

**MINUTES
TOWN OF BELMONT
BOARD OF SELECTMEN
SELECTMEN'S MEETING ROOM
Monday, January 24, 2011
7:00 PM**

CALL TO ORDER

A regular meeting of the Board was called to order in open session at 7:07 pm by Chair Jones in the Selectmen's Meeting Room. Selectmen Firenze and Paolillo were present. Town Administrator Tom Younger was present.

QUESTIONS FROM TOWN RESIDENTS

Mr. Matt Sullivan, Pct. 5 TM member, asked about the P & S for the sale of the parking lot in Cushing Square. Chair Jones said it is still in negotiation.

ACTION BY APPOINTMENT

Metered Parking Discussion

Mr. Paul Roberts appeared before the Board to continue the metered parking discussion. Chair Jones began by saying that parking could be a way to increase revenue as Brookline raised \$1M in revenue from upgraded parking meters. Mr. Roberts noted that Belmont currently has time-limited parking with limited personnel enforcement. He said that there is a smart meter on hand tonight for demonstration. He reviewed several cities that have tried these meters on a trial deployment. Concord Ave. as it leads into Royal Road is a possible site to do a trial deployment. This site currently offers free parking (for commuters, presumably, as it is near the commuter rail). There are at least 17 spaces that could be tested by a smart meter. Administrative fees for the meter are not inconsequential but could be made up for in less than a year. He said that this area (Royal Road) would make a great test-case. Belmont would have to enforce the usage though.

Selectman Firenze noted that testing Royal Road would force cars onto Concord Ave and we may as well put the meters onto Concord Ave as well. Mr. Roberts noted that the "spill over" effect would be inevitable unless Belmont does this town-wide. The Board discussed the daily rate and it seems like a dollar an hour is an appropriate rate. Mr. Younger offered that the enforcement was more straightforward than with the existing system.

Mr. Dan Kupferman (from Parkeon) led the demonstration on the smart meter. He highlighted how the data is collected on who is parking where, for how long, and how much he/she is paying to do so. He noted that the meters are credit-card friendly and that most people select to pay for an all day ticket, which is the "max" option. Tickets are

placed on the inside window or on the dash-board. Some smart meters accept cash and coin, and some only accept credit cards. Smart meters are secure and they offer multiple languages. The Board briefly discussed the installation of these meters. Mr. Roberts mentioned that their key pad is not always well lit. Mr. Kupferman noted that the parts are easily fixed and or replaced.

Mr. Roberts noted that each meter can serve about 8-10 spaces, but there is a lot of variation on this issue.

Chair Jones said he would like Mr. Younger to proceed with this, e.g., create an RFP and discuss this issue with the Police Department as well as the TAC and maybe even the Lion's Club.

The Board thanked Mr. Roberts for his work on the project.

Chair Jones noted that there is a lot of concern about the school budget and that the Board is aware of the issue and it will take a lead in finding resolution to this.

QUESTIONS FROM TOWN RESIDENTS (*continued*)

Mr. Evan Harris, from 15 Statler Road, requested to speak to the Board about an incident that occurred on the afternoon of Friday, January 21, regarding Mr. William French, the town excavator. Mr. French came "barreling" down Brighton Ave. in an enormous pay-loader truck with a plow attached to the front. There were no license plates on the vehicle. Mr. Harris then saw another vehicle, a smaller one (also with an attached plow) following him down Statler Road. There was no license on the smaller vehicle as well. Mr. Harris told him his actions were inappropriate, but the driver said the town was aware of his duties. The machinery was large and unregistered.

Mr. Harris said that the independent contractors keep repeatedly plowing the same roads over and over. He said they are inefficient and are wasting the town's money. Belmont is overpaying for its plowing services. The town does a good job plowing, he said, but not a good job with independent contractors – who are overpaid.

The Board expressed its concern for the unregistered vehicles. Mr. Younger will follow up with the Director of the DPW.

Update on the Wellington Project

Mr. Joe Barrell, BOS liaison to the WBC, and Mr. Mark Haley, Chair of the WBC, appeared before the Board to provide the Selectmen with an update on the Wellington school building project. In spite of the winter conditions, Mr. Barrell said the work is going well. Gas-lines are just about into the building. The project is currently seven days behind as a result of winter conditions. The project is about 43% completed and substantial completion is expected in July, at which point systems will begin to be tested. The work will move faster from here on out. The project is on budget, said Mr. Haley,

and they have not used much of the contingency funds. He said he is less concerned about budget, and a little more concerned about the schedule.

The Board discussed the financial scenario and all seems well on that front. Construction costs have been at an all time low and the CM at Risk has been a beneficial way to proceed. Mr. Barrell noted that Skanska has been excellent to work with and that they are very committed to keeping the project on schedule.

Security Policy Update

Mr. Dave Petto, IT Director, and Ms. Barbara Hagg, Town Accountant, appeared before the Board to discuss the security policy update. Ms. Hagg noted that the budget has been submitted with a \$50K request for the “Design, Implementation, and Certification policy for security”. The town is making an effort to protect the personal data of its employees. This will cost of \$100K total; \$50K each from the town and school budget. The school has not committed to its portion of \$50K, but the vender can proceed with just the town side.

The Board discussed the proposal and noted that fee increases for this project could only be justified if there was an increase in scope. A “scope changes” clause in the contract was discussed as well as a “not to exceed” fee.

