining that that the Board was exploring ways to provide relief for seniors in light of large upcoming projects. Ideas under consideration included: increasing the cap for the Senior Work-off program; changing parameters (interest rate, age limit) on property tax deferral program; residential exemption for properties not owner occupied.

R. Reardon expressed support from the Board of Assessors for Senior Work-off program in the past as well as the proposal to raise the cap from \$750 to \$1,500. He explained that currently 20 people take advantage of the program, and that raising the cap could promote more participation. R. Reardon recommended the issues be brought before Town Council to publicly explain the issue since it affects people's taxes. A. Dash explained that the Board of Selectmen can approve an increase, and due to the timing of upcoming meetings he wanted to provide a decision on the Senior Work-off increase one way or the other.

A. Dash asked N. Niv-Vogel to explain how participants of the Senior Work-off currently contribute to the town. N. Niv-Vogel explained that these volunteers are vital to the COA and even volunteer above and beyond their work-off requirements. She suggested the program could be expanded to other departments in the Town, which was met with agreement by all participants.

T. Caputo wanted to confirm that there was unanimous support of the Assessors for the increase in the Senior Work-off cap, to which there was broad agreement.

The participants discussed the residential exemption and property tax deferral programs. It was determined that the residential exemption program would require further study. With regards to the property tax deferral program, it was determined that the Board of Assessors would try to put together a proposal for changes to the program to present at an upcoming Town Meeting.

Comment from public: Juliet Jenkins expressed that it was difficult to find information about the program on the website, and suggested that the Beech Street center could provide education for seniors about these programs.

A. Dash recommended to have the vote now regarding the Senior Work-off increase. A Warrant vote would be included in the October Board of Selectmen meeting so that a proposal for changes to the Property Tax deferral program could be presented at the November town meeting.

Motion: To increase the limit from \$750 to \$1,500 for the Senior Work-off Tax Exemption program. *Vote passed 2-0.*

Committee Appointments, Discussion and Possible Vote

A. Dash explained that certain appointments that were straightforward decisions which could be addressed at the current meeting, and that remaining decisions would be discussed at the upcoming meeting on August 24 with Vice Chair M. Paolillo present. Also, two committees were considering Reverend Zarro and could therefore be discussed without M. Paolillo present, due to a conflict of interest as Mark is a member of Plymouth church where Rev. Zarro presides.

Registrar of Voters: Committee requires at least one Republican and one Democrat. It was determined that Rev. Zarro is a registered Democrat, leaving Stanley Dzierzeski as the only Republican candidate.

Motion: To appoint Stanley Dzierzeski to the Registrar of Voters. *Vote passed 2-0.*

Housing Trust: Committee has 3 openings, one of which is filled by Madeline Fraser Cook. There was only one other applicant, Rev. Joseph Zarro. Due to his background, A. Dash recommended that Rev. Zarro would be a great appointment to the Housing Trust.

Motion: To appoint Rev. Joseph Zarro to the Housing Trust. *Vote passed 2-0.*

Disability Access Commission: There was one opening and one application from Judy Walberg, a nurse whose son is disabled.

Motion: To appoint Judy Walberg to be a regular member of the Disability Access Commission. *Vote passed 2-0.*

Water Advisory Board: Joseph Barrell Jr., whose term was up, decided he would like to be reappointed. No other applicants at this time.

Motion: To appoint Joseph Barrell Jr. to the Water Advisory Board. *Vote passed 2-0.*

Cable TV advisory: No new people have applied thus far. Chester Messer would like to be re-appointed.

Motion: To re-appoint Chester Messer to Cable TV advisory. *Vote passed 2-0.*

Shade Tree: There are 6 vacancies. Laura Simmons wants to be re-appointed. New applicants include: Julie Woo (worked on Belmont Compost); Rachel Berger (Town Meeting Member); Julia Corbett, and Jennifer Parker. All were considered great applicants. Caroline Hurwitch applied without any specific committee mentioned; given her background in risk/insurance, the Board thought she would be an asset to the Committee.

