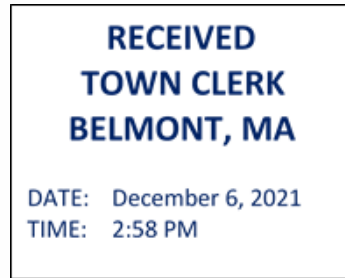


Approved by  
the Select Board on:  
11/15/2021

Select Board Meeting  
Monday, November 1, 2021  
Remote Meeting  
7:00 PM



#### CALL TO ORDER

A meeting of the Select Board was called to order at 7:00 pm by Chair Adam Dash. Vice Chair Roy Epstein and Select Board member Mark Paolillo were present, along with Town Administrator Patrice Garvin, Wesley Chin Director of Health, and Glenn Clancy Director of Community Development.

#### COMMUNITY ANNOUNCEMENTS

- Design Consultant presentation of 25% Design of Belmont Community Path will be held on November 4<sup>th</sup> at 7 pm.
- Medicare Open Enrollment sponsored by SHINE. Call Social Work intern, Rachel Garrity at 857-702-9839 to schedule an appointment to review benefits for 2022.
- 7<sup>th</sup> Annual Veteran's Breakfast, sponsored by COA and Cambridge Savings will be held on November 10<sup>th</sup> at 10am. Register at 617-993-2976.

#### COMMENTS FROM TOWN RESIDENTS

[NONE.]

#### TOWN ADMINISTRATOR'S REPORT

##### a. Town Administrator's Office Reorganization

Patrice Garvin proposed a revised organizational chart for the Belmont Town Administration Office.

Garvin announced that with the departure of Jon Marshall, Assistant Town Administrator, and the newly created position of Finance Director to replace the Budget Director, she would like to propose a reorganization of her office. She is proposing that a new Budget Analyst and Administrative Supervisor position be added to her department. The FTEs would remain the same with the reorganization. She is proposing that Matt Haskell fill the Budget Analyst position. She said Matt has been working with budgets since the Town Accountant left. She also proposes that Pam Callahan move into the Administrative Supervisor position which will oversee the Administrative Assistant. The Administrative Assistant position has been posted because it was already written.

In this reorganization, the Assistant Town Administrator position will be merged with the Finance Director position. Garvin estimates that this new structure will save \$16K.

Epstein asked about the skill set she is looking for in the Assistant Town Administrator position since Jon Marshall was focused on recreation and capital. Garvin said they are in the process of drafting a job description for the new position. She needs to determine the best time to post.

Dash said combining positions to save money is a good thing. Paolillo said that in other communities, the Assistant Town Administrator has finance responsibility.

#### b. November Bulletin

The November Bulletin will be posted tomorrow on the Town website. There are a number of public forums going on this month in regards to traffic and parking. Belmont will also sponsor surge testing for COVID.

#### ACTION BY CONSENT:

##### COVID Update

Wesley Chin announced the first in a series of free COVID testing on Saturday Nov. 6<sup>th</sup> at Chenery from 9 am to 2 pm. Pre-registration is required for all Belmont residents. Walk-ins are limited.

Chin also announced an upcoming booster shot clinic will be held with the Fire Department at Bethel Temple next Tuesday, November 9<sup>th</sup> from 10 am to 2 pm. Moderna boosters will be offered to senior residents. A flyer will come out with online registration link. If people have trouble with online registration, they can call the Health Department at 617-993-2720 to register.

Also, the Belmont Health Department is in the process of setting up Pfizer vaccine clinics for 5 – 11 years old. Chin said they are waiting final approval from the CDC.

Chin announced that the Town of Lexington Board of Health met and extended their town wide indoor masking until the middle of January. This mandate is similar to the DESE recommendation for school masking until January 15, 2021.

Paolillo asked about risk levels in Belmont. Chin said that in October, Belmont had 74 total cases – 50% of those cases were breakthroughs. In September, Belmont had 71 total cases. The average age of infected individuals in October was 35 years old. Middlesex county in general is at high risk and Belmont is at substantial risk. Chin said that he is cautiously watching to see what will transpire during the holidays. He said he would like to reassess the situation after New Years.

