

*Town of*  
**Belmont**  
MASSACHUSETTS



*The Town of Homes*

**2016 ANNUAL REPORT**

# 2016 Annual Report



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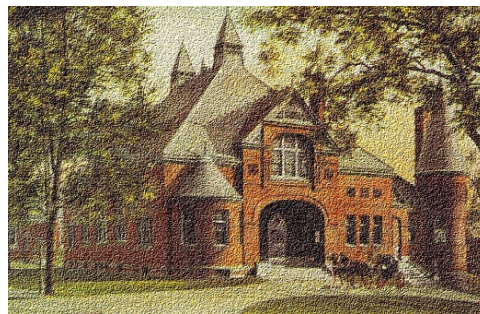
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## TOWN PHONE LISTING BY DEPARTMENT

Department:	Number: (617)
Town's Main Phone Line	993-2600
<u>ACCOUNTING</u>	993-2620
<u>ASSESSORS</u>	993-2630
<u>FACILITIES DEPARTMENT</u>	993-2640
<u>COMMUNITY DEVELOPMENT</u>	993-2650
<i>BUILDING</i>	993-2664
<i>ENGINEERING</i>	993-2665
<i>PLANNING</i>	993-2666
<i>PLUMBING</i>	993-2662
<i>INSPECTION LINE</i>	993-2663
<u>COUNCIL ON AGING</u>	993-2970
<u>CREDIT UNION</u>	993-2790
<u>FIRE DEPT</u>	993-2200
<i>Fire Prevention</i>	993-2210
<u>BELMONT HOUSING AUTH</u>	484-1411
<u>EMERGENCY MANAGEMENT</u>	993-2260
<u>HEALTH</u>	993-2720
<i>VETERANS AGENT</i>	993-2725

Department:	Number: (617)
<u>HUMAN RESOURCES</u>	993-2740
<u>INFORMATION TECH</u>	993-2750
<u>LIBRARY</u>	993-2850
<u>LIGHT</u>	993-2800
<u>POLICE</u>	993-2501
<i>Traffic Division</i>	993-2530
<u>PUBLIC WORKS</u>	993-2680
<i>Snow Emergency Hotline</i>	993-2698
<i>Parks</i>	484-2538
<i>Cemetery</i>	993-2710
<i>Recreation</i>	993-2760
<i>Water</i>	993-2700
<u>RETIREMENT</u>	993-2792
<u>SCHOOL DEPT</u>	993-5400
<u>SELECTMEN</u>	993-2610
<u>TOWN CLERK</u>	993-2600
<u>TREASURERS</u>	993-2770
<u>PARKING CLERK</u>	993-2770



Belmont Town Hall  
455 Concord Avenue  
Belmont, Massachusetts 02478

Board of Selectmen and Town Administration  
Office General E-mail: [selectmen@belmont-ma.gov](mailto:selectmen@belmont-ma.gov)

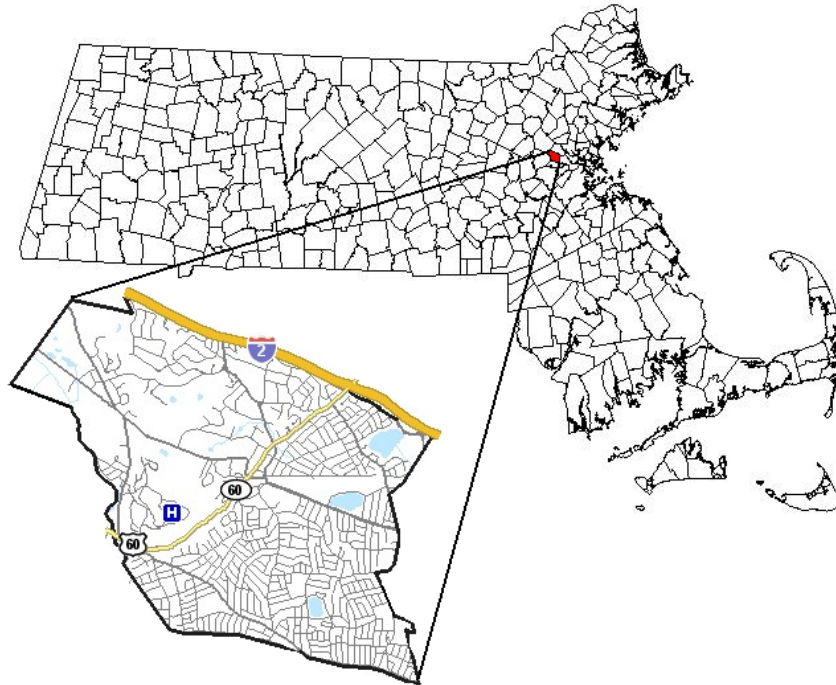
Town Website: [www.belmont-ma.gov](http://www.belmont-ma.gov)





# 2016 Annual Report

## COMMUNITY PROFILE:



### LOCATION:

The Town of Belmont is suburban community located in heart of the Greater Boston Metropolitan Area. Known to longtime residents as “The Town of Homes”, Belmont is a primarily residential community located in close proximity to the region’s economic centers. A part of Middlesex County, Massachusetts, Belmont is situated on Cambridge’s western border and is just 8 miles from Downtown Boston. The Town is also bordered by Watertown, Waltham, Lexington and Arlington.

### **HISTORICAL:**

First Settlers	1639
Town Incorporated	1859

### **GEOGRAPHIC LOCATION:**

Latitude	42° 23' 46”
Longitude	71° 10' 33”

### **ELEVATION ABOVE SEA LEVEL:**

High Point	341.2 feet
Low Point	6.8 feet

### **AREA DATA:**

Area in Square Miles	4.655
Total Acreage	2,978.95
Land Surface Acreage	2,946.40
Water Surface Acreage	32.55

### **REAL ESTATE IN FY14:**

Real Estate Valuation (total)	\$	5,435,604,401
Personal Property	\$	45,410,760
Total Valuation	\$	5,481,015,161
FY13 Tax Rate per Thousand	\$	13.50

### **POPULATION:**

Federal Census, 1970	28,285
Federal Census, 1980	26,100
Federal Census, 1990	24,720
Federal Census, 2000	24,194
Federal Census, 2010	24,729
Town Census, 2015	23,570

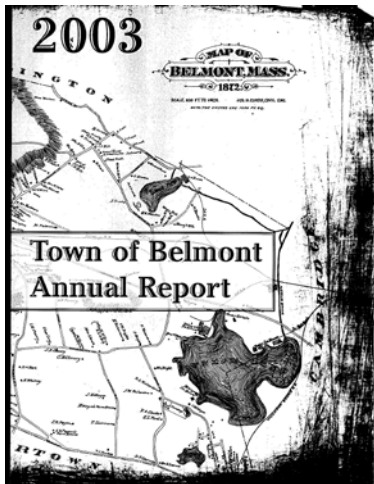
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## HISTORY OF BELMONT:

*By Richard Betts; Town Historian*

Settlement in the area that now includes Belmont began in 1630, when Sir Richard Saltonstall and approximately 40 families separated from the first settlers of the Massachusetts Bay Colony and moved inland to start an agricultural community. Originally called Pequosette after the local Indian tribe, the name of the new town soon changed to Watertown. In 1638, by order of the General Court, Watertown paid the Pequosette Indians the sum of 13 pounds, 7 shillings and 6 pence for the land.



The original settlement spread inland extensively into the present towns of Watertown, Waltham, Weston, Lincoln, and parts of Cambridge and Belmont. In 1738, Waltham seceded from Watertown, and the future Belmont was now part of three towns.

In 1805, Frederick Tudor began cutting ice on Fresh Pond. As his business grew, he decided to build a railroad from his wharves in Charlestown to Fresh Pond. This line was built about 1843.

With the railroad so near, the citizens of Waltham clamored to have it extended to their village which was granted and the line ran through what was to become the Town of Belmont. The railroad made the purely agricultural community available for residences of well-to-do Bostonians. Settlements centered around Wellington Station (now Belmont Center), Waverley Station, and Hill's crossing station.

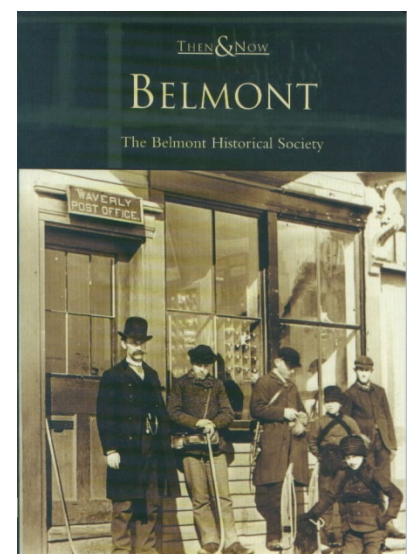
Those settlements grew into villages, but local government arrangements were annoying because citizens had to go to Watertown, Waltham, or West Cambridge (now Arlington) to vote and attend town meetings. A group of about 1,000 people joined together in the early 1850's and announced their desire to form a separate town. One of the most enthusiastic advocates was John Perkins Cushing, the largest taxpayer of the proposed town, who gave generously and openly to the incorporation expense on the condition that it be named after his 200 acre estate "Bellmont."

The towns of Watertown, Waltham, and West Cambridge fought the proposed creation of a new town, but in the end the battle was won and on March 18, 1859 the Town of Belmont was born. Of the then total area of 5 square miles, 2.26 were taken from Watertown, 0.67 from Waltham, and 2.82 from West Cambridge. The population was 1,175 of whom 170 were registered voters and 325 were school children. The new town was a widespread collection of fruit farms and market gardens. Produce from Belmont farms was sold at Faneuil Hall market. Specialties included celery, tomatoes, cucumbers, berries, and small fruits. In fact, "Belmont" became a term of distinction indicating quality and large size.

The original town included a part of present day Cambridge including half of Fresh Pond. Because of a controversy over a slaughter house erected in Belmont on the banks of the pond which was the drinking water supply for Cambridge, 0.89 square mile of Belmont was annexed in 1880 to that city.

This left Belmont with a total area of 4.676 square miles. Minor adjustments due to various Route 2 widenings makes the total area 4.655 square miles today.

In the 1900's, the large number of artists, authors, educators, physicians, and scientists moving to the town doubled its population. As a result, the farming community disappeared. Belmont today, with a population of 25,349, is almost entirely residential and is known as "*The Town of Homes.*"

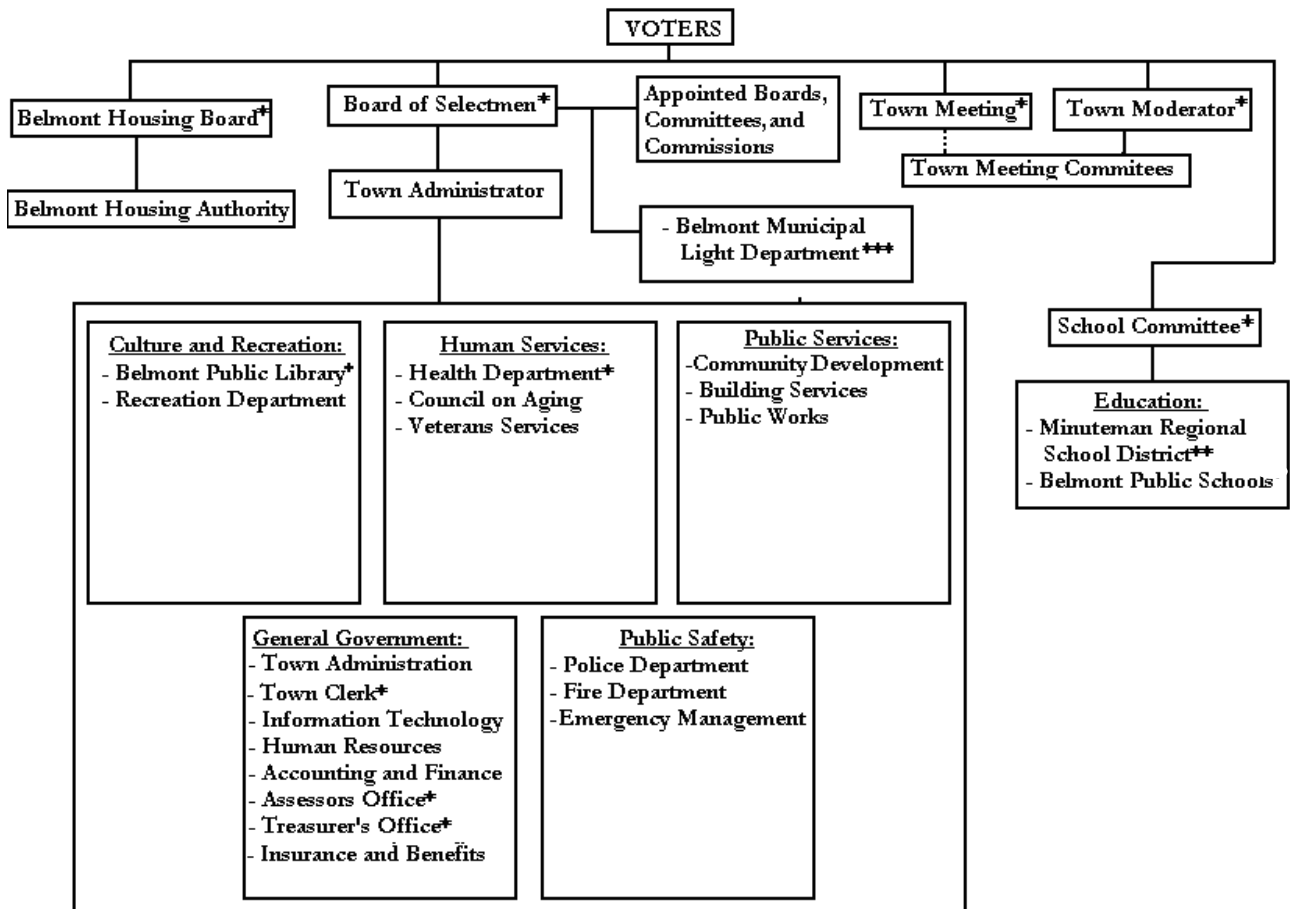




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## GOVERNMENT ORGANIZATION:

Below is an organizational chart which classifies departments with regard to budget function which differs in some cases from reporting structure. Elected Department Heads and Boards identified with an asterisk and maintain management authority over their respective departments. Department Heads who are elected include the Town Treasurer and the Town Clerk. Departments with elected management Boards include the Cemetery Division, Health Department, Assessors Office, and Belmont Public Library. Please note that space restrictions prevent all appointed committees and boards from being listed independently but they derive power from their appointing authority.



Notes:

\* Elected directly by the voters in annual Town elections. When in reference to a Department, the Department Head or Board is elected and has management authority over the department, placement on this chart only reflects budget function.

\*\*Regional Organization of which Belmont is a Member Community. Governed by a Committee on which Belmont has representation.

\*\*\* Department in which the Board of Selectmen acts as the managing board.

# 2016 Annual Report



## ELECTED OFFICIALS:

### Board of Selectmen:

Mark A. Paolillo, Chair	2019
Sami Baghdady, Vice - Chair	2017
James R. Williams, Selectman	2018

### School Committee:

Lisa Fiore, Chair	2018
Sabri Murat Bicer	2019
Susan Burgess-Cox	2018
Thomas Caputo	2017
Andrea Prestwich	2019
Elyse Shuster	2017

### Board of Assessors:

Robert P. Reardon, Chair	2017
Charles R. Lavery III, Vice - Chair	2019
Martin B. Millane Jr., Secretary	2018

### Board of Cemetery Commissioners:

Ellen O'Brien Cushman, Chair	2018
William J. Chemelli, Vice - Chair	2019
Alexander E. Corbett, III, Clerk	2017

### Board of Health:

David B. Alper, Chair	2018
Donna S. David, Vice - Chair	2017
Julie C. Lemay	2019

### Board of Library Trustees:

Kathleen Keohane, Chair	2017
Elaine Alligood, Vice- Chair	2018
Gail Mann, Secretary	2017
Mark Carthy	2019
Mary Donahue Stearns	2019
Mary Alice Wistman*	2018
Corinne McCue Olmsted**	2017

*\*Resigned in May '16*

*\*\*Appointed to fill vacancy until 2017 Election*

### Housing Authority:

Donna Brescia, Chair	2020
Gloria Leipzig	2018
Anne Barrington Mahon	2021
Tommasina Olson	2019
Charles R. Lavery III, State Appointee	

### Town Clerk:

Ellen O'Brien Cushman	2019
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### Town Treasurer:

Floyd S. Carman	2017
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### Town Moderator:

Michael Widmer	2017
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### Representative in General Court:

David M. Rogers	2019
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### Senator in General Court:

William N. Brownsberger	2019
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# 2016 Annual Report

## TOWN MEETING MEMBERS:

### AT-LARGE:

#### Town Treasurer:

Floyd S. Carman 184 Brighton St

#### Town Clerk:

Ellen O'Brien Cushman 38 Scott Rd

#### Chairman, School Committee

Lisa B. Fiore 34 Van Ness Rd

#### Board of Selectmen:

Mark A. Paolillo 42 Pilgrim Rd

*Sami S. Baghdady and James R. Williams  
hold seats in their individual precincts and  
therefore are not considered "At-Large"*

#### Town Moderator:

Michael J. Widmer 126 Gilbert Rd

#### Representative in General Court:

David M. Rogers 18 Richard Ave  
Cambridge

### PRECINCT ONE:



Alcock, John P.	42 Madison St
Barry, Daniel Patrick	129 Goden St
Bishop, Carolyn J.	7 Orchard St
Borelli, John A.	290 School St
Carthy, Mark	21 Stone Rd
Crawford, James L.	22 Locust St
Dash, Adam	12 Goden St
Dizikes, Peter J.	34 Randolph St
Doyle, Christine M.	15 Cedar Rd
Freidberg, Karen	43 Douglas Rd
Gavin, Mary	12 Long Ave
Golding, Helen E.	18 Louise Rd
Gorman, Gail M.	96 School St
Halston, Daniel W.	10 Myrtle St
Hayes, Jocelyn C.	5 Colonial Ter
Kolterman, John	107 Orchard St
Libenson, Michael D.	74 Hillcrest Rd
Lind, Katherine A.	68 Fairmont St
Lisanke, Alina	77 Bow Rd
Mahoney, Anne Marie S.	24 Goden St
McClain, Gretchen	87 School St
McGaw, Robert E.	23 Louise Rd
Miller, Jeffrey B.	286 School St
Miranda, Barbara E.	22 Myrtle St
Muson, Holly Hart	40 Temple St
Ogilby, Lydia Phippen	306 Washington St
Paulsen, Frederick S.	90 School St
Poole, Adriana	53 Louise Rd
Staton, James H.	92 Long Ave
Tenney, Yvette J.	70 Bow Rd
Todreas, Ian L.	16 Chenery Ter
Tomczyk, Stephen	47 Hamilton Rd
Vernick, Daniel	73 Fairmont St
Weis, John J.	30 Chenery Ter
Williams, James R.	7 Glenn Rd
Zecchi, Kristen F.	30 Orchard St

### PRECINCT TWO:



Aitken, Leslie	70 Evergreen Way
Banker, James	79 Scott Rd
Banker, Michele S.	79 Scott Rd
Berger, Rachel J.	33 Stella Rd
Brown, W. Sumner	35 Ross Rd
Brusch, M. Patricia	52 Radcliffe Rd
Buckley, John J.	11 Leicester Rd
Burgess-Cox, Susan	135 Radcliffe Rd
Caputo, Thomas M.	63 Richmond Rd
DeStefano, Joseph G.	25 Somerset St
Dionne, Elizabeth Harmer	55 Wellesley Rd
Dreier, Katharine E.	11 Howells Rd
French, III, Frank E.	44 Evergreen Way
Gammill, James F.	19 Dorset Rd
Geiger, Ronald H.	27 Stella Rd
Helgen, Anne K.	243 Marsh St
Herosian, Karen Barmakian	585 Pleasant St
Huang, Caroline Bing-Yen	39 Howells Rd
Hurley, David	20 Birch Hill Rd
Keohane, Kathleen	19 Rutledge Rd
Lynch, Brian M.	10 Dorset Rd
Lynch, William	10 Dorset Rd
Magni, Peter R.	140 Radcliffe Rd
McGuire, Elizabeth M.	70 Lawrence Ln
McLaughlin, Robert E.	81 Wellesley Rd
McSwain, Judith A.	35 Ross Rd
Nolan, Daniel D.	1015 Concord Ave
Ostayan, Karnig	35 Lantern Rd
Papa, Cindy G.	109 Winter St
Pew, Elizabeth W.	27 Wellington Ln
Robotham, John	19 Scott Rd
Robotham, Suzanne H.	19 Scott Rd
Scali, Joseph A.	19 Prospect St
Scali, Maryann L.	19 Prospect St
Weeks, Julia H.	585 Concord Ave
Zhao, Gang	75 Marsh St



# 2016 Annual Report



## PRECINCT THREE:

PRECINCT 3  
TOWN OF BELMONT, MA



Alcorn, Anthony J.	172 Waverley St
Allison, Liz	69 Pinhurst Rd
Barton, Julie	16 Charles St
Bass, Suzanne R.	530 Concord Ave
Bates, Lot Webster	112 Waverley St
Bernard, John Joseph	71 Waverley St
Chase David R.	14 Waverley Ter
Cohen, Martin L.	21 Dunbarton Rd
D'Andrea, Jr., Mark M.,	97 Waverley St
Dieckmann, John T.	47 Lorimer Rd
Friedman, Bonnie L.	16 Hay Rd
*Gendron, Leo J.	18 Woodland St
Goodman-Belkadi, Ariane	12 Woodland St
Hamann, Charles M.	6 Meadows Ln
Iskandarian, Vera L.	338 Waverley St
Jansen, Ann M.	59 Lorimer Rd
Jenkins, Juliet B.	76 Lorimer Rd
Jones, Ralph T.	56 Summit Rd
Kennedy, Mary K.	11 Lorimer Rd
Kennedy, Robert V.	11 Lorimer Rd
Klimasmith, Elizabeth M.	17 Edward St
Kruse, Janet M.	13 Grant Ave
Manjikian, Raffi M.	12 Pearl St
Marzocchi, Paul M.	19 Waverley Ter
Mayer, John H.	194 Orchard St
McVay, Christine Marie	109 Brookside Ave
Mesard, Wayne	14 Ash St
Moore, Martha	331 Waverley St
Oteri, Lisa A.	31 Waverley Ter
Page, Jennifer A.	15 Stanley Rd
Plass, Martin	10 Stanley Rd
Sarno, Judith Ananian	30 Waverley Ter
Sarno, Robert L.	30 Waverley Ter
Stanton, Vincent P.	32 Royal Rd
Tomford, Heli	72 Pinhurst Rd
Vose, Rebecca S.	48 Clark St

