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MINUTES  
TOWN OF BELMONT  
BOARD OF SELECTMEN  
SELECTMEN'S MEETING ROOM  
Thursday, July 28, 2016  
8:15 AM

APPROVED  
BOARD OF SELECTMEN  
DATE: 12/12/16

**CALL TO ORDER**

A working session meeting of the Board was called to order in open session at 8:28 a.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 turned to the first item on the agenda.

**QUESTIONS FROM TOWN RESIDENTS**

[There were none.]

**ACTION BY CONSENT**

**Committee Appointments Review**

Mr. Bob Reardon, of the Town Administrator's Office, appeared before the Board to assist in the discussion on the Committee Appointment process. He updated the Board on what has transpired in the process – e.g., notification announcements, letters to committee members whose terms are expiring, communication with Committee Chairs.

Mr. Kale suggested that the Board review the Committee Appointment Worksheet. He noted that the official appointments are typically made (by the Board) on camera. There may be some follow up, in terms of outreach to prospective committee appointees, that can occur before the August 8 meeting.

The Board agreed that the majority of the appointments will be made on camera at the upcoming Board meetings to be held in August.

(Superintendent Phelan and Ms. Lisa Fiore appeared, and Chair Paolillo paused the Committee Appointment Review and turned to the BHS Building update at this point.)

**Belmont High School Building Update**

Superintendent Phelan and Ms. Lisa Fiore, School Committee Chair, appeared before the Board to provide a Belmont High School building update.

Mr. Kale began by informing the Board that the enrollment number and facilities planning for

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the module units are two MSBA tasks that remain (at this juncture). Superintendent Phelan then provided an update of the work of the BHS Building Committee concerning the enrollment projections. He stated that the MSBA put forth just under 1450 as their initial enrollment number. Representatives of the Building Committee will have an additional follow-up meeting with the MSBA to discuss enrollment projections based on the report completed by the Building Committee. However, further clarification from the MSBA will be desired since the design enrollment may translate into a higher student capacity of at least 15%. . The MSBA was receptive to a higher number and in fact adjusted the number to 1475 from 1380 after an initial meeting. Belmont will meet with them again as this projection is still less than the 1525 number that Belmont is estimating. He explained why the enrollment number is important as it impacts the square footage of the new building. He noted that the McKibbon enrollment data was useful in helping Belmont with its projections.

Superintendent Phelan also noted that the enrollment projections impact the district as a whole. The middle school is experiencing very high enrollment at 1374 students and that number will rise in the coming years. He is discussing with the MSBA various creative options to deal with increasing enrollment and its impact on the district, e.g. putting grade 5 back to elementary (which will help CMS), adding grade 8 to the new BHS, etc. Mr. Kale provided some additional information on the enrollment projections. He explained the process by which the enrollment estimates impact the design of the school. He said the hope is to get the overall number higher than the MSBA's current estimate of 1475.

Chair Paolillo expressed a concern that in 10 years (or less) the high school may be too small for Belmont's student population. The MSBA, he said, is roughly 100 students off. The Wellington and the Chenery are now over-crowded. Why not, he asked, build in some capacity, given the enrollment trends in Belmont?

The Board discussed issues relating to enrollment.

Mr. Kale noted that the enrollment number will need to be certified in August as the schedule stands now

### **Executive Session**

*The Board moved:* To enter into executive session at 8:58 a.m. to discuss strategy sessions with non-union personnel or to conduct collective bargaining sessions or contract negotiations if an open meeting may have a detrimental effect on the negotiating position of the public body and the Chair so declares. The Board will return to open session.

A roll call vote was taken: Chair Paolillo said aye, Selectmen Baghdady and Williams also said aye and the motion passed unanimously (3-0).

### **Return to Open Session**

*The Board moved:* To exit Executive Session and Return to Open Session at 9:19 a.m.  
A roll call vote was taken: Chair Paolillo said aye, Selectmen Baghdady and Williams

also said aye and the motion passed unanimously (3-0).

