

**APPROVED BY
THE SELECT BOARD**

04/04/22

March 14, 2022

Remote Meeting

7:00pm

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: April 13, 2022

TIME: 2:34 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, and Director of Health Department Wes Chin.

COMMUNITY ANNOUNCEMENTS

- Public Forum on Long Term Capital Planning bylaw will be held on March 15, at 7:30 PM. Capital Budget and Long Term Capital Planning Committees will discuss the proposed Capital Budget Committee.
- Beech St. Center will show the film "The Departed." Call 617-993-2976 to register. Event is free.
- "Now and Then" presentation will be held by Belmont Historical Society. The presentation will show historic photographs of landmarks in Belmont. Call 617-993-2976 to register. Event is free.
- The Select Board congratulated the Belmont High School Boy's Hockey Team for a successful season

COMMENTS FROM TOWN RESIDENTS

[NONE.]

TOWN ADMINISTRATOR'S REPORT

a. March Bulletin

Patrice Garvin announced that the March 2022 bulletin has been posted online.

b. Second Joint Budget Meeting for FY23

Another joint meeting of the Finance Board will be held on Monday, April 11. The meeting will include the Select Board, Warrant Committee, School Committee and Capital Planning Committee to discuss the appropriation of ARPA funding.

c. Town of Belmont Booth Secured for Town Day, May 21, 2022

Garvin said the booth will be staffed by various department heads throughout the day. It is a good opportunity for residents to meet Town administrators.

d. Committee Appointment Process

The plans for boards and committees are being established. Patrice said she has attached the process in tonight's packet.

ACTION BY CONSENT

COVID Update

Wes Chin announced that all businesses have been notified about the removal of the mask mandate. Federal properties are still requiring masks.

Wes Chin said that there were 20 COVID cases last week in Belmont. That is a minimal increase and Belmont is still in the lowest risk category. He said there were no increases in COVID rates after February vacation.

Review of applicants for the retiree representative for the Insurance Advisory Committee (IAC) and possible vote for appointment

Patrice Garvin explained that the Insurance Advisory Committee (IAC) is comprised of representatives from Town administration and Town unions. The committee is responsible for advising the Town about the purchase of health insurance on an annual basis. Garvin said there are three applicants for the open position: Sandra Curro, David Frizzel, and Peter Hoerr.

Sue Shillue, from Cook and Company Insurance Inc. and the Town insurance consultant, explained that the committee is comprised of seven representatives from collective bargaining units and one retiree representative. The retiree representative is selected by the Select Board. Shawna Healey is the Town non-voting, ex officio representative for the IAC. Union representatives to the IAC are appointed by the President of each union. The retiree representative is the only one appointed by the Select Board. There are no term limits on this position and the prior representative had been there a long time. She said the Town is required by state law to confer with the IAC prior to the purchase of any health insurance, but it is not a Town committee.

Motion was made to approve Peter Hoerr for the retiree representative for the Insurance Advisory Committee. Motion was approved by a vote of 3-0.

Discussion and possible vote of Fiscal Year 2023 (FY23) Health Insurance Rates

Garvin said that every year the Town estimates insurance increases in the budget and as we get closer to finalizing the budget, a more definitive rate is recommended.

Sue Shillue said that health insurance plans renew annually on July 1st.

Sue Shillue showed slides about how health insurance rates are determined and the trend for claims. Because the Town is self-insured, there are three components to the working rate: Projections on claims, cost of administration and stop loss premiums.

Projections until the end of June 2022 show that claims will be \$13.5M. Harvard Pilgrim will not be increasing administrative fee. Reinsurance against large claims are over \$200K per person. Shillue said through January 2022 there was only one person who hit the stop loss deductible of the \$200K. But more claims may show up later in the year. Some years there have been 12 claims.

Total costs projection is \$14.8M for all three components. In order to cover costs, Shillue advises the Town would need to raise rates by 3%. She said that current rates are generating a surplus so the Town can absorb about 5% of the claim increase, and then the remaining is covered by the 3% increase.

Shillue said it makes sense to have modest increases every year to avoid spikes. If Belmont adopts a 3% increase, our rates for the Harvard Pilgrim HMO would be lower than the GIC rates for the same plan.

Garvin said the uncommitted reserve in the FY23 budget in health insurance line includes a savings of \$268K for the Town.