\*Leo Gendron passed away in Nov 2016

## PRECINCT FOUR:

PRECINCT 4  
TOWN OF BELMONT, MA



Baghdady, Rola M.	14 Loring St
Baghdady, Sami S.	14 Loring St
Baghdady, Samir S.	47 Walnut St
Bakeman, Helen E.	92 Lexington St
Bowen, Catherine A.C.	67 Bartlett Ave
Brown, Judith L.	300 Trapelo Rd Unit 19
Chemelli, William J.	11 Ripley Rd
Chesson, Michael B.	21 Whitcomb St
Clark, Charles L.	150 White St #2
Coté, Marion E.	37 Burnham St
Cunningham, Kevin M.	20 Chandler St
Deutsch, Debra	56 Hull St
Devito Ghilardi, Linda	16 Church St, 3L
Dillon, William	137 White St
Engerman, David	17 Ridge Rd
Flewelling, David R.	36 Sycamore St
Flewelling, Sheila M.	36 Sycamore St
Gates, Lucia E.	11 Agassiz St
Gibalerio, Lisa M.	20 Chandler St
Hovsepian, Jirair M.	44 Chandler St
Kazarian, Henry V.	22 Banks St
Keefe, Brian	195 Lexington St
Lawrence, Philip W.	68 Agassiz Ave
MacAulay, Andrew C.	41 Chandler St
Mahon, Anne	19 Alma Ave
Messenger, William G.	84 Lexington St
Occhino, John B.	18 Hull St
Occhino, Sandra M.	18 Hull St
O'Neil, Rose E.	77 Maple St
Patterson, Marcus D.	41 Lexington St
Powelstock, David	23 Alma Ave
Schmidt, Elizabeth B.	59 Lexington St
Swift Hart, Johanna	92 Hull St
Vanderhart, Laura Joy	96 Agassiz Ave
Webster, David M.	18 Holt St
White, Joseph P.	14 Maple Ter

## PRECINCT FIVE

PRECINCT 5  
TOWN OF BELMONT, MA



Alligood, Elaine	265 Beech St
Asadoorian, Arto N.	40 Slade St
Becker, Claus C.	20 Poplar St
Bloore, Suzanne W.	37 Hastings Rd
Bradley, Mary	12 Leslie Rd
Carlini, Stephan W.	31 Horne Rd
Carlson, Laurie	20 Upland Rd
Carlson, Nancy A.	12 Poplar St
Coakley, Joanne E.	95 Horace Rd
Crockett, Julie S.	232 Trapelo Rd
Cruz, Ana Helena Silvia	38 Winslow Rd
Donham, Thayer	77 Hammond Rd
Ellard, Janice M.	12 Horace Rd
Feins, Judith D.	71 Bay State Rd
Fine, Howard Mark	88 Bay State Rd
Hansen, Richard Glade	38 Winslow Rd
Kassaraba, Myron J.	43 Hastings Rd
Lombarbo, Francis A.	209 Trapelo Rd
Nelson, Azra	28 Vincent Ave
O'Connor, John M.	35 Upland Rd
Olson, Tommasina Anne	10 Bay State Rd
Plunkett, Andrew	137 Gilbert Rd
Pollock, John W.	383 Common St
Pollock, Lois J.	383 Common St
Rojas, Andres T.	72 Drew Rd
Rushe, Kathleen	64 Horne Rd
Sanderson, III, Edward C.	44 Flett Rd
Serra-Masciari, Andrea	51 Flett Rd
Sigel, Katherine	181 Slade St
Steinert, Heidi L.	123 Gilbert Rd
Sullivan, John P.	72 Palfrey Rd
Sullivan, Matthew J.	121 Hammond Rd
Wagner, Mark D.	21 Hastings Rd
Widmer, Jeanne	126 Gilbert Rd
Wille, Lucia	58 Hammond Rd
Wrubel, Roger P.	165 Slade St



# 2016 Annual Report

## PRECINCT SIX

PRECINCT 6  
TOWN OF BELMONT, MA



Alper, David B.	1 Oak Ave
Bauer, Benjamin	52 Willow St
Bauerle, Karen McNay	59 Hurd Rd
Bowe, John J.	20 Elizabeth Rd
Donner, Tara	47 Payson Rd, #2
Dukas, Theodore	236 Payson Rd
Epstein, Roy	34 Cushing Ave
Evans, Stephen A.	100 Van Ness Rd
Feinleib, Judith F.	87 Oakley Rd
Gibson, Elizabeth	15 Oakley Rd
Graham, Laurie A.	32 Warwick Rd
Hirsch, Marcie S.	64 Old Middlesex Rd
Johannet, Suzanne	45 Warwick Rd
Jordan, Virginia	34 Lawndale St
Kazanjian, Edward A.	355 School St
Kazanjian, Mary Ann	355 School St
Killeen, Matthew D.	267 Payson Rd
**Kirrane, Julie M.	23 Lawndale St
Klionsky, Stephen H.	196 Payson Rd
Lipson, Elizabeth	89 Townsend Rd
Marusiak, Jennifer	23 Chester Rd, #2
Mooney, Jeanne R.	60 Oak Ave
Oates, Linda N.	302 Payson Rd
Reardon, Robert P.	73 Van Ness Rd
*Reardon, Jr., Robert P.	73 Van Ness Rd
Record, Jocelyn	44 Oak Ave
Saper, Brian S.	16 Old Middlesex Rd
Semuels, Joel M.	18 Bellevue Rd
Shea, Jamie H.	149 Washington St
Shuster, Elyse B.	29 Van Ness Rd
Singler, Judith	53 Selwyn Rd
Slap, Laurie R.	95 Long Ave
Smith, Eric A.	44 Pequossette Rd
Smith, Michael A.	40 Warwick Rd
Thayer, Philip K.	39 Oak Ave
Whitmer, Peter	41 Hurd Rd

\* Served Partial Term

## PRECINCT SEVEN

PRECINCT 7  
TOWN OF BELMONT, MA



Bonnin, Kathleen Lowrey	44 Dalton Rd
Callanan, Margaret M.	21 Sargent Rd
Candee, Richard A. "Nick"	21 Anis Rd
**Corbett, Kristen	38 Falmouth St
Coutinho, Paul J.	23 Woods Rd
Crawford, Clare G.	134 Dalton Rd
Drevins, Joan A.	61 Betts Rd
Gold, Benita	45 Springfield St #2
Grob, Elizabeth Pannier	21 Betts Rd
Hill, Laura Joyce	10 Hartley Rd
Jackson, Sara Elizabeth	20 Ericsson St
Jacoby, Henry D.	106 Grove St
John, Thomas Douglas	3 Livermore Rd
Kelley, Patricia	30 Grove St
Kundrot, Jennifer Dewey	101 Fairview Ave
Kundrot, Steven A.	101 Fairview Ave
**Liberty, Hannah	43 Worcester St
Lockett, Deborah S.	112 Dalton Rd
Lubien, Geoffrey George	38 Unity Ave
McNamara, Michael	41 Marlboro St
Meier, Shelagh E.	82 Betts Rd
Mohr, Glen	281 Washington St
Moyles, Carol A.	27 Betts Rd
Nelson, Paul S.	40 Unity Ave
Perlow, Meghan	30 Springfield St
Pinkerton, Stephen R.	139 Dalton Rd
*Rathle, Mario	566 School St
Reynolds, Ann K.	54 Fairview Ave
Rosenstein, Amy C.	21 Hartley Rd
Rubeski, Heather	133 Dalton Rd
Ruvolo, Donna	36 Choate Rd
Schafer, Penelope H.	161 Lewis Rd
Sorenson, Brett C.	30 Woods Rd
Titus, Susan Rebecca	26 Livermore Rd
van Geel, Alexandra	64 Livermore Rd
Wong, Glen P.	70 Livermore Rd

\*Elected at Caucus

## PRECINCT EIGHT

PRECINCT 8  
TOWN OF BELMONT, MA



*Allen, Monte	88 Farnham St
Baskin, Kathleen M.	73 Munroe St
**Bitner, Marty	207 Claflin St
Brosnan, Kevin P.	31 Tobey Rd
Bunyon, Carolyn	50 Albert Ave
Corbett III, Alexander E.	114 Alexander Ave
Cowing, Kathleen	278 Cross St #1
Crowley, Michael F.	119 Farnham St
Ferrante, Anthony A.	15 Westlund Rd
Gallant, Stuart R.	55 Hill Rd #706
Goldenberg, Anne Covino	36 Stearns Rd
Hraiz, Antoine G.	38 Plymouth Ave
Irion, Melissa Ann	132 Dean St
Kerins, Stephen M.	27 Sandrick Rd
Kisin, Idith Haber	115 Oliver Rd
Kochem, Christine W.	21 Jason Rd
Kochem, Robert C.	21 Jason Rd
Lambert, Anne-Marie M.	79 Chilton St
**MacIntyre, Melissa	94 Winn St
Massidda, Douglas J.	123 Cross St
Mercier, Donald H.	96 Cross St
Miller, Diane Beckley	52 Statler Rd
Napoli, Frances B	229 Channing Rd
Read, Lynn Peterson	62 Munroe St
Read, Roger	62 Munroe St
*Richard, Edwin A.	76 Dean St
Rickter, Paul C.	119 Cross St
Rittenburg, Ann M	42 Farnham St
Roberts, Paul F.	54 Cross St
Rosales, Deborah M.	48 Farnham St
Rosales, Stephen B.	48 Farnham St
Schreiber, Ellen F.	49 Sandrick Rd
Smith, Mark P.	73 Chilton St
Stratford, Scott D.	97 Alexander Ave
Sugarman, Ellen J.	119 Cross St
Taylor, Cynthia	315 Channing Rd
Yoon-Huang, Gi Hyun	107 Winn St
Zevitas, Katherine	302 Cross St

# 2016 Annual Report



## **BOARD OF SELECTMEN:**

**Chair:** Mark A. Paolillo

**Vice - Chair:** Sami S. Baghdady

**Selectman:** James R. Williams

## **Town Administration Office Staff:**

**Town Administrator:** David J. Kale

**Assistant Town Administrator:** Phyllis Marshall

**Budget Analyst:** Glen Castro

**Office of the Board of Selectmen**

**Administrative Coordinator:** Susan Cleary

**Administrative Assistant:** Matthew Haskell

## **Committee's Purpose and Duties:**

The Office of the Board of Selectmen and Town Administrator is responsible for the oversight and general direction of the Town's delivery of municipal services, and all matters not otherwise provided for by law or specified in the Town's By-Laws.

The Board of Selectmen is comprised of three (3) elected members who serve in a part-time capacity and receive a small annual salary for their service. The members do not maintain individual offices in the Town Hall. Instead, they rely on full-time administrative and management staff to manage the day-to-day operations of the Town.

The Selectmen appoint a full-time Town Administrator to serve as the Town's Chief Administrative Officer and to manage the daily operations of the Town on behalf of the Board.

The Board oversees many aspects of Town business, including the preparation of the annual budget and the Warrant for Town Meeting, approval of local licenses, making committee appointments, setting town policies and overseeing the management and delivery of municipal services. The Board of Selectmen convene regularly throughout the year, typically biweekly on Monday evenings, to discuss policy issues; to set agendas for itself and the Town Meeting; to resolve disputes; to issue licenses; to establish ad hoc committees; to make appointments to existing boards and committees; and to develop a budget recommendation for Warrant Committee consideration and Town Meeting approval. Although the Town's governing structure is fragmented (e.g., many independent, elected boards and officials), the Board of Selectmen is the primary entity that has the structure and ability to identify issues of Town-wide importance that can be translated into operational goals or placed on the legislative warrant for Town Meeting consideration and approval. It is the Board of Selectmen that creates the official Warrant for the Town Meeting.

Many hours of staff and management support are provided to the Board of Selectmen to fulfill the Town's legal duties and to oversee the delivery of town services in the most efficient and effective way possible. The Town Administrator's Office coordinates the following activities under the authority of the Board of Selectmen: processing Town license





# 2016 Annual Report

applications; working with the Chairman of the Board of Selectmen to set the Board's meeting agendas; preparing the "agenda packet" for each member of the Board of Selectmen; compiling background information for each agenda item to ensure efficient and effective meetings; processing the actions of each Selectmen's meeting; tracking requests from residents for Town information, tracking and processing insurance claims against the Town; preparing all materials for the smooth and efficient flow of the Town Meeting; facilitating the preparation and consolidation of the Town's operating budget; formulating a budget recommendation to the Board for their consideration and approval as the Executive branch of Town government.

## Summary of Activities and Accomplishments:

- Began Massachusetts School Building Authority process, completed Eligibility Period (Module 1 of 8) successfully, and the Massachusetts School Building Authority voted to partner with Belmont to conduct a feasibility study for Belmont High School.
- Created a 17-member Belmont High School Building Committee, including school and town-elected officials, Town committee representatives, members of the community with architecture, engineering and/or construction experience, and parents. The Committee is working to complete Module 2 and create a project team prior to the feasibility study.
- Carried out the sale of Cushing Square municipal parking lot to Toll Brothers.
- Completed the Trapelo Road Reconstruction Project. Upgraded the catenary wire system powering the Massachusetts Bay Transportation Authority buses, reconstruction of the existing street and sidewalks, upgraded storm drains, improved cycling accommodations, planted upwards of 400 street trees, and implemented new or upgraded existing traffic signals at 13 intersections.
- Completed the Belmont Municipal Light Blair Pond Substation.
- Finished the Belmont Center reconstruction project; starting new pavement, sidewalks, and ornamental street lighting. Also featured are curb extensions, new crosswalk systems, new bike lanes, and additional parking.
- Requested for Proposal for a feasibility study for the Community Path. Community Path Implementation Committee continues to identify routes and funding options.
- Town Meeting disapproved debt financing for the proposed Minuteman Vocational High School Building Project. The Town disapproved the same debt financing as part of a district-wide popular vote election called by the Minuteman School Committee. Town Meeting consequently voted to withdraw from the Minuteman District. Other alternatives to continue to provide vocational education to Belmont students are being sought out.
- Affirmed the Town's Triple A rating from Moody's Investors Services in conjunction with the April 2016 Bond sale. The Town received the lowest interest rates for debt issuance.
- Ten year waiver issued by the Architectural Access Board to keep Waverly Square Train Station open.
- Developed a Recreation Strategic Plan in order to implement strategic goals, objectives, and recommendations for the next three years.
- Received award for the second year in a row from the Massachusetts department of Environmental Protection (MassDEP) for its outstanding performance as a public water system in 2016.
- Increased membership for the Underwood Pool. As the Underwood Pool operated for its first full season in 2016 it saw a significant increase in family memberships.
- Belmont residents installed approximately 245 solar rooftop units in 2016 with the support of the Belmont Light Board.

# 2016 Annual Report



## Goals for 2016:

- Implement a strategic planning process and coordinate goal-setting sessions with the Board of Selectmen and Department Heads.
- Hire a new Town Administrator within the 1st Quarter of FY18.
- Develop recommendations for providing vocational education to Belmont students.
- Continued collaboration between the Board of Selectmen, School, Warrant and Capital Budget Committees in developing a fiscal 2018 operating and capital budget.
- Complete the Verizon Franchise License negotiations and award another 10-year contract.
- Continue implementation and monitoring of Green Communities Initiatives to achieve energy consumption reductions.
- Continue the Belmont High School Building process in accordance with MSBA requirements and timelines.
- Develop Capital Plan for Major Buildings.
- Commence process for the development of private/public partnership for a new Skating Rink.
- Review recommendations based on the completed Feasibility Study by the Community Path Implementation Committee for BOS approval.
- Finalize decisions on specifications for Solid Waste Contract Bid in FY18.
- Continued implementation of the Recreation Strategic Plan.
- Complete collective bargaining negotiations for expiring labor contracts.
- Approve updated Personnel Policies. Town of Belmont February 13, 2017 Town Administration's Fiscal Year 2018 Budget Recommendation Board of Selectmen / Town Administration Section III: General Government – 44.
- Develop capital plan for the next phase of Sewer and Storm Water Rehabilitation.
- Finalize plan to implement Water Meter Replacement and Advanced Metering Infrastructure Program in FY18.
- Further refinement of Parking Management Plan for Belmont Center.
- Investigate Stormwater Enterprise Fund Model.
- Continue progress on a new skating rink as part of a public/private partnership once more information on the Belmont High School project becomes available as part of the Feasibility Study Process.
- Continue to implement recommendations contained in the Financial Task Force report. • Continue to improve communications with the public.
- Revise the Committee/Commission Handbook.
- Continue to make improvements to the Public Budget Document.
- Continue consolidation of Town and School facility budget items.

Respectfully Submitted,

Mark A. Paolillo, Chair  
Board of Selectmen



# 2016 Annual Report



## SCHOOL COMMITTEE

**Chair:** Dr. Lisa Fiore

**Secretary:** Susan Burgess-Cox

**Committee Members:**

Murat Bicer

Thomas Caputo

Andrea Prestwich

Elyse Shuster

## School Department Administration Staff:

**Superintendent of Schools:** John P. Phelan

**Assistant Superintendent for Curriculum and Instruction:** Janice Darias

**Director of Finance, Business, and Operations:** Anthony DiCologero

## Committee's Purpose and Duties:

The Belmont School Committee is an unpaid six-member board elected to three-year terms at Belmont's annual Town Election. Terms overlap so two members are elected per year. Massachusetts law grants three specific powers to school committees: to appoint and remove the superintendent, to set school policies, and to review and approve budgets.

## Summary of Activities and Accomplishments:

- Approved FY17 budget with 5 additional FTEs to help alleviate large class sizes and offer classes for middle and high school students with too much time in study halls and 'free' periods.
- Began negotiations with AFSCME to finalize a three-year contract.
- Continued implementation of a district-wide Social Emotional Learning (SEL) framework.
- Participated with Superintendent's Space Task Force to examine space utilization in all school buildings and determine potential needs for additional capacity in the short and long term, given enrollment increases.
- Statement of Interest (SOI) to Massachusetts School Building Authority (MSBA) for Belmont high school renovation project was accepted.
- Worked with School Committee appointee to support the Belmont Media Center's expanding programming and opportunities for students.

## Goals for 2016:

The overall goal of the Belmont School Committee has remained constant over the last several years. Its goal is to use its powers to ensure that the Belmont Public Schools achieve its mission:

*With a commitment to teaching and learning, the Belmont Public Schools strive to nurture the intellectual, social, and personal development of each student and to create a dynamic community of lifelong learners who contribute to the common good and are of service to others.*

The School Committee will strive to ensure that policies and budgets align with the following three goals, and that the superintendent acts to achieve them:

1. To prepare all students for college, career, and life-long learning through a balanced and healthy school experience, and through continuity of curriculum and compliance with Commonwealth and community standards, through support for educators to experiment and innovate, and clear articulation of our instructional models.
2. To support continuous improvement and overall programmatic and fiscal stability by engaging administrators, teachers, and other stakeholders in generally accepted practices of long-term strategic



# 2016 Annual Report

planning.

- To ensure that students receive instruction from consistently highly qualified educators who pursue continuous improvement of their art by hiring well-prepared and diverse professionals, and sustaining continuous professional development by means of clear and coherent plans, and by implementing a successful educator evaluation system in line with new Commonwealth standards.

The following are liaison assignments and subcommittee and collective bargaining teams:

### **Moderator Appointments**

Belmont High School Building Committee	Tom Caputo
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### **Subcommittees of the School Committee**

Policy/Procedure (Crofts Revision)	Dr. Lisa Fiore, Andrea Prestwich, Elyse Shuster, Mary Pederson
Finance Sub-committee	Murat Bicer, Tom Caputo, Susan Burgess-Cox
Curriculum & Instruction Sub-committee	Susan Burgess-Cox,

### **Representatives and Liaisons**

Capital Budget Committee	Susan Burgess-Cox
EDCO Board	Elyse Shuster
LABBB Board	John Phelan
Foundation for Belmont Education	Dr. Lisa Fiore
Superintendent's Health, Safety, and Security Advisory Team	Laurie Graham (ex-officio)
Warrant Committee	Dr. Lisa Fiore
Community Education	Vacant
Council on Aging	Vacant
One Book One Belmont	Vacant

### **Foundation for Belmont Education:**

The Foundation for Belmont Education (FBE) raises funds in support of enrichment and innovation in the Belmont Public Schools. Founded in 1993 by citizens who wanted to ensure the continued excellence of the school system, the FBE awarded more than \$337,000 to the Belmont Public Schools in the 2015-16 school year.

The FBE raises funds in several ways. Many residents and families support the FBE's Annual Appeal, which helps to fund various programs. The Dan Scharfman Memorial Run is held on the first Sunday of October and kicks off our fundraising season. In honor of the late school committee member, Dan Scharfman, the 5K and 2K races are a favorite among serious runners and families alike. The Youth Spelling Bee for Grades K-6 is an annual fall event, drawing more than 700 children. It's a fun family day designed to showcase the children's spelling skills. Every March, the FBE holds its Annual Fundraiser and Auction, which has become a much-anticipated community event. With the support of businesses and residents, this event raised more than \$150,000 last year. Additionally, there were more than 750 STAR Awards (Staff and Teacher Appreciation and Recognition) purchased by students and their families to honor and thank Belmont educators and staff for their outstanding contributions to their children's education. During the 2015-16 school year, the FBE again sponsored the Outstanding Teacher Awards.

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In total, the FBE has awarded more than \$3 million to the Belmont Public Schools in the form of 666 awards for Learning Excellence Grants, Professional Development support, and large-scale special initiatives. The commitment and generosity of the FBE and its volunteers along with the many families and businesses who contribute to the FBE each year enable the Belmont Public Schools to offer many programs that would otherwise be impossible to undertake. The School Committee and system teachers and administrators are very grateful for the ongoing support of the Foundation for Belmont Education.

## **School Advisory Councils:**

As a result of the 1993 Education Reform Act, School Advisory Councils have been established at each of Belmont's schools. The Advisory Councils have taken an active role in addressing policy issues at the site level. Members of the 2015-2016 School Advisory Councils include the following:

<b>School</b>	<b>Teacher Representatives</b>	<b>Parent Representatives</b>	<b>Community Representatives</b>
Burbank	Tricia Clifford, Chair Vicky O'Regan Janet Flaherty	Kathy Meyer Harriet Wong April Edrington	Suzanne Alcock
Butler	Danielle Betancourt, Chair Jennifer Pressey Cindy Crowley	Rose O'Neill Barbara Bulfoni Chao Tu	Open
Wellington	Amy Spangler, Chair Kendra Nyanzi Carolyn Bell Becky Reilly	Don Ellis Katie Colello Sarah Lemieuz	Kate Ascione Cheryl Minor
Winn Brook	Janet Carey, Chair Melissa Crough Kim Miller Michela Keough	Anne Bauer Patricia Asimacos Anita Bhatia	Lynn Bodmer Songwen Xie
Chenery Middle School			
Belmont High School	Dan Richards, Chair Stacie Ross Jeff Shea	Lyn Bodmer Jon Rumley Sally Martin	Ottavio Forte Diane Plamer

## **Programs and Instruction**

In 2016 the Belmont Public Schools remained committed to universal access to the highest quality curriculum for all students as well as universal proficiency. This is accomplished through the support, by means of professional development, for the educators of the Belmont Public Schools. We have established three primary means to achieve this goal: professional development meetings led by Principals, Directors, and Curriculum Specialists focusing on district and school strategic initiatives; Professional Learning Teams (PLTs), educators working together on a targeted area of need to improve learning for all students; and professional development courses, seminars, workshops, and study groups led by BPS educators and partner organizations. This year we have a focus on addressing achievement gaps and developing a comprehensive framework in all schools to support the Social and Emotional Learning (SEL) of all students. A detailed listing of these offerings can be viewed on the Professional Development web site for the Belmont Public Schools at this address:

<http://www.belmont.k12.ma.us/bps/Staff/Professional-Development>.



