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TOWN CLERK  
BELMONT, MA

DATE: March 25, 2021  
TIME: 10:38 AM

Meeting Minutes  
BELMONT SELECT BOARD MEETING  
MONDAY, DECEMBER 21, 2020  
7:00 PM

Approved by  
the Select Board on:

1/4/2021

#### CALL TO ORDER

A meeting of the Select Board was called to order at 7:00 pm by Chair Roy Epstein. Vice Chair Tom Caputo and Select Board member Adam Dash were present. Town Administrator Patrice Garvin, Assistant Town Administrator Jon Marshall, Health Director Wesley Chin, Captain Tobio from Fire Department, Chief MacIsaac from Police Department, and Jay Marcotte from DPW were also present.

#### COMMUNITY ANNOUNCEMENTS

- Light Board meeting scheduled for this evening has been postponed until Wed., December 23 at 7 pm. Topic will be to continue the discussion of governance and finances.
- Town Forum hosted by Warrant Committee will meet on Jan. 7. This is the 2<sup>nd</sup> forum devoted to discussion of budget issues.
- Cardboard Event at DPW will be held on Jan 9. This is a fee-based event. Call DPW for more information.

#### APPROVAL OF MEETING MINUTES

- December 7, 2020  
*Approved as amended (Vote 3-0).*
- December 10, 2020  
*Approved (Vote 3-0).*

#### QUESTIONS/COMMENTS FROM TOWN RESIDENTS

- [None]

#### ACTION BY CONSENT

Public Hearing for Propane Storage Tank License over 2,000 Gallons submitted by Belmont Hill Club, 825 Concord Ave., for the Purpose of Heating the Courts for Snow and Ice Removal During Winter Months

Tom Caputo recused himself because he is a member of the club.

- Captain Andrew Tobio commented on application. He explained that it was oversight on Town's part to not bring this up to Select Board when the 3<sup>rd</sup> tank was installed. Two 1000 gallon tanks were installed in 2017 and when 3<sup>rd</sup> propane tank was installed in 2019 and it exceeded 2000 gallon capacity; a license should have been procured. When Eastern Propane tried to renew license, Fire Prevention noticed the oversight. The company has been licensed since 2017

with no problem. Patrice Garvin confirmed that there were no comments from abutters. Epstein asked if any residents would like to comment and no one raised their hand.

- Adam Dash commented that he did not see any maps to further explain the request. He asked if these were for outdoor tennis courts and whether they are being protected?
- Tobio confirmed they are for heated outdoor courts and they are far away from road so don't need protection. He said plans from Eastern Propane were submitted to him by company and he can send them tomorrow if Select Board requests them.
- Dash asked how these installations fit in with the Climate Change Road Map. He asked if maybe Belmont should we try to work towards getting a non-fossil fuel source instead of propane. He reminded the group that Belmont Light benefits financially when "green" policies are implemented, and permanent installations may take decades to change later. Epstein said it's a fair question, but he doesn't think the proposed installation fails to comply with any current requirement.
- Club Manager, Elizabeth Primerano, said that the heaters are for paddle ball and heaters are turned on only when weather requires it from October to April. The propane is not used to warm courts, but to keep them clear of snow and ice. She said that this issue has never been brought up at any of their meetings with the town since 2016. They are the only establishment with platform tennis in Belmont.
- Jim Blake, from Eastern Propane and Oil, expressed that this is a very common sport. There are a number of facilities in Brookline, Dedham, and Concord. Propane is graded as clean fuel by EPA, and does not contaminate ground water or air and does not contribute to ozone.
- Dash questioned whether tanks were large. Blake said they were about 3 feet in diameter, and about 16 feet long, and they require a pad of sand and stone. Massachusetts has a law that that requires licensing after 2000 gallon limit, other states limit is 4000 gallons.
- Epstein asked Garvin if all the paperwork was completed. She replied that applicant has applied with town clerk. Garvin would like to double check with Town Clerk about license. Epstein said either they vote now or delay the vote. Garvin said next meeting is January 4<sup>th</sup>. Elizabeth Primerano asked if it's delayed, could they still use two courts instead of 3 courts.
- Blake said there are 3 tanks in operation now. Tanks are treated as separate installations and get permitted separately and they were all permitted when installed.
- Epstein asked if Adam had any objection to voting the license now, and if for some reason there is a missing piece that's not procured by January 4<sup>th</sup> then the issue can be revisited at next Select Board meeting.
- Dash said it sounds like it was already there and something illegal was done initially. He thinks the installer should have filed for license when they put in 3<sup>rd</sup> tank.

