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**MINUTES
TOWN OF BELMONT
BOARD OF SELECTMEN
SELECTMEN'S MEETING ROOM
Monday, April 11, 2016
7:00 PM**

APPROVED
BOARD OF SELECTMEN
DATE: 6-21-2016

CALL TO ORDER

A regular meeting of the Board was called to order in open session at 7:05 p.m. by Chair Mark Paolillo in the Selectmen's Meeting Room. Selectmen Sami Baghdady and Jim Williams were present. Town Administrator David Kale and Assistant Town Administrator Phyllis Marshall were also present.

Chair Paolillo reviewed the evening's agenda. He said he will add a "Community Announcements" section to the standard meeting agenda going forward, starting this evening.

QUESTIONS FROM TOWN RESIDENTS

[There were none.]

COMMUNITY ANNOUNCEMENTS

- There is a Purple Heart Event on Friday, April 22, 2016 for any Purple Heart Recipients from Belmont.
- There is a Housing the Homeless event on Sunday, April 24 at 1:30 at St. Joseph's Church.
- The Becca Pizzi Fun Run was a great success.
- The League of Women Voter's Warrant Briefing is this Thursday 4/14 at the Beech Street Center.

ACTION BY APPOINTMENT

Proclamation: Armenian Genocide as Requested by the Human Rights Commission

Ms. Barbara Watson, Chair of the Human Rights Commission, and Mr. Jirair Hovsepian, TMM from Precinct 4 and a member of the Human Rights Commission, appeared before the Board concerning the Armenian Genocide Proclamation.

Chair Paolillo read the Proclamation. He noted that the Board signed the Proclamation last week.

Ms. Watson read a statement concerning the Armenian Genocide. She thanked the Board for issuing the Proclamation, on the 101st Anniversary of the Genocide. Mr. Hovsepian also read a statement concerning the Genocide. He provided a historical context for this event.

Chair Paolillo thanked those who presented and reiterated the Board's support on this important issue.

Approval: One-Day All-Alcohol Liquor License for Waldorf High School, Lexington Street (April 30, 2016)

Chair Paolillo confirmed that all the paperwork is in order.

The Board moved: To approve the one-day all liquor license for the Waldorf High School event, details noted above.
The motion passed unanimously (3-0).

Approval: One-Day Beer and Wine License, Nupur Gupta for a Pre-Wedding Party at Beech Street Center (June 4, 2016)

Chair Paolillo confirmed that all the paperwork is in order.

The Board moved: To approve the one-day all liquor license, for the Pre-Wedding Party at the Beech Street Center, details noted above.
The motion passed unanimously (3-0).

Town Administrator's Report

Mr. Kale reported on the following items:

- **Cushing Village:** Funds (from Toll Brothers) are anticipated to be received shortly as a result of the approved extension agreement. Mr. Kale provided some additional information on the Land Development Agreement (LDA), the due diligence process, and the financing of the project.
- **Belmont High School:** There was a bomb threat made, which was also received by many other school districts which resulted in a "shelter in place" protocol. The Fire and Police Chief worked collaboratively with the School Department to ensure the safety of those in the building.
- **Budget Meeting:** Chair Paolillo stated that he would like to meet with the Board members to discuss the budget as well as potential budget enhancements.

Committee Liaison Reports

Strategic Planning Process Discussion

Chair Paolillo said he would like to discuss the process the Board may undertake to identify its top five (or so) priorities. He said that, after a set of priorities are agreed upon, the Board can appoint a "point person" to spearhead each item.

Selectman Williams stated that Open Meeting Law (OML) allows for ways in which potential items for discussion can be placed on the agenda. While the specific item can't be addressed if

it's not on the agenda, the subjects of items themselves can be raised as potential topics. The Board discussed ways in which various topics can be added to the agenda. Mr. Kale raised the issue of time sensitivity, with regard to added agenda items.

Selectman Williams said the Board should focus on leadership, not just day-to-day management. The Board should not need to spend a lot of time on small day-to-day details, he said, but can focus on big picture items. He raised the topic of the Vision 21 master plan as a reference point for setting goals. Selectman Baghdady stated that many areas from that document have been accomplished. The Board agreed that it should not spend a lot of time managing what the Department Heads are charged with managing.

Chair Paolillo suggested that the Board meet to explore and synthesize its priorities and goals. Mr. Kale requested that the Board members send to him their top six goals (those that are mission critical), plus submit another 4 (those that are important, but not critical). This will help the Board to identify action items based on the goals.

