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Minutes

Town of Belmont

Board of Selectmen

Selectmen's Meeting Room

Tuesday, May 22, 2018

7:00pm

APPROVED  
BOARD OF SELECTMEN  
DATE: 11/5/2018

CALL TO ORDER:

A regular meeting of the Board of Selectmen was called to order by Chair Adam Dash. Vice Chair Mark Paolillo and Selectmen Tom Caputo were present. Town Administrator Patrice Garvin was present.

COMMUNITY ANNOUNCEMENTS:

- Memorial Day parade will be held on May 28.
- May 30 is the continuation of Town Meeting.
- Town Day has been moved to June 2<sup>nd</sup> due to rain; will be held from 9am-4pm.
- Belmont High School graduation is June 3<sup>rd</sup>.
- A public forum on potential post-closure uses of the former incinerator site will be held on June 18<sup>th</sup> @ 8pm in Town Hall Auditorium. This is an opportunity to propose and discuss uses for the space.
- Porchfest will be held in September; sign-up for performing slots is available online.

COMMENTS FROM TOWN RESIDENTS:

[There were none]

ACTION BY CONSENT:

**Supplemental Requests FY 19 Budget**

P. Garvin noted that any additional funding would come out of the stabilization fund, which is currently at ~\$1.3 million. She reviewed the items on the list:

- Items 1 and 2 were extended Library hours and increased minimum wage at the Library. P. Garvin had worked with the Library Director and Library Board to find room within the current operating budget to fund these requests.
- Items 3 and 4 were the Assessment Center for the Fire Department and funding of the ALS coordinator position. P. Garvin advised to wait on funding these items, though the Board should look at the Assessment Center in the near future.
- Half-time Data Analyst position, which could be utilized by both Fire and Police Departments. There were still on-going discussions to clarify position requirements and therefore P. Garvin advised she would not feel comfortable funding at this time.
- Item 6 was a Social Worker Position for the Council on Aging (COA). P. Garvin had spoken with Nava at the COA, who was receptive to a proposal to seek out a regional grant to fund the position. M. Paolillo expressed a desire to fund the request, but was willing to see if the regional funding

approach would work out. It was agreed that P. Garvin would move forward working with COA to seek the regional grant and keep the Board apprised of the outcome.

Extending veterans service office hours. P. Garvin had worked with G. Clancy to find room in the current operating budget to fund this request.

- Hoarding/rodent control. P. Garvin thought it was more appropriate as a one-time funding item. A. Dash suggested to gauge impact of new trash collection program.
- ClearGov for Board of Selectmen. This was 'more of a want than a need', and it was agreed not to fund at this time.
- Tree trimming. P. Garvin explained that she was waiting to hear from Rep. Rogers regarding potential for \$60k in State funding for this item, and was supposed to hear back next week.
- Seasonal help for DPW. DPW had agreed to hold off on posting an open position and use the funds from this position towards seasonal help.
- School resource officer. P. Garvin had worked with the Police department to identify funding within the current operating budget.

#### **Discussion and Vote on Annual Town Meeting Segment B Warrant Articles**

A. Dash explained that the Board had previously discussed most of the Articles. He proceeded to review the list of Articles:

- Article 22: To appropriate capital expenses, i.e. the capital budget.  
*Motion: To recommend favorable action on Article 22. (Vote passed 3-0)*
- Article 23: To authorize up-front funds for Chapter 90 highway improvements.  
*Motion: To recommend favorable action on Article 23. (Vote passed 3-0)*
- Article 16: Enterprise fund for water/sewer storm water services.  
*Motion: To recommend favorable action on Article 16. (Vote passed 3-0)*
- Article 17: MWRA appropriation for Phase 3 water main replacement.  
*Motion: To recommend favorable action on Article 17. (Vote passed 3-0)*
- Article 23: DPW Police capital appropriation. This discussion/vote was deferred to later in the meeting.
- Article 15: Salaries of elected officials.  
*Motion: To recommend favorable action on Article 15. (Vote passed 3-0)*
- Article 18: Vote to fund the revolving funds, fund maximums. A new item was non-school property maintenance fund (max \$60,000) for recreation commission for (non-school) field rentals.  
*Motion: To recommend favorable action on Article 18. (Vote passed 3-0)*
- Article 24: Authorize adjustment to spousal benefit for surviving spouses of retired Town employees; and, Article 25: Authorization to increase COLA base. Versions of these articles had been brought forward by the Retirement Board last year, but defeated at Town Meeting. Floyd Carman (Town Treasurer/ Retirement Board) appeared before the Board to discuss the articles.
  - F. Carman explained that the goal of the articles was to attain parity between Town employees and school teachers. For Article 24 - there were 3 surviving spouses receiving benefits of ~\$7k per year, and the Article would increase this to \$12k per year. For Article 25 - the current COLA base was \$12k and the Article would raise the base to \$13k. (The Article that failed at the previous Town Meeting had proposed to raise the COLA base to \$14k). F. Carman estimated that these changes would add \$187K and \$129K, respectively,

to unfunded liabilities out to 2029. T. Caputo asked whether the teacher pension plan was similar across other dimensions, which would speak to the argument of parity. A. Dash said he had an open mind, but was hesitant to increase unfunded liabilities, which was why he voted against the measures last year; he appreciated the change in Article 25 from what was proposed previously. M. Paolillo inclined favorably. It was agreed that more information was required before a decision could be made on these Articles.