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## **Assessment**

This annual report on the results of standardized testing in the Belmont Public Schools includes information on standardized tests which students took as a result of state mandate and student choice during the 2015-2016 school year.

<u>Student Choice</u>	SAT Reasoning Test SAT Subject Tests ACT Advanced Placement (AP)	Multiple Administration Dates
<u>State Mandated</u>	Partnership for the Assessment of Readiness for College and Career (PARCC) <i>English Language Arts and Mathematics</i>	Spring (April and May)
Grades 3, 4, 5, 6, 7, and 8	Massachusetts Comprehensive Assessment System (MCAS) <i>Science</i>	Spring (May-June)
Grades 5, 8, 9	Massachusetts Comprehensive Assessment System (MCAS) <i>English Language Arts and Mathematics</i>	Spring (March and May)
Grade 10		

The testing schedule for Belmont students continues to be challenging. Students participated in the SAT Reasoning Test and the SAT Subject Tests. Belmont students also participate in the ACT program, but at a rate lower than that in the SAT program. Student involvement in Advanced Placement testing is very strong. In addition, Belmont participated in the administration of the Partnership for the Assessment of Readiness for College and Career (PARCC) and Massachusetts Comprehensive Assessment System (MCAS). The State testing program involved students in grades 3 through 10. Assessments in English/language arts and mathematics are administered in Grades 3, 4, 5, 6, 7, 8, and 10; assessments in science are administered in grades 5, 8, and 9. Passing scores on the grades 9 and 10 assessments are a requirement for high school graduation.

Belmont High School students also participate in the Preliminary Scholastic Achievement Tests. This test is the basis for the National Merit Scholarship Program. This year six Belmont High School students were named semifinalists in the 2017 Merit Scholarship Competition. In addition, there were 29 commended students.

## **SAT (2015-2016)**

### The SAT Reasoning Test

The SAT Reasoning Test encompasses three areas: critical reading, mathematics, and writing. Each section is scored on a scale ranging from 200 to 800, resulting in a total possible score of 2400. In the writing portion, students have to take a position on an issue and use reasoning and examples to support the position. There is also a multiple choice section where students are asked to identify sentence errors, improve sentences, and improve paragraphs. The critical reading portion has both short and long reading passages. The test no longer includes analogies, but sentence completion questions remain. The College Board reports that the math section includes topics from third-year college preparatory math and includes such topics as exponential growth, absolute value, functional notation, and negative and fractional exponents. The total testing time for the SAT is 3 hours and 45 minutes.

The College Board redesigned the SAT, and the first administration of the new test was in March 2016. This report reflects only the scores of those who took the test prior to March 2016.

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## Student Results

The SAT report summarizes information for seniors, who took the SAT Reasoning Test at any time during high school through March 2016. If a student took the test more than once, the most recent score was used. Belmont's combined overall mean is 1776, a decrease of twelve points from last year. The state overall mean increased by 27 points from the previous year; the national mean decreased by 6 points from last year.

Two hundred ninety-two BHS seniors (94% of the class of 2016) reported SAT Reasoning Test scores. In Belmont, the critical reading mean is 69 points higher than the state mean and 92 points higher than the national mean. The mathematics mean for Belmont is 78 points higher than the state mean and 97 points higher than the national mean. Belmont's mean for the writing test was 76 points higher than the state mean and 100 points higher than the national mean. The combined mean for Belmont students was 223 points higher than the state mean and 292 points higher than the national mean.

For the 152 students who took SAT Subject Tests *and* the SAT Reasoning Test, the mean SAT critical reading score was 650 and the mean SAT math score was 675. The writing test mean for these students was 651. Rigorous academic programs continue to correlate with higher SAT scores. These students had a combined overall mean score of 1976, 200 points higher than the overall mean for all Belmont High School students who took the SAT Reasoning Test.

## 2015-16 Results

<b>Overall MEAN</b>	<b>Belmont Public Schools</b>	<b>State</b>	<b>National</b>
Critical Reading	586	517	494
Mathematics	608	530	508
Writing	582	506	482
<b>Combined</b>	<b>1776</b>	<b>1553</b>	<b>1484</b>

## **ACT (2015-16)**

The ACT consists of curriculum-based tests of educational development in English, mathematics, reading, and science designed to measure the skills needed for success in first year college coursework. This battery of tests takes 2 hours and 55 minutes. An optional writing test measures skills in planning and writing a short persuasive essay. The writing test takes 30 minutes.

The English test focuses on editing and revising skills. The mathematics test consists of problems found in Algebra I, Algebra II, and Geometry. The reading test focuses on reading comprehension questions using a variety of passages. The science test draws on biology, chemistry, earth/space, and physics. The ACT is scored on a scale of 1 to 36, with 36 being the highest possible score.

## Student Results

The ACT report summarizes information for seniors who took the ACT any time during high school through spring 2016. One hundred fifty six BHS seniors (50% of the class of 2016) reported ACT scores. Students receive four scores, one for each section of the test. According to ACT, student scores should be compared to the ACT College Readiness Benchmark scores which, are the minimum scores needed on ACT subject-area tests to indicate a 50% chance of obtaining a B or higher or about a 75% chance of obtaining a C or higher in the corresponding credit-bearing college courses. The ACT equates their tests to such college courses as English Composition, Algebra, Social Sciences, Biology, and STEM.





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## 2016 Results

	ACT College Readiness Benchmark	BHS Average Score	State Average Score	National Average Score
English	18	25.7	24.4	20.1
Mathematics	22	26.2	24.9	20.6
Reading	22	26.8	25.3	21.3
Science	Biology: 23 STEM: 26	25.3	24.1	20.8
Composite	N/A	26.1	24.8	20.8

### Advanced Placement

The Advanced Placement Program offers 36 discipline-based examinations. These exams consist of multiple choice and open response questions. The examinations are graded on a 5-point scale. Most of the nation's colleges and universities award credit for grades of 3 or higher. The values of an Advanced Placement Program are many. First, AP courses offer a standard curriculum that is used across the country and acknowledged throughout the world for its quality and rigor. Second, the AP curriculum tends to raise the quality of curriculum throughout the entire high school. Finally, the AP courses at Belmont High School are aligned with university standards and expectations.

Year	Students participating in AP program	Exams taken by the participating students	Subject areas of the exams	Percentage of scores of 3, 4, or 5
2003	290	545	21	89%
2004	298	601	23	89%
2005	317	682	26	86%
2006	321	650	22	90%
2007	362	839	26	87%
2008	392	818	25	89%
2009	391	802	28	93%
2010	415	820	23	95%
2011	378	746	23	94%
2012	386	836	21	94%
2013	414	838	22	93%
2014	459	1,006	25	95%
2015	458	1,032	27	95%
2016	468	1,034	25	95%

In 2016, Belmont High School students took Advanced Placement Exams in 25 subject areas. They are listed by discipline:

English <ul style="list-style-type: none"> <li>• English Language and Composition</li> <li>• English Literature and Composition</li> </ul> Foreign Language <ul style="list-style-type: none"> <li>• Chinese Language and Culture</li> <li>• French Language and Culture</li> <li>• Italian Language and Culture</li> <li>• Latin</li> </ul>	Mathematics <ul style="list-style-type: none"> <li>• Calculus AB</li> <li>• Calculus BC</li> <li>• Computer Science A</li> <li>• Statistics</li> </ul> Science <ul style="list-style-type: none"> <li>• Biology</li> <li>• Chemistry</li> </ul>
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<ul style="list-style-type: none"> <li>• Spanish Language and Culture</li> </ul> <p>History and Social Science</p> <ul style="list-style-type: none"> <li>• European History</li> <li>• Macroeconomics</li> <li>• Microeconomics</li> <li>• Psychology</li> <li>• United States History</li> </ul>	<ul style="list-style-type: none"> <li>• Environmental Science</li> <li>• Physics 1</li> <li>• Physics 2</li> <li>• Physics C: Electricity and Magnetism</li> <li>• Physics C: Mechanics</li> </ul> <p>Fine and Performing Arts</p> <ul style="list-style-type: none"> <li>• Studio Art: 2-D Design Portfolio</li> <li>• Studio Art: Drawing Portfolio</li> </ul>
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## AP Scholar Awards

Belmont High School students are well represented in the AP Scholar Awards Program.

- The AP Scholar Award was granted to 70 students who received grades of 3 or higher on three or more AP exams
- The AP Scholar with Honors Award was granted to 53 students who received an average grade of at least 3.25 on all AP Exams taken and grades of 4 or higher on four or more of these exams.
- The AP Scholar with Distinction award was granted to 119 students who received an average grade of at least 3.5 on all AP Exams taken and grades of 3 or higher on five or more of these exams.
- The National AP Scholar Award was earned by 32 students. This award is granted to students who receive an average grade of at least 4 on all AP Exams taken and grades of 4 or higher on five or more of these exams.

In total, 274 AP awards were earned by BHS students in 2016.

## *Massachusetts Comprehensive Assessment System (MCAS)*

During the 2015-16 school year, Belmont students in grades 3, 4, 5, 6, 7, 8, 9, and 10 participated in various discipline-based tests as part of the statewide assessment system. This year this included both PARCC (grades 3-8 ELA and math) and MCAS (grades 5, 8, and 9 for science; grade 10 for ELA and math). A review of the results of the 2015 administration of the MCAS indicates an overall positive performance for Belmont students. Belmont students are meeting the learning standards of the State Curriculum Frameworks.

Individual school reports, system wide data, and state scores allow for a comparison of the percentage of Belmont students in each of four performance levels with the statewide percentages in each performance level. At all grade levels and in all subject areas, the percentage of Belmont students who scored at advanced and proficient levels was higher than the statewide percentages in the same performance categories.

## **MCAS Test Administration for 2015-2016**

<b>Grade Tested In 2015-16</b>	<b>YOG</b>	<b>Current Grade In 2016-17</b>	<b># Tested</b>	<b>State Assessment</b>	<b>Subject Tested</b>
10	2018	11	332 333	MCAS MCAS	English Math
9	2019	10	325	MCAS	Physics
8	2020	9	312 312 321	PARCC PARCC MCAS	ELA Math + Algebra 1 Science
7	2021	8	319	PARCC	ELA



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			316	PARCC	Math
6	2022	7	332 332	PARCC PARCC	ELA Math
5	2023	6	322 323 328	PARCC PARCC MCAS	ELA Math Science
4	2024	5	341 340	PARCC PARCC	ELA Math
3	2025	4	338 336	PARCC PARCC	ELA Math
Total PARCC & MCAS Tests Administered in 2016			5,562		

All students must pass a science, English, and math test in order to graduate with a high school diploma. According to statutes, all students must meet or exceed the proficient scaled score of 240 in English and math, and the needs improvement scaled score of 220 in science. Those who score between 220 and 238 on the English and math tests must also fulfill the requirements of an Educational Proficiency Plan (EPP) in order to meet the state Competency Determination Graduation Requirement. The EPP is developed by the Belmont High School administration and guidance counselors to document student progress and completion of this requirement.

English Language Learners participate in the MCAS. In addition, all ELL students are assessed annually with the ACCESS test. This is a new test adopted by Massachusetts in the 2012-2013 school year. It measures students' English language proficiency and progress in learning English in the four domains of reading, writing, listening, and speaking across all content areas.

### Yearly Comparison of Combined Percentages of Student Performance at Advanced and Proficient for MCAS and Level 4 or 5 on PARCC

Grade	2004 - 2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
3 Reading	82%	80%	79%	82%	81%	85%	82%	86%	77%	81%	85%	82%
3 Math	NA	76%	80%	84%	85%	85%	82%	85%	83%	89%	85%	85%
4 English	75%	80%	82%	78%	75%	82%	84%	80%	83%	72%	90%	85%
4 Math	68%	65%	74%	73%	72%	75%	69%	73%	78%	79%	80%	83%
5 English	NA	84%	85%	87%	85%	84%	88%	83%	86%	91%	87%	89%
5 Math	NA	66%	74%	79%	76%	75%	82%	84%	81%	88%	75%	78%
5 Science	68%	74%	71%	71%	70%	73%	72%	71%	67%	81%	72%	79%
6 English	NA	90%	88%	91%	86%	91%	94%	91%	89%	90%	90%	84%
6 Math	65%	69%	78%	73%	78%	83%	85%	83%	84%	82%	84%	79%
7 English	86%	86%	91%	94%	91%	92%	93%	97%	93%	93%	90%	90%
7 Math	NA	62%	74%	76%	77%	80%	76%	78%	80%	83%	76%	84%
8 English	NA	92%	92%	97%	96%	96%	93%	95%	98%	97%	91%	91%
8 Math	76%	70%	70%	80%	75%	77%	79%	79%	87%	83%	70%	62%
8 Alg. 1											97%	98%
8 Science	64%	60%	62%	74%	68%	78%	71%	78%	80%	78%	75%	72%
9 Physics	NA	NA	87%	88%	93%	95%	94%	95%	92%	91%	94%	95%
10 English	91%	90%	91%	97%	95%	94%	98%	99%	97%	98%	97%	98%
10 Math	91%	88%	96%	95%	94%	96%	95%	96%	95%	96%	96%	96%

# 2016 Annual Report



## Assessment and Accountability

The Massachusetts Department of Elementary and Secondary Education annually measures each district's and school's progress toward ensuring that all students reach proficiency according to the standards of the federal Elementary and Secondary Education Act.

The overall data for Belmont and its schools continues to show the positive results of well-aligned curricula, high quality instruction, and high expectations for all students. We are very pleased to report that all schools, and therefore the district, earned the Level 1 Accountability Determination for meeting the gap-narrowing targets for “all students” and the “high needs subgroups.” Two of our schools received special commendation for their assessment outcomes: Burbank School, Commended for High Progress; and Butler School: 2016 National Blue Ribbon School Candidate – High Performing.

The annual Progress and Performance Index (PPI) measures a district's, school's, or subgroup's improvement towards its own target over a two-year period on up to seven indicators: narrowing proficiency gaps in English/Language Arts, mathematics, and science; student growth in English/Language Arts and mathematics; and the annual dropout rate and graduation rate for high schools. The cumulative PPI measures trends by averaging the annual PPIs of the most recent four year period, weighting recent years the most. The cumulative PPI is reported on a 100-point scale, and a score of 75 or higher is needed to demonstrate that a school is making progress toward narrowing proficiency gaps.

In 2016, In Belmont, all schools met the target for all students and for the high needs subgroup, earning Cumulative Progress and Performance Indicator scores of between 89 and 100 for all students and 76 and 100 for the subgroup. This year we received Cumulative PPI scores for students in the subgroup at Butler Elementary School, Wellington Elementary School, Chenery Middle School, and Belmont High School. (See chart below for details.)

Also included in the chart below is a feature of the accountability system, school percentile, a number between 1 and 99, which indicates the school's performance relative to all other schools in the Commonwealth that serve the same or similar grades.

Here is a summary of the information for each of Belmont's schools:

School	Cumulative PPI*	Accountability and Assistance Level	School Percentile
Burbank Elementary School	All students 100	Level 1	99
Butler Elementary School	All students 97 Subgroups 100	Level 1	96
Wellington Elementary School	All students 86 Subgroups 99	Level 1	84
Winn Brook Elementary School	All students 100	Level 1	98
Chenery Middle School	All students 100 Subgroups 100	Level 1	98
Belmont High School	All students 93 Subgroups 76	Level 1	93
District	All students 100 Subgroups 81	Level 1	n/a

For more information on assessment and accountability information for the district and schools, go to the MCAS/Report Cards information on the Belmont Public Schools web site, at this link:  
<http://www.belmont.k12.ma.us/bps/Administration/MCAS-Testing-Report-Cards>



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## **Community Education**

The Belmont Community Education program, through the Belmont Public Schools, offers residents the opportunity to participate in a variety of educational, enrichment, and life skills courses. Classes are offered during Fall and Spring terms, beginning in October and March respectively. Courses include both single-evening and multiple-session programs to accommodate a wide range of participants and interests. Course offerings vary from term to term. The Community Education program is committed to offering high-quality courses at affordable costs to Belmont residents and residents of surrounding communities. The program welcomes suggestions and input from the community for additional course offerings.

More information is available at the program website: <http://www.belmont.k12.ma.us/community-education>. The Belmont Public Schools are grateful for the advice and support of the Superintendent's Community Education Advisory Board, consisting of Belmont residents Diane Barbieri, Ruth DeVasto, Janice Ellard, Norma Massarotti, Tomi Olson, Scott Stratford, and Director Kelly Higgins.

## **Business and Finance:**

### *Budget*

At the Annual Town Meeting, the members approved a general fund school budget for FY16 of \$49,660,070. However, supplementing this Town appropriation were federal and state grants totaling \$3,491,045. The School Department also offset a portion of its operational expenses through user fees. In FY16, \$2,937,579 was charged to fee-based revolving accounts to cover operational areas including preschool, full-day kindergarten, food service, athletics, fine and performing arts, student activities, building rentals, and community education.

Increased overall student enrollment, contractual salary raises, increased utilities costs, medical insurance, and mandated student services were the main cost drivers in the budget. In reviewing costs on a per pupil basis, the Belmont Public Schools continued to spend below the state average. Data obtained from the state Department of Elementary and Secondary Education indicates that for FY15 (the most recent year for which data was available at time of this report), Belmont's average per-pupil expenditure was \$13,029, as compared to the state average of \$14,920.

In the Spring of 2015 the community voted in favor of a Proposition 2 ½ budget override, which provided an infusion of funds in the operating budget of the School Department, as well as other Town Departments beginning in FY16. The School Department is appreciative of these funds and has utilized them: To add positions to support student engagement and to address class size; To meet mandated services needs such as Special Education out-of-district tuitions, transportation, and contract services, and English Language Learner supports; And, to provide school principals and program curriculum directors the ability to expend their instructional supplies, materials, and texts budgets without having to freeze the school budget as was done in several of the prior fiscal years.

The School Department has made efforts to reduce costs where possible, including membership in purchasing collaboratives and competitive bidding for many services, including office and school supplies, custodial and food services items and utilities.

### *Building Maintenance*

The School Department's FY16 operating budget included \$1,953,688 (\$878,816 for the maintenance of buildings and grounds, plus \$1,074,872 for custodial services) for the care and upkeep of school facilities. School maintenance and custodial functions have been operated in conjunction with the consolidated Town/School Facilities Department. Some of the benefits of the consolidation have been the coordination of bids for awarding contracted trade services for building maintenance and repairs, now covering both Town and School buildings; a consolidated Capital Budget Plan for Town and School facilities; and access to a Facilities Department major building repair account to assist in addressing school building needs, beyond what could be supported by the School Department operating budget alone.

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## *Belmont High School Project*

Based on a Statement of Interest submitted to the Massachusetts School Building Authority (MSBA) in FY15, the MSBA has invited the Town and the School Department to participate in a building project for Belmont High School. In FY16, Town Meeting voted to appropriate \$1,750,000 for a feasibility study for the project. A Building Committee was formed and has begun the process of forming the project team.

## **Conclusion:**

In 2016, as in years past, Belmont has every reason to be proud of its schools and its students. The schools operate efficiently, with minimal administrative overhead; the teaching staff and administrators are excellent, highly trained, and dedicated.

Respectfully submitted,

Dr. Lisa Fiore, Chair  
Belmont School Committee

John P. Phelan, Superintendent  
Belmont Public Schools

# 2016 Annual Report



## **BOARD OF ASSESSORS:**

**Chair:** Robert P. Reardon, C.A.E.

**Vice - Chair:** Charles R. Laverty, III, Esq.

**Secretary:** Martin B. Millane, Jr.

## **Appointed Staff:**

**Assessing Administrator:** Daniel A. Dargon, Jr., M.A.A.

**Assistant Assessing Administrator:** Maryanne Knorr, A.A.S.

## **Purpose and Duties:**

The Assessors' Office is responsible for administering Massachusetts property tax laws effectively and equitably and for producing accurate and fair appraisals of all taxable property. In Belmont, the property tax contributes over 69% of the Town's operating budget. Taxable property includes not only real estate, but business personal property as well.

## **Summary of Activities and Accomplishments:**

The Assessors held regular bi-monthly meetings, and met on a weekly basis during the busy tax-billing periods, and at other such times, as requested, had conferences and meetings with taxpayers, interested citizens and various Town Boards, Officials and the Board of Selectmen.

Members of the Board and office staff attended schools, classes and conferences sponsored by the Department of Revenue, International Association of Assessing Officers, Massachusetts Association of Assessing Officers and the Middlesex County Assessors Association, in an effort to maintain their proficiency in the administration of the office and the appraisal and maintenance of real and personal property for assessment purposes.

The Board of Assessors voted to issue an actual real estate tax bill for Fiscal Year 2017, with a tax rate of \$12.69 per thousand, in December 2016, to ensure proper financial management for the Town by avoiding unnecessary borrowing costs. The Board of Assessors has successfully issued timely tax bills for more than twenty five years.

The assessed value tax roll for the Town of Belmont contains 8,314 real property accounts and 475 personal property accounts with an annual total assessed value of \$6,740,223,784, an increase in value of \$141,855,773 and 2.15% for Fiscal Year 2017.

The office staff processed approximately 548 transfers of real property, of which approximately 49% of the transfers were determined "valid" sales. There were 21,245 motor vehicle excise tax bills with a total excise tax of \$3,426,657.75 committed to the Tax Collector, with an average excise tax bill of \$161.29. A total of 684 motor vehicle excise tax bills were granted abatements resulting in \$61,312.75 being abated, 153 applications for statutory exemptions for real estate tax were granted resulting in \$273,095.38 being exempted, and 53 applications for CPA surcharge exemption were granted resulting in \$5,742.41 being exempted.

The Annual Town Meeting appropriated \$121,998,302.00 of the projected \$124,641,880.82 in total revenues leaving \$2,643,578.82 which was apportioned to a tax stabilization fund for future use. The Town Government estimated receipts and available funds which totaled \$39,108,441.00, leaving \$85,533,439.82 to be raised by taxation.