*Motion to approve Belmont Hill Club for propane storage license over 2000 gallons contingent on approval of issuance of said license by Town Administrator and Town Clerk. Approved by vote of 2-0. Caputo abstained.*

COVID Update by Wesley Chin, Director, Town of Belmont Health Department:

- Upon review of data, there were 190 new cases since Thanksgiving. Currently at 560 cases.
- Chin said he wanted to use this opportunity to remind residents to follow COVID guidelines carefully during holidays.
- He reported that the town is receiving questions about vaccine. He said he doesn't have a lot of details about the vaccine yet, but potentially, the vaccine will be available to senior citizens by February.
- Belmont is partnering with Arlington, Lexington and Watertown to offer vaccine to Belmont Police Dept. staff at beginning of January. The Fire Dept. has worked out agreement with Mt. Auburn to vaccinate their staff.
- Chin also said that Belmont has submitted paperwork to DPH to hold local, general vaccine clinic.
- Chin said they have hired additional contact tracers with funding from grant received with help from Representative Rogers and Patrice Garvin. The additional tracers helped with school tracing over the last weekend, and ensured that there were no disruptions to start of school on Monday.
- Epstein asked about sources of COVID exposure. Chin said 42% are related to household spread since middle of October, but the majority of cases can't be traced back.

Vote to Approve the Renewal of Business Licenses:

Lodging House License

- Lodging House @ 386 Common St., 386 Common St.

General discussion about renewal of Lodging House license:

Owner of property and his counsel were present for this discussion, as well as Town Counsel, George Hill, and Chief of Police, James MacIsaac.

- Epstein stated that a resident (Amy Porter) sent a letter to the Select Board that expresses her concern about renewing the license for the Lodging House. She said it's the only rooming house in Belmont and has not been maintained properly and one resident is a registered sex offender (Epstein noted that the resident recently passed away). Ms. Porter added that another resident uses loud motorcycle. But since her letter, Epstein said that the motorcycle is no longer being used. Her concern is that abutters do not have quiet enjoyment of their residences.
- Epstein asked George Hill if resident has right to ask that license not be renewed.
- George Hill said the only grounds for disputing licensing relate to inadequacy of facility for intended purpose or lack of fitness of management. Since this is not a zoning proceeding, the impact on neighborhood is not an appropriate reason for

declining license renewal. The only applicable complaint is the alleged neglect or poor condition of premises. Under licensing stature, the question is whether the building is suitable for residents, not for the aesthetic enjoyment of neighbors. Sufficiency of facilities and fitness of management are the key factors involved in licensing.

