

**APPROVED BY
THE SELECT BOARD**

June 13, 2022

Select Board Meeting
Wednesday, May 25, 2022

Remote Meeting

7:00 PM

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: June 16, 2022
TIME: 2:50 PM

CALL TO ORDER

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

COMMUNITY ANNOUNCEMENTS

- Paolillo spoke about the violence in Uvalde, Texas. Chief MacIsaac said that he wants the public to know that nothing is more important in Belmont than the safety of our residents. Paolillo announced that the Select Board is planning to meet soon about enhanced safety measures to protect Belmont's citizens.
- Dash announced that today marks the second anniversary of the murder of George Floyd. He expressed thanks for the vigilance and fairness of the Belmont Police force.
- The Farmer's Market returns to Belmont. The market will run every Thursday from June 2, 2022 to October 27, 2022 from 2 pm to 6:30 pm in the Belmont Center Municipal Parking Lot.
- The League of Women's Voters will hold a Warrant Briefing Night on May 26th at 7 pm. Geoff Lubien, Chair of the Warrant Committee, will present on the Segment B Warrant Articles.
- Town committee vacancies will start getting filled as of July. A list of all the committees who are in need of volunteers was displayed on screen.
- Annual Memorial Day Parade begins at 11 am in Cushing Square. Grove St. Cemetery ceremonies begin at 11:30 AM.

COMMENTS FROM TOWN RESIDENTS

Alison Lenk asked if the Middle and High School Traffic Working Group's charge is narrowly defined to the immediate school area. Epstein said if there is a need to discuss traffic in other areas, that a new working group would need to be convened. Clancy said there have been parents discussing traffic issues in response to Mass DOT Safe Routes to School program, but these are not official working groups.

Ms. Lenk also criticized the response by Select Board members at the May 23 meeting regarding the fuel tank issue.

ACTION BY CONSENT

COVID update

Diana Ekman, Assistant Health director gave an update on COVID cases.

- 403 cases in Belmont during the month of May, as compared to 317 cases in April.

- Average age for COVID cases is 34 and 81% of people who contracted COVID were fully vaccinated.
- School cases have started to decrease this week.
- Middlesex County registers at the high level based on CDC metrics.
- Boosters for 5-11 age group have been approved. Diana said a booster clinic was held today that included the 5-11 group. 82 people participated in the booster clinic. And there will two other booster clinics held for all ages on May 31 and June 9.
- The Belmont Board of Health plans to revisit the COVID situation at their June 9th meeting.

The Belmont Board of Health is recommending wearing masks indoors. Diana reminded people that there are now therapeutic options available.

Paolillo asked if the Board of Health could add a statement about indoor mask recommendations to the website. Ms. Ekman agreed to do that.

Energy Committee discussion of electrification of Town fleet

James Booth, Marty Bitner, Roger Wrubel, and Craig Spinale joined the group. Roger Wrubel, member of the Energy Committee, presented slides about electrification of the Town fleet.

Proposed policy for transitioning Belmont Fleet to EVs

- Starting in 2023, all new, light duty Town vehicles are required (< 8500 lbs.) to be Battery Electric Vehicles (BEV).
- Policy says that replacements to new Town vehicles must be the most fuel efficient vehicle available.
- Heavy duty trucks and police cruisers do not have to comply with the Battery Electric requirement, if vehicles are not available.
- The Energy Committee recommendations include development of a Town battery charging infrastructure.
- The Energy Committee suggests that the Town seek grants to defray costs.
- They also recommend that future RFPs give preference to companies that provide fuel efficient vehicles.

Marty Bitner noted that leasing of fuel efficient vehicles is a possibility when fuel efficient vehicles are not available for purchase.

Craig Spinale, General Manager of Belmont Light said that Belmont Light has plans to put in place a battery charging infrastructure. He reported that Belmont Light has been buying hybrid light duty vehicles for a few years now.

DPW has not yet provided feedback on this policy. Dash commented that he is in favor of the policy, but he wondered if the FY23 start date may be challenging. The FY23 budget may not be able to accommodate these purchases.

Dash said a review of the draft policy should be submitted to the Capital Budget Committee, and the financial impact of the policy needs to be considered. He suggested that the review of the policy should wait until the new Capital Budget Committee is convened.

Wrubel said there are a number of electric school buses on order and that some of these buses could be leased. Dash again noted the importance of having the Energy Committee review these proposed purchases with the Warrant Committee, Department Heads and the new Capital Budget Committee.

Epstein said he is supportive of the electrification of Town vehicles, but he agreed with Dash that input from Department Heads is important. The issue is not the desirability of the goal, but the details of the project. He said the price of the vehicles complicates the Town's procurement policy. The policy needs to be vetted so that changes don't impede the work of our Town Departments.

