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BELMONT, MA

APPROVED
BOARD OF SELECTMEN
DATE: 5/13/19

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Minutes

Town of Belmont

Board of Selectmen

Homer Municipal Building, 3rd Floor Gallery

Monday, April 1, 2019

7:00pm

CALL TO ORDER:

A regular meeting of the Board of Selectmen was called to order at 7:02m by Chair Adam Dash. Vice Chair Mark Paolillo and Selectman Tom Caputo were present. Town Administrator Patrice Garvin was present.

COMMUNITY ANNOUNCEMENTS:

- Please don't idle for more than 10 seconds while picking up children from schools.
- Election Day is tomorrow - contact the League of Women Voters for rides to the polls.
- Council on Aging upcoming events at the Beech Street Center: Passover education program, April 18 @5pm; Spring Bouquet workshop, April 18 @ 10am; Spring Soiree Patio Party, April 23 @3:30-5:30pm; Interactive drone program, April 16 @ 5:30pm; Kindness Rock Project, April 19 @ 1:15pm; evening yoga classes starting Tuesdays @ 5:30pm.
- *Stop Climate Change* forums hosted by the Energy Committee being held April 3, 7-8:30pm at the Chenery and April 10, 7-8:30pm at the Belmont Art Gallery.
- State Representative Dave Rogers is hosting office hours Tuesday April 9, 9:30-10:30am at the Beech Street Center.
- Town Hall offices are closed April 15 for Patriots Day.

COMMENTS FROM TOWN RESIDENTS:

[There were none]

ACTION BY CONSENT:

Proclamation in honor of Selectman Mark Paolillo

Mark Paolillo was recognized for his nine years (three terms) of service on the Board of Selectmen. State Senator William Brownsberger presented a proclamation from the State Senate; State Representative Rogers presented a citation from the House of Representatives. A. Dash and T. Caputo presented Mark with a gift of a rocking chair.

A. Dash read an official proclamation of the Town of Belmont honoring Mark Paolillo. M. Paolillo stated that it had been a privilege to serve, and that he would miss the work and people. He recognized and thanked employees of the Town, department heads, and the Town Administrator for their work. He highlighted the sacrifices made by his family in allowing him to serve on the Board.

Proclamation in honor of the 104th Anniversary of the Armenian Genocide

Jirair Hovsepian was present at the meeting, representing the Armenian community in Belmont. He applauded the Board for recognizing the Genocide and honoring those killed. He proceeded to read a description and brief history of the Genocide. An event would be held on April 12, 2019 in the Massachusetts State House Chamber, with Belmont represented by Senator Brownsberger and Representative Rogers.

M. Paolillo read the official proclamation of the Town of Belmont in honour of the 104th anniversary of the Armenian Genocide.

Discussion on sponsoring Name Change Amendment, "Board of Selectmen" to "Select Board" on the Town Meeting Warrant

Natalie Leino joined the meeting, asking that the Board sponsor or co-sponsor an article for Town Meeting as described – currently the item was a citizen's petition. N. Leino noted that the mission statement of Belmont claims to value diversity, whereas the name "Board of Selectmen" does not reflect this. Close to 70 towns in Massachusetts have changed the name to "Select Board".

The Board was supportive of the initiative. P. Garvin clarified that an amendment could be made to the motion subsequent in the meeting, to add the Article to the Warrant.

Motion: To sponsor an Article on Town Meeting Warrant to change the name of "Board of Selectmen" to "Select Board". (Vote passed 3-0)

Town Administrator's Review

Jessica Porter (Director, HR) joined the meeting. She read aloud the ratings given by each Selectman to the Town Administrator under the categories of personal characteristics, professionalism, financial management, and planning/organization. Overall, P. Garvin had received a score of 4.23 out of 5. Each Selectman followed by providing summary comments on P. Garvin's performance:

- *T. Caputo:* Fortunate to have P. Garvin as Town Administrator. Balances strategic and practical approach, and appreciate her promotion of financial planning for the Town. Being one year in, still room for development and optimistic about future progress.
- *M. Paolillo:* Performed at a high level and exceeded expectations. Communication with the Board was particularly exceptional. In terms of areas for improvement: produce budget in a more timely fashion, enhance collaboration with Belmont Schools, and continue to develop long-range planning.
- *A. Dash:* Everything expected when hired. Creative problem solver. Strengths are collaboration, taking action, communication, reliable and honest. Areas for improvement are navigating personalities in Town, keeping website up to date.

