

**APPROVED BY THE
SELECT BOARD**

August 7, 2023

**Minutes of the
Town of Belmont
REGULAR SESSION
of the
SELECT BOARD
July 10, 2023**



**RECEIVED
TOWN CLERK
BELMONT, MA**

**DATE: August 18, 2023
TIME: 10:02 AM**

To view the recording of the meeting, please click [HERE](#).

Call to Order: Mr. Epstein called the meeting to order at 7:00pm.

Select Board Members	Present	Staff Members	
Roy Epstein, Chair	Yes	Patrice Garvin, Town Administrator	Yes
Elizabeth Dionne, Vice-Chair	Yes	David Blazon, Facilities Director	Yes
Mark Paolillo, Member	Yes	James MacIsaac, Chief of Police	Yes
Others Present		Glenn Clancy, Director of Community Development	Yes
Paul Joy, Economic Development Committee Chair	Yes	Michael Widmer, Moderator	Remote
Taylor Yates, Vision 21 Committee Chair	Yes		
Michael Callanan, Veterans Committee Chair	Yes		

COMMUNITY ANNOUNCEMENTS: Mr. Epstein made announcements regarding Committee Vacancies, Invasive Species Warning, and the Council on Aging's Town Hall & Senior CharlieCard Event with Senator Brownsberger.

COMMENTS FROM TOWN RESIDENTS – there were no comments.

TOWN ADMINISTRATOR'S REPORT

Housing Production Plan Approval: Ms. Garvin reported that the HPP has been approved by the State and thanked those involved in the plan's creation. The plan is effective as of May 30, 2023. There was a discussion of how this will impact the McLean project.

Discussion on Fall Town Meeting Prioritization

Discussion of hiring a consultant to work on ZBA Zoning By-laws:

Mr. Epstein suggested that the list created by the Vision 21 and Economic Development Committee needs to be reduced to a more manageable size before Town Meeting. Ms. Dionne said some of the recommendations are in response to issues she asked the group to look at and explained why she had done this.

The Board discussed the recommendations and Mr. Widmer agreed that the list needs to be reduced so that Town Meeting can be two nights. He outlined other items that will be on the fall Town Meeting warrant.

There was a discussion of expected issues for fall Town Meeting and how to prioritize them.

There was a discussion of how and when to approach the Zoning issues.

Mr. Clancy clarified the requirements and approval process for signs.

Mr. Yates explained how the Community Development and Vision 21 committees developed the recommendations under discussion. There was a discussion of how to proceed with the recommendations.

Discussion and possible vote to award Facilities contract and contract renewals.

- a. Ambient Temperature Corporation (ATCO), Newburyport, MA for preventative maintenance in all Town and School Buildings in the amount of \$586,370.00.

Mr. Blazon summarized the scope of work for this contract.

A motion was made to approve the renewal contract with Ambient Temperature Corporation (ATCO) for preventative maintenance in all Town and School Buildings in the amount of \$586,370.00. The motion was seconded and passed unanimously by 3-0 vote.

- b. M.P. Building Services, Methuen, MA for a cleaning contract in the amount of \$1,059,190.00.

Mr. Blazon outlined which municipal buildings this company services.

A motion was made to approve the renewal contract with M.P Building Services for a cleaning contract in the amount of \$1,059,190.00. The motion was seconded and passed unanimously by 3-0 vote.

- c. Butler School Public Address (PA) System to Galaxy Integrated Technologies, Inc., Waltham, MA in the amount of \$125,924.84.

A motion was made to approve the contract to install a new Public Address system for the Butler School to Galaxy Integrated Technologies, Inc. in the amount of \$125,924.84. The motion was seconded and passed unanimously by 3-0 vote.

Discussion and possible vote on the approval of the Memorandums of Agreement for Facilities and Shared Services.

Ms. Garvin explained what these MOAs will accomplish and reviewed the history and contents of Shared Services. There were some questions and discussion of the MOAs and Shared Services.

A motion was made to approve the Memorandums of Agreement for Facilities and Shared Services as presented. The motion was seconded and passed unanimously by 3-0 vote.

