



Minutes of the
Town of Belmont
REGULAR SESSION
of the
SELECT BOARD
December 12, 2022

RECEIVED
TOWN CLERK
BELMONT, MA

DATE: April 8, 2024
TIME: 8:54 AM

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

Approved by the Select Board:
Monday, April 1, 2024

I. Call to Order: Mr. Dash called the meeting to order at 8:30am.

Select Board Members	Present	Staff Members	
Mark Paolillo, Chair	Yes	Patrice Garvin, Town Administrator	Yes
Adam Dash, Vice Chair	Yes	Jennifer Hewitt, ATA/Finance Director	Yes
Roy Epstein, Member	Yes	David DeStefano, Fire Chief	Yes
Others Present		Andrew Tobio, Assistant Fire Chief	Yes
Peter Struzziero, Library Trustee	Yes	Glenn Clancy, Office of Community Dev.	Yes
Kathy Keohane, Library Trustee	Remote	Floyd Carmen, Treasurer	Yes
Corrine McCue Olmsted, Library Trustee	Remote	David Blazon, Facilities Director	Yes
		Brandon Fitts, Recreation Director	Yes
		Matt Haskell, Budget Analyst	Yes

Fire Department/Belmont Emergency Management Agency (BEMA)

Ms. Garvin summarized that the position that was eliminated because of the FY22 override failure is still omitted and the remainder of the budget request is level funded regarding staffing.

There was a discussion of how to provide more information in the Department reports that will now only appear in the Annual Report.

Chief DeStefano reviewed the details of his budget request for FY24, which generated questions and discussion including the challenges and priorities in the Fire Department.

Office of Community Development

Mr. Clancy reviewed the changes and challenges in his organization and reviewed the budget request.

Mr. Paolillo asked that a letter be sent to appointed committees reminding them of the strain and stress being put on the Office of Community Development.

Mr. Clancy requested an intern to help take some pressure off the staff planner and spoke about the personnel issues and challenges he is facing. He spoke about the reorganization of the department and the impacts of this change. There was a discussion of these problems.

The Board discussed the impact of the under-staffed Office of Community Development on other departments and how to solve these problems.

Treasurer

Mr. Carmen explained the role and responsibilities of the Treasurer. He explained that they are fully staffed, although some training remains. He detailed his budget proposals and highlighted some significant line items. He also explained the challenges his office is facing including online security, maintenance of the AAA Rating, outstanding project costs and reimbursements, loss of business tax income and the burden this puts on residents, capital repairs, and the disposition of excess properties. He also explained his banking and borrowing policy and spoke about Town borrowing.

The Board discussed the Treasurer's budget and some of the items in it that might be assigned to other departments and budgets, and the workings of the Treasurer's office.

Mr. Carmen announced that he is not running for reelection, and the Board members thanked him for his service and wished him well.

37 Facilities

38 Mr. Blazon provided an overview of his budget proposal and highlighted some of the larger changes.

39 Ms. Hewitt explained the plan to consolidate facilities functions throughout Town, including the custodians for
40 the Schools. There was a discussion of this change as well as the Shared Services concept.

41 There were questions and discussion about Mr. Blazon's budget and personnel needs including outside
42 contracting.

43 Mr. Blazon outlined some upcoming capital projects and requested a Construction Manager to watch these
44 projects.

45 There was a discussion of FTE requests across all departments for the FY24 budget.

46 Human Resources

47 Ms. Glavin explained the largest changes in HR, which is staffing. She explained how the department was
48 reorganized and the hiring challenges the Town is facing.

49 Recreation

50 Mr. Fitts explained his budget proposal, and he and Ms. Hewitt explained the financial transition the
51 department is going through. He also explained notable budget changes.

52 Ms. Hewitt provided the details of how the Recreation programs are funded and explained the issue of
53 handling summer programs which span fiscal years. She recommended using Free Cash to seed a Recreation
54 Revolving Fund or Enterprise Fund (whichever structure is decided on) and explained how this would be
55 helpful to the Recreation Department and budget. There was a discussion of transitioning to the revolving or
56 enterprise fund.

57 Mr. Fitts spoke about future Recreation plans and programs.

58 Library

59 Ms. Keohane explained the process that the Trustees and Mr. Struzziero used to develop the budget. She
60 explained the addition of an Assistant Director position that is being internally funded.

61 There was a discussion of the requested position, other personnel needs, and the library budget.

62 Mr. Struzziero explained that since a new library is being built, changes in the materials budget has shifted to
63 digital materials. He also spoke about the repairs that might be done to the existing building and the draft plan
64 for moving to the new building.

65 There was a discussion of the FY24 library budget proposal.

66 **Vote to approve change to H.5215:** An Act authorizing the Town of Belmont to grant additional licenses for
67 the sale of alcoholic beverages not to be drunk on the premises.

68 Ms. Garvin explained why this vote is needed.

69 *A Motion was made to approve a change to Home Rule Petition H.5215 to correct the number of*
70 *licenses from 7 to 6, correcting the typographical error capitalizing Section, adding the word "said", and*
71 *for it to be resubmitted with a raised seal. The motion was seconded and passed unanimously by 3-0*
72 *vote.*

73 Adjournment

74 *A motion was made to adjourn the meeting of the Belmont Select Board Committee, and the*
75 *motion was seconded and passed unanimously. The meeting was adjourned at 10:38am.*

76 Respectfully submitted by,
77 Susan Peghiny, Recording Secretary
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