Dash reminded everyone that October 31st was the end of outside dining in Belmont Center and Leonard St. is now open to two-way traffic again.

Discussion and possible vote on request from the Belmont Center Business Association (BCBA) to host the annual Holiday Celebration/Tree Lighting Ceremony on Thursday, December 2, 2021 from 5:45 PM – 8:30 PM.

*Motion was made to approve the request from the Belmont Center Business Association (BCBA) to host the annual Holiday Celebration/Tree Lighting Ceremony on Thursday, December 2, 2021 from 5:45 PM – 8:30 PM. Motion was approved by a vote of 3-0.*

##### Transportation Advisory Committee (TAC) Traffic Mitigation Recommendations

#### a. School St. and Orchard St.

[Dash is recused from this discussion/vote because he lives near these streets. Epstein took over chairmanship of the Select Board.]

Epstein said he would like to discuss School and Orchard St. intersection separately from Goden and Orchard St. intersection.

Glenn Clancy, Director of Community Development and David Coleman, Chair of the Transportation Advisory Committee joined the group.

Clancy reported that on September 16th the Transportation Advisory Committee discussed a proposal to add a four-way stop and three raised speed tables at the School St. and Orchard St. intersection. The recommendations for this proposal came out of study done by BSC Group in October 2019. The issue was not followed up on due to the advent of the COVID pandemic and it is now being taken up again. Using the Massachusetts Manual and Uniform Traffic Control to inform the issue, he has identified poor visibility on both sides of Orchard St. as you approach School St. The Manual says that stop signs are not to be used for speed control. That is why he is proposing speed tables at Cottage and Bowe Road.

Clancy said his goal is to make Belmont easier for walking and biking. This is a unique neighborhood because there are three schools in the near vicinity. He wants to put speed tables in to slow people down before the drivers reach the controlled intersection near the school zones. The proposal recommends an all way stop at School and Orchard streets and the three speed tables on School St.

Epstein said the Traffic Working Group – Middle and High School has been counting cars, bicycles and people crossing that area. He reported 20-30 students who cross at the corner of Orchard and School St. between 7:30 and 8:00 am. He said that radar gun data from the police indicated about 10% of vehicles travel 32 mph or more on School St. in the vicinity of Bowe St. For these reasons, he supported the recommendation for the four-way stop signs at School and Orchard and installation of speed tables.

Paolillo said he supports the recommendation especially on School St. Clancy said the entire neighborhood was notified and most people are in support of the proposal. Clancy said speed tables are not like speed bumps, they have a gradual rise up and gradual rise down.

David Coleman said they received positive feedback from abutters near the school and near where the speed tables are proposed to be installed. Speed tables near Burbank have been a success and people support them. There was a good sampling of opinions of 50 people.

Clancy said the general speed limit in the community is 25 mph, other than a school zone which is 20 mph. The speed tables are designed to ensure that traffic stays at 25 mph.

**PUBLIC COMMENTS on the School and Orchard St. plan:**

Bill Anderson asked the time of day that people were clocked going over 32 mph. He wondered what problem we are trying to solve? Clancy said that residents on School St. and Goden St. have registered complaints for years. Both areas are community cut throughs and Belmont needs to address these issues to make sure students are safe.

Lisa Pargoli said she would like to see the Butler St. area added into this discussion. Epstein replied that the work on School St. originated with the High School and then became a bigger issue. Epstein suggested that Lisa bring her issues before the Traffic Advisory Committee. Dave Coleman asked Lisa to get in direct touch with him and Glenn Clancy so they can help her.

Steve Rosales, former Selectman and Chair of Traffic Advisory Committee, had a question about data on accidents on School St.? He has issues with the costs of the proposal and feels it may make it more difficult for residents to get across Town.