Update on Belmont Police Co-Responder Program

Chief MacIssac explained how the Co-Responder Program works and explained that the goal is to divert people who are in a mental health crisis from jail. He reported that there were 36 diversions in the past 3 months for a savings of \$2700 per diversion (\$97,200 in total). Emily Bartlett is averaging 18-20 diversions per month, and Chief MacIssac spoke about the quality of her work and how important she has become to the Department. Board members asked several questions and there was discussion of the program and the situation with homelessness in Belmont.

Discussion and possible vote on request for a one-day liquor license (beer and wine only) to Binod Rijal on July 22, 2023 from the hours of 5:00 to 10:00 PM at the First Church in Belmont, UU.

There was a question of whether this request is for an all alcohol or beer & wine only license. It was decided to approve for all alcohol so that it can be amended if his intent was actually beer & wine only.

A motion was made to approve the request for a one-day liquor license (all alcohol) to Binod Rijal on July 22, 2023 from the hours of 5:00 to 10:00 PM at the First Church in Belmont, UU for a religious ceremony. The motion was seconded and passed unanimously by 3-0 vote.

Discussion and possible vote on request from the Belmont Center Business Association to reschedule Town Day to Sunday, September 17, 2023 from 11:00 AM through 4:00 PM.

A motion was made to approve request from the Belmont Center Business Association (BCBA) to reschedule Town Day to Sunday, September 17, 2023 from 11:00 AM through 4:00 PM. The motion was seconded and passed unanimously by 3-0 vote.

Discussion and possible vote on changing direction of travel on Underwood Street.

Mr. Epstein explained why this topic is under discussion and presented the proposed change and what the expected results are. He then explained how this change would allow for handicapped parking spots near the corner of Concord Ave for access to the Veteran's Memorial.

There was a discussion of the proposal, expected results, and how this change could be implemented.

Dylan Callahan, Town Meeting Member, asked about parking on Underwood and was told parking would be along the left side of the street and that handicapped parking would be on the right by the memorials. He expressed his general support for changing the direction of Underwood.

Resident Ron asked several questions about Hittinger Street, which were discussed.

Mr. Clancy provided a detailed explanation of how they hope traffic will move around the area, and the challenges of the area. There was a discussion of the issue.

Anne Paulsen commented on the pedestrian issues at the top of Underwood Street and expressed concern for the safety of children crossing Concord Avenue.

A motion was made to change the direction of travel on Underwood Street from one-way northbound to one-way southbound. The motion was seconded and passed unanimously by 3-0 vote.

Discussion and possible vote on the recommendations from the Transportation Advisory Committee

- a. Proposed Accessible Parking Space(s) near Veterans Memorial Bike Lane layout at the Post Office on Concord Ave:

Mr. Clancy explained the recommendation to locate accessible parking along the curb on Underwood Street near the intersection with Concord Avenue.

Mr. Epstein recommended that the space closest to Concord be accessible, but the one behind it remain open to anyone especially since the house on the corner of Underwood and Concord will not be able to park in front of the property (like other residents on the street). This recommendation was discussed.

Mr. Callanan said people are not visiting the memorial because of the current parking situation.

Carol Williams expressed concern about the residents at the house on the corner of Underwood and Concord being able to exit the driveway if cars are parked across the street. She recommended cutting into the sidewalk to move the parking spots further into the park. Mr. Clancy explained that this is already the plan.

There was a discussion of the location of the two accessible spots and access for emergency vehicles.

Ms. Williams requested a curb cut between the two spaces, and Mr. Clancy embraced the idea.

A motion was made to construct two parking spaces on Underwood Street traveling southbound as diagramed by Director of Community Development Glenn Clancy, one space being marked "Handicapped Only" and the second being unmarked until further study. The motion was seconded and passed unanimously by 3-0 vote.

- b. Bike lane layout at the Post Office on Concord Ave: Mr. Clancy explained that the parking lane will go back along the curb and explained that there will be a transitional area for the bike lane to go outside the parked cars. This returns the striping back to its original configuration. There were some questions from the Board and discussion of the configuration.

Dylan Callahan expressed his lack of support for returning the configuration in front of the Post Office to its previous design and asked the Board to reconsider.

A motion was made to redo the bike lane layout at the Post Office on Concord Avenue as outlined by Director of Community Development Glenn Clancy. The motion was seconded and passed unanimously by 3-0 vote.

