

Approved by
the Select Board on:

1/10/2022

Select Board Meeting

December 13, 2021

Remote Meeting

7:00 pm

RECEIVED
TOWN CLERK
BELMONT, MA

DATE: January 19, 2022
TIME: 2:49 PM

CALL TO ORDER

A meeting of the Select Board was called to order by Chair Adam Dash. Vice Chair Roy Epstein and Select Board member Mark Paolillo were present, along with Town Administrator Patrice Garvin and Acting Assistant Town Administrator Glenn Clancy.

COMMUNITY ANNOUNCEMENTS

- Cardboard Event will be held on Saturday, December 18th from 8 am to 1 pm at DPW Yard. Residents only. \$5 fee. Preregistration is available. Glenn Clancy reported that 198 residents have already registered.

COMMENTS FROM TOWN RESIDENTS

[NONE.]

ACTION BY CONSENT

Discussion and possible vote on request from the Belmont Food Collaborative to sponsor the Belmont Farmers Market from June 2 through October 27, 2022

Hal Shubin did a short presentation showing the previous season's data. He said they started the season with pandemic rules but then brought back the events tent and the community table event. There were fewer vendors in the past two years due to social distancing. Shopper count was up 18% in 2021 from the previous year. The Farmer's Market supplies food assistance (SNAP, coupons for seniors and WIC families) to families who shop at the Market. The food assistance is matched by local businesses. The annual shopper's survey reported that shoppers who go to the Farmer's Market go into Belmont Center and support Belmont's small businesses.

His request is to continue to use the expanded space in the Belmont Center Parking lot. He said that vendors will start to sign up next month. 30% of shoppers are from outside towns and utilize the Belmont shops when they are in Town.

Motion was made to approve the request from the Belmont Food Collaborative to sponsor the Belmont Farmers' Market from June 2 through October 27, 2022 using the Claflin St. parking lot using the same footage as 2021. Motion approved by a vote of 3-0.

Discussion and possible vote on request to renew the Senior Parking Permit Program

Nava Niv-Vogel, Director of the Council on Aging, reported that the parking permit program that began in April 2022 was a success. The program cost was \$5 per person and allowed seniors to park at metered spaces for two hours at a time. The participant numbers were not high enough (225) to make

it hard to administer or create high expenditures. The staff who administered it said the burden was not great.

Nava said they would like to do it again in 2022. She said this was a pilot and it may make sense to do it on a permanent basis. She said there were 40 participants in the 65-69 ranges and the rest of the 225 participants were 70 and over.

Dash asked about parking revenue loss. Patrice said it's hard to figure out the revenue loss.

Epstein said we had done this as a short-term project and he thinks we should charge \$10 if we do it for the full year. Paolillo thinks we should make it a permanent program for \$5 for the full year.

Epstein said he would like to keep it as an annually renewable proposal. Nava said she would like to see it become a permanent program. Seniors said parking was difficult in Belmont Center and they had stopped going to the center and this program helped seniors re-evaluate going into the center.

Maryann Scali commented that she liked using her permit in Cushing Sq. because it's difficult to only park for one hour and this allows two-hour parking.

Motion was made to renew the senior parking permit program on a permanent base at the \$5 amount. Motion was approved by vote of 3-0.

Discussion and possible vote on request to use American Rescue Plan Act (ARPA) funds for Council on Aging (COA) expenses

Patrice Garvin said she had asked Nava to find out if there were any COVID related expenses that she thinks ARPA funds could be used for at the Council on Aging. Nava said that since food insecurity would be a valid use of the ARPA funds, she would like to continue the breakfast program, where seniors get a healthy breakfast for two days per week. The program has 55 regular seniors who use the service. Some get it delivered and most pick it up. The cost is \$7 per breakfast. The program would extend over a six-month period at an estimated cost of \$19,250. Nava said that the Cambridge Savings Bank approached her with a sponsorship of \$2500 for anything related to food for seniors. The bank funding could be used to supplement the ARPA funds if the deadline for the breakfast is extended.

Nava said the program was started during COVID and they used funds from the Recovery Act and formula grant funds and they now want to continue the program with ARPA funds. \$19,000 covers the \$7 costs for each meal. In the past she said when delivery is made, we ask for a donation towards transportation cost.

Epstein wanted to make sure that people know that this is a one-time funding mechanism that is related to COVID.

Motion was made to approve the request to use ARPA funds in the amount of \$19,250 to extend the breakfast program at the Senior Center for six months. Motion approved by a vote of 3-0.