The Board successfully defended overvaluation appeals before the Massachusetts Appellate Tax Board. The Board of Assessors continued the real and personal property re-inspection program as part of the computerized assisted mass appraisal system, otherwise known as the "CAMA" system. During 2016, the Board of Assessors continued updating the existing CAMA system with regards to all property information: building permits, building plans, sketches, images, living area, as well as all other assessment information. Personal Property accounts have also been updated with regards to assessment of furniture and fixtures, equipment and machinery, and inventory. The re-inspection program provided an increase in assessed value of \$62,760,390 in new growth for an increase in tax levy of \$788,271 for Fiscal



# 2016 Annual Report

Year 2017. The Assessing Administrator continued visiting homes that sold for Fiscal Year 2018, for sales that occurred between January 1, 2016 and December 31, 2016 in order to verify the sale date, sales price and validity of the sale in person. The continual updating of the computer system of the Assessor's Office allows for improved working conditions and public access. The Board also updated the property record information on the Town's Web site to make data, pictures and sketches available on line.

The Board will continue with an equalized value program. All building, plumbing and electrical permits, and occupancy certificates, will continue to be monitored for possible adjustments in value. Sales ratio studies will be monitored as part of the equalization program in preparation of the Fiscal Year 2018 reappraisal.

The Board of Assessors also provided technical assistance to the Board of Selectmen on matters relating to the potential acquisition and sale of public land. The expertise of the Board and staff saves the cost of real estate appraisal services which would otherwise be required in such matters.

The Town of Belmont's Board of Assessors Office holds many designations by individual members of the Board and staff. These designations include: one Certified Assessment Evaluators (CAE) and one Administrative Assessment Specialist (AAS), awarded by the International Association of Assessing Officers (IAAO), one Massachusetts Accredited Assessor (MAA) and one Certified Massachusetts Assessor (CMA), awarded by the Massachusetts Association of Assessing Officers (MAAO), as well as numerous other professional designations from both the public and private sectors.

In April, Robert P. Reardon was re-elected as Chairman of the Board, with Charles R. Lavery, III, as Vice Chairman, and Martin B. Millane, Jr., as Secretary.

In November, Nona Sevinian was appointed to fill in the vacant position of Assessment Assistant.

Respectfully Submitted,

Robert P. Reardon, C.A.E., Chair  
Board of Assessors



# 2016 Annual Report



## **BOARD OF CEMETERY COMMISSIONERS:**

**Chair:** Ellen O'Brien Cushman

**Vice-Chair:** Alexander E. Corbett, III

**Clerk:** William J. Chemelli

## **Purpose and Duties:**

The Board of Cemetery Commissioners herewith files our annual report of activities for the calendar year 2015, our 158<sup>th</sup> year in operation. We are a three member, elected, volunteer board, consisting of the above named members. We enjoy a close working relationship with the Department of Public Works employees responsible for day to day cemetery operations. The Cemetery Commission is responsible for setting prices and policies for both Belmont Cemeteries, working with and on the Land Management Committee for Lone Tree Hill, the group that manages the inactive cemetery land at Highland Meadow Cemetery under a Conservation Restriction B1, and planning for any future phases of cemetery development. In addition the Board works cooperatively with the Town Treasurer to ensure proper investment planning for the perpetual care funds as articulated in MGL. Ch. 114.

## **Summary of Activities and Accomplishments:**

Of the 98 interments at our two cemeteries, 40 were non-residents of the town, to whom extra fees were assessed totaling \$15,000. Total service fee receipts for both cemeteries were \$115,484, including all grave openings, foundations, disinterments, non-resident fees, overtime charges, late arrival fees, planting program and interest, memorial tree program and interest, canopy rentals and genealogy studies.

Although new burial lots for traditional interments have not been available at the Belmont Cemetery on Grove Street since 1988, 69 interments were made to existing lots in 2016, including 28 cremations. Nine years after its opening, lot sales at Highland Meadow Cemetery on Concord Avenue opposite Somerset Street continue to be steady, totaling more than \$3 Million. Lot prices remain unchanged since opening and are similar to prices at the most prestigious private cemeteries. In 2016, 29 interments took place at Highland Meadow Cemetery, including 10 cremations.

## **As of December 31, 2016:**

Cemetery Annual Planting Fund	\$ 129,552
Cemetery Perpetual Care Fund	\$1,834,827
Norway Erikson Perpetual Care Fund	\$ 55,946
Highland Meadow Lot Sales	\$3,047,500 since inception

During 2016, Joe Urciuolo retired from Belmont and was replaced by Frank Sartori, who has proven to be an energetic leader to the Cemetery staff, while also overseeing the Parks. We thank Foreman Jeff Currier, Sheila Meroth, James Gavell and Nancy Fay for their dedicated work to Belmont's families and we look forward to working with them in 2017. In addition, we sincerely appreciate the seasonal and expert work of Steve O'Neil, Mike Raymond and Austin (Butchie) Bennett to keep the cemeteries a source of pride.



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## Goals for 2017:

- Continue to fund the perpetual Care Account at 50% of cemetery lot sales.
- Monitor and work cooperatively with the Land Management Committee and the Town to ensure the proposed development at the Belmont Day School only positively affects the environs at Highland Meadow Cemetery.
- Prepare/plan for future cemetery phases – the original master plan maps show possible, future phase alternatives, and we will continue to work with the Town Treasurer on funding alternatives.
- Conduct a survey of similar towns to determine if price increases are warranted. Examine alternative operation scenarios with the DPW to maintain quality and flexibility as well as financial viability.
- Continue both the Annual Planting Program and the Memorial Tree Planting Program to enhance landscape areas at both cemeteries.
- Set up a capital improvement set-aside account after the cemetery lawsuit is finally paid and behind us.

Respectfully Submitted,

Ellen O'Brien Cushman  
Chairman, Board of Cemetery Commissioners

# 2016 Annual Report



**Public Health**  
Prevent. Promote. Protect.

## **BOARD OF HEALTH:**

**Chair:** David B. Alper, D.P.M.

**Vice-Chair:** Donna S. David, R.N., M.N.

**Board Member:** Julie C. Lemay, M.P.H.

## **Health Department Staff:**

**Director:** Angela Braun, R.S., REHS

**Assistant Director:** Wesley Chin, M.P.H.

**Animal Control Officer:** John Maguranis

**Public Health Program Assistant & Clerk of the Board:** Maria Reddington

**LICSW, Youth & Family Services Coordinator:** Janet Amdur, LICSW, EdM

**Public Health Nurse:** David Neylon, R.N., CIC, REHS

**Veteran's Service Officer:** Robert Upton



## **PURPOSE AND DUTIES:**

The three-member elected Board of Health (Board) meets on a monthly basis to address public health issues and to review reports from the staff of the Health Department. The Chairman of the Board, Dr. Alper, has served on the Board for twenty-nine years. In 2016 Dr. Alper was also elected to serve as an officer on the Massachusetts Association of Health Boards. The 2016 Vice-Chairman of the Board of Health, Donna David, has been a member for twenty-four years. The most newly elected official, Julie Lemay, joined the Board in 2016. The Board develops and reviews local health policies, regulations, and programs to promote greater health and wellness in Belmont. Additionally, the Board conducts public hearings at their monthly meetings to review concerns such as variance requests and State Sanitary Code violations. The primary purpose of the Board is to improve the health status and quality of life of persons who live and/or work in Belmont. This purpose is accomplished through the enforcement of a broad collection of State and Federal public health mandates by the Health Department, and includes implementation of programs to prevent disease and promote health. The Board believes that the health and welfare of every resident of Belmont deserves to be maximized.

During 2016, the Board continued to collaborate with other regional municipalities to maximize services provided to the community in the areas of mosquito control, substance use disorder, youth substance abuse and youth access to tobacco, public health based emergency preparedness, and public health nursing services. Additionally, Belmont and Arlington share services of the Sealer of Weights and Measures. Belmont and Lexington share a Public Health Nurse position. The Board continues to explore other opportunities for future collaborations both regionally, and interdepartmentally. The goals and objectives of the Board are not accomplished without established collaborative efforts both interdepartmentally within the Town and with our regional partners.

The duties of the Health Department are separated into five divisions: environmental health, animal control, disease control, social services, and administration.



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## Environmental Health

The primary function of the Environmental Health division is to conduct State Sanitary Code inspections and to perform environmental health investigations. Concerns include a wide range of environmental factors that impact the health, safety, and well-being of the public on a daily basis.

### *Food Protection*

Through enforcement of the State Sanitary Code, 590.000, we verify that the minimum standards for retail food sales are met at all permitted food service establishments. There are 115 permitted food establishments in Town. This figure includes restaurants, retail food stores, catering establishments, bakeries, schools, mobile canteen trucks, residential kitchens, etc. Between one to three inspections are performed at each of these establishments in a calendar year. The number of inspections an establishment receives is dependent upon the relative risk of the operation and their level of compliance. Additional inspections take place in response to general complaints and reports of food borne illness. In 2016, 245 inspections and re-inspections were conducted. We received eight general food establishment complaints and one report of suspected food borne illness.



Plan reviews and pre-operational inspections are conducted for all new food establishments to ensure that construction complies with minimum food safety standards as outlined in the State Sanitary Code and is consistent with the plans originally submitted by the establishment and approved by the Department. In 2016, three plan reviews were performed.

Four food establishments closed. And, four new establishments were opened. The weekly Farmers' Market continued to be an asset to the community. Inspections of the Farmers' Market are required because it has expanded from offering local raw unprocessed fruits and vegetables to now featuring vendors with processed foods, meats, dairy products, and even seafood. Volunteers and non-profit organizations, as well as for-profit organizations, are also subject to food safety regulations when they serve the public. These activities are called "Temporary Food Events" and organizers frequently contact the Department for advice to determine if a temporary food permit is required. We enjoy interacting with our residents and always encourage the public to contact us whenever they have questions about food safety.

### *Housing*

Safe and sanitary housing is a prerequisite for healthy living. The Health Department, under the authority of the State Sanitary Code, 105 CMR 410.000 Minimum Standards of Fitness for Human Habitation, responds to residents' complaints concerning possible health and safety violations in rental housing. The Health Department will issue an Order for Correction, to either the property owner or the occupant, when a complaint is found to be in violation of the State Sanitary Code. Additionally, first responders from the Fire and Police Departments, and occasionally the Council on Aging, will request Health Department staff to conduct housing inspections after unsanitary or substandard conditions are observed during their response efforts.

There were 34 housing inspections conducted in 2016. Cases are occasionally resolved after court intervention. Hoarding remained a growing concern throughout 2016 and often required interdepartmental intervention and support. The Health Department has noted that substandard housing conditions are becoming more prevalent, resulting in increased requests for inspections of rental housing and more frequent calls concerning squalor. The Department also reviews demolition permits, issued through the Office of Community Development, to ensure that

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pest control and asbestos assessment efforts have been performed. In 2016, 285 dumpster permits were issued for demolitions, construction, and clean-outs.

## *Tobacco Control*

In 2014, the Board voted to amend its tobacco control regulations. On January 1, 2015, the minimum legal sales age to purchase tobacco and any nicotine delivery products, including electronic cigarettes, became 21 years old. In addition, blunt wraps and flavored tobacco are no longer available for sale in Belmont. At one time there were over 20 retail tobacco stores in Belmont. During 2016 the number of permitted tobacco retailers declined to 14. We are a member of the 5-Community Tobacco Control Collaborative, a regional tobacco control coalition, with the health departments in Arlington, Brookline, Newton and Watertown. A grant from the Massachusetts Department of Public Health enables the coalition to have a full-time tobacco control program coordinator to provide educational information to the community and to perform compliance checks at establishments that sell tobacco. There were 30 compliance checks conducted in 2016, resulting in three violations and three tobacco sales permit suspension hearings.

## *Nuisances and Other Environmental Issues*

Nuisance complaints include concerns such as the improper storage of trash, overgrown lawns, rodent activity, etc. In 2016, the Department responded to 234 nuisance complaints. For the second consecutive year our staff was supplemented by a part-time summer Environmental Health Intern, hired specifically to help respond to nuisance complaints. Fines, court orders, and/or Board of Health hearings may also be necessary before compliance is fully achieved. Other routine inspections include, but are not limited to, subsurface water treatment systems, semi-public and public swimming pools, tanning booths, and recombinant DNA research and storage facilities. We enforce the Childhood Lead Poisoning Prevention laws in collaboration with the Massachusetts Department of Public Health.

The Board of Health has a history of proactively adopting regulations to address other nuisance conditions such as abrasive blasting/sanding. Additionally, the Health Department frequently works with the Massachusetts Department of Public Health and/or the Massachusetts Department of Environmental Protection to address overlapping environmental health issues such as air quality, hazardous material spills, and noise pollution. Solid waste management is handled by the Department of Public Works, however, the Health Department is charged with the collection and disposal of citizens' sharps and household mercury and lead products. The Department partners regionally with the East Middlesex Mosquito Control Program to monitor mosquito borne diseases and to prevent their spread through larvicide applications to catch basins throughout the Town.

In 2016 the Department was also responsible for inspecting seven day camps, and 11 public and semi-public swimming pools. The pools inspected include: the Higginbottom Pool, two at the Underwood Pool, three at the Belmont Hill Club, two at the Belmont Country Club, two at Belmont Day School and one at a condominium complex. The Health Department also performs "drop in" visits to all day camps and pool sites throughout the summer.

The Board of Health is responsible for subsurface sewage treatment systems under the Massachusetts Department of Environmental Protection's (DEP) regulations, commonly known as "Title 5." Soil testing, review of plans and oversight of construction are responsibilities of the Health Department. As properties are renovated or replaced, a significant number are connecting to Town's sewer system. Board of Health approval is required prior to abandonment of any subsurface sewage system.

After review and approval from the Board, the Household Hazardous Waste (HHW) program was transferred from the Health Department to the Belmont Department of Public Works (DPW) in 2016 for management under the Recycling Program Manager. Health Department staff contributes as back-up for the program in the Recycling Coordinator's absence and assists during collection days. Eight towns comprise the core group that operates the HHW collection facility at 60 Hartwell Avenue in Lexington; although, it is also open to all towns with either the town or the resident paying the fee for use of its services. There is also one "small quantity generator" day offered



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each year whereby small businesses are able to drop off accumulated hazardous wastes. The site is open seven Saturdays and one Sunday, April through November.

The Health Department continues to maintain a year-round program for the safe collection and disposal of personal sharps for residents, who are prohibited by state law from disposing of their needles into the regular waste stream. The Health Department is able to provide services for the disposal of residents “sharps” for a modest fee. Additionally, the Department offers a convenient drop off and collection program for residents looking to dispose of mercury, NiCad batteries and, button batteries to help residents keep used mercury from entering the environment.

Belmont is one of 26 cities and towns that comprise the East Middlesex Mosquito Control Project that uses a variety of strategies to limit the proliferation of mosquitos. Mosquito control specific to Belmont includes adult mosquito surveillance by using light/CO<sub>2</sub>, helicopter Bti (*Bacillus thuringiensis* var. *israelensis*) application in the Beaverbrook Reservation, and catch basin larval control. The threat of West Nile Virus (WNV), carried primarily by container-breeding mosquitoes, continues to be a threat in New England. This year there was one instance of a “positive” mosquito collected in Belmont and that was reported to us through the Massachusetts Health and Homeland Alert Network (HHAN). When this happened the threat level for WNV was raised in Belmont as well as in other surrounding towns in the area. There were no reported human or animal cases of WNV in our town. Another vector capable of transmitting disease is the rat. We educate residents on eliminating rodent harborage conditions and issue Orders to property owners if a rat infestation is verified.



Emergency preparedness planning is a part of the Health Department. Under Environmental Health, we are concerned with providing residents with prompt information during recovery of extreme weather events or chemical and biological incidents that may create health related issues. We are part of the Belmont local emergency planning group and members of Public Health Emergency Preparedness Region 4B with 27 other communities. Collectively Region 4B shares resources and conducts emergency preparedness trainings and education.



## Animal Care and Control

In 2015 the Health Department expanded this program title from “Animal Control” to the more fitting title of “Animal Care and Control”. This change has been implemented to reflect the fact that the program is not only about enforcement, but also includes a tremendous amount of domestic and wildlife education and protection activities. This is consistent with the recommendation of professional animal organizations throughout the United States. The primary responsibility of this division is rabies control, which involves the issuance of quarantine orders to any animal that may have been exposed to rabies through a bite wound. A total of 44 animals were quarantined and released from quarantine in 2016. There were 1768 animal related service requests. Possible rabies cases typically involve exposure to bats; which, typically results in the bats being collected by Department staff, euthanized, and tested for rabies by the Department of Public Health. In 2016 there were 15 animals, including bats and other terrestrial wildlife, tested for rabies. Animal calls include illness and injury reports, dog bites, wildlife sightings, lost and found cats and dogs, noise reports from excessive barking, and sometimes reports of cruelty. The Animal Control Officer (ACO)



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conducted 25 annual inspections of chicken coops, barns, and exotic animals in Belmont. The ACO spends time patrolling the Town for violations of the by-laws and responds to dispatch requests concerning animals from the Police and Health Department. An annual rabies clinic is held each spring for dogs and cats. Thirty-seven (37) animals were vaccinated in 2016. In FY16 the ACO was able to link four qualifying residents to spay/neuter services offered at no cost under the Commonwealth's Massachusetts Animal Fund.

The ACO's duties also include kennel inspections and the development of emergency preparedness action plans. Residents depend on advice, education, and seminars offered by the ACO regarding wildlife matters. The ACO also performed 77 assessments for new candidates of the Recreation Department's Off Leash Dog Program.



## Disease Control



This service area is primarily accomplished through the efforts of the Public Health Nurse, who is not an employee of the Town, but works for Belmont through a professional service contract. There are approximately eighty communicable and other infectious diseases that are reportable in Massachusetts. When any of these diseases are contracted by a resident, their physician notifies the Massachusetts Department of Public Health (DPH). DPH in turn notifies the local Health Department. This system of communication is accomplished efficiently through the Massachusetts Virtual Epidemiologic Network (MAVEN), a DPH sponsored software program. The local Public Health Nurse investigates and monitors cases in order to prevent the spread of the disease throughout the public.

Coordination of flu clinics with maintenance and distribution of vaccines is another primary task. Flu clinics also serve as drills and practice for the Department in case emergency circumstances were to ever arise and an inoculation is necessary. One of the 2016 goals for the Department was to build a sustainable flu clinic. In 2015 we had a high turnout, but unfortunately, participation was low in 2016. This was due to a variety of factors, the most obvious being that flu vaccine is highly advertised as available at local pharmacies and physician's offices. With the assistance of Star Market's Osco Pharmacy, for the third year the Department also arranged for several Town employee flu clinics which were very well received.

Public Health education is another part of the Public Health Nurses' tasks. Residents frequently call for help and assistance for any of a number of health issues and questions. The RN works with the school nurses and preschools on health information flyers, lice cases, environmental exposures and other health issues. The RN is occasionally involved with housing cases and is involved with the regulatory aspects of public pools and recreational camps for children, and working with colleagues on grant writing and emerging public health issues such as the spread of Zika virus and the opioid epidemic.

## Social Services

The Youth and Family Services Coordinator works twenty hours (20) per week with the Health Department and twenty hours (20) per week with the Council on Aging (COA), for 42 weeks per year. The current Coordinator is a fully licensed independent clinical social worker (LICSW). The Coordinator offers initial individual counseling services and crisis intervention, referrals for basic needs and linkage to ongoing counseling needs. During 2016 the Coordinator reported that stressors related to a shortage of affordable housing in Belmont are on the rise. She has received several calls from elderly residents who are facing eviction and homelessness. The Coordinator works in collaboration with the Belmont Light Department, the Food Pantry, the Salvation Army, the Belmont Affordable Shelter, and other agencies within the region. The Coordinator offers professional support to the Fire, Police, and Belmont Schools for cross departmental



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matters and works collaboratively on hoarding cases identified through the Healthy Home Working Group.

The Coordinator applies for grants to supplement mental health initiatives that can be used to address residents' needs that have been identified through assessment surveys. During 2016 the Coordinator received a grant for addressing hoarding through Mass Housing and substantially contributed to the application and support of a Mt. Auburn Hospital health assessment grant addressing opioid misuse and abuse. During 2016 the coordinator expanded her partnership with the Belmont Media Center by beginning a public information messaging services on substance misuse education and hoarding. The Coordinator is available to work in collaboration with the Belmont Public Schools to promote health and wellness programs and provide targeted counseling services to student and their families. She supervised graduate school interns working on client cases also. Popular service programs are the Holiday Gift Drive and Meal Delivery Drive, Golden Shoes, and the Peeps Diorama Contest.

## Veterans



The Veteran's Service Officer (VSO) is charged with providing comprehensive professional Veterans service to town veterans and their dependents in compliance with state law M.G.L. Chapter 115. This requires significant independent judgement, initiative and attention to detail regarding a wide range of confidential information. The Department cannot predict the number of veterans that will qualify for assistance. The VSO not only has the responsibility of reviewing and processing benefit claims, he advocates on behalf of veterans for a variety of requests for support and referrals and prepares all recipients' requests for annual re-certification. He organizes, coordinates, and executes the annual Memorial Day Parade, participates in Veteran's Day exercises with the schools and local VFW, and collaborates with the Council on Aging to plan and host an annual Veteran's Breakfast. The VSO coordinates flag and marker placement on the Veterans' graves annually and during fiscal year 2016 and 2017 is supervising resident Eagle Scout candidate Oliver Leeb on development of a detailed up-to-date database project for Veteran's graves. In 2015 the VSO requested and received support from the Town Selectmen for Belmont to become a Purple Heart Community in further support of the Veterans. During 2016

the VSO also expanded services by providing monthly Veterans Coffee hour meetings at the Beech Street Center and promoting Honor Flight New England to Belmont World War II and Korean War Veterans.

It is important to note that at this time, 75% of the eligible financial assistance provided to veterans by the Town is reimbursed by the Veteran Services Administration of the Commonwealth in the following year.

## Administration

The Director and Assistant Director manage all of the programs that are housed in the divisions of Environmental Health, Disease Control, Animal Control, and Social Services with a great deal of support from the Public Health Program Assistant. The day-to-day administrative tasks of the Health Department rest on the shoulders of the Public Health Program Assistant. Administration is considered a division in itself due to the abundance of permits processed, accounts managed, and grants monitored by the Program Assistant. There are daily burial permits that must be reviewed and processed, dozens of phone calls to answer, Board meeting minutes to write, meetings and program planning, social media and web page maintenance and a variety of bookkeeping duties involved. The Program Assistant manages sharps disposal collection and pick-up, mercury and lead battery disposal, temporary dumpster permits and edits documents for all staff members. Animal Control dispatch and response is a crucial task for the Program Assistant that takes coordination and attention to detail due to the potential for exposure to rabies.

The Program Assistant assures that department has the most current public health information and updates by maintaining contact with several organizations such as the Massachusetts Health Officers' Association (MHOA), the Massachusetts Environmental Health Association (MEHA), and the Massachusetts Association of Health Boards.