- Epstein asked Garvin if property is routinely inspected. She said she had reached out to Board of Health and Wesley Chin found that there were no infractions. Building Department also said no infractions exist.
- Owner, Ted Speros, (owner since 1999) said that there are 5 bathrooms (not 2 bathrooms as reported by Ms. Porter) and they are inspected every quarter by Fire Dept. and 1x per year by Building and Health Dept. To date, there have not been any problems. The code requires only 1 bathroom for every 6 residents and he has 5 bathrooms. He has talked to residents and there have not been any other complaints.
- Epstein asked about motorcycle, and Speros confirmed that motorcycle has been removed.
- Dash said he agrees with Hill. You can condition a license to comply with noise by-law or health code, but it seems like the building is in compliance.
- Speros says as owner of Lodging House, he supports Veterans' Services, Belmont Elder services, and local churches.
- Caputo would be interested in hearing from public, but it sounds like in terms of ability to deny, that we don't have capacity.
- Garvin said that Chief MacIsaac is at meeting to address any questions.
- Amy Porter, the resident who wrote letter, said that this is the sole remaining lodging house in Belmont. She said the level of noise is extraordinary. All neighbors are aware of it. Owner made a choice to allow the sex offender and owner of motorcycle to reside there. She said she confronted the owner of motorcycle and he said he could do whatever he wanted. She claims the front wall is ready to collapse and building has had bare minimum done to it structurally. She also wondered if the concentration of unrelated people and their guests go against COVID law. She also feels that Belmont does not need rooming house. If there is no housing for elderly and veterans then Belmont should find public housing for this population. She feels she has right to peace and quiet.
- Epstein asked if she had any reason to doubt that motorcycle is gone. Ms. Porter said that the only reason the motorcycle is gone is because she complained. Owner did not realize that there was a problem for years. She asked what legal reference exists for non-conforming use. Hill reconfirmed that you cannot raise "back door" complaint with licensing authority. They are only concerned with facility and that manager is capable. He said that non-conforming use has legal right under zoning to exist. She asked why neighbors have no rights and only owner has rights.
- Speros said he never received call from Porter and he has had a sign up on house with phone number for years.
- Dash said he is sympathetic, but noise by-law and anti-idling is not related to licensing. If police were called, they should have done something and if they

didn't do anything, then residents can bring to Select Board. He confirmed that the Town can't deny license due to sex offender designation and they can't take away pre-existing, non-conforming use.

- Speros says house was moved from Payson Park in 1916, and predates every house in neighborhood. Epstein said it is a commercial enterprise, and today it would probably not be approved, but because it's grandfathered, legal ability to shut it down is limited.
- Caputo asked if license could be revoked or is it in perpetuity. Hill said the usage is grandfathered in perpetuity by state law. Unless abandoned or discontinued, the status does not change. There are other places with commercial uses in residential areas and all have to comply with noise and health codes.
- Epstein concluded that the authority of Select Board to deny license is limited because criteria to renew license are satisfied.
- Joseph Noone, counsel to Speros, stated that under criteria from Chapter 140, Section 30, no issues have been raised that supply grounds for not renewing license currently. There is no evidence that Speros or lodging is unfit for inhabitants.
- Porter asked about conditions of COVID. She claims the rooming house exceeds the guidance for numbers of people under shared living space. Hill said COVID does not ban single room occupancy residential facilities. Dash said that if this were true, we would have to vacate dorms, nursing homes, etc. He told Porter that now that it's on their radar, when this comes into renewal next year, the Board would review the license carefully again. He reaffirmed that if there are violations of noise or health, residents should report it.
- Epstein concluded that we cannot deny license from what we know tonight. He asked for motion after opening up for comments from residents and not seeing any hands raised.

*Motion made for lodging house renewal of license at 386 Common St. Approved by vote (3-0)*

Patrice Garvin confirmed that for establishments listed below, all taxes are paid and inspections done except for the ones labeled as "conditional."

#### Class I License

- Cityside Subaru, Inc., 790 Pleasant St.

*License approved by vote (3-0).*

#### Class II Licenses

- Superior Trading Corp, 81 Richardson Rd.
- Bimmer Auto Sales, 374 Lake St.
- Pleasant Street Shell, 337 Pleasant St.
- Brother's Auto Service, Inc., 337 Mill St.
- Waverley Auto Exchange, 134 Waverley St.
- Belmont Car Care, 29 Lexington St.