Wrubel said if there is not a vehicle available, then departments are not required to get one. Wrubel said the 150 pickup trucks are not always more expensive and they will be cheaper to operate. You may be paying more up front to buy them, but it will cost less to maintain them. He said he knows that there are obstacles, but he feels the policy is reasonable because it allows for comparable vehicles if a fuel efficient one is not available.

Paolillo said that we need to start this process soon to fulfill our climate map. He thinks the policy is reasonable, but execution is complex. He cited the importance of developing a fleet inventory list of all current Town vehicles that includes age, so that we can be strategic about replacement rate. It's important to establish charging stations with an action plan in order to deter the purchase of fossil fuel vehicles. Committees and Department Heads need to develop a 10-year implementation plan as we move into FY23.

Dash said that he hopes a more detailed plan can be established before the end of the year. Installation of high-speed charging stations should be the first detail for discussion and a meeting with the newly elected Light Board members would be the best way to start this endeavor.

Bitner said there are grants out there that we can apply for to help pay for some of the purchases required by the policy.

The Select Board agreed on the importance of this conversion, but also agreed that the budgetary impact of infrastructure costs need to be given high priority.

Update on hybrid participation in public meetings

Dave Petto and Jeff Hansel of Information Technology joined the group to supply an update on hybrid meeting participation.

Jeff Hansell said he has been working with the Town Administrator and IT Department and he made the decision to wait until upgrades were made to Town systems before he evaluated the hybrid infrastructure. He reviewed the current upgrades in conference rooms in Town Hall, Beech St. Center and the Homer Building. He said that some of the rooms could utilize a temporary infrastructure for hybrid meetings. He reported that all upgrades for hybrid meetings should be completed by July 6.

Hansel reported that the immediate goal is to outfit rooms for remote resident participation. The state Open Meeting Law emergency rules will be lifted on July 15. After that date, board and committee members have to meet physically. The second goal is to establish guidelines about remote committee/board member participation. The Select Board will be responsible for establishing those guidelines.

Epstein asked whether the community room in Chenery where Warrant and School Committee meet will be set up for hybrid participation? Clancy answered that they have been focusing on Town buildings and have not evaluated the school buildings yet. He said that the budget is limited and they have reached the limits of that budget. He suggested that the School Committee and Warrant Committee meet in other meeting rooms temporarily.

Patrice Garvin said they need to seek feedback from committees and sub-committees about whether they want the remote audience participation option. They have to prioritize based on whether the committees are categorized as statutory or non-statutory. Open Meeting Law still allows conference call participation. It doesn't designate how the participation occurs. Garvin said hybrid participation for residents will ready to be rolled out by the July 15th date. Paolillo thinks a remote participation policy for board and committee members needs to also be adopted as soon as possible, optimally before the end of July.

Structural Change Impact Group Presentation

Travis Franck, Chair of the Structural Change Impact Group (SCIG) joined the group to present slides highlighting points from the 400-page report of the temporary committee.

He thanked the 11 committee members for their work and expertise. He said the committee had 130 meetings or sub-meetings over the last 15 months.

Activities of the Structural Change Impact Group

- Summarized prior efforts
- Held Community Forums
- Solicited ideas from Town and school employees
- Devised a matrix and did further research
- Examined best practices from other towns
- Tried to determine next steps and whether the activity would increase revenue and decrease costs.

Category Ideas

- Property Taxes and real estate transfers for revenues
- Zoning and land use, eg. changing bylaws to allow hotels and short term rental tax
- Revisiting governance in Town structure
- Bulk purchasing
- Partnering with other towns on waste disposal contracts
- Evaluation of Civil Service and hiring efficiencies

- Electrification of fleets and fleet management: inventory of all Town vehicles that includes age and type. Contract out to vendor to develop better fleet management
- Update payroll system
- Evaluation of GIC insurance plan viability and cost
- Adjust street lights to reduce brightness while maintaining safety (a potential cost savings of \$50K to \$100K per year)
- Each idea was indexed on financial/operational impact and speed/ease of implementation.
- Recommend creating a Structural Change Implementation Committee.

Franck announced that the full final report can be found on the Structural Change Impact Committee's website.

Paolillo said because there is more to be done and each item includes next steps, he agrees an implementation committee is necessary.

Dash said the report exceeded his expectations. The breadth of community input was impressive. He thinks the Select Board should vote to accept the report and then disband the current committee and create a charge for the implementation committee.

The Select Board agreed to adopt the charge for the new Structural Change Impact Implementation Committee at the June 27th Select Board meeting.