# 2016 Annual Report



## 2016 Activities and Accomplishments:

1. The Department received a grant from Mt. Auburn Hospital to conduct a community health needs assessment on opioid use and misuse and implemented a community survey that resulted in the completion and analysis of 559 responses. Results of the assessment and survey will be used to help guide Town wide response for program development.
2. The Youth and Family Services Coordinator received a \$2,500 grant from Mass Housing for the implementation of an intergenerational hoarding treatment program. The treatment included clutter coaching, pre and post assessments and group talks. Hoarding has been identified as a prevalent issue in Belmont that leads to multi-departmental use of resources.
3. The Department received an electrical vehicle grant offered through the Massachusetts Department of Environmental Protection. Through a collaborative effort with the Building Facilities Department, the Town Administrator and public stakeholders, the Health Department became a participant in the action to support the deployment of electric vehicle in Massachusetts.
4. The Veteran's Services Officer established a process through which the Town of Belmont can assist residents to properly and officially retire and dispose of U.S. Flags. Flag collection receptacles were purchased and plans for an annual flag retirement ceremony will be established during 2017.
5. The Veteran's Service Officer continued to expand outreach during 2016. Monthly Coffee hours at the Beech Street Center were organized; the VSO began promotion of Honor Flight New England, which will fund a trip to Washington D.C. for Belmont World War II and Korea War Veterans; and there was initiation of an extensive Veteran's Grave Identification Project with Eagle Scout Candidate Oliver Leeb.
6. For the third consecutive year, the Health Department instituted a summer intern program to focus and expand on response to community sanitation issues.
7. Department Staff participated in several interdepartmental and regional programs, grants and task forces, such as the COA's Healthy Homes Working Group, region 4A emergency preparedness coalition, the Minuteman Household Hazardous Waste Coalition, the Watertown Task Force, the Tobacco Compliance Coalition, the Belmont School Wellness Committee, the Substance Abuse Prevention Coalition and Town Day.
8. The Board of Health conducted a very successful Hearing regarding their support of the Recreation Department's off leash dog program where they received public feedback for the development of improved policies and procedures for collaborative implementation of the program. The Animal Control Officer continued to provide valuable support without which this DPW Recreation Division Program would not be successful.
9. The Department continued to work with the Information Technology Department to expand the use of the People Forms program for administration of additional health permits and inspection categories.
10. The Department successfully outsourced a substantial portion of the mandated food service inspections. This resulted in expanded capacity for grant submission and administration to address substance abuse programming, time for the management of additional interns utilized to address public health education outreach, and additional capacity for development of new policies and regulations to be adopted by the Board in fiscal year 2017 and 2018.



# 2016 Annual Report

## Goals for 2017:

1. Continue to address health service needs of Belmont by monitoring and assessing community health issues and concerns identified through partnerships.
2. Apply for and receive available grants for public health initiatives identified as needs through regional and local health assessments.
3. Continue to increase utilization of technology by working with the Information Technology Department to establish the Peoples Form program for all our permitting, investigation and inspectional needs.
4. Collaborate with the Belmont School Department to offer a student flu clinic and a substance abuse education forum to parents and all residents.
5. Continue to outsource food service inspection in order to increase our capacity to offer health education programs as identified through health assessments and surveys.
6. Continue with a seasonal intern community sanitation education program to raise awareness and educate residents on the increasing number of nuisance conditions, such as trash and debris, rodent issues, and unkempt properties.
7. Expand assistance and linkages of resources to residents and veterans who require counseling and or resources to acquire services in order to maintain an acceptable and safe lifestyle.
8. Develop and implement intergenerational social programs and community involvement projects to promote charitable contributions, healthy lifestyles, and improved mental health.
9. Continue to expand Veteran Service outreach through the hard work and dedication of the Veteran's Service Officer and support from Town collaborations, Town Administration, the public and the Board of Selectmen.
10. Work with the Belmont community and Town partnerships to continue to address the national public health educational campaign regarding the opioid epidemic and the disease of substance disorder. The epidemic will be addressed within the parameters of our resources and in accordance with recommendations delivered through a fiscal year 2017 health assessment made possible by the Mt. Auburn Hospital Community Health Program.

Thanks and gratitude to the Belmont Board of Health Members, Dr. David Alper, Ms. Donna David, and Ms. Julie Lemay for their devotion and service to the Town of Belmont and support to the staff of the Health Department.

I would also like to thank the other town Departments, Boards, Commissions and the Citizens Emergency Response Team (CERT) for their support and assistance throughout the year.

Respectfully Submitted,

Angela Braun, RS, Director  
Belmont Health Department

# 2016 Annual Report



## CASES OF REPORTABLE DISEASE BY YEAR

<b>Confirmed Disease</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Amebiasis	0	0	0	0
Babesiosis	0	2	1	1
Calicivirus/Norovirus	0	1	0	0
Campylobacteriosis	8	6	5	3
Clostridium perfringens	0	0	0	0
Cryptococcus neoformans	1	0	1	0
Cryptosporidiosis	0	1	1	0
Cyclosporiasis	0	0	0	0
Dengue Fever	0	0	1	0
Ehrlichiosis	0	0	0	0
Enterovirus	0	0	1	0
Giardiasis	1	3	1	1
Group A streptococcus	0	1	2	0
Group B streptococcus	1	1	3	1
Haemophilus influenzae	1	1	1	1
Hepatitis A	0	0	1	1
Hepatitis B (acute)	0	0	0	0
Hepatitis B (chronic)	6	1	12	0
Hepatitis C (acute)	0	1	4	3
Hepatitis C (chronic)	9	11	10	0
Hepatitis D	1	0	0	0
Human Granulocytic Anaplasmosis	0	0	2	0
Influenza	59	63	61	46
Invasive Bacterial Infection (other)	0	0	0	1
Legionellosis	1	0	1	2
Listeriosis	1	1	0	0
Lyme Disease	4	10	18	0
Measles	0	0	1	0
Meningitis - Unknown Type	0	0	1	0
Meningococcal Disease	0	0	0	0
Mumps	0	0	2	0
Pertussis (and other Bordetella species)	1	1	1	0
Refugee	0	0	0	4
Refugee Family	0	0	0	3
Salmonellosis	4	3	1	9
Shiga toxin producing organism	1	1	0	0
Streptococcus pneumoniae	0	1	5	1



# 2016 Annual Report

Toxoplasmosis	0	0	0	0
Tuberculosis, Active	2	1	0	0
Tuberculosis, Latent (LTBI)	38	17	16	23
Tuberculosis, Class A/B	3	0	1	1
Varicella	0	0	2	1
Vibrio sp.	1	0	1	1
Viral Meningitis (aseptic)	0	0	0	0
West Nile Infection	0	0	0	0

### CANCER DEATHS 2016

<b>TYPE</b>	<b>NUMBER</b>
Breast	3
Lung	6
Stomach	2
Ovary	2
Prostate	2
Colon	2
Pancreas	1
Remaining Sites	20
<b>TOTAL CANCER DEATHS</b>	<b>38</b>

Breakdown by age and gender available in the Health Department. This total will not correspond to the total under "All Cancers" in the death statistics below because this total includes more than the primary cause of death.

### DEATHS OF BELMONT RESIDENTS -2016

<b>CAUSE</b>	<b>NUMBER</b>	<b>CAUSE</b>	<b>NUMBER</b>
Heart Disease	19	Accidents/Suicides Poisoning/Violence	10
Cerebrovascular Disease	5	Birth Injuries/Newborn Infections/Congenital Malformations	0
Chronic Obstructive Pulmonary Disease	6	Atherosclerosis	10
All Cancers	37	Alzheimers/Dementia	58
Pneumonia & Influenza	9	Liver Diseases/Cirrhosis	3
Diabetes Mellitus	1	All Other Causes	40
<b>TOTAL DEATHS</b>	<b>198</b>		

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## 2016 PERMITS AND LICENSES ISSUED

TYPE	NUMBER	TYPE	NUMBER
Animal Permits	25	Food Permits	115
BioTech License	1	Funeral Director Licenses	10
Burial Permits	95	Mobile Canteen Licenses	2
Day Camp Licenses	7	Rubbish Hauler Permits	42
Dumpsters (Annual)	56	Septage Hauler Permits	5
Dumpster (Temporary)	324	Swimming Pool Licenses	11
Farmer's Market Permits	16	Tobacco Permits	14

## HEALTH DEPARTMENT RECEIPTS THROUGH 12/31/2016

SOURCE	AMOUNT
Abrasive Blasting Permits	\$200
Animal Permits	\$875
BioTechnology Permits	\$100
Burial Permits	\$955
Citations, Animal	\$650
Citations, Food	\$500
Citations, Tobacco	\$800
Day Camp	\$1,875
Dumpster Permits, Annual & Temporary	\$16,940
Food Establishment Permits	\$17,685
Food Service Plan Reviews	\$325
Funeral Director Permits	\$500
Misc., Late Fees / Re-inspection Fees	\$3,000
Mobile Food Truck Permits	\$1,150
Rabies Clinic	\$280
Rubbish Hauler Permits	\$4,250
Swimming Pool Permits	\$600
Septage Hauler Permits	\$500
Sharps Containers & Disposal Fees	\$925
Title 5, Perc. Test	\$250
Tobacco Sales Permits	\$2,100
<b>TOTAL RECEIPTS</b>	<b>\$54,460</b>

# 2016 Annual Report



## **BOARD OF LIBRARY TRUSTEES / BELMONT PUBLIC LIBRARY:**

**Chair:** Kathleen Keohane

**Vice-Chair:** Elaine Alligood

**Secretary:** Gail Mann

**Committee Members:**

Mark Carthy

Corrine McCue Olmstead

Mary Stearns

BELMONT  
PUBLIC  
LIBRARY



## **Library Administration Team:**

**Library Director:** Peter Struzziero

**Administrative Coordinator:** Deitra Barnes

## **Highlights of Library Usage:**

- 11<sup>th</sup> Best Direct Circulation in the Commonwealth of Massachusetts - Advanced from 15<sup>th</sup> . Behind only: Boston, Newton, Cambridge, Brookline, Worcester, Lexington, Quincy, Arlington, Wellesley, and Watertown
- 1,202 individuals signed up for library cards, bringing the number of cardholders to 16,168 -64% of our residents!
- 6 % increase in overall circulation. Library patrons borrowed 565,840 items, making 2016 one of the highest in recent years
- 33 % increase in electronic media. Library patrons downloaded 36,449 ebooks, audiobooks, movies, and music selections
- 30 % increase in overall program participation. 18,408 children, teens, and adults attended 638 concerts, story times, book clubs, cooking demonstrations, hands-on workshops, and other library programs
- 23,718 people attended 859 meetings held at the Library (21% increase in offerings and 21% increase in the attendance at those meetings)
- Reference librarians answered 39,167 reference questions (11% increase)
- Public computers were used for 21,112 internet and online research sessions
- Increase in Facebook page activity with 889 “likes” (41% increase)
- Redesigned website which offers enhanced security, widely expanded features, improved navigation, and easier maintenance
- Museum passes funded once again by the Friends of the Belmont Public Library provided 2,528 free or discounted visits to area museums for families and individuals (3% increase)
- Amazing support from our volunteers. 137 individuals provided 4,278 hours to support library programs and services, including 113 high school students fulfilling their community service requirement (133% increase)

## **Year in Review: Summary of Activities and Accomplishments**

### **Staffing**

There were several key staff transitions this year.

In the Reference Department, Librarian Mary Carter was promoted to the newly-created post of Community Services Librarian, focusing on planning programs, collaborating with other organizations, and outreach. Her post, with its collection development responsibilities, was filled by Syuzanna Turshyan, who had previously worked for eight years at the Los Angeles Public Library.





# 2016 Annual Report

In the Children's Department, new part time staff were brought on board in October to help oversee the Children's Department which is now open for regular evening hours 3 nights a week. We estimate over 7000 Children and Parents will receive services during these extended hours this year.

## Adult Services:

### Expanding Digital Services:

Once again, the Library expanded its offerings of digital materials to meet growing demand by patrons. Downloads of ebooks and audiobooks through Overdrive, a catalog shared by the entire Minuteman Library Network, grew 6% from 27,330 checkouts in 2015 to 29,907 checkouts in 2016. The Hoopla resource, to which we began subscribing as an individual library just over a year ago, saw downloads soar 87% from 2,866 to 5,361 as new content was added continually to their offerings of music, movies, TV shows, and graphic novels in addition to ebooks and audiobooks. By the end of the year, 994 Belmont residents had signed up for Hoopla.

To provide even more choices for patrons, the Library signed up in December for the Commonwealth Ebook Collection, an effort to provide affordable ebooks and audiobooks for all Massachusetts residents. That collection is made up of three collections that serve different audiences and needs. Axis 360 offers a selection of best-selling titles that should help patrons get their requests filled more quickly. EBL includes content across a wide range of academic, professional, and technical subject areas that may be difficult to find elsewhere. We also offer Biblioboard, a database offering exciting new fiction, popular comic books, award-winning videos, colorful children's books and much more. It has an extensive historical collection which offers self-published and indie authors a forum for sharing their work. The Library is updating other types of electronic resources as well. The addition of Lynda.com, activated in January, has given patrons access to hundreds of video courses on topics like Word Press, LinkedIn, audio recording, digital photography, and marketing and branding. During this first year 128 different users sampled or completed 357 courses and viewed 3,476 videos.

The Library Staff continually 'weed' the collection and assess which books and resources are the most popular. Funds are allocated to those materials and resources that best meet patron needs. To make funds available for Lynda, the Library canceled its subscriptions to databases that patrons were using less than in the past: Safari Books and Testing and Education Resource Center (TERC). Usage remained high for databases serving a wide range of interests. Patrons checked out 2,497 magazine issues through Zinio, the online magazine service. *The Economist*, *The New Yorker*, and *OK! Magazine* are the most popular titles. Our most frequently used subscription, the *Consumer Reports* website, was consulted 896 times, yielding 12,064 page views. Also popular were the Morningstar Investment Research Center (2,977 record views) and two of our history resources, the Historical Boston Globe and the Historical New York Times (783 and 686 record views, respectively), which are used by student and adult researchers alike.

### Digitizing Local History Materials

After completing the digitization of the Town's Residents Lists, the Library worked with the Boston Public Library to digitize Belmont High School yearbooks from 1922 to 2016, as available, under the Digital Commonwealth program. The yearbooks can be viewed in the Internet Archive, [www.archive.org](http://www.archive.org).

With funding from a Community Preservation Act grant, the Library digitized its holdings of Belmont newspapers beginning in 1890. This extensive local history resource is available for patrons to read and search by keyword now.

### Technology Related Instruction

Reference staff continued to offer a variety of workshops. Topics covered included instruction in Ancestry.com, the popular genealogy site available in-library which provides access to 16 billion historical records, including the complete US census records from 1790 to 1940, as well a comprehensive source of immigration records found online. The first workshop proved to be so helpful, that a second was scheduled at the request of several patrons.

Workshops were also scheduled for instruction in iPad basics, google photo and podcasting. Perhaps the most popular tech workshop was the "Cutting the Cord" session held at the Beech Street Center in early December.

# 2016 Annual Report



Drawing on the success of the library's circulating Rokus and streaming Hoopla services, reference librarians Ellen Girouard and Mary Carter walked patrons thru both free library offerings and pay for options such as Chromecast, Amazon Fire TV and plug-in antennas. This course had an overflowing crowd, and will be repeated in Spring 2017 at the library.

Advertising itself as open to ages 10-100, the library held back-to-back 3D printing workshops in November. Led by 3D printing expert, Newton Free Library Head of Technology, John Walsh, participants were taught the fundamentals of 3D design, and how to use Tinkercad to create a 3D snowflake. No design or 3D experience was necessary, and the library provided all equipment and software. Realizing the popularity of this program, staff added two additional laptops to the ten classroom ones to meet increased demands.

Also successful were several "pop-up" sessions held in the lobby of the library. These informal sessions gave patrons a quick opportunity to learn about digital library resources without having to schedule a one-on-one session or indeed even to plan ahead. Staff also got the opportunity to introduce a wide variety of patrons to resources either previously unknown or unfamiliar to them. Feedback from both patrons and staff reinforced the positive impact these interactions had for all.

## **Roku**

Beginning in August, the library started circulating Rokus, streaming media devices that can be connected to either HD or standard televisions. Library Rokus come with 15 preloaded channels, including a subscription to Netflix, as well as VUDU, a service that allows for digital streaming of titles already purchased for the library's DVD or Blu-ray collections. Aside from the first few days, the Rokus have never remained on the shelf, constantly circulating, usually with reservations. The library plans on doubling the number to eight in 2017, and will monitor usage to consider adding more subscription services.

## **One-on-One Tech Sessions**

Reference staff, led by the Technology Librarian, offered flexible one-on-one technology instruction sessions. Rather than preset times, patrons were able to make individual appointments that fit their schedules and technology needs. Registration was made easier with a form available on the new Library website. Topics covered ranged from help with digital library resources, particularly Hoopla and Overdrive, as well as assistance filling out online forms, transferring photos, and help with Windows Office.

## **Programs for Education and Entertainment**

The Library offered a total of 67 adult programs in 2016, featuring old favorites like the Friends' Author Series as well as some fresh new ideas. For example, in October the Library participated in the first nationwide Indie Author Day by hosting a panel of local authors and a publisher who spoke about their own experiences in working with publishers and on their own to bring their work before the public.

Other new types of programs have included a workshop on 3D printing for experimenters of all ages; a "Be Well" series that included meditation, getting organized, and having more productive conversations with your doctor; and monthly Saturday morning Tai Chi programs. In addition, the Reference, Children's and Young Adult Librarians collaborated to offer more inter-generational programming, which has resulted in successful events such as game nights, movie nights, and a bookmark contest in which over 70 patrons participated.

Large audiences continue to enjoy the Library's Music On Saturday concert series, which launched another great season in December with a holiday program by Boston Jazz Voices. In other music programming, cellist Mike Block drew a standing-room-only crowd in the spring. Mike's concert was brought to Belmont through a Local Cultural Council Grant, for which the Library is grateful. Arts and crafts programs, now offered at least every other month and led by a Reference Librarian, included origami jewelry, ornament-making, and wreath-making. They have attracted a loyal following.



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## **Book Discussions**

Library staff members continue to offer three different book discussion groups. The International Fiction Book Club, led by Young Adult Librarian Kylie Sparks one night a month, continues to draw from a following of 32 members plus many new faces. Novels discussed this year include award winners like Magda Szabo's *The Door* and Naguib Mahfouz's sweeping epic, *Palace Walk*, the first of his *Cairo Trilogy*. Also offered are the monthly classics discussion group at the Beech Street Center led by Reference Librarian Miriam MacNair, and the bimonthly Belmont book group led by Reference Librarian Nancy McColm, focusing on current literary fiction.

Books and Bites, the monthly book review program, continued to host local authors as well as book discussions. Authors Kate Clifford Larson on *Rosemary: The Hidden Kennedy Daughter* and former Globe reporter Larry Tye on *Bobby Kennedy: The Making of a Liberal Icon* spoke about their research on the Kennedy family. Other speakers were Henriette Lazaridis Power on *The Clover House*; Michael M. Greenburg on *The Court-Martial of Paul Revere*; and Beatrice Peltre on *My French Family Table*.

## **Collaboration with Community Partners**

This year the Library offered 638 programs for adults, young adults, and teens, with a greater variety of programs than ever. Funding was often provided by the Friends of the Library. As mentioned previously, the Library also received a Local Cultural Council Grant, and Coordinated Family Community Engagement Grant mentioned earlier provided over 40 programs for FREE to Belmont residents through the Library.

A highlight of the year was the Library's sixth town-wide read, One Book One Belmont (OBOB). Fourteen co-sponsoring community organizations worked together on programs that explored themes in *The Boston Girl*, by local best-selling author Anita Diamant. The book became Belmont's top-circulating book of 2016, as readers fell in love with the main character, Addie Baum, the daughter of Russian immigrants who grew up in the tenements of the North End, saying she reminded them of a favorite relative.

OBOB programs during the month of April drew on the strengths of community partners and included: an exhibit called "Family Ties" by local artists at the Belmont Gallery of Art; a talk on the history of women's suffrage in Massachusetts sponsored by the Belmont Historical Society; a walking tour of the North End guided by the Women's Heritage Trail group; and a concert of jazz and klezmer music. The final program, a talk at the Beech Street Center by Anita Diamant with an introduction by author Stephen McCauley, attracted an audience of 300 people.

Launched in the spring as part of OBOB was a new collaborative effort called the Belmont Story Project, involving the Belmont Media Center, the Belmont Citizen-Herald, the Belmont Historical Society, and the Council on Aging. Modeled after NPR's StoryCorp, the Belmont Story Project was created to record and preserve the oral histories of Belmont residents, and make them available to all on the SoundCloud website, <https://soundcloud.com/belmont-story-project>.

To date, all the recordings have been made at the Library and the Media Center. Individuals who have stories to share are encouraged to bring a relative or friend to interview them. To encourage young people to interview elder family members over the holiday season, the library purchased recording equipment that cardholders may check out and take home.

## **Other Outreach**

Belmont Veterans Agent Robert Upton acted as Master of Ceremonies at an event that saw over 80 attendees come to see the Library rededicated as a Memorial Building to the Veterans of American wars hailing from Belmont, with new lettering appearing on our Concord Avenue staircase. At this event the Town of Belmont proclaimed itself a Purple Heart Community. This turnout created a renewed relationship with the Veterans of Belmont, as Robert Upton determined that the Library was the best spot in town for an annual Purple Heart Ceremony honoring veterans each August, the first Purple Heart Ceremony took place later that summer on August 7. This ceremony will now take place each year on August 7<sup>th</sup>, the National day of recognition for Purple Heart Recipients.

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The weekly morning Conversation Circle for English Language Learners, instituted last year following discussions with Belmont High School ELL director Lindsey Rinder, was so successful that the Library decided to continue it and add an evening session for individuals who work during the day. A book club for more advanced English Language Learners was held several times in the fall. These classes were taught by volunteers Genevieve Mack and Moira Lucey.

In part to give English Language Learners more opportunity to practice conversational skills, the Library joined with the Belmont Public Schools and Belmont Against Racism to host a pizza lunch “Meet and Greet” in September. The event was intended to welcome families new to Belmont and new to the United States, and provide an opportunity for new neighbors to get to know each other better. The Library, the Schools, and BAR hope to offer gatherings like this every few months in the coming year.

In other outreach efforts focused on increasing public awareness of Library offerings, Library staff members participated in a variety of Town events, including Meet Belmont, Town Day, Career Night at Belmont High School, and a variety of Back to School Nights. Library staff members also set up a table once a month throughout the summer at the Belmont Farmers Market, where the community could find out about our upcoming programs, check out a bestseller, or enter a contest.

