

Approved by  
the Select Board on:

4/26/2021

SELECT BOARD MEETING

MONDAY, APRIL 5, 2021

REMOTE MEETING

7:00 PM

RECEIVED  
TOWN CLERK  
BELMONT, MA

DATE: May 4, 2021

TIME: 9:50 AM

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, Asst. Town Administrator Patrice Garvin, Director of Health Department Wesley Chin, Director of DPW Jay Marcotte and Fire Chief DeStefano were also present.

COMMUNITY ANNOUNCEMENTS

Beech St. Center

- Final installment of a 4-part series on Modern China on Tuesday, April 13 at 1:15 pm.
- "Navigating Home Care with Visiting Nurse," April 16 at 1:15 pm.
- Core Workout and Strengthening class recurring every Thursday at 10 am.

Call Beech St. Center for registration on all above events.

- Epstein suggested signing up for the Black Earth Compost service. He feels it's a great way to help the environment and you receive a free bag of compost each Spring. Contact: Town Administrator Office.
- Reminder to go out and vote at Town election. Polls are open tomorrow, April 6 from 7 am to 8 pm.

APPROVAL OF MEETING MINUTES

March 15, 2021 – Regular Meeting

*Motion made to approve minutes from the March 15, 2021 joint meeting with the School Committee as amended. Motion approved by vote of (3-0).*

QUESTIONS/COMMENTS FROM TOWN RESIDENTS

- Mark Stapp thanked the Select Board for the support of the project at 91 Beatrice Circle. He reported that Fire and Police Chiefs have been responsive. However, the 40B process has a strict deadline, and there has been no discussion regarding technical information from the Zoning Board (ZBA). ZBA announced that they don't plan on holding special meetings. Mr. Stapp said it is typical for ZBA to visit the site to see how the proposed development would affect the neighborhood and they have not yet done that.
- Epstein said the Select Board retained a consultant to assist the ZBA but the Select Board has no authority over the ZBA in the Beatrice Circle review. He recommended that interested members of the public approach the ZBA with concerns.

- Dash said it would be inappropriate for the Select Board to get involved and could cause legal issues because the Select Board is the appointing authority.
- Garvin said that the consultant was hired due to the magnitude of project. Grants were used and a dedicated counsel was hired to attend ZBA meetings. Peer reviews came in a week ago; she suggests reading postings about the progress of the project. Chief DeStefano will be at the ZBA meeting tonight to give his feedback on some of the concerns. She said the town is doing what it can to support the ZBA.

#### ACTION BY CONSENT

##### COVID Update by Wesley Chin

- Health Department began scheduling in-home vaccines for homebound residents with the Fire Department.
- Qualifications for in-home vaccination are:
  - 1) Difficulty leaving home, or
  - 2) require two-person or ambulance assistance; or
  - 3) not able to leave home for medical appointments.
- Chin said eligible residents should call the Health Department within next week at 617-993-2720. We have 100 doses and so far, 60 people have reached out. Doses have to be used within the next week and then we can ask for more from DPH.
- Chin also advised residents to keep wearing masks due to new variants. According to the DPH, the new strain may become the dominate strain in the next month.
- Caputo asked if they had reached out to the State again about reactivating the regional Arlington site. Chin said a joint letter went out from the Belmont Health Department and Board of Health to the State, but, to date, no response has been received. Belmont is trying to join in a collaborative effort with other cities and towns for another regional vaccination site.

##### Proclamation in honor of Select Board Member, Thomas Caputo

- A proclamation was read by Adam Dash in honor of the service of Tom Caputo. Caputo served on the elect Board from 2017-2020, the School Committee from 2017-2018 and also served as liaison to High School and Middle School Building Committee and chaired the Financial Task Force 2. Dash said he has been a stabilizing influence during the past years. He tackled the hardest tasks and served as Chair during the beginning of the pandemic.
- Epstein thanked Caputo his service to the town.
- Caputo will continue as a member of the Middle and High School Building Committee.
- Caputo said his work on the Select Board has been rewarding. He feels it has been a privilege. He is pleased with what was accomplished in the past three years and he feels that Belmont has developed long term tools for stability and planning going forward. During his tenure, he also acknowledged that Belmont developed a lot of needed infrastructure. He thanked his wife and daughters for letting him serve. And he thanked the dedicated employees who work at the town of Belmont. He thanked Patrice Garvin for all she does to support the community and he thanked the community of Belmont for their engagement. And, lastly, he thanked Adam Dash and Roy Epstein for their partnership. He is happy that Mark Paolillo will take his place. He

concluded that there are a handful of areas he is still interested in and he will continue to contribute wherever he can.

#### Proclamation in honor of the 106th Anniversary of the Armenian Genocide

- Roy Epstein read a proclamation commemorating the 106<sup>th</sup> Anniversary of the Armenian Genocide. He said it is important to recall the genocide to remind society of this event.
- Jirair Hovsepian, Town Meeting member and member of the Boston Armenian Genocide Commemoration Committee, spoke about the Armenian history. He thanked the Select Board for inviting him to speak on this day. He talked about the genocide as well as ensuing wars since the anniversary of the genocide that have violently taken the lives of so many Armenians. He said that as recent as this past September and November, violence continues to be perpetrated on the Armenian state.
- On April 24<sup>th</sup>, the Armenian Commemoration Committee will be commemorating via a virtual event, due to COVID-19, but there will be a march from Boston Commons to Armenian Heritage Park on the Greenway in the later afternoon.