Discussion and possible vote to approve the Americans with Disabilities Act (ADA) Transition Plan for Belmont

Glenn Clancy announced that Megan Dufresne and David West from the Institute for Human Centered Design (IHCD) were hired with Community Compact grant money to make recommendations to improve

Town services in relation to the Americans with Disabilities Act. They also helped the Town write the residential accessible parking policy that was adopted in August.

IHCD Scope of work – presented by David West

- Evaluation of programs, services and activities, and facilities, and self- evaluation that identifies issues that need corrective action.
- An online ADA survey was administered to seven Town departments.
- Patrice Garvin has been designated as Belmont's ADA Coordinator.
- They found no evidence that Belmont failed to provide reasonable accommodations to employees, but found through the survey that some departments were not aware of the obligations to provide effective communication.
- The basis for evaluation were based on the 2010 standards for accessible design and State codes.
- A subset of buildings in Town were surveyed and a narrative and building report was produced. The report includes a building catalog with a database of records of ADA non-compliance with photographs, remedies, costs, and measurements.
- The report includes the written reports and the transition plan spreadsheet that shows cost estimates that the Town can use to keep track of updating items.

IHCD Self-evaluation and Transition Plan – presented by Megan Dufresne

- Megan showed images from Town Hall, Underwood Pool, WinBrook Park, Underwood Park, Payson Park and Grove St. Park with ADA related non-compliance issues.
- Transition plan includes cost estimates that the Town can use as a check list.
- The goal is to make all Town's programs and services accessible to people with disabilities.
- The final slide showed images of good examples of ADA compliance in Town buildings.

Dash said a lot these buildings and parks are new and he is wondering why we are not compliant. We thought we had these issues under control. Clancy said that in the instance of the Grove St. playground, the actual renovation was made outside of the scope of the architect. There are times when ADA and Architectural Access Board (AAB) are in conflict. He said that as the Director of Community Development, his focus is on Architectural Access Board rules and regulations of the Commonwealth.

Megan added that unfortunately architects do make mistakes that can be costly especially when it comes to bath areas. Megan recommends hiring a disability consultant to review architectural plans before building. Clancy said that Jay Marcotte is working with the designer of the project of the Payson Park Playground to make ADA compliance is followed.

David West explained that the transition plan can be sorted by different columns, you can sort by \$0 material costs so you can start at the lower costs and then identify available grants to help pay for renovations.

Epstein asked about the buildings that weren't included in the IHCD evaluation -- police station, DPW and the schools? In terms of cost, material costs are minimal compared to labor, design and overhead. Even though we can pursue grants to address these issues, he's wondering if we have now triggered a

liability? West said the Town of Belmont was required to do within two years of the passage of the ADA law in 1990. If you were to get complaints by DOJ and you hadn't made a plan, you could be subject to a settlement so you are in much better legal standing then if you hadn't done it. All these things don't have to be done in the next few years. Patrice said the grant wasn't large enough to review all buildings.

Paolillo asked why the Underwood Pool has ADA deficiencies since it's a new building. What if we toured the new Middle and High School building and they are not compliant? This transition plan is a start but there is so much more that we need to do over the next several years. He stressed the importance of putting something in place to make sure standards are followed.

Clancy said we may need to do follow up with DPW Facilities and HR. We need to find out what deficiencies can be deferred. He suggests that the Permanent Building Committee get involved. Architects develop the design and the ADA compliance piece should not fall onto the local building official. Clancy thinks that the code enforcement officer he wants to hire could look at obvious accessibility violations that can be corrected quickly. Paolillo thinks we need to review all the buildings in Town and a code enforcement officer could help with this. We need to start to execute the transition plan, complete the analysis for other buildings and then put in place a permanent approach to make sure any future builds address ADA issues.

Epstein said we could start with the High School Building Committee to complete the inventory. Garvin said another iteration of the review would be \$25K to \$30K.

Dash asked David West if there were grants for over \$100K. David West said the Mass. Office on Disability has some grants but most are not over \$100K. He said you can prioritize renovations based on use frequency. Dash said maybe we should reach out to the Mass. Disability Group about the deadline on these grants. David West said that he and his company can continue to work with the Town.

Motion was made to accept the ADA Transition plan as prepared by IHCD. Motion was approved by a vote of 3-0.