## **Professional Development**

Reference staff attended training sessions to update skills and learn about new developments in their fields. These included webinars and in person training on identifying new electronic resources that might be of interest to patrons, such as the Commonwealth Ebook Collection, and utilizing better the ones we have already, such as Overdrive Digital Media, Ancestry.com, and LexisNexis. Classes on patron service included planning programs for patrons in their 20s and 30s, how to host an Indie Author Day, how to deal with difficult patrons. Webinars on readers’ advisory included sessions on women’s fiction, mysteries, and best bets for book groups.

Librarians also attended the New England Library Association annual meeting and the annual conference hosted by the Digital Commonwealth, a nonprofit that helps libraries, museums, and other cultural institutions digitize, preserve, and disseminate their historical collections. Library Director Peter Struzziero attended this conference as well presenting on Library Leadership and Management, and hosted a roundtable discussion for Directors in the first five years of their management career. This presentation has led to articles published in Public Libraries Magazine as Peter was added to the contributor list for this national publication.

Technology Librarian Ellen Girouard served first as vice-chair, then chair, of the MLN Key Users Interest Group, and other staff members attended Minuteman Library Network meetings for reference, young adult, and program planning.

Library Department Heads and Administration also participated in the Massachusetts Public Library Annual Conference, and Library Director Peter Struzziero represented Belmont at the American Library Association Conference in Orlando.

The Library enhanced ongoing partnerships with the emergency services departments participating in training sessions on life saving techniques with the Fire Department, and lock down safety training with the Police Department. These types of safety trainings will continue in 2017.

## **Young Adults**

Participation in young adult programming continued to climb in 2016 with over 1,884 teens attending programs and events nearly doubling the numbers of the past years.

The Young Adult Librarian continued to host several popular monthly programs. The Homework and Hot Chocolate program continues to draw a large group of middle school students, the Teen Anime Club is smaller but very dedicated. A new program, the Teen English Club, helps ELL students new to Belmont increase their vocabulary and improve their English. The Young Adult Librarian also worked with two teens to help them start their own Art



# 2016 Annual Report

Club. The Art Club now meets independently once a month during the school year and every week during the summer.

This year 50 teens participated in the summer reading program, logging a total of 322 books. Near 200 teens participated in the summer reading trivia program, summer movies, teen kick off party, and end of summer book swap. Scratch tickets were also a big hit this summer: teens won free coupons to Shake Shack in Harvard Square, Rancatores, Einstein's workshop and Chipotles.

## Collaboration with Community Partners

2016 was a fruitful year for collaboration with the schools. Staff participated in the Chenery Winter Book Fair doing outreach to several classrooms about resources and programs at the Belmont Library. The Library collaborated with the Belmont High School Community Service Coordinator to host a group of 20 volunteers on Belmont's Day of Service. The Young Adult Librarian collaborated with the ELL director at the high school and with Belmont Against Racism to host a pizza luncheon to welcome new ELL (English Language Learners) families to the area. 100 people attended and new families got the opportunity to meet each other and meet other members of the community. Plans are currently being made to host similar gatherings next year.

The Children's Librarians and the Young Adult librarian also teamed up this year to create a new service opportunity for middle school students. The Community Service Club meets monthly. The students help to prepare craft materials for future children's programs.

Two creative writing class series were facilitated as well as individual writing workshops with published author and teacher Lynette Benton. The workshops were a hit, with over 50 teens participating. A group of several students presented their work in a public reading in December. Feedback from the courses has been very good and has generated a lot of interest from middle school students.

## STEM Programming

2016 was another successful year for teen STEM (Science, Technology, Engineering and Math) programming. The Library hosted the 2 seasons of Girls Who Code with 40 teen girls completing the program. Girls Who Code is an organization that equips girls with concrete technical skills that will provide the foundation for futures in technology. Several of the girls involved in the program are now considering making computer programming a future career choice as a result of their involvement with the club. One participant attended a Summer Immersion program with Girls Who Code and presented her project at an IT Conference in Las Vegas. A member of the community was so impressed with the program she wrote an article about it for Boston Tech Mom, an online magazine. The library offered two other STEM programs for middle school students: a Python programming class and a robotics workshop.

## Other Initiatives

The Teen Advisory Board is now in its second year and has grown to 17 members. Each month the group meets with the Young Adult Librarian to work on volunteer projects and help plan teen programs. This year teens helped to make the scratch tickets for the summer reading program, gave feedback on the new teen website and helped to plan and carry out a fall party where teens played "minute to win it" games and got henna tattoos. 70 teens attended. The entire Young Adult collection was weeded and then expanded this year. The manga and graphic novel collections were expanded. One new shelving unit was added to Young Adult Fiction area. The Young Adult Librarian created several reader advisory booklists for the new website to help patrons discover books to read from home and to assist other librarians in making recommendations.

## Jane Gray Dustan Children's Room

In 2016 the Jane Gray Dustan Children's Room added new part-time staff, opened for year-round evening hours for the first time, and vastly expanded community outreach. The librarians continued many of their successful programs

# 2016 Annual Report



and partnerships and added several new ones; a total of 357 programs were offered, with 13,441 children and caregivers attending, an increase of 11% over 2015.

## Outreach

Due in part to the addition of the new Children's positions, this year the Children's librarians held 55 off-site programs, up 67% over the previous year's number of 33. The number of children and caregivers reached through outreach programming was 1,839, up 42% from the previous year's total of 1,299. The Librarians reached more of our youngest community members by visiting four Belmont preschools (Waverley Square Daycare, Wonder School, Little Sprouts Belmont, and Adventures Preschool). They also participated in several Belmont elementary school events, from Library Night at Butler Elementary School to International Walk to School Day at Wellington Elementary School.

Over the summer, for the first time, librarians presented weekly story times at the Underwood Playground. They also presented more weekly story times at the Belmont Farmers' Market than in past summers. They also conducted a story time at the first Literacy on the Lawn event held by the Belmont Woman's Club and visited the Belmont Summer Enrichment camp at Chenery Middle School. They continued visiting the town summer camp at Wellington School to present story/craft programs.

## Summer Reading

More children participated in the summer reading program than in the previous year, this is a trend we've seen for three years in a row. The 2016 summer reading program was *Get in the Game, Read!*, which tied into the summer Olympic games. Children set their own reading goals for the summer and, when they reached their goal, chose a book as a prize. Pre-readers completed early literacy skill-building activities and also selected a book as a prize when they finished. The prizes were generously funded by the Friends of the Library.

Summer programming kicked off with a magic show by magician Scott Jameson and ended with *Mike the Bubble Man's* amazing bubble science. In the middle were a variety of activities and performances including concerts by award-winning performer Stacey Peasley and Seattle-based musician Charlie Hope.

## Programs for Parents

This year the Children's Room expanded program offerings for parents of young children. The spring brought the library's first Early Childhood Information Fair, which was a success with over 100 people in attendance. Belmont preschools and day cares set up booths in the library and parents were able to talk with directors and teachers to get information about local child care options.

Through the library's continued participation in the Watertown/Belmont Coordinated Family and Community Engagement (CFCE) grant program, in 2016 the library also offered several evening parenting workshops presented by speech and language pathologist Megan Olowinski, on topics including "Getting Ready for Kindergarten" and "Getting Ready for Reading and Writing."

## Serving Children from Birth-5 Years Old

As a result of increasing community demand for programming for infants and toddlers, the library expanded offerings for these age groups. The story time for one year olds proved popular enough to warrant adding a second weekly session, and the monthly infant-toddler sing-along with Matt Heaton added to the schedule in the fall was an instant success. In June, Sheryl White of Baby Kneads led a four-week "Peaceful Baby" program for parents with their pre-mobile infants, which touched on sign language, baby massage, healthy sleep habits, and more.

The CFCE grant continues to provide weekly Literacy Playgroups at the Library, which grew in popularity throughout the year. Through the grant, an educator teaches sign language during our weekly librarian-led baby story times.



# 2016 Annual Report

The Jane Gray Dustan Trust continues to fund a variety of programs for young children, including sing-alongs, music and movement classes with Belmont resident Rubi Lichauco, and the Musical Storytime series by Powers Music School.

## Serving School-Age Children

This year the library assessed and revamped its offerings for school-aged children. The first series of Parent/Child Book Clubs was very well received, with each session filling well in advance and eager children and parents discussing a new book each month. The library also began a partnership with the Duct Tape Network, a local group that conducts maker programs for kids. A monthly StorYoga program provided children with a yoga-based learning experience that incorporates stories and yoga. Additionally, the Library continued offering popular monthly sessions of Book Buddies and LEGO WeDo robotics.

Vacation week programs had excellent attendance and included Mad Science, Animal World Experience, and a standing-room only crowd for the return of magician Ed Popielarczyk.

## Intergenerational Programming

The Children's Librarians worked with the Teen Librarian and a Reference Librarian to offer more intergenerational programs over 2016. For "Love Your Library" month in February, the Library held an all-ages bookmark contest that received 70 entries from children, teens, and adults of all ages.

To tie into One Book One Belmont, Children's Librarians offered "Grandma, Grandpa, and Me" for children and their grandparents. Over the summer, the library offered a series of all-ages movie showings and monthly family game nights.

## Volunteers

22 adults volunteered in 2016 for a total of 2,722 hours. 113 high school students gave 1556 hours for a total of 4278 volunteer hours, a 67% increase over 2015. Library volunteers supported the library in many ways including running weekly ESL classes, shelving books, assisting with program planning, providing one-on-one tech help to patrons, making home deliveries, and reviewing books for our "Books and Bites" monthly program. Students volunteered individually and at events like the Belmont High School Senior Day of Service, and often applied their hours to fulfill the school's community service requirement. This year many teen volunteers chose to continue volunteering in the fall and winter after their service requirements had been fulfilled. This is new trend that we are pleased to see from the students in town.

## Friends of the Belmont Public Library

The Friends of the Belmont Public Library continued to provide strong support for the library in 2016. The Friends sponsored many library programs, including the Music on Saturday series. They also had a very productive Library Friends Author Series with the following authors speaking: David Updike speaking about the life and work of his father, John Updike with *Family Archaeology in Pictures and Prose*, Jean Hanff Korelitz on *Admission*, Ted Reinstein of WCVB-TV Channel 5's 'Chronicle' on *Wicked Pissed: New England's Most Famous Feuds*, Anna Solomon on *Leaving Lucy Pear*, and J Patrick Black on *Ninth City Burning*.

In addition to programs, the Friends also paid for new chairs used in a lovely update to the Periodical Room. The Friends also paid for a new sign that was installed in the front of the Library providing better visibility and identification.

The Friends also funded the hiring of Good Egg Marketing and the Cahoots Company to develop a marketing plan and rebranding of the Belmont Public Library to be implemented in 2017.

The Library Friends Annual Book Sale in October was a success. The Friends' Everyday Book Sale continued to be a favorite spot among patrons as well. Special thanks to Louise Halstead and Phil Hughes for the time they contribute to manage that operation, close to 2000 a year. The Friends continued to fund the library's popular museum pass

# 2016 Annual Report



program. The museum pass program offers free and discount passes to many museums and parks. In 2016 The Library circulated 2,528 museum passes in 2016 (compared to 2,437 in 2015).

## Notable Building Updates

In addition to the programming and staffing highlights shared above, it is important to note significant improvements made to the library facilities.

### **Key improvements made to the facility in 2016:**

- The original elevator was upgraded with a new machine room. This upgrade modernized it's operation reducing maintenance needs.
- A self-checkout machine was installed in the Children's room.
- 6 Panic Buttons were installed in various points throughout the building per the recommendation of the Belmont Police Department as Phase one of needed security updates.
- The lettering of the lower staircase leading to Concord Avenue was replaced. New lettering was installed reading "Belmont Public Library Memorial Building 1965".
- One side of the main floor west wing was renovated into a new periodical room for patrons to enjoy comfortable reading of books, magazines, and newspapers. Original metal shelving was removed making way for new carpet, paint, and comfortable seating and new paperback shelving.
- Original metal shelving used as magazine storage on the 3rd floor mezzanine was removed to see the space converted into a new study area. College and High school aged students often enjoy the space, which is also being utilized by tutors.
- New stones and plants were added to the Memorial Garden this year by the Belmont Garden Club. It continues to be enjoyed by library patrons regularly as well as Library staff on lunch breaks.

In addition to these improvements, the Library Trustees and the Town Government enjoyed the first year of a Facilities Consolidation plan. We appreciate the efforts of the Facilities Director Gerry Boyle in working together on maintenance and upgrades of different library systems. In 2017 we hope to see our Boiler replaced as approved by Town Meeting last spring, and an envelope project to begin upgrading the lights, ceiling, and insulation needs for the East and West wings, which will contribute significantly to reducing our energy costs once completed.

2016 was a year focused on the future. The building has stood for over 50 years now, and we look forward to the next 50 years of Library service in our community. We on the Board were pleased to see continued trends and changes to the programs and services provided by the library. Our Library Director Peter Struzziero has helped guide the staff to accomplish many of the goals in this first year under our new 5 year Long Range Plan which has elevated The Library to now be the 11th best circulating community in the Commonwealth out of over 370 public libraries, something we are all very proud of.

A Feasibility Study was conducted in 2016, exploring the possibilities to renovate, add on to, or replace the current building at 336 Concord Avenue. A report will be given to Town Meeting in 2017 outlining the findings of the committee and the recommendations of the Board of Library Trustees. All of the supporting documents, floor plans, computer modeling, and cost estimates can be found on our website [www.belmontpubliclibrary.net](http://www.belmontpubliclibrary.net). The Board looks forward to our continued partnership with Town Government, Citizen Committees, and most importantly our Citizens to determine the best course of action for continued investment in our Programs, Services and Facility.

Respectfully Submitted,

Kathleen Keohane, Chair  
Board of Library Trustees



# 2016 Annual Report



## **HOUSING AUTHORITY:**

**Chair:** Donna Brescia

**Vice-Chair:** Gloria E. Leipzig

**Secretary:** Donna M. Hamilton

## **Committee Members:**

Tommasina Olson

Anne Mahon

Charles R. Lavery, III, State Appointee

## **Purpose and Duties:**

The Belmont Housing Authority manages four state-aided public housing developments that include: 100 units of veteran's and family housing at Belmont Village, 80 units of elderly/handicapped housing at Sherman Gardens Apartments, 74 units elderly/handicapped housing at Waverley Oaks Apartments and a two-family accessible home for residents with physical and developmental disabilities.

The authority also has two rental assistance programs that include 47 Federal Section 8 Housing Choice Vouchers and one State Alternative Housing Voucher. In accordance with an agreed upon contractual agreement, the Dedham Housing Authority handles the day-to-day operations for the Section 8 Voucher Program.

## **Summary of Activities and Accomplishments:**

In 2016, the authority began a number of capital improvement projects that included exterior step and sidewalk repairs at Sherman Gardens Apartments, paving at Waverley Oaks Apartments, and various other site improvements. The authority also received an energy savings award of \$148,000 from the Department of Housing and Community Development for the installation of air source heat pumps at Waverley Oaks Apartments that will reduce energy usage and costs as a result of higher efficiency technology.

The authority also completed work on a Community Preservation Project at Belmont Village that provided funds for the upgrade of receptacles, light switches, wiring and load centers in 100 apartments.

## **Goals for 2017:**

The goals for Belmont Housing Authority in 2017 will include the continuation of a number of capital improvement projects such as sidewalk replacement at Belmont Village, floor replacement at Sherman Gardens Apartments and the installation of ADA ramps at both Belmont Village and Sherman Gardens. The authority will further continue to develop a Capital Improvement Plan that will provide for the long-term maintenance of all developments.

Respectfully Submitted,

Donna Brescia  
Belmont Housing Authority

# 2016 Annual Report



## TOWN CLERK'S OFFICE

**Department Head:** Ellen O'Brien Cushman, Town Clerk (Elected)

**Assistant Town Clerk:** Meg Piccione

### Purpose and Duties:

The Town Clerk's Office gathers, records, and communicates governmental vital information in a timely manner and is the first point of contact for most resident/agency inquiries as well as contact point for residents to begin the complaint process. The Town Clerk's Office consists of three programs:

- **Town Clerk:** Responsible for creating, registering and maintaining official Town records, including births, deaths, marriages, businesses, pets, meetings and filings of governmental bodies, and is the point of contact for Town residents, and local, State and federal agencies.
- **Elections & Registrations:** Responsible for running elections and management of the Town census of voters and residents in compliance with local, State and federal laws and verifying residency for inquiring agencies.
- **Legislative:** Responsible for the managing Town Meeting through the elected Moderator, submitting votes to the Attorney General, Department of Revenue and other State agencies, maintaining contact information for and sending official communications to Town Meeting Members.

### Summary of Activities and Accomplishments:

- *Customer Interactions:* As forecast, these numbers skyrocketed in 2016 due to election-related activity and increases in public records requests. Telephone calls are of course not included in this number. Customer-reported satisfaction, trust and confidence in our department is extremely high.

<b>Customer Interactions</b>	<b>2016</b>	<b>2015</b>	<b>% Change</b>
<b>Visitors</b>	25,729	15,029	71% Increase
<b>Emails Sent &amp; Received</b>	65,366	31,800	106% Increase

- *Elections and Early Voting:* The Election Reform Law of 2014 instituted Early Voting in Massachusetts, with the first availability for November 8, 2016 Presidential & State Election. Early Voting began October 24<sup>th</sup>, continuing through November 4<sup>th</sup>. In Belmont, 6147 voters, nearly 34% of our electorate participated in Early Voting at Town Hall and, 1187 Absentee Ballots were fulfilled. Belmont was presented with a Gold Award by the Massachusetts Election Modernization Coalition for offering so many Early Voting hours. Turnout for the November election was 82.41% (14691 voters). In addition, Belmont was randomly chosen for a State-mandated audit of our results just seven days after the election; the audit returned excellent results. During 2016, more than we registered more than 2500 voters were registered and more than 1000 voters were deleted. Two additional Elections, September State Primary and the Minuteman District Special Election took place in the fall of 2016 bringing the total number of elections in 2016 to five. In addition, Belmont Precinct 2 was chosen at random for a Post-election audit by the Secretary of State and the results were all we could have hoped for! Preparations, training election workers, service operations management took many hours and it all paid off. Our election workers are amazing, engaged and dedicated; the Board of Registrars of Voters were present as greeters at many of our Early Voting sessions; we received amazing support from other departments such as DPW, Police, Information Technology, Schools, Facilities, Community Development, the list goes on. Of special note is a new ballot box to be used for In office Early Voting and Absentee voting created by DPW worker Marc Petto, it's beautiful!
- *Fulfillment of Public Records Requests:* Successfully fulfilled and coordinated fulfillment of Public Records Requests to comply with the Public Records Law. 2015-2016 completed project reorganized our archive of documents to



# 2016 Annual Report

efficiently respond to the myriad requests. We are in the midst of creating a PeopleForm to handle the requests and fulfillment for Town-wide use.

- *Community Preservation Act Project to Digitize and Preserve Belmont's Vital Records:* Adequate encryption and upgrades to Windows 10 delayed the last parts of this project from FY16 to FY17 to allow us to utilize and issue certified copies from the digitized records instead of paper, and the final step, Part 4: Preserving the existing bound paper copies to halt or reverse chemical and physical deterioration, priorities per the Preservation Survey results will be underway in January 2017. We received an extension from the CPA Committee to complete the project in FY17.
- *Town Meeting Actions:* Successful acceptance by the Attorney General of four amendments/additions to the General and Zoning Bylaws, among twenty four articles acted upon by Town Meeting; certified three citizen petitions for Town Meeting articles. We appreciate working with our skilled Town Moderator Michael Widmer who runs Town Meeting smoothly, simplifying the certification process.
- *New Computer Databases and Indices of Town Records:* The Town Clerk staff members, with IT staff expert assistance have continued to add to and create indices and databases of the Town records utilizing the database system by PeopleGIS, our Town GIS provider and other database software. The Business License Data System was improved to allow automated notifications and issuance of licenses and made more user friendly. For the Fall 2016 licensing season, all licenses were reviewed and approved on time, and the department review/processing time was cut from more than 3 weeks to only a day or two. For spring 2017, we will introduce the online payment module. The web-based Yard Sale Permit system issued 139 free permits in 2016. We continue to add to our index of Town Meeting votes, as of this writing going back to 1946.
- *Minutes for Town Boards, Commissions and Committees:* We continue to work with all committees to provide missing minutes and hope to make significant progress to fill the gaps.
- *Some additional Statistics:* 2500 pet licenses issued, 6123 other fee-based requests fulfilled, 240 births, 197 deaths and 119 marriages were recorded for Belmont residents.
- *Residency Verification for School Children.* The trend that was observed in 2014 in near-daily verifications of residency for children entering the school system continued through 2016. We provide detailed data to the School Dept. and look forward to working with the Superintendent and School Committee to further enhance the verification process to include mid-point verifications:

<b>Residency Verifications</b>	<b>2016</b>	<b>2014</b>	<b>% Increase</b>
<b># Verifications (one per family)</b>	646	474	36%
<b># School Age Children Verified</b>	1,080	770	40%

### Goals for 2017:

No progress was made on our Innovation and project goals for 2017 to reevaluate Belmont's process of posting meeting agendas and minutes or expanding Belmont businesses' compliance with state law regarding business certificates. Instead, we successfully completed the Town Clerk's portion of a Traffic Regulations review and current street sign locators using our expertise with PeopleGIS; in 2017 we will pass this along to the Police, DPW and Community Development for work on their parts. We will continue to work with other Town departments by actively sharing our databases and information. We anticipate of further expansion of online payment to other services in addition to pets and business licensing in 2017.

# 2016 Annual Report



The Town Clerk's Office staff will continue to strive for efficiency by tracking and improving our throughput. Policies and procedures are developed thoughtfully to minimize effort and maximize results. We strive to address a customer's problem in the first contact with complete and accurate information. Touch a piece of paper once. Enter data once. Make information accurate and accessible so it's not a time-consuming hunt when asked to produce a document. With the pressures of the newly revised Public Records Law, all communities will be tested for efficient accurate responses to Public Records Requests. We will collaborate with Town Departments to fulfill these requests.

We rely on the ideas, innovation and follow-through of Meg Piccione, Assistant Town Clerk and our full-time staff members, Nancy Casale and Dan Cane, every day to turn potential into progress and am grateful for their partnership.

Respectfully Submitted,

Ellen O'Brien Cushman  
Town Clerk

# 2016 Annual Report



**TOWN TREASURER:**

**Elected Town Treasurer, Collector, and Parking Clerk:** Floyd S. Carman

**Assistant Treasurer and Assistant Collector:** Daniela Boccia

**Payroll Technician:** Mary Ehler

**Administrative Assistant:** Iwona Gosz

**Real Estate Technician:** Michael Trainer

**Excise Technician:** Richard Arria

**Accounts Payable:** Nona Sevinian

The Treasurer/Tax Collector Office has responsibilities to oversee the Town investments, cash management, and revenue collection activities, manage the issuance of General Obligation Bonds, prepare and file debt service compliance reports and administration of payroll and employee benefits. They also directly support the Parking Clerk, Permanent Audit Committee, Capital Endowment Committee, Town of Belmont Scholarship Fund Committee, Community Preservation Committee, Belmont Employees Credit Union and Belmont Cultural Arts.