- Article 14: Appropriation to landfill stabilization fund for demolition, testing, and other work, as part of DEP requirements for capping the incinerator site. This work would need to be conducted regardless of the final use of the site. There will be a brief presentation at Town Meeting on this item.

*Motion: To recommend favorable action on Article 14. (Vote passed 3-0)*

- Article 20: Concerning an appropriation to OPEB stabilization fund.

*Motion: To recommend favorable action on Article 20. (Vote passed 3-0)*

- Article 19: The FY 19 budget.

*Motion: To recommend favorable action on Article 19. (Vote passed 3-0)*

#### **Formal Review of Town Administrator Patrice Garvin**

Given that Patrice had only recently started, the discussion would focus on goals and objectives for 2018-2019. This would allow for measures against which to evaluate her performance next year.

A. Dash proposed to add 'look for new growth opportunities' under the economic development goals.

T. Caputo requested to add 'coordinate financial task force, version two' under the 'Finance budget' section. He also asked about Goal 2.3, which was to hold department heads accountable by performing formal reviews – do department heads have their own set of goals and objectives that they can be held accountable for? P. Garvin replied that she wanted to implement setting of goals/objectives for department heads, which would be tied to merit increases.

M. Paolillo encouraged further participation in the Massachusetts Municipal Association (MMA).

*Motion: To adopt the Town Administrator's goals and objectives for 2018-2019 for Town Administrator Patrice Garvin. (Vote passed 3-0)*

#### **Underwood Pool Fundraising Donations**

Anne Paulsen, David Kane, Steve Sala, and Ellen Schreiber appeared before the Board. A. Paulsen explained that the pool was now up and running, and that the donation reflected funds raised but not used for the project. The former pool building committee recommended the funds be reserved for: 1) replacement of worn/damaged shade structures, and/or additional shade structures as needed; 2) to replace existing landscape materials (shrubs/trees) as needed.

*Motion: To accept funds in the amount of \$68,424.70. (Vote passed 3-0)*

### **Permanent Audit Committee Presentation by Robert Keefe**

Robert Keefe, Floyd Carman and Chitra Subramanian appeared before the Board. R. Keefe read a summary of the report. The audit covered the fiscal year 2017 for the Town (ending June 30, 2017) and calendar year 2017 for the Light Department (ending December 31, 2017). Both received unmodified opinions and no material control weaknesses were identified.

*Motion: To accept the report of the permanent audit committee for fiscal year 2017 for the Town and calendar year 2017 for the Light Department. (Vote passed 3-0)*

### **DPW / BPD Building Committee**

Anne Marie Mahoney appeared to discuss the project. She reviewed the timeline, stating that the building committee had been formed at Special Town Meeting last year, and by the middle of February the committee was up and running with hiring of an Owner's Project Manager (OPM) and architect. The committee would bring to upcoming Town Meeting a plan to address both facilities without requiring a debt exclusion.

For the DPW: addition of modular units and existing building renovations would accomplish goals identified for the facilities, e.g., gender equal bathroom/changing facilities, break spaces and quiet space, and more. This would be a temporary fix for a timeframe of 10 years during which a plan would need to be formulated for an entirely new facility. The cost estimate was \$1.4 million.

For the BPD: The original plan was for a short-term fix (similar to DPW), but during the process it was discovered that a permanent solution could be offered that would meet all the facility needs via addition and renovations. This entailed additional costs compared with what was initially discussed (\$7.5 million vs \$2.5 million) but would be well under the estimated costs for building a completely new facility (~\$25 million).

A. Marie Mahoney noted that the Committee had worked with DPW / BPD throughout the process and both were happy with the proposed plan. She had worked with Floyd Carman and Patrice Garvin to fund the project without a debt exclusion via: a 30 year bond offering for \$7.4 million; \$1 million would come from stabilization fund to cover additional design work; the remaining half million would come from sources identified by Floyd and Patrice. Final plans would be presented at an upcoming public meeting as well as Town Meeting.

*Motion: To recommend favorable action on Article 23. (Vote passed 3-0)*

### **Proclamation - Belmont Day School, Student Writing**

A. Dash read the proclamation honoring Kendree and Kaeleen Chen on their winning of the 2018 MWRA writing contest.

**Approval of a request from the Cushing Square Merchant Association to hold their annual Fall Festival on 09/22/2018 from 10:00am – 5:00pm**

Lynne Czamanske and Mary Westcott Thomajan appeared to discuss the request. M. Westcott Thomajan described discussion with Belmont Police to arrange detours of and police presence for the Festival. The aim was to expand the Fall Festival to have additional tables for merchants and to raise funds for future events.