J. Porter pointed out that the compensation portion of the review was still outstanding. It was agreed that the new Board member, to be elected tomorrow, should have a say in deciding the compensation.

Accept resignation of Community Path Project Committee member, Jennifer D'Urso

The resignation was due to health issues.

Motion: To accept the resignation of Jennifer D'Urso from the Community Path Project Committee. (Vote passed 3-0)

Discussion and possible appointment of member to the Community Path Project Committee (CPPC)

Russ Leino (Chair, CPPC) joined the meeting. Eight applications had been received for the vacant slot. R. Leino recommended Phil Lawrence due to his demonstrated interest in the Path, as well as his background as civil engineer.

Motion: To appoint Phil Lawrence to the Community Path Project Committee. (Vote passed 3-0)

Discussion and possible appointment to the Belmont Youth Commission

David Alper (Chair, Belmont Youth Commission) joined the meeting. There was an opening due to a resignation for personal reasons. D. Alper had reviewed the list of 22 applicants and recommended the appointment of a student, Sarah Wynn, who had experience working several summers as a counsellor at Belmont Day School. The Board was supportive of the Chair's recommendation.

Motion: To appoint Sarah Wynn to the Belmont Youth Commission to a term expiring in 2022. (Vote passed 3-0)

Discussion and possible appointment to the Board of Registrars of Voters

The Board had previously appointed Reverend Joseph Zarro, but it was discovered that the Belmont Democratic Organization must formally recommend a candidate; the Chair, Linda Levin-Scherz, had subsequently recommended Joseph Zarro, so the appointment could proceed.

Motion: To appoint Rev. Joseph Zarro to the Board of Registrars of Voters. (Vote passed 2-0; Mark Paolillo recused himself because he belongs to Rev. Zarro's church.)

Vote Water/Sewer Rates

Jay Marcotte (Director, DPW) and Mark Mancuso (Manager, DPW Water Division) gave a presentation on proposed Water and Sewer rates for FY20, and to request approval of the FY20 water/sewer budget. The MWRA assessment for water had decreased 1% from the previous year; for sewer, had increased 5%. Major projects impacting retained earnings included SmartMeter installation, ongoing water main and sewer replacement, illicit discharge detection and elimination system.

The proposal was to leave water/sewer rates unchanged from FY19, therefore there would be no customer impact. This would draw down retained earnings (\$800k from water; \$1.1m from sewer) but not below the recommended 90 day reserve level.

Motion: To approve the FY20 water and sewer budget with no increase to customer rates. (Vote passed 3-0)

Recommendations from the former Traffic Advisory Committee

Glenn Clancy (Director, Community Development) joined the meeting to discuss three outstanding recommendations made by the now disbanded Traffic Advisory Committee.

1. Parking for business at 458 Trapelo Rd.: There were four spaces currently signed as 'No parking before 8:30am' – the proposed change was to make these one hour spaces, which was consistent with surrounding Waverly Square restrictions and would foster turnover of cars throughout the day, benefiting the businesses nearby.
 - a. M. Paolillo pointed out the general issue that parking restrictions are somewhat ad-hoc across town and should be looked at more comprehensively; Dana Miller (Chair, Transportation Advisory Committee (TAC)) agreed, noting that TAC was looking to harmonize parking policy.

Motion: To approve one hour parking restriction for four spaces located at 458 Trapelo Rd. (Vote passed 3-0)

2. Parking near Beech St./Upland Rd. intersection: This stemmed from complaints about vehicles parked too close to the intersection which impeded the cross walk used to access the Beech Street Center. The recommendation was to place 'No parking here to corner' signs in this location; G. Clancy would work with DPW and Sergeant Mailhot to locate the signs.