- El-Lakkis Corporation(Pleasant Street Shell), 337 Pleasant Street\*

*License renewals approved by vote (3-0)*

Livery Licenses:

- Pete's Livery Services, 17 Dalton Rd.
- Advantage Limousine, 294 Fitzmaurice Cir.
- Bowtie Limousine, Inc., 495 Belmont St.
- Lee Transport LLC, 463 Belmont Street

*License renewals approved by vote (3-0).*

Common Victualler Licenses

- Shangri-La, 149 Belmont St.
- The Wellington, 75 Leonard St.
- The Vintage Tea and Cake Company, 129 Belmont St.
- Belmont Books Black Bear Café, 79 Leonard St.
- Thai Noodle Café, 289 Belmont St.
- Bellmont Caffè, 80 Leonard St.
- Spoodles Soup Factory, 374 Trapelo Rd.
- Gen Sushi/HG Asia, Inc., 61 Concord Ave.
- Belmont Hill Club, Inc., 825 Concord Ave.
- Rancatore's Ice Cream, 36 Leonard St.
- Bruegger's Bagel Bakery, 41 Leonard St.
- Ani Catering, LLC, 687 Belmont St.
- Fiorella's Express Belmont, Inc., 263 Belmont St.
- Star Markets Company, Inc. #2583, 535 Trapelo Rd.
- Dunkin/Patriot Donuts, LLC, 350 Pleasant St.
- Lisa's Family Pizzeria, 368 Trapelo Rd.
- Teddy's Kitchen, 462 Common St.
- Aram's Coffee Café, 85 Trapelo Rd.
- Moozy's/Belmont Ice Cream, LLC, 2 Trapelo Rd
- Dunkin Donuts/ Cushing Donuts, Inc., 52 Church Street
- Dunkin Donuts/ Trapelo Donuts, Inc., 353 Trapelo Road
- Shine's, 30 Leonard Street
- Mark and Toni's, 121 Trapelo Road
- Belmont Country Club, Inc., 181 Winter Street
- Pho and Thai, 63 White Street
- Comella's, 43 Leonard Street
- Belmont Pizza, 388 Trapelo Road
- Il Casale, 50 Leonard Street
- Jamaica Jeff's, 61 Leonard Street
- Savino's Grille, 449 Common Street
- Patou Thai Restaurant, 50 Leonard Street

Epstein congratulated all businesses for surviving in this COVID environment.

*License renewals approved by vote (3-0)*

Conditional Approval of Licenses

Conditional label related to payments or late renewal applications. Garvin is hoping that Board will authorize her to get these finalized by December 31. She said this happened last year, not due just to COVID. She is in next week and will work to get paperwork in. Condition is to authorize Garvin to sign off and approve based on no changes to times of operation or management. She said if businesses don't finalize their applications and payment by December 31<sup>st</sup> then they won't have license on Jan. 1, and Belmont would be able to shut down or fine those businesses.

Common Victualler:

- Linda's Donuts, 247 Belmont Street
- Nick's Place II, 6 Channing Road
- Starbucks Coffee #871, 47 Leonard Street
- Sodexo Operations, LLC, 115 Mill Street
- My Other Kitchen/ Take Away 762, LLC, 762 Pleasant Street
- Vicki Lee's, 105 Trapelo Road
- Theo's Pizzeria, 389 Trapelo Road
- Michael's Pizza/ Paleo, Inc, 191 Belmont Street
- Number 1 Taste, 382 Trapelo Road
- Stone Hearth Pizza, 57 Leonard Street
- Gill's Spice Delight Corp., 63 Concord Avenue
- Starbucks #51917, 110 Trapelo Road
- Mozza Italian Kitchen, 27 Leonard Street
- Bakehaus, 442 Common Street

Livery:

- Boston Executive Coach, 500 Common Street

*Motion for approval on Common Victualler licenses and one Livery license with condition that licenses must be approved by Town Administrator for completed, unchanged application and payment received. Approved by vote (3-0).*

Renewal of Liquor Licenses:

Restaurants – All Alcohol

- Savino's Grille, Inc., dba Savino's Grille, Inc., 449 Common St.
- Altruista Developments, dba
- Il Casale, 54 Leonard St. 4/D
- Eatup, LLC., dba The Wellington, 75 Leonard St.
- Jamaica Jeff's, 61 Leonard St.