Motion was made to approve the Town health insurance rate at 3% for FY23. Motion was approved by a vote of 3-0.

Possible vote on request for a one day liquor license (Wine & Malt only) from Kate Blumenreich for an event to be held at the Beech Street Center on April 9, 2022 from 5:30 – 8:30 PM

The request is for a bat mitzvah event that includes 30 people for dinner at the Beech St. Center. The applicants are Ken Lind and Kate Blumenreich.

Motion was made to grant approval for a one-day liquor license to Kate Blumenreich on Saturday, April 9, 2022 from 5:30 - 8:30 PM for a family event to be held at the Beech St. Center. Applicant is advised no one under 21 years can consume alcohol and no alcohol can be consumed outside the building. Motion was approved by a vote of 3-0.

Set rates for Water and Sewer Enterprise Funds and Budget

Jay Marcotte presented slides on water and sewer enterprise funds. He reported that the MWRA supplies the Belmont water and treats the sewers. This year, the MWRA assessment for water decreased by 5% from last year. This assessment is based on total water use. For sewer, the assessment includes a 4.5% increase from last year. Assessments are based on community share, three year average of waste water flow and population.

Marcotte reported that capital project to replace all water mains in Town, or 42% of system is ongoing in FY23. For sewer, the focus is on water quality and system upgrades. \$600K is being budgeted for Community Development to replace storm drains. \$800K will be allocated for failing culvert between Belmont and Waltham.

The ending balance on the water retained earnings is estimated at \$1.46M. Ending FY23 balance for retained earnings on sewer is estimated at \$390,274. Capital investments on sewer are higher than normal so costs will be higher in FY23. These amounts do not include FY22 turnbacks. Average revenue turnbacks for sewer and water is \$600K.

Turnbacks may be sufficient to cover the FY23 expenditures but rate increase may be necessary in FY24. Glenn Clancy said that infiltration removal is funded by MWRA grant/loan program. The infrastructure money shown in the water/sewer enterprise budget is for engineering and design to utilize the MWRA funds. The Town has to continue to ensure that illicit connections keep sewage from getting into the stormwater system.

Marcotte said the recommendation for FY23 is for 0% increase. This gets reevaluated every year.

Paolillo asked if we have commitments from Waltham on the sewer culvert project. Marcotte said they are estimating \$1.3 to \$1.6 M for this job currently, but there is no formal bid yet. Clancy said all services on this project have been managed by Waltham and Belmont pays reimbursement costs. City

of Waltham has been waiting to hear from us. Clancy will now write a letter to the City of Waltham to say that we are committed to our share.

Marcotte said that the water main replacement project is ongoing. The current project that targets water mains installed after 1929 should be completed in about six years. Then the DPW will begin a new plan to replace water mains that were installed after 1929.

Motion was made to accept the 0% increase for water and sewer enterprise rates. Motion was approved by a vote of 3-0.

Marcotte raised another issue about service rates for water meters. The Smart Meter program has been going on for two years, but about 300 residents are not allowing the Town to replace their old meters. Some of these people who are refusing installation are worried about radio frequency impacts even though the National Cancer Society says the impact of the smart meter radiation is 3000% less than cell phone exposure.

Marcotte said those residents will be required to absorb the costs incurred by the maintenance of the old system. The DPW is recommending a service fee of \$100 for each household that refuses to upgrade to the new meter system.

PUBLIC COMMENT

Shirish Ranjit asked why we don't put together a community group to inform residents that there is no radiation exposure. He feels we have to communicate there is a \$100 fee. Marcotte said the DPW has notified residents with mailings, flyers, and visited houses at least 10 x.

Motion was made to transfer the costs of the old meter maintenance for residents who still have old meters for an annual fee of \$100. Motion was approved by a vote of 3-0.

OPEN JOINT MEETING WITH PRELIMINARY RINK DESIGN COMMITTEE

Preliminary Rink Design Committee members present: Tom Caputo, Frank French, Dante Muzzioli, Meg Moriarty, Mark Haley, and Steve Sala.

Mark Haley, Chair, called the Preliminary Rink Design joint meeting to order with a quorum.