Motion: To approve the posting of 'No parking here to corner' signs near the intersection of Beech Street and Upland Road. (Vote passed 3-0)

3. Payson Park Church parking: Pressure from Cushing Square and increased commuter parking at this location had made it difficult for seniors to find parking along Belmont Street for the Church. The recommendation was to designate six spaces as being two-hour to help free up spots.

Motion: To approve adding a two hour restriction to 6 spaces along Belmont Street close to Payson Park Church. (Vote passed 3-0)

Presentation of Town-wide Traffic Study Findings

Glenn Clancy (Director, Community Development) and Dana Miller (Chair, TAC) joined the meeting. G. Clancy introduced Sam Offei-Addo (Traffic Engineer, BSC Group), who presented findings from the Town-wide Traffic Study. The study was commissioned last spring due to the level of traffic problems throughout town. The full presentation can be found on the Town's website.

A key finding was that Belmont is a location heavily impacted by regional traffic. Peak traffic flow is directional based following commuter patterns, and there was a high level of cut through traffic identified near main arteries.

The full report on the Town-wide traffic study was currently 90% complete and expected to be delivered in four weeks. G. Clancy suggested that going forward TAC should focus on identifying acceptable commuter traffic routes, ensuring they are safe and that traffic stays on these routes. D. Miller expressed that TAC was excited to dig into the details of the report and develop a Traffic Calming Policy to address some of the issues raised.

Belmont Hill School proposed roadway improvements and request for BOS support of a Mass Works Grant funding application

Jeffrey Dirk (Partner, Vanasse & Associates, Inc.) explained that the firm had conducted a traffic study on the intersection at Park Ave. / Marsh St. / Prospect St., with a view towards pedestrian safety and access, as well as connections to other modes of transportation. Belmont Hill School had agreed to fund the design of a construction project to address the challenges at this intersection by increasing sidewalk space, improving the pedestrian crossing to the School, and increasing connectivity to nearby MBTA bus stops. J. Dirk was requesting the Board support the submission of a MassWorks Grant funding application for this project.

G. Clancy was supportive of the project as the type of initiative that Belmont should be pursuing to help alleviate traffic problems. T. Caputo was also supportive but also questioned the process, and whether from a Town-wide perspective it was appropriate for the Board to support this project over other needed projects in Town. After further discussion, the Board recommended that the project be brought before TAC for further vetting and a public hearing, after which the Board could vote on whether or not to lend support.

Motion: To send the Belmont Hill School proposed roadway improvements project to the Transportation Advisory Committee for review and a public hearing. (Vote passed 3-0)

Executive Session: To consider the purchase, exchange, lease or value of real property if the chair declares than an open meeting may have a detrimental effect on the negotiating position of the public body; Possible acquisition of land

Motion: To enter executive session as described above. (Vote passed 3-0. Roll call vote: Adam Dash, Mark Paolillo, Tom Caputo)

Motion: To leave executive session. (Vote passed 3-0. Roll call vote: Adam Dash, Mark Paolillo, Tom Caputo)

Vote to approve New Antique / Second Hand Goods License:

- Belmont Consignment Furniture, Julie Raymond, 689-697 Belmont Street, Permitted Operation: Monday to Sunday, 10am–5pm.

Motion: To approve the antique/second hand goods license as specified above. (Vote passed 3-0)

Vote to Renew Antique/Second Hand Goods License:

- Belmont Jewelry Place, Levon Terzian, 5 Williston Road, Permitted Operation: Monday to Friday, 10am-6pm; Saturday and Saturday and Sunday, 10am-3pm
- BenchCraft Jewelers, Tony Minassian, 383 Trapelo Road, Permitted Operation: Tuesday to Friday, 10am-6pm; Saturday, 10am-3pm
- As Tyme Goes By, Annette Hannon, 97 Trapelo Road, Permitted Operation: Tuesday to Saturday, 10am-3pm

Motion: To renew the antique/second hand goods licenses as specified above. (Vote passed 3-0)

Open and Close Special Town Meeting Warrant

The Special Town Meeting session was set for May 1, 2019 at 7:30pm. The main item on the agenda was to approve the transfer of funds for the Police Station renovation.