- Trinktisch, 85 Leonard Street

*Motion to renew liquor licenses for restaurants. Approved by vote (3-0).*

Restaurants – Wine & Malt Liquor

- Nicholas Markantonis, LLC, dba Mark and Toni's
- Pho & Thai, Inc., dba Pho & Thai, 63 White St.
- Shangri-La, 149 Belmont St.
- Little Lotus Co., Inc., dba Patou, 69 Leonard St.
- 443 LLC, dba Comella's, 43 Leonard St.
- Stone Hearth Also, Inc., dba Stone Hearth Pizza, 57 Leonard Retail

*Motion to renew licenses for wine and malt liquor at restaurants. Approved by vote (3-0)*

Retail -- Wine & Malt Liquor

- Craft Beer Initiative, LLC., dba Craft Beer Cellar, 51 Leonard St.
- BLB 638, Inc., dba Cuvee Fine Wines, 32 Leonard St.
- Art's Specialties, dba Art's Specialties, LLC., 369 Trapelo Rd.
- Gajanand Inc., dba Belmont Convenience Store, 62 Concord Ave

*Motion to renew licenses for retail wine and malt liquor. Approved by vote (3-0).*

Retail – All Alcohol

- The Spirited Gourmet of Belmont, Ltd., dba The Spirited Gourmet, 448 Common St.
- Star Markets Company, Inc., dba Star Market, 535 Trapelo Road,

*Motion to renew licenses for alcohol at retail stores. Approved by vote (3-0)*

Club Licenses

- Belmont Country Club, dba Belmont Country Club, 181 Winter St.
- Waverley Post 1272 VFW, dba Veteran's Club, 310 Trapelo Rd.

*Motion to renew club licenses. Approved by vote (3-0)*

Patrice noted two corrections:

- Mozza Italian Kitchen is now Gregory's.

*Motion made to amend name to "Mozza and/or Gregory's." Amended motion approved by vote (3-0).*

- Craft Beer has new address 85 Leonard St.



*Motion made to amend address to 85 Leonard St. Amended motion approved by vote (3-0).*

#### Discussion on Litter in the Parks

- Epstein said that this issue is on agenda because there was a series of e-mails from resident. The complaints were centered around Joey's park. He said he spoke to Jay Marcotte, Director of DPW and Jon Marshall and he asked about role of people using park. Particularly, can the town enforce a carry in and carry out policy.
- Jay Marcotte said there have been several attempts to reduce amount of litter in park. He also said that every weekend DPW picked up trash on weekends in Oct, -- December. They also tried to use signage to reduce litter amounts. He commented that they used to be able to pick up trash but since overtime reduction, this has not been done in past summer. DPW empties trash on Friday and first thing on Monday. Unless there is overtime money, that's all that can be done.
- Epstein asked Jon Marshall about who he believes is producing most of the litter. Marshall said before they issue permits, they make it clear with the group leaders about litter. Outside of having signage, there is not a lot they can do.
- Epstein said DPW is constrained and he doesn't know what can be done except make plea to clean up better. More effective signage may help, but he's not sure a sign will help.
- Dash said in 2017 this was an issue so it's not just related to lack of overtime.

#### General discussion with town residents:

- Phil Thayer (Town meeting member, Chair of Sustainable Belmont) commented that Lindsay Levine was the person who reached out to Select Board. She was not able to attend this meeting but some of her suggestions are: 1) educate people 2) add more trash cans.
- Epstein said he discussed this with Marcotte and they decided that more trash cans almost attract trash and then they have to be emptied.
- Caputo asked about whether people put trash outside of receptacles because they are full and then it blows away or they are not putting in receptacles. Marcotte said it is combination of both and the constant battle is that if trash barrel is full, people think they can put trash near or on top of trash can.
- Phil Thayer asked if adding recycle containers could help. Marcotte said that all trash gets thrown away together because it's contaminated.
- Epstein asked Chief MacIsaac if they could set up cameras. MacIsaac said that he doesn't think residents would appreciate that.
- Epstein asked whether it would be possible to hire High School students to pick up litter to qualify for service type projects required by the school. Marcotte said they could do that, but the biggest issue is weekend nights in summer. The only real solution is to have trash receptacles everywhere and empty them constantly, but unfortunately that cost would be untenable.
- Epstein thinks that this problem should be revisited in summer and the town should try to utilize overtime to reduce the litter problem. He reminded everyone that the rat menace is high with this kind of situation.