Coleman replied there was a serious accident in 2015 on Orchard and School St., but he wanted everyone to know that we are not responding to crisis, we are trying to take a preventive approach and to give parents the confidence to send their kids to school on bike or foot.

Glenn Clancy estimates that the cost of each speed table would be under \$400 and he said they don't impose a significant maintenance issue. He explained that Belmont can't divert heavier traffic onto commercial roadways like other towns.

Peter Dizikes, resident of the Orchard and School neighborhood, said it's a dangerous area. He agrees with this proposal. The process to recommend it has been publicly vetted.

Heather \_\_\_\_\_, a School St. resident, said we are all aware of the high traffic volumes on School St. Over 50% of volume is from non-residents. She feels that the Orchard St. sidewalk is not safe because cars can't see you.

Chi-Ting Huang lives at 5 Goden St. She reiterated her support for the four-way stop signs. She agrees with these measures.

Epstein ended the public comments session. He noted that travel time for automobiles will not be significantly lengthened with the addition of these measures.

Paolillo agreed that these recommendations should be approved.

*Motion was made to approve the recommendation from The Transportation Advisory Committee for a multi-way stop approach at the intersection of School and Orchard Street and to install three speed tables as presented by Glenn Clancy. Motion was approved by a vote of 2-0. Dash is recused.*

#### b. Goden St. and Orchard St.:

Clancy said the issues with this intersection are not as obvious as the School and Orchard St. area. He recounted a personal experience that made him aware that a driver does not have the proscribed safe clearance when entering that intersection. He is recommending a proposal to install a four-way approach at this intersection and speed tables at two places on Goden St. The traffic coming off Washington St. is concerning for students walking to school.

David Coleman added that Larry McDonald who is the crossing guard at Goden and Washington is heavily in favor of the speed bumps.

Clancy reported that the speed tables will probably not be installed until Spring 2022 but the stop signs could be installed before the winter.

Epstein said he has a different view than Clancy. Epstein said there was no information at the TAC meeting on speeds or volume of people crossing at Goden and Orchard. His own observations showed that between 7:15 and 8:15 am the number of people crossing Goden at Orchard is small. He did not observe speed to be a problem there. He has not embraced the proposal for Goden St. and Orchard St.

yet. He thinks we have time to do further investigation. He would like to see the Police Department employ a speed radar gun to get more speed data.

Paolillo does not agree with Epstein. He leans towards the opinions of experts and they seem to suggest that these measures are necessary. Cut through traffic is a problem.

Coleman suggested that the four-way stop signs at Goden and Orchard be installed as an experiment and then we can review our decision at a later date once more data has been gathered.

#### PUBLIC COMMENTS on the Goden and Orchard St. plan

Mary Lewis lives in the neighborhood and she supports both proposals as set forth. Wellington School opens at 8:40 so traffic heading down Goden is going to be worse after 8:15 am. She added that in two years, we will have 12-year old students at the High School so there will be more younger people crossing than before. She agrees that it is a good experiment to install the stop signs at Goden and Orchard to see if we can reduce cut through traffic. Epstein said he would like to revisit this in a few weeks.

Paolillo asked what additional info is needed to further support the recommendation at Goden and Orchard? He doesn't see the difference between the two intersections under discussion. He feels we need to create safer routes to school.

Coleman suggested that Clancy engage the BSC Group to review the design proposal as presented tonight. He would like to see a report from police on this area and hear from more residents.

Glenn Clancy said the Belmont Police could supply the info for the speeding tables but he would like to see a vote tonight on the four way stop signs. Epstein said he is willing to go out again at a later time to gather more data.

The decision was made to return with more information on this subject at the next Select Board meeting.

[Adam took back the chairmanship of the meeting.]

#### Long Term Capital Planning Committee to present brief overview of proposed Capital Committee Bylaw

Jenny Fallon and Ann Marie Mahoney, members of the Long Term Capital Planning Committee joined the group. [Chris Doyle, Chair, had a meeting and will not be here.]