The Board took a recess at 9:15pm and returned to session at 9:23pm.

Discussion and possible vote on committee resignations:

- a. Diversity, Equity and Inclusion Implementation Committee – Meenal Bagla

A Motion was made to accept the resignation of Meenal Bagla from the Diversity, Equity and Inclusion Implementation Committee. The motion was seconded and passed unanimously by 3-0 vote.

b. Recreation Commission – Steve Colello

A Motion was made to accept the resignation of Steve Colello from the Recreation Commission. The motion was seconded and passed unanimously by 3-0 vote.

c. Cultural Council - May Ye

A Motion was made to accept the resignation of May Ye from the Cultural Council. The motion was seconded and passed unanimously by 3-0 vote.

Discussion and possible vote on committee appointments and reappointments

a. Economic Development Committee:

A Motion was made to reappoint Paul Joy to the Economic Development Committee for a 2-year term ending June 30, 2025. The motion was seconded and passed unanimously by 3-0 vote.

A Motion was made to appoint Schuyler Wiggin to the Economic Development Committee for a 2-year term ending June 30, 2025. The motion was seconded and passed unanimously by 3-0 vote.

A Motion was made to appoint Armine Humphrey to the Economic Development Committee for a 2-year term ending June 30, 2025. The motion was seconded and passed unanimously by 3-0 vote.

d. Cultural Council:

A Motion was made to reappoint Gloria Pimentel to the Cultural Council for a 3-year term ending June 30, 2026. The motion was seconded and passed unanimously by 3-0 vote.

A Motion was made to appoint Karen Bauerle to the Cultural Council for a 3-year term ending June 30, 2026. The motion was seconded and passed unanimously by 3-0 vote.

A Motion was made to appoint Emily Kennerley to the Cultural Council for a 3-year term ending June 30, 2026. The motion was seconded and passed unanimously by 3-0 vote.

A Motion was made to appoint Sue Morris to the Cultural Council for a 3-year term ending June 30, 2026. The motion was seconded and passed unanimously by 3-0 vote.

A Motion was made to appoint Vera Savage to the Cultural Council for a 3-year term ending June 30, 2026. The motion was seconded and passed unanimously by 3-0 vote.

e. Land Management Committee for Lone Tree Hill:

A Motion was made to reappoint Radha Iyengar to the Land Management Committee for a 3-year term ending June 30, 20, 2026. The motion was seconded and passed unanimously by 3-0 vote.

A Motion was made to reappoint Carl Solander to the Land Management Committee for a 3-year term ending June 30, 20, 2026. The motion was seconded and passed unanimously by 3-0 vote.

A Motion was made to appoint Rick Bodmer to the Land Management Committee for a 3-year term ending June 30, 20, 2026. The motion was seconded and passed unanimously by 3-0 vote.

f. Structural Change Implementation Committee:

A Motion was made to appoint John Kolterman to the Structural Change Implementation Committee for a 3-year term ending June 30, 2026. The motion was seconded and passed unanimously by 3-0 vote.

g. Retirement Board:

A Motion was made to appoint Brian Antonellis to the Retirement Board for a 3-year term ending June 30, 2026. The motion was seconded and passed unanimously by 3-0 vote.

Community Preservation Committee:

A Motion was made to appoint Aaron Pikcilingis to the Community Preservation Committee for a 2-year term ending June 30, 2025. The motion was seconded and passed unanimously by 3-0 vote.

A Motion was made to appoint Anne Marie Mahoney to the Community Preservation Committee for a 3-year term ending June 30, 2026. The motion was seconded and passed unanimously by 3-0 vote.

Discussion and possible vote to disband Meet Belmont Planning Committee

There was a discussion of why this committee is being disbanded.

A Motion was made to disband the Meet Belmont Planning Committee and thanked all of those who served. The motion was seconded and passed unanimously by 3-0 vote.

Other Business Not Anticipated by the Chair: None

Liaison Reports: None

Approval of Minutes: None

Adjournment

A motion was made to adjourn the meeting of the Belmont Select Board Committee, and the motion was seconded and passed unanimously. The meeting was adjourned at 9:44pm.

Respectfully submitted by,

Susan Peghiny
Recording Secretary