Award Road Salt Contract to Morton Salt, Inc. for up to \$100,000.00

- Jay Marcotte, DPW Director, said that he works with City of Newton for cooperative bidding for road salt to get best prices. The usual policy is that three bids are collected and two are chosen for standby. His recommendation is to award primary source supply to Morton Salt for \$44.01 per ton and secondary source to Eastern Mineral for \$47 per ton. He confirmed that price has been stable for past 4 years. Epstein asked if there is alternative to salt. Marcotte said it's approved by Mass. DEP and it's treated so won't burn vegetation and adversely affect storm water system.
- Dash asked about delay for having this contract on agenda because it seems it was already signed in October. Marcotte said that it was signed by City of Newton and they received it the beginning of November, and that Garvin noticed that the price needed approval. Marcotte said in past, Select Board never signed off on it, until Garvin brought it to Select Board.
- Patrice said board can authorize her to sign.
- Caputo noted that this is great example of the topic of regional collaboration that has been brought up at Public Forums.

*Motion made to award primary source supply contract to Morton Salt, Inc. from Chicago IL low bidder at \$44.01 per ton, and the secondary source supply contract to Eastern Mineral Inc. of Lowell for \$47 per ton with the cooperative bid with City of Newton. Approved by vote (3-0)*

Accept Donation in the amount of \$1,000.00 from HayRoad Productions

Patrice Garvin said that an e-mail with further information is attached about this.

- The owners of Rockport Footwear used front of town hall for advertising photo shoot. They provided \$1000 donation to town and the Board now has to decide how to use the money. Garvin suggested the best use could be for PPE.

*Motion made to accept the donation of \$1000 from HayRoad Productions to be used for PPE. Vote approved (3-0).*

Accept Resignation of Dr. Michael Cahalane from the Council on Aging Constable Appointment

Michael Cahalane is moving out of Belmont and tendered his resignation. After Board votes on this, position will be opened up for applicants.

*Motion made to approve the resignation of Dr. Cahalane. Approved by vote (3-0).*

Constable Appointment

- There are currently 3 residents in these positions and only 2 are continuing.
- Dash said you can have as many as you like for annual license so the third constable does not need to be replaced.

- Tom Maguire is not renewing and will expire on Dec. 31, 2020.

*Motion to approve reappointment of Donna Feeley to Constable in Town of Belmont.  
Approved by vote (3-0).*

*Motion to reappointment of David Benoit to Constable in Town of Belmont.  
Approved by vote (3-0).*

#### Discussion on Leaf Blower Bylaw

- After discussion at last Select Board meeting, Adam Dash sent out by-law draft with markups. He said he looked at other towns and took into consideration public comments about number of leaf blowers at one time, and added noise by-law stipulations. He also made clarifications between gas and oil blowers. He wasn't sure if the town was looking to ban gas leaf blowers or only restrict to certain times of year. He also tweaked the months they would be allowed and added more specificity about special permit notices outside of rules -- adding that special permits can be no more than 2 days with 14 days notice because of zoning board requirements. He also noted enforceability -- first infraction is warning, second \$50 and then he added a third deterrent of \$200. The hours for use are 8-8 on weekdays, and 9-6 on weekends. No more than one leaf blower will be allowed at one time per property and he included language to include downspouts and gutters clean ups.
- Epstein clarified that he never expected that gas leaf blowers would be banned. In his previous discussion with Chief MacIsaac and Glen Clancy, and that the original draft included enforcement language they had discussed. Dash confirmed that he did not change the enforcement language when he marked up the document.
- Epstein noted that an experiment is planned with DPW leaf blowers. Police have noise detection machine to determine if the decibel levels exceed current noise by-law.
- Epstein thinks that banning gas blowers totally is not possible. He suggests another discussion on the leaf blower noise topic in January before decision about policy is made.
- Dash remembered that the last discussion included concerns about particulates and pollution, in addition to noise, so he marked up draft in two ways. However, he is willing to focus on the noise issue only.
- Caputo feels another public discussion is necessary before next steps are taken.
- All agreed that discussion should be put on agenda for February. Purpose of discussion will be on noise, based on resident feedback.