Motion: To open the Special Town Meeting Warrant set for May 1, 2019 at 7:30pm, to be closed end of business Wednesday April 3, 2019. (Vote passed 3-0)

Sign Annual Town Meeting Warrant

Motion: To approve the signing of the Annual Town Meeting Warrant, with the change that the Board of Selectmen sponsor an additional Article based on a citizen's petition to change the name "Board of Selectmen" to "Select Board".

- *T. Caputo amended the motion, noting that the School Committee should be added to the list of bodies that would report on Article 21.*
- *(The motion passed as amended by a vote of 3-0)*

Request for Additional Appropriation from State Legislature

It was necessary to decide what items to request in the case that additional funds were granted; last year money had been granted for tree removal. P. Garvin noted trees were still a big issue in Town - there was a list of trees identified as potentially causing damage under extreme weather. Two other items identified were installation of a traffic signal at Lexington and Sycamore, and the mold problem at the old Belmont Light building.

Motion: To approve that the Town Administrator submit a request for additional State Legislature appropriations for the purposes of tree removal, and for installation of a traffic signal at the intersection of Lexington and Sycamore Streets.

- *A. Dash amended the motion, to the effect that the request also include addressing the mold problem at the old Belmont Light building, if the Town Administrator deems it reasonable to add.*
- *The motion passed as amended by a vote of 3-0.*

Review Belmont Business Study Appointments, Possible Vote to extend appointments

The Committee was finishing up its work and needed additional time to complete the final report.

Motion: To extend the appointments to the Belmont Business Study Committee an additional six months. (Vote passed 3-0)

Approve One Day Liquor License Request from the Belmont Women's Club for Dancing with the Belmont Stars event on Friday, April 5, 2019

Motion: To approve the one day liquor license as specified above. (Vote passed 3-0)

Approve One Day Liquor License Request from the Belmont Gallery of Art for an Art Reception on Friday, April 12, 2019

Motion: To approve the one day liquor license as specified above. (Vote passed 3-0)

TOWN ADMINISTRATORS REPORT:

P. Garvin reviewed the Town Administrator's Report:

- The Belmont Business Study Committee completed a survey of 66 businesses in Town. The Committee will next be meeting with department heads to discuss ideas for improving the business climate in Belmont. The final report from the Committee is expected in June.
- Applied to the housing choice program, which would provide the ability to apply for housing grants going forward.
- The Community Path Project Committee is nearing completion on an RFP for design of the Alexander Avenue Underpass.
- Update from the Belmont High School Building Committee: T. Caputo stated that the consultant had presented several options for placement of the rink at the site, both for 1 and 1.5 sheets. Several of the options incorporated 1.5 sheets, parking space, and maintained space for 3 fields (baseball/softball/soccer).

BOARD OF SELECTMEN COMMITTEE LIAISON REPORTS:

M. Paolillo promoted a public forum being held by the High School Traffic Working Group on April 10.

APPROVAL OF MEETING MINUTES:

- *August 24, 2019, regular session:*

Motion: To approve the August 24, 2019, regular session minutes. (Vote passed 3-0)

- *August 27, 2019, regular session:*

Motion: To approve the August 27, 2019, regular session minutes. (Vote passed 3-0)

- *February 25, 2019, regular session:*

Motion: To approve the February 25, 2019, regular session minutes. (Vote passed 3-0)

- *March 1, 2019, regular session:*

Motion: To approve the March 1, 2019, regular session minutes. (Vote passed 3-0)

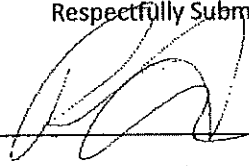
- *March 4, 2019, regular session:*

Motion: To approve the March 4, 2019, regular session minutes. (Vote passed 3-0)

ADJOURNMENT:

Motion: To adjourn. (Vote passed 3-0)

Respectfully Submitted,

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, positioned above a solid horizontal line.

Patrice Garvin, Town Administrator