### **Convene as Board of Survey**

*The Board moved:* To convene as the Board of Survey at 9:20 a.m.  
The motion passed unanimously (3-0).

### **ACTIONS AS BOARD OF SURVEY**

#### **Bond for Greensbrook Development, LCC / Oblige: Town of Belmont / Project: Improvements to Greensbrook Way Extension**

Mr. Glenn Clancy, Director of Community Development, and Mr. Ara Yogurtian, Assistant Director, appeared before the Board to discuss the bond for Greensbrook Development and the improvements to Oakmont Lane (formally known as the Greensbrook Way extension). Mr. Clancy provided the background information on this issue. The developer wants to reduce the value of the surety bond to reflect the amount of roadway work completed to date. The original bond value was \$1,074,032 and the new value is requested to be \$181,731.67.

The Board briefly discussed this issue.

*The Board moved:* To reduce the value of the surety bond from \$1,074,032 to \$181,731.67.  
The motion passed unanimously (3-0).

### **Resume as Board of Selectmen**

*The Board moved:* To resume as the Board of Selectmen at 9:24 a.m.  
The motion passed unanimously (3-0).

### **Town Administrator's Report**

Mr. Kale reported on the following item:

- **Outstanding Minutes from October 27, 2015:** Mr. Kale suggested that the minutes be transcribed "word for word" for a portion of the meeting and then entered into the record. The Board agreed that this makes sense given that the meeting was so long ago.
- **BHS Project:** Mr. Kale will contact the MSBA concerning the restrictions of possibly adding the Library to the high school site, as part of the High School Building project. Chair Paolillo raised the topic of having the Police Station on the BHS site. Mr. Kale discussed the Pure Coat site.

### **Committee Appointments Review (Continued)**

Chair Paolillo congratulated Mr. Bob Reardon on his recent appointment to the Belmont Police Department via the Police Academy.

The Board then reviewed the appointment worksheet of potential community appointments with Mr. Reardon. Mr. Reardon provided highlights of the process thus far.

The Board discussed issues relating to the Economic Development Advisory Committee (EDAC). Selectman Baghdady raised a concern about this committee. Chair Paolillo stated that the committee should not be disbanded, but that the committee may need to have a defined mission with specific tasks in order to better focus its efforts. He asked Mr. Reardon to review the mission statement of the EDAC and also to explore Acton's EDAC to see how it operates, since Belmont's was modeled after the Acton group.

The Board then discussed term limits and number of members on some committees.

### **Approval of Meeting Minutes**

- Executive Session; Tuesday, May 31, 2016 at 8:00 A.M.
- Regular Meeting; Friday, June 3, 2016 at 8:00 A.M.

*The Board moved:* To approve the above noted meeting minutes, with Executive Session where noted.

The motion passed unanimously (3-0).

- Regular Meeting; Monday, June 13, 2016 at 6:00 P.M.

*The Board moved:* To approve the June 13 meeting minutes.

The motion passed unanimously (2-1). (Selectman Baghdady abstained.)

[Selectman Baghdady left the meeting at this point ~ 9:50 a.m.]

### **Committee Appointments Review (*Continued*)**

The Board continued to review the committee appointment worksheet. The Board discussed the fact that some residents are serving on four or five committees. The BOS asked the Town Administrator to develop a draft policy of term limits on committees and the number of committees an individual may serve on at once.

The Board discussed the appropriate number of members for the Traffic Advisory Committee. The Town Administrator was asking for guidance from TAC on the reduction of the number of appointees.

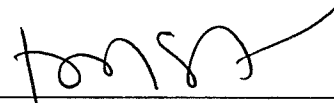
The Board will begin the official appointment process at the meeting on August 8, 2016.

### **NEXT MEETINGS**

Monday, August 8, 2016 at 5:30 p.m. Selectmen's Meeting Room Town Hall

Monday, August 22, 2016 at 5:30 p.m. Selectmen's Meeting Room Town Hall

The Board moved to adjourn the meeting at 10:16 a.m.

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

Mr. David Kale, Town Administrator