Selectman Williams then raised a concern about the Water/Sewer Department's ability to raise rates up to 5% as a matter of policy/guideline. He added that the Board needs to meet together to do a comprehensive review of the activities of each department. The Board should sit together, he said, and discuss each department. Chair Paolillo replied that this amounts to "managing" and not leading. Selectman Baghdady stated that having department heads appear before the Board on a rotating basis will help to inform the Board and to give a face to the leaders of the departments.

The Board continued to discuss issues relating to identifying goals and priorities.

The Board will review the Committee Liaison assignments. They discussed the process by which Board members will report out the highlights. Mr. Kale explained ways in which adding committees could tax the staff – for example, a staff member (e.g., Mr. Clancy) having to attend additional meetings. Selectman Williams said he does not wish to create more work for staff.

Minuteman

Chair Paolillo noted that the Warrant Committee will be discussing the Minuteman article. (He wondered if he should be at the WC meeting.) The Minuteman working group met on Friday, he said, to discuss the project and the ensuing debt. Mr. Kale reviewed the TM process as it relates to the debt vote. Chair Paolillo raised the issue of member-town versus non-member-town enrollment as well as the non-member-town capital fees.

The Board briefly discussed the need for a Minuteman strategy concerning the TM debt vote, the (potential) district-wide vote, the "escape clause," etc. The costs to Belmont were discussed (it could be about \$40K per Minuteman student). The Board agreed that, while it needs to provide Vocational Tech education, the costs of this project present a challenge.

AGENDA FOR NEXT MEETING

Potential Agenda Items for meeting of Monday, April 25, 2016:

- Minuteman Building Project
- Vote on Warrant Articles (7) and STM (3)
- Annual License Renewals
- Arbor Day Proclamations
- Collective Bargaining (Executive Session)

MISCELLANEOUS

Selectman Williams asked if the Board could review the town's financial statements. Chair Paolillo said that the Board will meet with the Permanent Audit Committee to discuss the financial statements.

Selectman Williams requested to see a job description for the new position in Community Development, as well as for the new proposed Library position.

His final question pertained to issuing taxi licenses, as a moratorium was placed on those licenses. Mr. Kale said that he would like to better understand the purpose and outcomes related to the BOS request in order to provide the correct information. What would the Board like to know? Chair Paolillo said it would be interesting to know what other communities are doing around taxi licenses.

Selectman Baghdady said he will assist in exploring this issue.

Approval of Meeting Minutes

- January 25, 2016 Regular Meeting
- January 27, 2016 Joint Meeting with Warrant Committee
- February 3, 2016 Joint Meeting with Warrant Committee

The Board moved: To approve the above noted meeting minutes.
The motion passed unanimously (3-0).

- February 12, 2016 - Executive Session

The Board moved: To approve the meeting minutes of 2/12/16, Executive Session.
The motion passed unanimously (3-0).

- February 12, 2016 - Working Session

The Board moved: To approve the meeting minutes of 2/12/16.
The motion passed unanimously (3-0).

- February 22, 2016 Executive Session

The Board moved: To approve the meeting minutes of 2/22/16, Executive Session.

The motion passed unanimously (3-0).

- February 22, 2016

The Board moved: To approve the meeting minutes of 2/22/16, as amended.

The motion passed unanimously (3-0).

- February 24, 2016 Joint Meeting with Warrant Committee
- March 7, 2016 Regular Meeting
- March 8, 2016 Regular Meeting
- March 10, 2016 Executive Session
- March 10, 2016 Regular Meeting

The Board moved: To approve the above noted meeting minutes.

The motion passed unanimously (3-0).

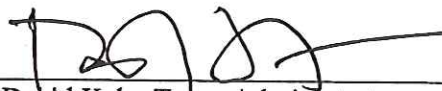
- October 27, 2015 Regular Meeting – The Board will vote on this set when it meets again on Monday, April 25.
- October 27, 2015 Executive Session – This set has been already approved

NEXT MEETINGS

Monday, April 25, 2016 at 7:00 p.m. Selectmen's Meeting Room Town Hall

Friday, April 29, 2016 at 8:00 p.m. Selectmen's Meeting Room Town Hall

The Board moved to adjourn the meeting at 8:50 p.m.



Mr. David Kale, Town Administrator