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MINUTES  
TOWN OF BELMONT  
BOARD OF SELECTMEN Working Session  
SELECTMEN'S MEETING ROOM  
Thursday, February 2, 2017  
9:00 AM

APPROVED  
BOARD OF SELECTMEN  
DATE: 04-03-2017

## CALL TO ORDER

A working session meeting of the Board was called to order in open session at 9:11 a.m. by Chair Mark Paolillo in the Selectmen's Meeting Room. Selectmen Sami Baghdady and Jim Williams were present. Town Administrator David Kale was present; Assistant Town Administrator Phyllis Marshall was not present.

Chair Paolillo reviewed the agenda. Mr. Kale reviewed the upcoming meetings: Monday February 6 at 6:30 p.m. and the 13<sup>th</sup> at 6:00 p.m. (Joint with SC and WC).

## COMMUNITY ANNOUNCEMENTS

- **Next Meetings:** Monday, February 6 (at 6:30 p.m.) and 13 (at 6:00 p.m.)
- Good luck to the Patriots on Sunday!

## QUESTIONS FROM TOWN RESIDENTS

[There were none.]

## ACTION BY APPOINTMENT

### Executive Session

*The Board moved:* To enter into Executive Session at 9:18 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 bargaining or litigation 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 10:07 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).

## ACTION BY CONSENT

APPROVED  
BOARD OF SELECTMEN  
DATE

of Health Insurance with Human Resources Director, Jessica Porter

This agenda item was deferred to Monday, February 6, 2017.

**Approval of a Notice of Award to Elizabeth Contracting Inc. of Westwood, MA for a contract in the amount of \$227,855 for the Harris Field Press Box Construction project, and that the Town Administrator is hereby authorized to execute said contract on behalf of the Board of Selectmen**

Mr. Gerry Boyle, Facilities Director, appeared before the Board to discuss the Harris Field Press Box contract. Mr. Kale provided some background information on the fiscal contributions, e.g., money left over from Harris Field Projects, Booster contributions, etc. The cost of the project will be about \$240K. The Board discussed the bid, noting that it came in higher than expected. Mr. Boyle explained that this is because of the state of the construction field at this time – contractors are in high demand.

*The Board moved:* To approve the award of this contract to Elizabeth Contracting, Inc. in the amount of \$227,855 for the Harris Field Press Box Construction project, and to authorize the Town Administrator to execute the contract.  
The motion passed unanimously (3-0).

### **FY18 Budget Update**

[Chair Paolillo suggested that the budget discussion will likely need to be continued to Monday, Feb. 6, 2017. The meeting will begin at 6:30 p.m. with an Executive Session.]

Mr. Kale began by stating that the budget for FY18 is balanced. He explained where money has been allocated to bridge certain gaps. He reviewed where additional revenues could be applied to the budget, e.g., additional state aid, new growth, etc. He explained how the revenue estimates impact the FY19 (and perhaps the FY20) budget. He then explained where the override money was applied.

Mr. Kale next reviewed a subset of revenue estimates: new growth, local receipts, etc. He reviewed how free cash is used and how it is replenished. He discussed the impact of the Belmont High School configuration options and the burgeoning school enrollment. The enrollment issue suggests there is a need to purchase additional modular units – which will impact the FY18 budget (including the utility installation costs, which may be more costly than at the Chenery). The funding of the units (as well as the “all in costs” – furnishings, utilities, staffing, etc.) will need to be fleshed out in the next weeks. Town Meeting will need to approve the funding of said units. Possible funding sources include: money from Cushing Square Parking Lot Sale and free cash will need to be explored, possibly in the fall 2017.

He will resume the conversation on Monday, beginning with fixed costs.

### **Town Administrator’s Report**

Mr. Kale did not issue a report.

**Committee Liaison Reports / Other**

*MBTA Advisory Board*

Selectman Williams said that a “smart signal” could be installed which notifies the conductor if there is a car on the track.

*Financial Accruals Material*

Selectman Williams distributed information on financial accruals. He is working on a “transmittal letter”. This will impact the Light Department. The Board then discussed when it will meet next as a Light Board.

**NEXT MEETINGS**

Monday, February 6, 2017 at 6:30 p.m. Selectmen’s Meeting Room Town Hall  
Monday, February 13, 2017 at 6:00 p.m. Selectmen’s Meeting Room Town Hall

The Board moved to adjourn the meeting at 10:54 a.m.

  
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Phyllis Marshall, Interim Town Administrator