MSBA Green Repair Program – Butler School Boilers

The application was approved to proceed with the Butler School boiler. The selection committee needs to nominate a Project Manager. Chair Jones said Ms. Jenny Fallon has agreed to serve on the selection committee, who will then select a Project Manager. He noted that she has the necessary experience. Selectman Firenze said he is not sure that the Green Repair Program is viable in the long-term. He suggested the Board appoint Mr. Joe Barrell to the committee as he was on the building committee when the Butler School was re-built.

The Board moved: To appoint Mr. Joe Barrell to be a member of the committee to select a Project Manager and a Designer. If he declines, the Board will nominate Ms. Jenny Fallon.

The motion passed unanimously (3-0).

FY12 Budget Presentation

Mr. Younger and Town Accountant Hagg began with a discussion of state aid. Mr. Younger said that at this point there are only projections, but that the situation looks less dire than it did previously. Ms. Hagg addressed the revenue picture. There is an additional \$1M from free cash (\$2M remains), real estate has increased by \$2.2M, state aid is expected to decrease by \$1.2M (15 percent) and there is a loss of ARRA (stimulus) funds. For fixed costs, she noted that there is \$500 for retirement, \$450K decreases to debt service, \$150K increase to Minuteman, and \$170K to all other fixed costs.

Ms. Hagg continued: the Overall new money is \$1.2M for in the operating budget to be split by the town and school. Health care is expected to increase by 6%, which takes 600K off the top. So – only \$600K is the net available overall after the health insurance is subtracted out. A level service budget would include increases to the CBC, pavement management, money for negotiating health insurance, \$50K for personal information policy study, \$50K sidewalks, and one position in DPW was consolidated.

There is \$300K difference between the level service and available funds budget. Two things that the \$300K would cover: salary increase money for health insurance negotiation offset and an increase in other capital areas.

Ms. Hagg then reviewed the level service and available funds budgets.

Revenue sources that make up the budget are from residential properties real estate taxes, said Ms. Hagg. There is very little commercial tax revenue. She noted that our reserves are important to keep the Moody AAA ratings.

The Board discussed the overlay fund and Mr. Younger will contact the assessors to see what is in that account.

Ms. Hagg briefly reviewed the five year projections. Deficits are projected relating to personnel expenses and state aid is generally declining.

Mr. Younger reviewed some local aid numbers based on information received from Governor Patrick. It appears that there could be more money coming to towns, but that the House will need to vote to approve its budget, and that these numbers cannot be counted on. Mr. Younger's assumptions predict about \$579K more than expected in state aid. The Board discussed that this is still a decrease, but perhaps a 10% and not 15% decrease.

Committee Appointments

Committee Appointments will be handled at a future meeting.

Goals and Objectives – Monthly Update

Mr. Younger began with:

- PILOT Programs – Town Counsel said Belmont could not charge for emergency services as it would be considered a tax. PILOTS cannot be treated differently than the regular public is treated. Any charges would have to be town-wide (including all residents). The Board discussed PILOT payments.
- Health Insurance – Mr. Younger has met with Superintendent Entwistle regarding this topic. Chair Jones would like a joint SC/BOS meeting to be held in executive session to discuss health care contract negotiations.

- Shared Services for Elderly Transportation – Mr. Younger noted that this is a regionalization area that is presently being explored with Arlington and Watertown. This may result in enhanced services at reduced fees.
- 911 Regionalization – The report is being discussed; there is a need to determine who is really interested in this (e.g. Arlington, Watertown, etc.)
- Minuteman – The Board discussed some of the issues relating to Minuteman and its audit. It is not clear how Belmont’s money is being spent or why it has increased so significantly.
- Facility Management Consolidation – Mr. Younger is meeting with Lexington this week.
- Performance Management Data Updates – Mr. Younger said that residents can see, via the web site, when requests are placed (potholes for example) and when the request is handled.

Town Administrator’s Report

Mr. Younger reported on the following items:

- Mr. Castanino would like to extend the jersey barriers to the end of February (the Board agreed to do so).
 - Snow Account – 66% of what was budgeted has already been expended, but more snow is predicted this week.
 - Town Counsel interviews will begin next week.

ACTION BY CONSENT

Common Victualler’s License and Andros Diner

Regarding Andros Diner, they are \$24K behind on taxes owed to Belmont, and \$31K behind on light and water bills. The Board needs to have a hearing with Andros where they can make a proposal for a payment plan.

The Board moved: To not grant the Common Victualler’s license for Andros Diner at this time.

The motion passed unanimously (3-0).

The following establishments are requesting to renew their Common Victualler’s licenses: Café Fiorella, Kitchen on the Common, Starbucks Coffee on Trapelo Road, and Theo’s Pizzeria.

The Board moved: To approve the license requests of the above named establishments.

The motion passed unanimously (3-0).

Recommendation for Appointment to the Assistant Director of Emergency Management

Selectman Firenze expressed concern that the candidate for this position does not live in Belmont.

The Board moved: To recommend Lt. Rick Nohl for the appointment to the Assistant Director of Emergency Management for a one-year term.
The motion passed unanimously (3-0).

Approval of BOS Minutes Meetings for 10/19/10 (Mega), 1/3/11, 1/5/11, 1/6/11, and 1/13/11

The Board moved: To approve the Minutes for the meetings noted above.
The motion passed unanimously (3-0).

OTHER

Selectman Firenze Other:

- The MMA meeting offered excellent training sessions and very good insights into collective bargaining and strategic planning.

ACTION BY APPOINTMENT (*continued*)

Executive Session – Litigation

The Board moved: To enter into executive session at 9:55 p.m. to discuss litigation. The Board will not return to open session.
The motion passed unanimously (3-0).

The Board moved to adjourn the meeting at 10:00 pm.

Thomas G. Younger, Town Administrator