Discussion and possible vote on recommendation from the Preliminary Rink Design Committee for approval of selected Designer and provide update of progress

Mark Haley forwarded a memo outlining the process for selecting a designer/architect for the project. An RFQ for architects produced three applicants. After reviewing applicants and conducting interviews, the firm of Galante Architectural Studio was approved unanimously. Galante's services will be in place until Town Meeting, when another permanent committee will be selected. Galante was responsible for the Police and DPW building and they had favorable outcomes.

Haley said that Galante has experience with rink design and comes highly recommended in that area. Haley said they have six weeks to get their work completed. He met with the OPM and the designer and he says that the work of the Preliminary Design Rink Committee will be completed in time.

Tom Caputo said the Galante Architects was asked to scope out ideas for west of Harris Field.

*Motion was made to approve the hiring of Galante Architectural Studio as the designer for the rink.
Motion was approved by a vote of 3-0.*

Discussion continued about the updated charge for the development of the west of Harris Field area. Haley thinks that the plans for the land west of Harris need to be assessed immediately. Decisions have to be made about the design of the baseball, softball and soccer fields, the number of parking spaces and the future of the White Field House.

Caputo said the Belmont High School and Middle School Building Committee had decided not to concentrate on west of Harris field. He is asking the School Committee and Select Board to explore broader options there. Caputo said that the two projects do not need to be linked for funding purposes. The rink and the area west of Harris Field could be funded by two different mechanisms.

Dash said it may be optimal to word the new building committee's charge with broad language that includes both projects.

Paolillo thinks since both areas needs to be developed that a phase-in project may be the best path. It's possible for CPA funds and other funds to support the land west of Harris Field. Maybe Galante could help us think about this and hand project ideas over to temporary building committee. Haley confirmed that Galante understands that he will be advancing design ideas for the whole complex.

Epstein said originally the High School and Middle School Building Committee were supposed to be responsible for finding room for a rink, a sports field and parking. If the White Field House remains and 90 parking places are included, that could be a conflict with no clear solution.

Dante Muzzioli affirmed that the rehabilitation and relocation of the building, the White Field House and the design of the field are all under consideration by the Galante team. Haley said he believes that they can get to the final design phase in six weeks. Dash reminded everyone that changing plans would involve the Planning Board and may delay the project.

Dash thanked the Preliminary Rink Committee for the update and for continuing to put together the project with a quick turnaround.

Meg Moriarty affirmed that communication between the schools and the Rink Design Committee has been a priority. Haley was given permission from the School Committee to expand options for this project.

Motion to adjourn the Preliminary Rink Design Committee was seconded and approved.

CLOSE JOINT MEETING WITH PRELIMINARY RINK DESIGN COMMITTEE

Discussion and possible vote on warrant articles for the Annual Town Meeting (ATM)

Patrice Garvin showed an index of warrant articles.

WARRANT ARTICLES INDEX FOR ANNUALTOWN 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 Membership of Town Committees
6	Create Leaf Blower Bylaw
7	Adopting of a Public Way: Oakmont Lane
8	Skating Rink Building Committee
9	Special Act: Retail Liquor Licenses
CITIZEN PETITIONS	
10	
11	
12	
COMMUNITY PRESERVATION FUNDS	
13	FY23 Community Preservation Committee Budget and Projects
BUDGETS AND FINANCIAL ARTICLES	
14	Salaries of Elected Officials
15	Enterprise Funds for Water, Sewer and Stormwater
16	Establish Recreation Chapter 53D Revolving Fund
17	Establish Expenditure Limitation for Revolving Funds
18	Appropriation of Transportation Grant
19	Appropriation of Capital Expenditure Fuel Tanks
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

The Annual Town Meeting Warrant closes tomorrow, March 15, 2022. Dash announced that Ellen Cushman said that two additional citizen petitions were certified for resolution: 1) to change the state flag and seal and 2) to amend Bylaw 40-115 to encourage participation by boards and committees

Discussion continued about amending Article 8 to extend the scope of the rink committee purview. The Select Board gave Patrice Garvin permission to change the wording of the Article to include West of Harris Field in the rink design scope now that we know it will not be funded under the High School and Middle School Building Committee budget. Dash said we are not voting on a debt exclusion, and that this Article is just about the purview of the new Rink Building Committee. He said the Warrant language can be amended later, before the Town Meeting. Select Board will be signing Warrant on April 4.