Possible vote to appoint members to the Preliminary Rink Design Committee

The Preliminary Rink Design Committee will be comprised of seven members – four members from the Viglirolo Ice Skating Rink Financing Committee and three members from the Permanent Building Committee. This will be a temporary committee that will be charged with starting a feasibility study and design of a new rink until a Building Committee can be voted at Town meeting. This will allow a jump start on the process using the \$250K earmarked by the State.

Members from Viglirolo to be appointed to Preliminary Rink Design Committee:

- Tom Caputo
- Meg Moriarty
- Dante Muzzioli
- Frank French

Members of the Permanent Building Committee to be appointed to the Preliminary Rink Design Committee:

- Bill Shea

- Steve Sala
- Mark Haley

Bill Anderson wondered about expectations about the new committee? Paolillo said the group will hire an architect to get to 30% design. They will then hand the plans over to the new building committee. We want to continue to develop the design fully in order to present a debt exclusion to Town Meeting in an acceptable time frame.

Alex Corbett wanted to know why a citizen can't be involved at this point? He said he would like to be on the design committee.

Paolillo said he appreciates Alex's continued involvement. The reason for the Preliminary Rink Design Committee is because the Rink Financing Committee and the Permanent Building Committee wanted to get the project going. Paolillo said the others on the Rink Committee have specific experience. Paolillo said Alex could apply to be a member of the new building committee. Epstein hoped the Preliminary Rink Design Committee will be soliciting public opinion between now and May.

Paolillo said that everyone was excited about the earmarked funds to get a debt inclusion earlier than anticipated. He said the committee also plans to organize a fund raising campaign that residents can help with. Patrice confirmed that CPC funds cannot be used for the Rink.

Motion was made to appoint Tom Caputo, Frank French Jr., Dante Muzziolo, Meg Moriarty, Mark Haley, Bill Shea and Steve Sala to the Temporary Rink Committee. Motion was approved by a vote of 3-0.

Discussion on hosting a leaf blower bylaw forum on a future date

Dash announced that no public comment will be taken on this tonight. This would be the third leaf blower forum. Tonight we are determining if we want to have a third public forum to talk about what changes we need to make to bylaws. There were so many criteria raised at the forums that no majority decision could be made. We need to get consensus before we go to Town Meeting.

Epstein thinks that this is unfinished business and we should give it one more try. Paolillo thinks that there are so many issues under discussion in the Town currently that this is a lower priority for the Board. He thinks one more forum on a hotly debated topic will create more division. He hasn't heard that this is a major concern of residents.

Dash said it started out with noise complaints at the beginning of the pandemic when people were working at home and then it became environmental. There was never consensus on the drafts the Select Board had drafted for Town Meeting article. Epstein doubted that a third forum will produce an article for Town Meeting but we need to get started.

It was agreed that another leaf blower bylaw forum would be held on January 25, 2022 at 7 pm and the forum should have a time limit.

Discussion and possible vote to approve the deed for 90 Trapelo Road

This involves the strip of land near Cushing Sq. by the gas station that Town meeting gave the Town permission to sell.

Clancy gave an inventory of purchase price. To prepare for Town Meeting, he hired a surveyor and appraiser, legal services for Town Counsel, and other staff time that brought the full cost to \$20,000. The appraised value of the land is \$9700. The recommendation to the Select Board, as authorized by Town Meeting, recommends selling the land that abuts the gas station. Dash said the Town might be able to make a little money and improve the look of the area through this transaction.

Motion was made to approve the sale of a parcel of land to 90 Trapelo Rd., LLC containing 965 square feet, more or less, as shown on the plan titled 90 Trapelo Rd., Belmont MA 02478, dated March 26, 2021 prepared by Ashkar Engineering. Motion was approved by a vote of 3-0.

SELECT BOARD COMMITTEE LIAISON REPORTS

- Final forum on parking around the Middle and High School streets is Thursday night. Then the Traffic Working Group will make report to Select Board next week.

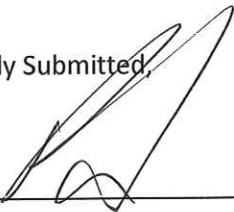
Motion was made to adjourn from public session, enter Executive Session and not return to public session. Motion was approved by a vote of 3-0.

Next Meetings:

Thursday, December 16, 2021 – 8:00 AM – Department Budget Meetings

Monday, December 20, 2021 – 7:00 PM – Regular Meeting

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Patrice Garvin', is written over a horizontal line.

PATRICE GARVIN, Town Administrator