Motion: To re-appoint Laura Simmons and appoint Julie Woo, Rachel Berger, Julia Corbett, Jennifer Parker, and Caroline Hurwitch to the Shade Tree Committee. *Vote passed 2-0.*

Belmont Business Study: This is a committee that will report on how Belmont can be more business friendly. The committee is to consist of 8 members in total: 6 appointed by the Board, a delegate from the Town Administrator's office and a delegate from Community Development. The 6 appointed members will represent various combinations of residency and business ownership status within Belmont.

Applicants thus far include: Wendy Etkin (resident, non-business owner; software developer at Oracle); Emma Thurston (non-Belmont Center owner and resident; also a Town Meeting member); Catherine Vensky (Cushing Square business owner); Susanne Shallow (Belmont Center business owner).

A. Dash expressed the desire for new people on the committee to give fresh perspective and recommended appointing current applicants so that the committee will have quorum and can begin applying for grants.

Motion: To appoint Wendy Etkin, Emma Thurston, Catherine Venzke, and Suzanne Schalow to the Belmont Business Study Committee. *Vote passed 2-0.*

A. Dash appealed to the public for further applicants for the Belmont Business Study Committee.

Community Preservation: Andres Rojas would like to be re-appointed. Still need another applicant. A. Dash suggested that it has been very useful to have someone from Capital Budget on this committee.

Motion: To re-appoint Andres Rojas to the Community Preservation Committee. *Vote passed 2-0.*

There was discussion by the Board about potential interviews for the Recreation Commission, as there were many good applicants and it was hard to distinguish solely by their resumes. After discussion, it was decided that this would not be required. Appointments to the Recreation Commission would be decided at the upcoming August 24 meeting.

Dates and times for BOS office hours

Adam Dash – August 30 @ 4:00-6:30pm, Farmer's Market in Belmont Center; Sept 27 @ 4:00-6:30pm, Farmer's Market in Belmont Center; October 25 @ 4:00-6:30pm, Farmer's Market in Belmont Center.

Tom Caputo – September 18 @ 7:30am, Town Hall; October 16 @ 7:30am, Beech Street Centre.

Town Administrators report

P. Garvin gave a summary from the Town Administrator's report.

New gallery signs will be installed in the municipal complex to alert patrons where the Art Gallery and Homer building are located. The Historic District Commission approved the signs and they will be installed by September 7.

The Community Preservation Committee has approved the off-cycle request for design work on the Alexander underpass. An application is being prepared which will be included in the

P. Garvin is scheduled to be out-of-town Labour Day week, which is a shortened week due to holiday on Monday. HR director Jessica Porter is also out of town, therefore P. Garvin requested that the Board approve Glenn Clancy as acting Town Administrator during this time (September 1-7). In a September meeting P. Garvin will present to the Board a plan for an Assistant Town Administrator.

A. Dash welcomed the proposal for Assistant Town Administrator, and requested that G. Clancy contact him if anything comes up during the September 1-7 period.

Motion: To approve Community Development Director Glenn Clancy as acting Town Administrator during the period September 1-7, with the recommendation that he approach Board Chair Adam Dash with any issues of significance. *Vote passed 2-0.*

P. Garvin explained that Town Administrator's office is working with the environmental engineer to determine feasibility of projects on the incinerator site. An update on this will be presented at the next meeting. A. Dash explained that once infeasible options are eliminated then a public forum will be held and a decision made on what to do with the site.

P. Garvin requested a Selectmen to meet with the Environmental Engineer and Belmont Hockey group next week. The meeting is to explain to the Belmont Hockey group the mitigation that would have to occur at the incinerator site as a potential rink location.

Approval of meeting minutes

Not at this time.

BOS committee liaison reports


T. Caputo reported that School Committee is back in session with first meeting on September 11.

A. Dash and P. Garvin attended the retirement board meeting of August 20. The retirement board voted to change interest rate and lowered their projected rate of return from 7.5% to 7.4%. They also adjusted mortality tables reflecting that people are living longer. The payoff of the pension liability was kept for

2029. These changes would increase the liability. The Board of Selectmen does not vote on these issues however A. Dash and P. Garvin spoke at the meeting to represent the Board.

Motion to adjourn

Motion: To adjourn at 9:55pm. *Vote passed 2-0.*



Patrice Garvin, Town Administrator