#### Town Moderator – Request to call the May 2021 Special Town Meeting to be held by Remote Participation

*Motion to for the May 20, 2021 Special Town Meeting to be called by remote participation. Approved by vote of (3-0).*

#### Vote to accept donation on behalf of the Belmont Fire Department from Brenda Colborne in the amount of \$100.00 to be used to fund supplies for the Fire Department Employee Appreciation event

- Brenda Colborne received assistance from Fire Department and sent check to thank them for their service.
- Chief DeStefano thanked Ms. Colborne for her gift and noted that the employee appreciation event is an annual event.

*Move to accept donation of \$100 from Brenda Colborne to be used for supplies for the Belmont Fire Department Appreciation Day. Motion approved by vote of (3-0).*

#### Approve renewal of Metrofire Mutual Aid for Belmont Fire Dept.

- Chief DeStefano said there are 35 municipalities involved in the mutual aid agreement and it allows Belmont to access ten alarms including communication platforms.
- Each town commits a resource; Belmont will be committing one engine company.
- Dash agreed that this is a worthwhile regional collaboration. He pointed out that this is a renewal of the agreement and is a commitment of resources only.

*Motion made to authorize the Belmont Fire Department, including any ambulance or other EMS component, to go to the aid in other city/town, fire district or area under federal jurisdiction in this commonwealth or in any adjoining state in extinguishing fire therein or rendering any emergency aid, or performing any detail as ordered by the head of Fire Department of the joint based Cape Cod Fire district and while in the performance of their duties in extending such aid, show the same immunities and privileges as if performing the same as within this municipality. Motion approved by vote of (3-0).*

Approval of letter requesting Chief DeStefano access to Neogov as the Belmont Fire Department appointing authority

- Chief DeStefano explained that Neogov is an electronic platform that will allow him to look at hiring and promotional lists. He needs to be made appointing authority for the HRD.
- Shawna Healey, Director of Belmont HR Department, said this permission requires a letter from the Select Board. The permission expires when Chief leaves position.

*Motion made to approve Fire Chief DeStefano to obtain access to Neogov for the purpose of hiring for the Belmont Fire Department. Motion approved by vote of (3-0).*

Approve one year contract extension with ATCO for HVAC maintenance and repairs for all Belmont Public Schools and Town buildings

- Jay Marcotte explained that the Ambient Temperature Corporation (ATCO) contract is a three-year contract that ends in June 2021. He said it is similar to the cleaning contract they approved last week. In light of the new facility director, the new High School and ever changing COVID protocols, he feels it is in the town interest to ask for a 1-year extension.
- Epstein asked whether we are convinced this contract is a better than hiring a dedicated HVAC employee. Marcotte said we have seen the benefits of having a dedicated HVAC person within our own staff and he agreed that we may be able to do this cheaper with in-house hires. Right now, we have one HVAC person for 1000 units throughout the town.
- Caputo asked if maybe it makes sense to renew now, but evaluate during the year whether it makes sense to hire an additional person.
- The Select Board members asked if the contract supports the systems in the new High School. Marcotte said the contract will support the High School for minor adjustments, but there will be a warranty to take care of service in the first year. After that, the new systems manager in the budget, would be the person who would manage system.
- Garvin said there are always tradeoffs and HR issues when hiring in-house, but she thinks it's a worthwhile endeavor to consider.

*Motion made to approve a one-year contract extension with the Ambient Temperature Corporation (ATCO) of Newburyport in an amount not to exceed \$396,997 for the purpose of HVAC maintenance and repairs for Belmont Public Schools and town owned buildings. Motion approved by vote of (3-0).*

Approve request for installation of informational kiosk on the grounds around Clay Pit Pond

- Alex Wong, a Junior at Belmont School presented this Eagle Scout project. The request involves constructing and installing an informational kiosk on Clay Pit Pond. Alex said he worked with the Belmont Conservation Commission and the Historic District Commission, and they are supportive of the project. Funds will come from a grant from the Judith Kay Record Conservation Fund and the Belmont Lions club. He also received assistance from Mary Trudeau from the Conservation Committee. He was anticipating that this would be the final step of approval.
- Epstein asked Garvin if the project would be on property controlled by the School Board instead of the Select Board. Upon review, Garvin said that appeared to be the case so she will reach out to Supt. Phelan and the School Committee for their approval.



- Epstein said if the School Committee needs to be involved, then the Select Board can support the project but is not the proper body to approve the project.
- Caputo asked if there would be additional kiosks. Wong said that there is another kiosk included the Conservation Committee plan.

*Motion made for the Select Board to support the installation of an information kiosk around Clay Pit Pond as presented. Motion approved by vote of (3-0).*

#### Discussion on draft Special Town Meeting Warrant

Garvin explained that there are two articles for Special Town Meeting that were already appropriated but not paid in the FY20 fiscal year. Per Massachusetts Law, this requires approval.

1) \$8700 worth of courier bills from the Facility Department.

2) Appropriation to perpetual care interest account. This is a clean-up of errors from the Accountant Office by a previous accountant.

- Garvin will bring the final warrant to the Select Board on April 12.

#### SELECT BOARD COMMITTEE LIAISON REPORTS

- Dash announced that the Diversity Task Force met and elected Kim Haley Jackson as Chair, Jennifer Burgess as Vice Chair, and Patrice Garvin as secretary.
- Caputo announced there is a Capital Budget Committee meeting on Thursday, but he will no longer be serving in his Select Board capacity on that committee. However, he is happy to continue to support the process.
- Caputo announced that the High School Building Committee is meeting this Friday. They are still proceeding on schedule. The biggest surprises were found at the beginning of project and the change orders are smaller and less costly at this point.

*Motion to adjourn was approved by a vote of (3-0).*

Next Meeting: Wednesday, April 7, 2021 at 8:30 AM

Respectfully Submitted,



PATRICE GARVIN, Town Administrator