Committee members are proposing a bylaw change to replace the Capital Budget Committee with the Comprehensive Capital Committee. The change would include expanding the number of meeting members from seven to nine, and increasing the scope and mandate of the committee. They are also proposing that the Capital Improvement Plan require a vote on the Warrant of Town Meeting.

The change will not affect the Capital Budget Committee role. The new Comprehensive Capital Committee would be charged at looking at funding sources for the next five years and develop a strategic plan for the next 30 years.

Dash asked the reason for the addition of the Treasurer as member. Jenny said he has been helpful as a member of the Long Term Capital Planning Committee. Epstein said the principal reason to include the Town Treasurer is to analyze the funding for larger capital projects.

Garvin reported that the change in bylaw requires two thirds vote by Town Meeting.

Dash wondered how successful it would be to review both the long and short term plans every year at Town Meeting. Jenny said there needs to be focus on budget planning by all committees so she feels making a full report and including the long term plan in the Warrant every year is necessary.

Dash suggested the Capital Planning Committee have a public forum on this before May.

Epstein commented that we should make sure the new bylaw agrees with the Financial Policy document we adopted in September. Patrice will send the Financial Policy document to Jenny and Ann Marie.

#### Accept resignations from Zachery Gillette and Lara Zeng from the Youth Commission

*Motion was made to accept resignations from Lara Zeng and Zachery Gillette from the Youth Commission. Motion was approved by a vote of 3-0.*

#### Possible vote to approve new Victualler licenses for (new owners not new businesses)

- a. Lisa's Family Pizzeria, 368 Trapelo Road
- b. Café Vanak, 271 Belmont St.
- c. Thai Noodle Café, 289 Belmont St.

*Motion was made to approve the new common Victualler licenses for Lisa's Family Pizzeria, Café Vanak, and Thai Noodle Café. Motion was approved by a vote of 3-0.*

#### Discussion on Town Administrator's Goals

Discussion centered around one of the goals related to the Town Administrator's attendance at School Committee Executive Sessions about collective bargaining. The rules under DESE state that the School Committee does not have the right to exclude her from collective bargaining discussions.

She said her current schedule is full due to competing interests and meetings overlap and that may impede her from attending every School Committee Executive Session. The Board agreed that she isn't required to attend the School Committee Executive Sessions to vote collective bargaining, but she has the right to attend.

After discussion, Garvin agreed to presenting a biannual report to the Select Board on her goals.

*Motion was made to approve the Town Administrator goals as presented. Motion was approved by a vote of 3-0.*

#### SELECT BOARD LIAISON REPORTS

The Community Path Project Committee discussed whether it would make sense for the forum coming up on Thursday to be a joint meeting. Dash and Epstein did not think that they need to attend, but they are curious to hear what people say.

Traffic Working Group – Middle and High School has developed a tentative plan to restrict parking on the side streets near the High School. They plan to have a second forum to focus on the specifics of the plan after Thanksgiving. If they get general acceptance from the community, then the group will bring it to Select Board to consider.

APPROVAL OF MINUTES:

- a. October 18, 2021 – Regular and Executive Session
- b. October 25, 2021 – Regular and Executive Session

Meetings were approved as amended. Motion was approved by a vote of 3-0.

Next Meetings:

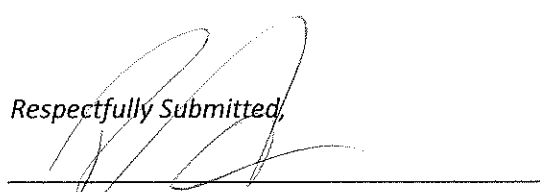
November 9, 2021 - 8:00 AM – Joint Meeting with the School Committee

November 10, 2021 – 8:00 PM – Joint Meeting with the School Committee

November 15, 2021 – 7:00 PM – Regular Meeting

*Motion was made to enter Executive Session and not return to public session. Motion was approved by a vote of 3-0.*

*Respectfully Submitted,*

  
PATRICE GARVIN, Town Administrator