**FY16 ACCOMPLISHMENTS:**

➤ ***PAPERLESS TAX BILLING SOLUTION:***

As of 12/31/2016 Belmont was 1 of 62 communities offering the optional paperless solution. The future benefits for a paperless solution should reduce paper cost and postage.

As of 12/31/2016 these are the metrics for Belmont Taxpayers using the on-line features:

	12/31/2014	12/31/2015	12/31/2016
Real Estate bills Issued:	8,256	8,275	8,325
Personal Property bills Issued:	503	516	510
Excise Tax bills issued	<u>20,046</u>	<u>21,186</u>	<u>21,400</u>
Total:	28,805	29,977	30,235
On-line Users	2,378	2,434	3,869

The Department also offers the ability to pay on-line with a credit card. It is anticipated that as time moves on the next generation of Belmont homeowners will sign up for paperless billing in larger numbers.

➤ ***COMMUNITY PRESERVATION COMMITTEE:***

The Community Preservation Comprehensive Plan was updated and approved June 2016. During FY16 reviewed 8 project applications and approved 6 projects for Town Meeting vote on May 4, 2016.

All of the projects were approved for appropriation by Town Meeting totaling \$818,350.

CPA Committee was held on January 11, 2017.

➤ ***FY16 ISSUED DEBT:***

BMLD Project (short term):	\$27.6 Million*
Water Bond (MWRA):	\$0.5 Million
Public Safety Radio Equipment	\$1.1 Million
BHS Fire Alarm	<u>\$0.8 Million</u>
<b>Total</b>	<b>\$30.0 Million</b>

\*Eversource reimbursed BLMD \$27.6M. June Town Meeting de-authorized \$27.6M which will reduce the final borrowing cost to \$26.1M (\$53.7M-\$27.6M).

➤ ***EXCISE TAX:***

Reviewed 2010-2015 open excise tax receivables. The research identified 25 records (\$2,100) which was abated by the Assessor.



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➤ ***AFFORDABLE CARE ACT***

Collaborated with the Human Resources Department and worked with our software vendor (MUNIS) to complete the extensive filing requirements relative to the Affordable Care Act.

➤ ***BMLD FIFANCIAL SYSTEMS IMPLEMENTATION***

Collaborated with the Belmont Municipal Light Department, Town Accounting Department and Water and Sewer Department to complete the implementation of a new Utility Billing and Collection System.

➤ ***WELLINGTON SCHOOL BUILDING PROJECT***

Treasurer met monthly with representative of the Wellington School Building Committee, Facilities Director and the School to review financial and physical status of completion of the project. Wellington has received its final reimbursement from MSBA.

**Miscellaneous Accomplishments:**

The Town continues to maintain its AAA rating being reaffirmed April 2016. All of the continuing financial/debt disclosures were prepared and filed on time. Working with Town Accountant received unqualified opinion on our FY16 Town Financial Statements. All FY15 and prior year audit comments were cleaned up. Final audit presentation was made to the Towns Permanent Audit Committee February 2017.

**Treasury Management**

The balance of General Fund earnings \$305,429 increased by \$40,898 from the previous years. The FY16 weighted annual interest rate was .65%. Our cash flow continues to be steady with a 99.0% tax collection rate.

**Debt Management**

As of 6/30/16 the current year Net Debt Service Cost was \$8,118,143 with total outstanding debt remaining of \$79,871,740. This represents ten projects which include Blair Pond Electric Substation, Wellington Elementary School, Town Hall Complex, Fire Station, BHS Athletic Field and Town Water/Sewer projects. The Town has \$32,832,839 in authorized but not issued debit remaining. It is anticipated that \$27,600,000 Belmont Light Debt will be de-authorized at the June 2017 Town Meeting.

**Tax Collection**

The Town continues to enjoy a high collection rate, 99.0% for FY16. A number of properties are delinquent with back taxes and the appropriate tax title taking documents were filed to establish a lien and protect the Town's interest in collecting delinquent taxes. Taxpayers experiencing financial hardship are encouraged to consult with the Board of Assessors to determine eligibility for deferrals and exemptions as options to allow them to remain in their homes. While properties in deferral accrue interest on outstanding taxes at 8% annually, overdue tax and lien amounts incur 14% interest and 16% when in tax title. All taxes, liens, and accrued interest are ordinarily collected when the property is sold or refinanced.

**Parking Clerk**

The parking revenue for FY16 was \$151,242.

Respectfully submitted,

Floyd S. Carman, Treasurer/Tax Collector and Parking Clerk

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## TREASURY MANAGEMENT TREASURER BOOK BALANCE FISCAL YEAR 2016 GOVERNMENTAL FUNDS

### **Checking Accounts**

Treasurer/Parking Tickets	Bank of America	80133858	665,291.73	
Treasurer	Belmont Savings	0751002250	3,228,695.89	
Parking Coin	Belmont Savings	0751002315	11,061.54	
Library	Belmont Savings	0751002263	1,053.24	
Athletic	Belmont Savings	0751002276	1,880.37	
School Lunch	Belmont Savings	0751002289	1,374.33	
School On Line Fee Payment	Century	21491380	14,115.24	
Treasurer/lockbox	Century	24988	231,083.12	
Light/Water Lock Box	Century	24821	124,268.00	
Town of Belmont/Ambulance	Century	21734216	1,655.04	
Recreation	Century	21491895	3,961.64	
Town Clerk On Line	Century	21492085	426.92	
	Petty Cash		1,400.00	
	Return Checks		3,692.98	\$4,289,960.04

### **Investment Accounts**

Investment	Belmont Savings	0130002402	9,675,557.22	
Investment	Belmont Savings	0138501718	10,691,384.26	
Investment	Investors Capital	6BB-538031	362,135.48	
Investment/ Vendor Payment	CENTURY	66199204	5,165,791.97	
Payroll Account	Citizens	1137490699	1,000,000.00	
Investment/ Federal/State Grants	Citizens	1132180500	2,074,408.29	
Highland Meadow Cemetery	MMDT	44273159	604,589.43	
Investment	MMDT	44202174	1,788,028.32	
Certificate of Deposits	Leader Bank	4100089103	5,168,857.27	
Certificate of Deposits	Cambridge Sav Bank	400753921	5,044,590.66	
Certificate of Deposits	Cambridge Sav Bank	10558429	2,392,743.55	43,968,086.45

### **Performance Bonds**

Omnipoint Tower	Citizens	1135699175	7,151.26	
X/M Satellite Tower	Citizens	1135699183	5,108.10	12,259.36

### **Capital Endowment Fund**

Cash Equivalents	Ameriprise	232546408001	77,006.71	
Equities			2,355,313.90	
Fixed Income			1,243,608.79	3,675,929.40

### **General Stabilization Fund**

	Morgan Stanley	593-011644	1,692,978.95	1,692,978.95
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### **Sped Stabilization Fund**

	Morgan Stanley	593-057562	3,236.96	3,236.96
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### **Belmont Cultural Council**

	Investors Capital	PJQ-016158	3,314.29	3,314.29
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### **CPA**

	Morgan Stanley	593-057563	2,456,101.76	2,456,101.76
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### **Woodfall Sale**

	Morgan Stanley	593-022103	1,763,768.55	1,763,768.55
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### **Belmont Light Transfer Station (Short Term Bond)**

	Belmont Savings	0858004767	17,638,587.36	17,638,587.36
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### **BMLD Contingency**

	Morgan Stanley	593-063839	1,602,584.92	1,602,584.92
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<b>Sub-Total Governmental Funds</b>				<b>77,106,808.04</b>
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# 2016 Annual Report

## TREASURER BOOK BALANCE FISCAL YEAR 2016 FIDUCIARY FUNDS

### **Student Activity Fund**

High School - Savings	Belmont Savings	0130002364	238,141.61	
High School - Checking	Belmont Savings	0751002292	14,748.38	
Chenery School- Savings	Belmont Savings	0130002372	34,008.98	
Chenery School- Checking	Belmont Savings	0751002302	97.34	286,996.31

### **Scholarships**

Various Scholarships (39)	Investors Capital	PJQ-016158	606,862.08	606,862.08
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### **Library Funds**

Library Gift Fund	Investors Capital	PJQ-016158	186,434.17	
Michael E. Deluty	Investors Capital	PJQ-016158	16,331.66	
Katharine W. Atkins	Investors Capital	PJQ-016158	23,097.46	
Margaret Wrisley	Investors Capital	PJQ-016158	19,981.50	
Ester Burdick	Investors Capital	PJQ-016158	13,007.30	
Blanche Howe Jenney	Investors Capital	PJQ-016158	17,606.53	
Jane Gray Children Education	Investors Capital	PJQ-016158	608,958.51	
Library Capital Building Fund	Investors Capital	PJQ-016158	28,065.34	
Dustan Library Bequest Fund	Investors Capital	PJQ-016158	346,208.41	1,259,690.88

### **Cemetery Funds**

Cemetery Annual Planting	Investors Capital	PJQ-016166	129,552.06	
Cemetery Perpetual Care	Investors Capital	PJQ-016166	1,834,827.06	
Northway/Erickson Perpetual Care	Investors Capital	PJQ-016166	55,413.87	2,019,792.99

### **Other Trust Funds**

Scholarship Check Off	Investors Capital	PJQ-016158	295,495.22	
Education Check Off	Investors Capital	PJQ-016158	73,679.70	
Senior Center Check Off	Investors Capital	PJQ-016158	12,879.43	
Local Law Enforcement	Investors Capital	PJQ-016158	72,868.90	
Carl Barron Fire Grant	Investors Capital	PJQ-016158	2,636.53	
Marian Mugar Police Kitchen Fund	Investors Capital	PJQ-016158	6,772.10	
General Check Off ( Capital )	Investors Capital	PJQ-016158	15,069.93	479,401.81
Underwood Pool Project	Belmont Savings	858002689	415,152.97	415,152.97
OPEB Fund	Morgan Stanley	593-057564	2,574,116.76	2,574,116.76
Health Employer	MMDT	44274454	6,864,701.66	
Health Employee	MMDT	44274447	1,988,161.55	8,852,863.21
Housing	Morgan Stanley	593-058766	20,185.04	20,185.04

## ENTERPRISE FUNDS

Light Depreciation Fund	Investors Capital	6BB-461549	4,224,486.27	
Light Rate Stabilization Fund	Investors Capital	6BB-461358	2,021,517.68	
MWRA I/I Study & GIS Loan/Grant	MMDT	44223006	80,462.74	
MWRA Interest Free Loan	MMDT	44208494	749,398.46	
Water Fund	TDBankNorth	8246080901	2,160,387.41	
Sewer Fund	TDBankNorth	8246080919	1,964,745.58	
NESWEC- Land Fill	MMDT	44273076	3,464,280.77	14,665,278.91

Sub-Total Fiduciary and Enterprise Funds				<b>31,180,340.96</b>
<b>Total Governmental, Fiduciary and Enterprise Funds as of 6/30/2016</b>				<b>108,287,149.00</b>



# 2016 Annual Report

## TREASURY MANAGEMENT RECAP OF SCHOLARSHIP ACTIVITY FOR FISCAL YEAR 2016

<i>(For Belmont High School Students)</i>	BALANCE 7/1/2015	DONATIONS	INCOME	EXPENDITURES	BALANCE 6/30/2016
Ruth Achorn	\$4,741.18		\$169.75	\$200.00	\$4,710.93
Richard Allen Learning Center	1,145.92		35.28	500.00	681.20
Guy & Madeline Arno	7,284.69		263.36	200.00	7,348.05
Edmund B. Bakon	21,111.76		766.43	1,000.00	20,878.19
William Bettencourt	30,247.82		1,106.30	500.00	30,854.12
Lillian Blacker	26,374.40		967.41	1,000.00	26,341.81
Richard Burnham	5,406.39		194.21	200.00	5,400.60
Charles Crisafulli	3,822.94		135.95	200.00	3,758.89
Cosmo DeStefano	1,019.62		30.64	500.00	550.26
Dennis Fitzpatrick Book Award	3,754.96		134.89	0.00	3,889.85
Abbey Freeman	2,655.49	25.00	87.24	1,000.00	1,767.73
Brendan Grant	35,460.84		1,268.99	4,500.00	32,229.83
Paul D. Hanson	2,801.12		98.34	200.00	2,699.46
Malcolm Hecht	36,396.03		1,332.58	500.00	37,228.61
Paul Kelly	20,326.98		743.38	200.00	20,870.36
Teddy Lee & Donald Ray	7,520.55	4,150.00	301.52	400.00	11,572.07
Duncan Lyons	6,358.39		229.26	200.00	6,387.65
Joseph D McNeill	6,815.06		243.88	500.00	6,558.94
Clyde Meyerhoefer	1,718.60		56.31	500.00	1,274.91
Alice Nahabedian	5,244.25		186.06	500.00	4,930.31
John Olin	6,565.58		236.87	200.00	6,602.45
Eleanor Galland Palais	4,394.35	4,675.00	271.31		9,340.66
Phi Beta Kappa Book Award	1,352.86		46.45	30.00	1,369.31
Reid Family Scholarship	13,074.06		474.28	500.00	13,048.34
Brian & Shaun Riley	74,863.20		2,744.70	1,000.00	76,607.90
Rotary Club of Belmont	7,263.48		256.75	1,000.00	6,520.23
William Ruanne	8,785.03	860.47	322.66	500.00	9,468.16
Patricia Saia	6,139.24		219.02	500.00	5,858.26
Howard Sharpe	7,843.97	300.00	284.35	300.00	8,128.32
Norma Lee Shaw	801.96	400.00	27.65	500.00	729.61
John Sullivan	19,263.93		698.00	2,000.00	17,961.93
Robert Sullivan	3,344.05	400.00	123.94	500.00	3,367.99
Maria A. Tellier (will be given out in 2028)	80,050.89		2,942.94		82,993.83
Unselfish Teammate Award	0.00	3,814.11	15.02		3,829.13
Viale Athletic Scholarship	1,858.06	1,600.00	67.60	1,000.00	2,525.66
Westlund Family Scholarship	15,302.53	250.00	557.23	500.00	15,609.76
Carl Westphal	57,267.37		2,097.10	1,000.00	58,364.47
Mary E. Whitney	41,981.78		1,534.53	1,000.00	42,516.31
Arthur Cherkerzian	10,582.67		382.54	500.00	10,465.21
Belmont Women's Rotary	1,760.73		60.05	200.00	1,620.78
<b>TOTAL</b>	<b>\$592,702.73</b>	<b>\$16,474.58</b>	<b>\$21,714.77</b>	<b>\$24,030.00</b>	<b>\$606,862.08</b>

# 2016 Annual Report

## RECAP OF OTHER TRUST FUNDS FOR FISCAL YEAR 2016

OTHER TRUST FUND	OPENING BALANCE 7/1/2015	DONATIONS OR TRANSFERS IN	INCOME	EXPENDITURES OR TRANSFERS OUT	ENDING BALANCE 6/30/2016
Scholarship Check -Off <i>(for Town Residents)</i>	\$287,359.71	\$2,086.00	\$10,549.51	\$4,500.00	\$295,495.22
Education Check Off <i>(for School Technology)</i>	65,355.01	5,921.83	2,402.86		73,679.70
Senior Center Check -Off <i>(for New Senior Center)</i>	14,734.31	1,868.24	538.75	4,261.87	12,879.43
General Check-Off <i>(Town Use)</i>	12,565.73	2,045.00	459.20		15,069.93
Local Law Enforcement <i>(Multi Jurisdictional Task Force)</i>	17,444.51	59,660.57	863.82	5,100.00	72,868.90
Carl Barron Fire Grant <i>(Fire Dept Grant)</i>	2,546.13		90.40		2,636.53
Marian Mugar Kitchen Fund <i>(Police Dept Kitchen Accessories Fund)</i>	6,534.88		237.22		6,772.10
<b>TOTAL</b>	<b>\$406,540.28</b>	<b>\$71,581.64</b>	<b>\$15,141.76</b>	<b>\$13,861.87</b>	<b>\$479,401.81</b>

## RECAP OF LIBRARY FUNDS FOR FISCAL YEAR 2016

LIBRARY FUNDS	OPENING BALANCE 7/1/2015	DONATIONS OR TRANSFERS IN	INCOME	EXPENDITURES OR TRANSFERS OUT	ENDING BALANCE 6/30/2016
Library Gift Fund	\$182,052.30		\$6,696.95	\$2,315.08	186,434.17
Michael E Deluty	16,067.63		585.95	321.92	16,331.66
Katharine W Atkins	22,722.74		829.99	455.27	23,097.46
Margaret Wrisley	19,657.77		717.59	393.86	19,981.50
Esther Burdick	12,797.72		466.02	256.44	13,007.30
Blanche Howe Jenney	17,321.70		631.93	347.10	17,606.53
Jane Gray Children's Educ Fund	599,002.73		21,963.27	12,007.49	608,958.51
Jane Gray Expense Account	9,764.63				9,764.63
Dustan Library Bequest	333,921.31		12,287.10		346,208.41
Library Capital Building Fund	27,072.25		993.09		28,065.34
Special Fund 72 Expenditure	4,138.06	1,774.59		134.48	5,778.17
<b>TOTAL</b>	<b>\$1,244,518.84</b>	<b>\$1,774.59</b>	<b>\$45,171.89</b>	<b>\$16,231.64</b>	<b>\$1,275,233.68</b>

## RECAP OF CEMETERY FUNDS FOR FISCAL YEAR 2016

CEMETERY FUNDS	OPENING BALANCE 7/1/2015	DONATIONS OR TRANSFERS IN	INCOME	EXPENDITURES OR TRANSFERS OUT	ENDING BALANCE 6/30/2016
Cemetery Annual Planting	\$121,221.04	\$3,600.00	\$4,731.02		\$129,552.06
Cemetery Perpetual	1,800,570.38		70,256.68	36,000.00	1,834,827.06
Northway/Erickson Perpetual	53,338.59		2,075.28		55,413.87
<b>TOTAL</b>	<b>\$1,975,130.01</b>	<b>\$3,600.00</b>	<b>\$77,062.98</b>	<b>\$36,000.00</b>	<b>\$2,019,792.99</b>

## RECAP OF LIGHT FUNDS FOR FISCAL YEAR 2016

LIGHT FUNDS	OPENING BALANCE 7/1/2015	DONATIONS OR TRANSFERS IN	INCOME	EXPENDITURES OR TRANSFERS OUT	ENDING BALANCE 6/30/2016
Light Rate Stabilization	\$1,316,962.58	\$700,000.00	\$4,555.10		\$2,021,517.68
Light Depreciation	2,969,528.53	1,226,870.75	28,086.99		4,224,486.27
<b>TOTAL</b>	<b>\$4,286,491.11</b>	<b>\$1,926,870.75</b>	<b>\$32,642.09</b>	<b>\$0.00</b>	<b>\$6,246,003.95</b>

# 2016 Annual Report

## DEBT MANAGEMENT DEBT SERVICE COST AS OF 6/30/2016

Description of Debt	Bonded Amount	Issue Year	Year of Payment	Principal Paid	Interest Paid	P& I Total Paid
Title V Loans	\$ 60,160	2001	15 of 19	\$ 3,134	-	\$ 3,134
Fire Station Construction	2,030,000	2007	10 of 20	100,000	44,425	144,425
Concord Avenue Land	780,000	2007	10 of 19	40,000	16,090	56,090
Senior Center	3,310,000	2010	7 of 17	195,000	77,117	272,117
Wellington School	26,700,000	2010	6 of 25	775,000	887,988	1,662,988
FY 2012 Refunding	9,956,000	2013	3 of 12	1,000,000	375,000	1,375,000
BHS Harris Field	960,000	2014	2 of 10	100,000	34,400	134,400
Department Vehicles	1,420,000	2014	2 of 10	145,000	50,900	195,900
Underwood Pool	2,902,000	2015	1 of 15	193,467	108,825	302,292
Belmont Center	1,450,000	2015	1 of 10	100,000	68,875	168,875
Fire Station	115,398	2015	1 of 4	28,870	4,328	33,198
<b>Subtotal</b>	<b>\$ 49,683,558</b>			<b>\$ 2,680,471</b>	<b>\$ 1,667,948</b>	<b>\$ 4,348,419</b>
GOB Sewer Loan	2,479,000	2008	9 of 20	125,000	\$ 63,575	188,575
MWRA Water Bond	714,000	2009	8 of 10	71,400		71,400
MWRA Water Bond	872,000	2010	7 of 10	87,200		87,200
MWRA Water Bond	988,785	2011	5 of 10	98,879		98,879
MWRA Water Bond	988,785	2012	6 of 10	98,879		98,879
MWPAT	7,226,667	2012	5 of 20	321,551	125,605	447,156
MWRA Water Bond	1,000,000	2013	4 of 10	100,000		100,000
MWRA Sewer Bond	559,405	2013	4 of 5	111,881		111,881
MWPAT	1,579,600	2013	3 of 20	66,704	30,467	97,171
MWRA Water Bond	500,000	2014	3 of 10	50,000		50,000
MWRA Sewer Bond	2,300,000	2014	1 of 20	93,037	63,199	156,236
MWRA Water Bond	500,000	2014	2 of 10	50,000		50,000
MWRA Water Bond	500,000	2015	1 of 10	50,000		50,000
TOWN Water Bond	482,000	2014	2 of 20	25,000	17,238	42,238
TOWN Water Bond	268,700	2015	1 of 20	28,500	21,375	49,875
<b>Subtotal</b>	<b>20,958,942</b>			<b>1,378,031</b>	<b>321,459</b>	<b>1,699,490</b>
BMLD	26,100,000	2014	2 of 20	1,005,000	945,375	1,950,375
Lease/Purchase	448,096	2013	4 of 4	116,640	3,219	119,859
<b>TOTAL</b>	<b>\$ 97,190,596</b>			<b>\$ 5,180,142</b>	<b>\$ 2,938,001</b>	<b>\$ 8,118,143</b>

# 2016 Annual Report

## DEBT MANAGEMENT TOWN OUTSTANDING DEBT AS OF 6/30/16

	Principal Outstanding 6/30/2014	Principal Outstanding 6/30/2015	Principal Outstanding 6/30/2016
Chenery Middle School	\$ 1,100,000	\$ -	\$ -
Title V Loans	18,861	15,670	12,536
Concord Avenue Land	440,000	400,000	350,150
Fire Station Construction	1,200,000	1,100,000	974,900
Fire Station Construction		115,398	75,000
Senior Center	2,335,000	2,140,000	1,945,000
Wellington Elementary School	23,835,000	23,090,000	22,300,000
Town Hall / Fire Station Debt Refunding	9,405,000	8,400,000	7,400,000
Fire Vehicles	1,420,000	1,278,000	1,130,000
Harris Field	960,000	867,050	760,000
Underwood Pool		2,790,000	2,600,000
Belmont Center		1,450,000	1,305,000
Public Safety Radio Equipment			1,086,000
BHS Fire Alarm			800,000
Belmont Municipal Light	26,100,000	25,055,000	24,105,000
MWRA Water Bond	4,239,021	4,425,266	4,274,307
MWRA Sewer Bond	9,759,419	11,487,020	10,753,847
<b>TOTALS</b>	<b>\$ 80,812,301</b>	<b>\$ 82,613,404</b>	<b>\$ 79,871,740</b>