Epstein said it's great to have a compilation of ideas especially with historical perspective. Civil Service and GIC will be the harder decisions to make because they are bound to contract negotiations. The expectation is to join GIC after a new plan design is announced by that state. He suggested that fleet management and maintenance need to be discussed with the DPW before implementation. Travis Franck said the author of the report on fleet management discussed this subject with Jay Marcotte.

Patrice Garvin is the point person with all the departments implicated in the report. She reported that the committee reached out to departments on the recommendations, but there are a lot of nuances in the way each department operates, so the implementation committee would have to work closely with each department. Fleet management if outsourced, would be an additional cost. She thinks the important conversations are going to be around whether the ideas adopted from committee recommendations will be outsourced or undertaken by Town employees.

Franck said we need to appoint champions of ideas so the new committee can be successful at facilitating communication across Town departments.

Motion was made that the Select Board accept the report from the SCIG entitled "Recommendation to Improve Belmont's Finances and Operations" dated March 31, 2022. Motion was approved by a vote of 3-0.

Report by the Chair of the Preliminary Rink Design Committee

Mark Haley said that the first charge of the Preliminary Rink Design Committee was to designate an architect and an OPM as required by the state. The committee met with the Principal of Belmont Schools and the Athletics Director. The complex will accommodate all high school sports for Spring, Fall

and Winter and can be used by the community when not being used in the summer. Costs for a renovated vs. new rink are still being developed so they will not be reported on tonight. Haley said the committee needs to know if the White Field House development will be incorporated into the building committee charge.

A presentation was made on the Belmont Athletic Complex feasibility study.

Ted Galante from Galante Architecture Studio Ted Galante presented design scenarios for the Athletic Complex. He showed photos that illustrated serious deficiencies in the building. He said that the scope of the rink study has grown to involve the full area including the White Field House.

Program Overview

Galante showed a diagram of all the program items to be included in the design: dressing rooms, lockers, concession areas. He showed a draft of different layout designs and angles with the ice rink in the same location. He said that renovation of the rink is an option. A decision will have to be made about whether the Town wants to do a renovation and expansion. The design includes voltaic panels for net zero approach. Galante also explained that energy can be saved by reusing existing materials. He said his firm looked at five different scenarios and evaluated inclusion of tennis courts and parking.

The feasibility study will end in June. If the Town decides to renovate and expand, a schematic design is developed in June and July, and construction documents produced in early winter, Galante says that construction can begin in the Spring and Belmont will miss only one season of hockey. This schedule would reduce construction cost escalation. However, if the Town decides to tear down and build a new building, and locate it behind Concord Ave, then the hockey season would not be affected.

If renovated in the same location, Galante said the footprint will be 30k square feet. If we add the White Field House then the footprint would be 48K square feet. If replaced by new building, then the area would also be 48K square feet.

The new Rink Committee, School Committee and Select Board will decide which option makes sense. Debt exclusion on the ballot needs to be voted by August 1. Final numbers will be needed by October.

Dash said it's important that the School Committee is informed of the design options available. He likes the idea of renovating and expanding in the same location as now.

Haley confirmed the current rink committee will continue to work on the schematic design until the new committee is appointed.

Epstein asked how much embodied energy can be salvaged from the old building. Galante said they could save panels and some brick and steel. Ice surface and ice-making machinery would be removed and a new sprinkler system needs to be added. He agrees that the White Field House needs to be included in the renovation, but Epstein asked what about the fields? Mark Haley said the fields can continue to be used and when the rink is finished, then we can focus on the fields. Epstein said it may be important to include the design of the fields with the renovate and expand plan.

Galante said that when they evaluated the underground parking option, the cost was prohibitive. Epstein said from his experience on the Middle and High School Traffic Working Group, that the current parking requirement could be reduced with the renovate and expand plan.

PUBLIC COMMENTS on Rink Design

Steve Pinkerton, Chair of the Planning Board, reported that the school is now claiming that they don't need parking. The Planning Board will be involved in new rink decisions and looking at the viability of parking.

Ellen Schreiber commented on the timeline. She thinks there needs to be a push to get the numbers on the cost of the project to the public earlier than September. One of changes to parking is related to the student parking and how it's worked out. She also reported that because students have been parking along Concord Ave. and the Jug Handle, and biking and walking to school, it has alleviated the need for additional parking. The High School Building Committee told the Planning Board not to include the parking as part of project. If we leave the fields West of Harris Ave. intact then deconstruction of the White Field House does not have to be included in total design costs.

The Select Board members thanked Mark Haley and Ted Galante for the well-executed report.