Dash said we have to decide how many more liquor licenses we want in the article. There are five package store licenses now; two full retail liquor licenses, and three for beer and wine. The Select Board agreed that doubling this amount is appropriate.

Epstein may be ready to present ideas about the leaf blower bylaw next Monday at the Select Board meeting. Delivery date for the final project is June.

Shirish Ranjit wondered why we need to increase liquor licenses for our small town. Dash replied that the liquor license increase was a recommendation from business owners to help increase business.

Possible committee appointments:

a. Historic District Commission

Jaqueline Appel was the only applicant and she has the support of the Historic District Commission Chair.

Motion was made to appoint Jaqueline Apple as the alternative member to the Historic District Commission with a term to expire on June 30, 2024. Motion was approved by a vote of 3-0.

b. Community Path Project Committee

Two openings exist on the Community Path Project Committee. Steven Engler and Mark Kagan are the candidates recommended by Russ Leino, Chair of the Community Path Committee. Leino said that both candidates are well qualified and have enthusiasm for bringing the project to completion. Engler is a civil engineer and Kagan has a financial background.

A public forum on the Community Path design will be held by Mass DOT in May or June 2022. Paolillo said it's important that we continue outreach to other stakeholders.

Motion was made to appoint Steve Engler as resident member of the Community Path Project Committee with a term to expire June 30, 2022. Motion was approved by a vote of 3-0.

Motion was made to appoint Mark Kagan as resident member of the Community Path Project Committee with a term to expire June 30, 2022. Motion was approved by a vote of 3-0.

NOTE: Even though the initial appointment for the Community Path Project Committee ends in three months, these appointments will continue beyond the June 30, 2022 dates until formal appointments are made for a full term during the Board's typical committee appointment process.

Discussion and possible vote on revision and extension of student parking restrictions

Adam Dash is recused from this item and vote. Epstein chaired the Board for this item.

Traffic Working Group – Middle School/High School met last week and determined that the student parking program was working as intended. The Traffic Working Group said there is sufficient capacity for student parkers on Concord Ave., the Jug Handle, the pool and Concord Ave. Students have not migrated to Underwood, Trowbridge and Baker so the Traffic Working Group wants to remove those streets from the program.

Epstein said the Traffic Working Group has been rolling these programs out monthly. There is a recommendation to extend the parking program until April 29.

Motion was made to extend the student parking restrictions approved by the Select Board on January 24, 2022 to April 29, 2022. Motion was approved by a vote of 2-0. [Dash is recused from this vote.]

Motion was made that student parking restrictions for Underwood, Baker and Trowbridge St. approved by the Select Board on December 20, 2021 be removed. Motion was approved by a vote of 2-0. [Dash is recused from this vote.]

[Dash returned to chair the meeting.]

SELECT BOARD COMMITTEE LIAISON REPORTS

The Structural Change Impact Group will finish their report by the end of the month. The focus will now turn to execution and they have to be careful that implementation will not put undue burden on school and Town employees.

The parking program for the Traffic Working Group is working well. The next focus will be on pick up and drop off issues. There is a half hour in the morning and afternoon where cars are stopping everywhere in an unsafe way. The Traffic Advisory Committee also needs to work on isolated parking spaces on Concord Ave. because they are blocking pedestrian walkways. It was reported that the two committees are working well together.

APPROVAL OF MINUTES

- a. February 16, 2022 – Joint Meeting with Warrant Committee, School Committee, Capital Budget Committee and Long Term Capital Planning Committee
- b. February 28, 2022 – Regular Meeting
- c. March 7, 2022 – Joint Meeting with Board of Health and American Rescue Plan Act (ARPA) Public Forum

Motion was made to approve the February 16, 2022 joint meeting minutes as amended. Motion was approved by a vote of 3-0.

Motion was made to approve the February 28, 2022 regular meeting minutes. Motion was approved by a vote of 3-0.

Motion was made to approve the March 7, 2022 joint meeting minutes as amended. Motion was approved by a vote of 3-0.

The next Select Board meeting will be held on March 21, 2022.

The Select Board reorganization meeting will be held on April 6, 2022 at 8:30 am.

Motion was made to adjourn and approved by a vote of 3-0.

Submitted by

Virginia Quinn

Recording Secretary

Respectfully Submitted,



Patrice Garvin, Town Administrator