*Motion: To approve the request from the Cushing Square Merchant Association. (Vote passed 3-0)*

**Rink Presentation**

Robert Mulroy (Belmont Youth Hockey) appeared before the Board to discuss the Ice Rink project. He explained the project had been proposed for many years now and that the current facilities were well past their useful life. The main idea was that Belmont Youth Hockey, as the largest user of the Rink, would consolidate its purchasing power and apply fees to other private organizations to fund the debt required to build the Rink.

A design plan had been generated 3.5 years ago, based on replacing the Rink at the current site, which would provide space for other recreation activities, ample parking, and accommodating space for a full-size soccer field. Economics of the project dictated that 1.5 ice sheets needed to be built.

The project had been put on the back-burner as plans for the new school project took priority. Currently, there was uncertainty over where to site a potential new Rink: coordinate with the new school project to integrate with the campus; or, at the former incinerator site. The project was put out to bid 3.5 years ago and estimates came in at 8-9 million, but these would be out-of-date by now, and would depend on the site choice.

M. Paolillo urged R. Mulroy to work towards gaining consensus on a site choice, at which point other issues surrounding the project could be clarified. He suggested T. Caputo drive the process as a representative from the Board and T. Caputo was enthusiastic to do so. A. Dash encouraged further discussion with the Recreation Commission, who was also a stake-holder in the Rink.

**Grove Street Tennis Court Recommendation for Construction Award**

Jay Marcotte (Director, DPW) explained the project went out to bid May 8 and three bids were received. The low bid was from Century Paving, who had conducted similar work for the Town last year and did good work. The bid was well under the \$335k allocated for the project from CPA funds.

*Motion: To award the Grove Street Tennis Court Repaving to Century Paving and Construction Corp. in the amount of \$275,460. (Vote passed 3-0)*

[T. Caputo left the meeting]

**Approval of a Change of Hours Liquor License Application Amendment from Art's Specialties LLC. 369 Trapelo Rd.**

A. Dash noted the applicant had requested a continuance to June 4<sup>th</sup>.

*Motion: To approve a continuance on this matter until June 4<sup>th</sup>. (Vote passed 2-0)*

**Vote to Renew Antique/Second Hand Goods License: Design Jewelry by GVS (Vladimir Arustamyan) 6 Trapelo Rd.; Permitted operation Mon-Fri, 10am-6pm.**

*Motion: To approve renewal of the Antique/Second Hand Goods License as described above. (Vote passed 2-0)*

**Appointment of Selectmen to be liaison to the Massachusetts Bay Transit Authority (MBTA) Advisory Board - Previously James Williams**

*Motion: To appoint Mark Paolillo as liaison to the MBTA Advisory Board. (Vote passed 2-0)*

#### **Belmont Savings Bank Summer Street Closure**

P. Garvin and J. Marcotte had met with a representative from Belmont Savings Bank to arrange for closure during the weekend. Planters and benches would be set up by DPW. The intention was to put the process in place after schools were out for the summer.

#### **TOWN ADMINISTRATORS REPORT:**

P. Garvin reviewed the Town Administrator's Report:

- P. Garvin had worked with DPW to draft a form for those requesting exemption from for the 64 gallon trash barrels (to receive smaller 35 gallon barrels). The form established criteria for the exemption and an approval process in case that an application was denied. A. Dash had reviewed and provided some corrections; he and M. Paolillo supported the posting of the form on the website.
- An email from a resident praising the work of the Highway Department and Water Department.
- P. Garvin had coordinated with the Belmont Center Business Association to plan a rain date for Town Day.
- P. Garvin was working with Rebecca Richards from the Art Gallery to obtain approval from the HDC to install a sign out front of the Homer Building, advertising the location of the Gallery as being on the third floor – people were having difficulty finding the location.

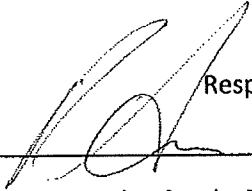
#### **BOARD OF SELECTMEN COMMITTEE LIAISON REPORTS:**

M. Paolillo stressed the need to move forward with the CPIAC to seek funding for design work.

#### **APPROVAL OF MEETING MINUTES:**

A. Dash had corrected some typos, but no substantive changes.

- *January 8, 2018 regular session:*  
*Motion: To approve January 8, 2018 minutes. (Vote passed 2-0)*
- *April 2, 2018 regular session:*  
*Motion: To approve April 2, 2018 minutes. (Vote passed 2-0)*
- *April 9, 2018 regular session:*  
*Motion: To approve April 9, 2018 minutes. (Vote passed 2-0)*  
  
*Motion: To adjourn. (Vote passed 2-0)*



Respectfully Submitted,

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Patrice Garvin, Town Administrator