Discussion and possible vote to approve Contract for Designer Services awarded to The Galante Architecture Studio, Inc. of Cambridge, MA in the amount of \$139,775.00

Mark Haley explained that the for Galante Architecture Studio was discussed at a previous Select Board meeting, but the contract was never approved. He said the contract is well within the \$250K budget. Haley suggested that, for future projects, the Town Administration develop a standard contract that is approved by Town Counsel because he did not have a template to use. Garvin agreed that a boiler plate contract is needed in the Town.

Epstein asked about the end date of the contract. Haley said the new building committee would decide whether to use Galante and then another contract will be executed for the construction phase. The preliminary feasibility study contract is slated to end on June 1, but Galante is willing to remain on the project, if needed, without additional payment. The feasibility study includes cost estimates for two design schemes. Haley said a scope of work needs to be submitted to the state for funding and because the scope of work was not included in the materials tonight, everyone agreed Town Counsel needs to review the contract. The Select Board and Mark Haley agreed that approval can wait until the Select Board Pre-ATM meeting on Wednesday, June 1st.

Discussion and possible vote on Select Board positions for Warrant Articles and Amendments for the Annual Town Meeting

WARRANT ARTICLES FOR ANNUAL BELMONT TOWN MEETING 2022	
Article #	Title
1	Reports
2	Authorization to Represent the Town's legal Interests
3	Amend General By-Law § 40-405A Capital Budget Committee
4	Amend General By-Law § 60-32 Demolition Delay

5	Amend General By-Law § 40-100 Membership of Town Committees
6	Amend General By-Law § 60-325 Stormwater Management and Erosion Control
7	Acceptance of Public Way: Oakmont Lane
8	Establish a Skating Rink and Playing Fields Building Committee
9	Special Act: Retail Liquor Licenses
10	Special Act: Relating to the Retirement Classification of Certain Employees in the Town of Belmont
CITIZEN PETITIONS	
11	A Resolution in Support of Changing the State Flag and Seal of Massachusetts
12	Amend General By-Law § 40-25 Encouraging Public Participation
13	Resolution Requiring Middle/High School Solar Funding
COMMUNITY PRESERVATION FUNDS	
14	FY23 Community Preservation Committee Budget and Projects
BUDGETS AND FINANCIAL ARTICLES	
15	Salaries of Elected Officials
16	Enterprise Funds for Water, Sewer and Stormwater
17	Establish Expenditure Limitation for Revolving Funds
18	Appropriation of Transportation Grant
19	Appropriation of Capital Expenditure Fuel Tanks at DPW Yard
20	Appropriation of FY23 Capital Expenditures
21	Appropriation to Other Post-Employment Benefits (OPEB)
22	FY23 Budget Appropriation and Authorization to Transfer Balances to Fund the FY23 Budget

Article 8: Establish a Skating Rink and Playing Fields Building Committee

Patrice Garvin announced that the Rink Article cannot be voted on yet because Town Counsel and stakeholders have not yet discussed the updated Article. That meeting is scheduled for June 1st. The purpose of the meeting on June 1st is to clarify the motion with Town Counsel.

Article 13: Resolution Requiring Middle/High School Solar Funding

Brian Iler reported that this is a revised resolution. The original resolution included the use of ARPA funds, but now ARPA funding has since been considered unnecessary.

Because Article 13 is a non-binding resolution, it means that Town Meeting cannot direct the Building Committee to do anything, and therefore, the wording does not seem right. Epstein feels that the title should say “endorsing” rather than “requiring.” Garvin said she can pass it by George Hall, Town Counsel, before the Select Board votes.

The vote on the resolution about the middle/high school solar funding will be deferred until the next Select Board meeting on June 1, 2022.

Article 20: Appropriation of FY23 Capital Expenditures

The vote on the FY23 capital expenditures will be deferred so that the Chair of the committee, Anne Marie Mahoney, can be present to discuss the details.

Article 19: Appropriation of Capital Expenditure Fuel Tanks at DPW Yard

This appropriation was already recommended by the Select Board, but favorable action was not voted on. Garvin announced that the Warrant Committee voted favorable action on the Article today.

The Select Board voted favorable action on Article 1: Appropriation of Capital Expenditure Fuel Tanks at DPW Yard. Motion was approved by a vote of 3-0.

[Epstein voted in favor but qualified his vote by noting that he does not think this is in the best interest of Belmont.]

Article 22: FY23 Budget Appropriation and Authorization to Transfer Balances to Fund the FY23 Budget

A change in this Article was sent to Town Meeting representatives because the principal debt numbers changed. Garvin explained that the third bond transaction on the high school was not included so it raises levy and expense and cancels itself out, but those numbers have to be included.