#### General discussion with residents:

- Ian Todreas said he wanted it be recorded that he had talked about noise as well during the previous discussion.

#### Town Administrator's Report:

### Grant Update

- MassWorks grant was submitted for roundabout improvements on Park Ave. However, Belmont was unable to secure funding for 2<sup>nd</sup> time due to competitiveness of applications.
  - Epstein said that marginal improvement may be made at Park Avenue, but changing the timing of signal at this location. He said Glen Clancy is working with Mass. DOT to currently working on that.
  - Caputo asked if there was a way to get feedback about grant review from MassWorks. Garvin confirmed that her office would follow up on that.
- Belmont is submitting a grant to hire 40B consultant to help with the comprehensive permit process for 91 Beatrice Circle. The grant is with Mass. Housing Partnership for \$15K. The first hearing is Jan. 21. Garvin said she notified chair and vice chair and is awaiting chairman's signature.
  - Epstein applauded Patrice Garvin's initiative to apply for this grant.

### Update on Retirement Board Process

- Pension liability and impact on operating costs will affect previous estimates in FY22 budget. The information attached firms up the number.

### Update on Fire Chief Search

Shawna Healey, acting HR Director, gave update on search process.

- Committee received 21 applications from 12 different states. After preliminary interviews, 11 candidates remain. Candidates were notified by MRI (consultants) and 6 interviews conducted by telephone. After discussing the process, the committee moved to virtual interviews. MRI will review assessment center and provide results to committee by Dec. 30. Committee will review assessment center results and will decide who they want to interview to make final decision.
- Epstein asked how many who made cut, were internal. Healey reported that out of 6 remaining candidates, 3 are internal. The time line for finalists to come to board is mid-January. Interviews with the committee are not public, but ones with Select Board will be public.

### Confirm Select Board Meeting Dates, January – June, 2021

- Garvin said that Select Board meetings would be scheduled for the 1<sup>st</sup> and the 3<sup>rd</sup> Mondays, unless holiday.
- Epstein noted there may be additional meetings added to that schedule.

### Select Board Committee Liaison Reports:

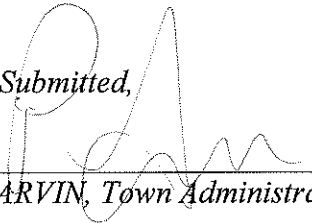
- Dash said that the inaugural Structural Change Impact Group meeting was held. Travis Frank was elected as Chair, Mark Paolillo as Vice Chair, and Joe Bernard as secretary. He commented that this was a very active and engaged group. This committee will bring a preliminary report to Select Board in January.
- Dash also reported that the Long Range Capital Planning committee has been meeting on a regular basis.

- Caputo reported that the Financial Task Force met this morning and will meet again Wednesday morning. They are currently exploring scenarios regarding how to use the Free Cash reserves and how that could impact the size and timing of a potential override.
- Caputo also reported that the High School/Middle School Building Committee approved the purchase of the FF&E purchases of equipment and furniture ranging from science department to principal's office to band room, and that to date, they are coming within budget and will likely be able to get equipment on time. Students are anticipated to be in building in September 2021. COVID continues to be challenge due to some workers contracting COVID. But despite those cases, site has been otherwise quite safe considering the current environment.

Epstein reminded everyone that there are no meetings next week.

*Motion to adjourn made at 9 pm and approved by vote (3-0).*

*Respectfully Submitted,*



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*PATRICE GARVIN, Town Administrator*