Discussion and possible vote to approve Charge for the MBTA Communities Advisory Committee

Steve Pinkerton, Chair of the Planning Committee joined the meeting to discuss the charge for the MBTA Communities Advisory Committee members. This committee advises the Planning Board. The Select Board agreed that the member from the Diversity, Equity and Inclusion Implementation Committee should be changed to say "resident that represents Diversity, Equity and Inclusion." Patrice confirmed that Kim Haley-Jackson has seen the membership charge. This is a one-year committee.

Motion was made to approve the charge for the MBTA Communities Advisory Committee as amended. Motion was approved by a vote of 3-0.

PUBLIC COMMENTS on the MBTA Communities Advisory Committee:

Rachel Heller, co-chair of the Housing Trust, applauded the Planning Board for their work on the MBTA Communities Advisory Committee charge. However, she feels that the charge of the committee should state that the diversity/equity/inclusion member be chosen from the Diversity, Inclusion and Equity Implementation Committee.

Motion was made to reconsider the vote on the charge of the MBTA Communities Advisory Committee. Motion was approved by a vote of 3-0.

Motion was made to amend the charge for the MBTA Communities Advisory Committee for the diversity, equity and inclusion member to be a member of the Diversity, Equity and Inclusion Implementation Committee. Motion was approved by a vote of 3-0.

Discussion and possible vote to approve Charge for the Diversity, Equity & Inclusion Implementation Committee

The Select Board suggested that the language in the first clause about objectives should be changed to read "will discuss and advise on implementation of the final recommendation."

Motion was made to approve the amended charge for the Diversity, Equity and Inclusion Implementation Committee. Motion was approved by a vote of 3-0.

Discussion and possible vote to accept donations on behalf of the Recreation Department for T-Ball Team Sponsorships in the amount of \$2,100.00

Brandon Fitts, Acting Director of the Recreation Department said that the Recreation T-Ball Team is asking for approval from the Select Board to accept private donations to pay for t-shirts, hats and equipment for the team.

Motion made to accept the donations amounting to \$2100.00 on behalf of the Recreation Department for T-Ball Team Sponsorships. Motion was approved by a vote of 3-0.

Discussion and possible vote to approve the following One Day Liquor License Requests

- a. Belmont Hill School, June 1, 2022 – Retirement Party – all alcohol

Motion was made to approve the one day liquor license (all alcohol) for Belmont Hill School for a retirement party on June 1, 2022. Motion was approved by a vote of 3-0.

- b. Belmont Hill School, June 2, 2022 – Retirement Party – all alcohol
c. Belmont Hill School, June 8, 2022 – End of Year Faculty Celebration – all alcohol

Motion was made to approve two requests for a one day liquor license (all alcohol) for Belmont Hill School retirement party Wednesday, June 1, 2022 from 5-8 pm and for an end-of-the-year faculty/staff celebration for Wednesday, June 8, 2022 from 5-9 PM. Approval for the June 2nd and June 8th events are conditional pending inspection of tent by the Belmont Fire Department.

SELECT BOARD COMMITTEE LIAISON REPORTS

- Capital Budget Committee meets tomorrow, May 26, 2022.
- The new Light Board met yesterday and considered cost of service issues.

APPROVAL OF MINUTES

- a. May 3, 2022 – Pre-ATM meeting
b. May 4, 2022 – Pre-ATM Meeting
c. May 4, 2022 – Executive Session

Motion was made to approve the May 3, 2022 pre-ATM meeting notes as amended and to approve the May 4, 2022 Pre-ATM and Executive Session meeting notes.

Executive Session: To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body;

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

Next Meetings:

a. Potential Topics:

(1) Discussion and possible vote on Select Board positions for Warrant Articles and Amendments for the Annual Town Meeting. (6/1, 6/6, 6/8, 6/13)

b. Dates:

(1) June 1, 2022 – 5:30 PM – Pre-ATM Meeting

(2) June 6, 2022 – 5:30 PM – Pre-ATM Meeting

(3) June 8, 2022 – 5:30 PM – Pre-ATM Meeting

(4) June 13, 2022 – 5:30 PM – Pre-ATM Meeting

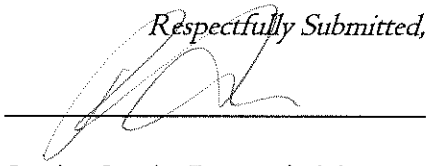
(5) June 27, 2022 – 7:00 PM – Regular Meeting

Submitted by

Virginia Quinn

Recording Secretary

Respectfully Submitted,


Patrice Garvin, Town Administrator