# 2016 Annual Report

**DEBT MANAGEMENT  
DEBT AUTHORIZED BUT NOT ISSUED  
AS OF 6/30/16**

Description of Debt Authorization	Year	Amount	Amortization Period
Wellington School	2009	1,602,091	25 years
Water	2011	477,000	10 years
Water	2012	2,898,398	20 years
Belmont Municipal Light Plant	2012	27,600,000	25 years
Communications Equipment	2015	350	10 years
Fire Alarm System	2015	255,000	10 years
<b>TOTAL AUTHORIZED NOT ISSUED</b>		<b>\$ 32,832,839</b>	

# 2016 Annual Report

## SUMMARY OF TAX COLLECTOR'S REPORT JULY 1, 2015 TO JUNE 30, 2016

### Real Estate, CPA & Personal Property Taxes

Commitment	Real Estate	\$ 82,309,866.26
Commitment	CPA	\$ 1,084,123.19
Commitment	Personal Property	\$ 565,635.97
Total	Commitment	<u>\$ 83,959,625.42</u>

Collection	Real Estate	\$ 81,067,940.46
Collection	CPA	\$ 1,058,871.19
Collection	Personal Property	\$ 559,602.07
Refund	Real Estate	\$ (104,202.17)
Refund	CPA	\$ (705.45)
Refund	Personal Property	\$ (2,676.87)
Abated	Real Estate	\$ 700,828.61
Abated	CPA	\$ 19,051.13
Abated	Personal Property	\$ 5,452.29
Uncollected	Real Estate	\$ 645,299.36
Uncollected	CPA	\$ 6,906.32
Uncollected	Personal Property	\$ 3,258.48
Total		<u>\$ 83,959,625.42</u>

**Real Estate Tax collected for Previous Years** \$ 370,672.24

**CPA for Previous Years and Interest collected** \$ 4,759.24

**Real Estate & Tax Deferred Interest and Fees Collected** \$ 230,915.05

**Tax Title Interest and Fees Collected** \$ 132,949.19

#### Tax Deferral

Opening Balance 07/01/15	\$ 672,847.50
Plus FY16 New Tax Deferred Taxes	\$ 100,011.92
Less Paid Tax Deferred in FY16	\$ (243,231.01)
<b>Outstanding Balance as of 6/30/16</b>	<b>\$ 529,628.41</b>

#### Tax Title

Opening Balance 07/01/15	933,801.73
Plus New Tax Title in FY16	\$ 411,094.53
Less Paid Tax Title in FY16	\$ (262,098.95)
<b>Outstanding Balance as of 6/30/16</b>	<b>\$ 1,082,797.31</b>

# 2016 Annual Report

## SUMMARY OF TAX COLLECTOR'S REPORT JULY 1, 2015 TO JUNE 30, 2016

### Motor Vehicle Excise Tax

<b>Total Commitment</b>	<b><u>\$3,097,773.58</u></b>
Collections	\$2,946,792.38
Refunds	(19,727.07)
Abated	40,419.18
Uncollected	<u>130,289.09</u>
<b>Total</b>	<b><u>\$3,097,773.58</u></b>

**Motor Vehicle Excise Tax collected for Previous Years in:** \$505,965.11  
FY16

**Motor Vehicle Excise Tax Fees Collected for Previous Years in:** \$41,786.80  
FY16

**Motor Vehicle Excise Tax Marking Fees Collected in:** \$9,580.00  
FY16

**Uncollected Motor Vehicle Excise Tax for Previous Years:**

FY15	\$30,440.71	
FY14	\$12,422.25	
FY13	\$8,614.83	
FY12	\$10,375.32	
FY11	\$10,285.43	
FY10	\$10,870.26	
FY09	\$7,965.31	
FY08	\$10,216.12	
FY07	\$9,788.87	
FY06	\$10,364.12	
FY05	\$10,159.81	
FY04	\$13,100.22	
Prior to 2003	\$137,404.08	\$282,007.33

# 2016 Annual Report

## SUMMARY OF TAX COLLECTOR'S REPORT JULY 1, 2015 TO JUNE 30, 2016

### Parking Fines

Outstanding Parking fines as of 07/01/2015	\$477,760
New Parking Tickets Issued in FY16	141,169
Less Payments FY16	<u>-144,542</u>
<b>Outstanding Parking fines as of 06/30/2016</b>	<b><u>\$474,387</u></b>

### Handicap Parking Fines

Outstanding HP Fines as of 7/01/2015	\$12,925
New Parking Fines Issued in FY16	10,200
Less Payments FY16	<u>-6,700</u>
<b>Outstanding HP Fines as of 6/30/2016</b>	<b><u>\$16,425</u></b>



# 2016 Annual Report

**SUMMARY OF TAX COLLECTORS REPORT  
BELMONT REAL ESTATE AND EXCISE  
CHECK OFF TAX BILL DONATIONS  
July 1, 2015 to June 30, 2016**

	<u>Number</u>	<u>Amount</u>
Senior Center	88	\$ 1,868
Education	71	5,922
Scholarship Fund	75	1,486
General Fund	52	2,045
Capital Endowment	49	686
<b>TOTAL</b>	<b>335</b>	<b>\$12,007</b>

# 2016 Annual Report



## **CAPITAL ENDOWMENT FUND:**

The advisors for the Capital Endowment Fund are:

- Dalton J. Avery
- Jonathan B. Treat
- Ernest E. Fay
- S. Warren Farrell, Jr.
- James F. Gammill
- Sami Baghdady, Ex-Officio, Board of Selectmen
- Floyd S. Carman, Ex-Officio, Town Treasurer
- John J. Olohan, Ameriprise Financial Services, Inc.

The Capital Endowment Fund was established to fund and facilitate innovations in town government and to assist with long range capital planning. This fund was enacted by the state legislature and signed into law by the Governor of the Commonwealth in April of 1995.

\$2,000,000 was received from the proceeds of the sale of Belmont's cable system. An additional \$943,949.24 was appropriated into the fund by Town Meeting in 2001. All proceeds from the voluntary tax bill check-off for capital projects are deposited into this account.

### **Capital Endowment Fund Activity**

Opening Balance 7/01/2015	\$3,595,462
Tax Check-Off Donations by 52 Residents	686
Withdrawal per TMM Vote	-125,000
<u>Income Earned</u>	<u>204,782</u>
<b>Closing Balance 6/30/2016</b>	<b>\$3,675,930</b>

### **Capital Endowment Fund Asset Allocation As of 6/30/2016**

Cash Equivalents	\$77,007
Equities	2,355,314
<u>Fixed Income</u>	<u>1,243,609</u>
<b>Closing Balance 6/30/2016</b>	<b>\$3,675,930</b>

Respectfully submitted,

Floyd S. Carman, Town Treasurer

# 2016 Annual Report



## LIST OF MODERATOR APPOINTEES:

### Bylaw Review Committee:

Charles Hamann, *Chair*  
Robert McGaw  
Raymond Miyares  
Mark Thurber  
Ellen O'Brien Cushman *Town Clerk*

### Capital Budget Committee:

Anne Marie S. Mahoney, *Chair*  
Rebecca Vose, *Secretary – At Large*  
Patricia Brusch, *At Large*  
Mark Paolillo, *Board of Selectmen Rep*  
Susan Burgess-Cox, *School Committee Rep*  
Raffi Manjikian, *Planning Board Rep*  
Jennifer Fallon, *Warrant Committee Rep*  
David Kale, *Town Administrator*

### Highland Meadow Cemetery Building Committee:

Ellen O'Brien Cushman, *Chair*  
Alexander Corbett  
William Chemelli

### Minuteman High School Committee Member:

Jack Weis

### Permanent Building Advisory Committee:

Patricia Brusch, *Chair*  
William Lovallo  
Robert McLaughlin  
Joel Mooney  
Stephen Sala  
William Shea

### Underwood Pool Building Committee:

Anne Paulsen, *Chair*  
Adam Dash, *Vice-Chair*  
Stephen Sala, *Treasurer*  
Ellen Schreiber, *Secretary*  
Kristine Armstrong  
David Kane  
Joel Mooney  
Robert Phillip  
Michael Smith

### Warrant Committee:

Michael Libenson, *Chair*  
Roy Epstein, *Vice-Chair*  
James Gammill, *Secretary*  
John Alcock  
Adam Dash  
Jennifer Fallon  
Anne Helgen  
Paul Lisanke  
Robert McLaughlin  
Christine McVay  
Greg Mennis  
Robert Sarno  
Ellen Schreiber  
Edmund Starzec  
Sami Baghdady, *ex-officio Board of Selectmen Liaison*  
Laurie Slap, *ex-officio School Committee*

### Wellington School Building Committee:

Mark Haley, *Chair*  
Patricia Brusch, *Vice-Chair* John Bowe  
William Lovallo, *Secretary*  
Chris Kochem, *Clerk*  
Laurie Graham  
Heidi Sawyer  
Eric Smith  
Joseph Barrell *Selectmen's Liaison*  
Tony DiCologero *School Dept. Liaison*  
Donna Pini, *School Dept. Liaison*  
Amy Spangler, *Wellington Principal*  
Ara Yogurtian, *Community Development Liaison*

# 2016 Annual Report



## **BYLAW REVIEW COMMITTEE:**

**Chair:** Charles M. Hamann

### **Committee Members:**

Robert E. McGaw

J. Raymond Miyares

Mark Thurber

Ellen O'Brien Cushman, Town Clerk, ex officio

### **Purpose and Duties:**

The principal function of the Bylaw Review Committee is to review proposals for General Bylaw changes. It is not charged with the task of proposing substantive changes on its own. If requested by the Selectmen or another Town Board or officer, the Committee will assist in drafting amendments or additions to the General Bylaws that are proposed for inclusion in the Warrant for any Town Meeting. The Committee is also charged with the duty of reporting to the Town Meeting any recommendations it considers appropriate on any article in a Town Meeting Warrant that proposes an amendment or addition to the General Bylaws. In recent years the Committee has also assisted Belmont citizens in refining their proposed amendments to the Bylaws.

### **Summary of Activities and Accomplishments:**

In 2016 the Committee had limited business. It reviewed amendments to the residential snow removal bylaw and the demolition delay bylaw. The only change to the first was the removal of a sunset provision, making the bylaw a permanent part of the General Bylaws. The only change to the second was to amend a sunset provision. The amendment extended the life of the bylaw to June 30, 2017. Both of these changes were approved by the Committee as to form and placement and by Town Meeting.

Once again, special thanks to Ellen Cushman, Town Clerk and our ex officio member. Ellen works tirelessly to keep the Committee on track in attending to its work.

Respectfully Submitted,

Charles M. Hamann, Chair  
Bylaw Review Committee

# 2016 Annual Report



## **CAPITAL BUDGET COMMITTEE:**

**Chair:** Anne Marie S. Mahoney

**Secretary:** Rebecca Vose

### **Committee Members:**

Rebecca Vose	2017
M. Patricia Brusch	2018
Anne Marie S. Mahoney	2019
Susan Burgess-Cox	School Committee
Jennifer Fallon	Warrant Committee
Raffi Manjikian	Planning Board
Sami Baghdady	Board of Selectmen
David Kale	Town Administrator, Ex Officio

### **Purpose and Duties:**

The Capital Budget Committee (CBC) consists of seven members: three members appointed by the Town Meeting Moderator and one representative from each of the following: Board of Selectmen, School Committee, Warrant Committee and Planning Board. David Kale, Town Administrator, advises the CBC and Glen Castro is the administrative liaison.

The CBC is empowered under Article 13 of the Town's by-laws to recommend to Town Meeting those "public improvements and non-recurring major equipment needs which represent the most necessary enhancement projects or purchases to be undertaken by the Town each year" along with the cost for such improvements or purchases and if necessary, the method for financing them. The CBC works with the Town Administrator and the department heads to prioritize and fund these projects within the funds allocated to it by the Board of Selectmen and available bonding capacity. Department heads present a projected five-year list of capital needs along with their present year requests.

### **Summary of Activities and Accomplishments:**

Please see *FY2017 Capital Budget Committee Report to Belmont 2016 Annual Town Meeting* for detailed information.

The Capital Budget Committee has the difficult task of deciding what repairs and purchases can be funded out of a small annual budget with the knowledge that, "The future depends on what you do today" (Mahatma Gandhi). Ideally, the Town should fund the annual capital discretionary budget at a steady level of \$3.0 million. The CBC will not get close to that ideal in the foreseeable future so we spend many hours from January through June analyzing, debating, and creating the Capital Budget that is presented to Town Meeting in June.

For Fiscal 2017 the CBC received \$6,271,412 in requests from Town department heads and the School Department. These included the usual requests for roads and sidewalks as well as a new ambulance, modular classrooms for the middle school, significant repairs to the fire stations and the DPW facility. We also received the green light from the State to construct the long-awaited press box at Harris Field. Our initial allocation from the Board of Selectmen was \$1,432,186. In addition, we received \$985,000 in an insurance settlement to repair leaks at both new fire stations; \$227,857 in small settlements and turned back money from prior capital requests. This gave the CBC a total of \$2,631,343 to spend. Also, see below for use of additional funds outside of our discretionary allocation.

In order to make the most of the money we have available to us we work closely with the department heads to maximize potential grants and fundraising, to share equipment among departments, and to explore partnerships with contiguous towns. This year our attempts to share a new sidewalk vacuum sweeper with an adjacent community failed but we were able to reduce the cost of the purchase. Outfitting new extra classrooms with furniture and technology was accomplished within the facilities operating budget rather than capital. The Harris Field Press Box (with vertical lift) at a total cost of \$240,000 will be purchased with a combination of capital money, remaining money from the 2001 and 2014 building committee accounts, and pledged fundraising. Finally, all parties agreed that the



# 2016 Annual Report

Capital Budget could not fund the \$1.45 million cost of the modular classrooms for the Chenery Middle School so that project will be funded with free cash.

The CBC places the highest priority on public safety and security. With that in mind, the Committee recommended funds to purchase a new ambulance; complete the public safety radio system upgrade; purchase fire-fighter backup turn-out gear; replace the animal control van; provide security cameras in both town and school buildings.

The CBC funded requests for facilities and equipment for: fire station building envelope repairs; DPW garage ventilation; DPW mobile lift; Winn Brook and library boiler replacement. Also in the schools, we purchased network switching equipment housed at the high school for the whole town; Maple Terrace sidewalk rebuild for Butler School safety. Finally, in addition to the roads and sidewalk monies noted below, the CBC agreed to fund a survey of the Town's sidewalks to facilitate producing a master priority list of sidewalks for repair and rebuild.

In summary, Capital Budget discretionary funds were allocated to departments as follows:

Department of Public Works	\$ 329,100	(Includes \$205,000 for sidewalks)
Police Department	\$ 61,750	
Health Department	\$ 43,544	
Library	\$ 80,000	
Fire Department	\$ 198,000	
Facilities Department	\$1,820,949	(Includes insurance settlement of \$985,000)
School Department	\$ 98,000	

Additionally,		
Pavement Management	\$1,601,700	(Funded by 2001, 2015 overrides)
Chapter 90	\$ 535,089	(State roads money)
Harris Field Press Box	\$ 125,000	(See narration)
Water Enterprise Funds	\$ 860,000	
Sewer Enterprise Funds	\$1,179,370	

## Goals for 2017:

The Capital Budget Committee will continue to work with the town department heads to fund capital requests as allocated funds will allow in 2017 for FY18. With the MSBA acceptance of the Belmont High School building project and the formation of a building committee the urgency to address the library, DPW and police station in addition to the high school increases. The CBC continues to study these projects along with the incinerator site and the potential for privately funded construction of a skating rink/locker room facility on Concord Avenue with the goal of prioritizing them for construction and identifying funding sources. Additionally, the continuing growth of enrollments at all levels of the school system will require more modular space to be added to existing buildings in the near future, which will be a capital expense.

Respectfully Submitted,

Anne Marie S. Mahoney  
Capital Budget Committee Chairman

# 2016 Annual Report



## **PERMANENT BUILDING COMMITTEE:**

**Chair:** Patricia Brusch

### **Committee Members:**

Steve Sala, Secretary  
William Lovallo  
Robert McLaughlin  
Joel Mooney  
William Shea

### **Purpose and Duties:**

The purpose of the Permanent Building Committee is to provide a resource for, and to give advice to, all building committees in the Town. In addition, the Permanent Building Committee oversees all building projects with a projected cost of \$50,000 or greater, and reviews all projects with a project cost under \$50,000. Most members of the PBC are appointed by the Moderator with one member appointed by the Board of Selectmen.

### **Summary of Activities and Accomplishments:**

2016 turned out to be a very active year for the members of the Permanent Building Committee. The final audit for the Wellington School, done by the MSBA, was finally accomplished and the State signed off on that project. The Annual Town Meeting approved using settlement money along with additional capital to fix some areas of the two fire stations that had errors from the construction. The Library performed a Feasibility Study on how to deal with that aging structure. And, after 9 years of applications, the MSBA approved a Feasibility Study for Belmont High School.

While the Fire Station repairs will be done under the Town Building Department, Bob McLaughlin will continue to monitor that, along with Bill Lovallo and Bill Webster.

Pat Brusch served on the Library Feasibility Study Committee. The Study Committee hired an architect and oversaw the process which explored 3 options: 1) doing a renovation-only project, 2) renovating the building with some additions, and 3) replacing the building on the current site with a new building. Several meetings were held to solicit public input, and these were very well attended. A recommendation to completely replace the building was made to the Board of Library Trustees. At some point in the future, we anticipate the formation of a building committee to begin this process.

Wellington School ended the project with some money remaining and there are some problems that still exist resulting in interior noise issues (room to room). Bill Lovallo and Pat Brusch are working with the Principal and consultants to mitigate this issue. When that is finished the building committee will be dissolved.

Bill Lovallo, Joel Mooney, and Pat Brusch have been appointed to the Belmont High School Building Committee and the beginning stages of that project will include working with the School Department to decide on a grade configuration for the future of Belmont High, and then working with MSBA to create a schematic design for the facility. This project will take many years, and is likely to be the most expensive project ever to face the Town. A lot of community education will be needed, and several citizens of the Town have already offered to help with that.

Members of the PBC also assisted the Director of Buildings to choose "House Doctors" for both project management and for architecture for the Town which should streamline getting expert assistance for minor projects.

Respectfully submitted

Patricia Brusch, Chair

# 2016 Annual Report



## UNDERWOOD POOL BUILDING COMMITTEE:

**Chair:** Anne Paulsen

**Vice-Chair:** Adam Dash

**Secretary:** Ellen Schreiber

**Treasurer:** Stephen J. Sala

### **Committee Members:**

Kristi Armstrong

David Kane

Joel Mooney

Robert Phillips

Michael Smith

### Summary of Activities and Accomplishments:

2016 saw a full season of enjoyment by swimmers at the new Underwood Pool. Residents are very enthusiastic about this Town resource. Thanks to the Recreation Department, there were many activities as well as swimming lessons for the children.

During the season, some superficial cracks developed along the edge of the lap lanes. Also, some surface cracks occurred in the concrete decking panels. Muddy conditions behind the diving area showed the need for improved drainage here, as well as behind the women's bathhouse and in the family bathrooms. The contractor fulfilled his obligations and corrective measures were taken in every instance.

A sprinkler system was installed to provide watering for the grass areas, plants and bushes. It is hoped that the Department of Public Works will keep up the watering of the trees along Concord Avenue. These trees will be a valuable shade source in the future for pedestrians.

As a final improvement, a cover for the deep pool was purchased and installed to protect the pool in the off season. The final meeting of the Committee was held on October 6, 2016. The Committee has finished its work and voted to dissolve. As a result of donations by private citizens, the Committee can leave a fund dedicated for future major maintenance.

Respectfully submitted,

Anne Paulsen

Chair Underwood Pool Building Committee



# 2016 Annual Report



## **WARRANT COMMITTEE:**

**Chair:** Roy J. Epstein

**Vice-Chair:** Adam Dash

**Secretary:** James Gammill

## **Committee Members:**

John Alcock

Michael Crowley

Jennifer Fallon

Anne Helgen

Michael Libenson

Paul Lisanke

Geoffrey Lubien

Robert McLaughlin

Gregory Mennis

Ellen Schreiber

Laurie Slap

## **Ex-Officio and Liaisons:**

Sami Baghdady, Board of Selectmen

Lisa Fiore, School Committee

## **Purpose and Duties:**

The Warrant Committee (many towns use the label “Finance Committee”) consists of up to seventeen members appointed by the Town Moderator for staggered three-year terms. One representative from the Board of Selectmen and one from the School Committee serve as ex-officio members. The Warrant Committee elects its officers: Chair, Vice-Chair and Secretary.

The Town By-Laws give the Warrant Committee responsibility for reporting and making recommendations to Town Meeting on any article that involves the appropriation of money. The most significant is the annual Town budget. The Warrant Committee also reports on any matter that in the Committee’s judgment significantly impacts the Town’s financial interest. In addition, the Warrant Committee reviews and approves all requests for transfers from the Reserve Fund. Established by Town Meeting, the \$400,000 Reserve Fund is designed for use for unbudgeted, emergency expenditures that arise during the course of the year.

## **Summary of Activities and Accomplishments:**

In 2016, the Warrant Committee worked with the Board of Selectmen, the School Committee and various Town and School departments to present a FY2017 budget to Town Meeting. This work included the annual Warrant Committee Report on the Town Budget. This document provides an executive summary of the budget for Town Meeting Members, as well as more detailed analyses of the budgets for individual departments. In addition, we reported to Town Meeting on a number of other warrant articles, including extensive analysis of Belmont’s participation in the Minuteman School District.



# 2016 Annual Report

## **Goals for 2017:**

As is typically the case, the main responsibility of the Warrant Committee is to report on the FY2018 Town budget. The Warrant Committee does so through the work of a series of subcommittees, namely: Education, General Government, Human Services, Public Safety, and Public Services – with additional liaisons to the Capital Budget Committee, the Financial Task Force, and the Minuteman School Committee.

The Warrant Committee uses a template it has developed to evaluate appropriations and Warrant Articles. Specifically, for all projects coming before Town Meeting where a Warrant Committee recommendation is appropriate, the template includes: 1) questions about project scope, costs, and justification and requests for clarifying data; 2) assessment of future financial impacts such as effects on operating revenues and costs, and, 3) assessment of broader economic effects on the Town such as growth, distribution / equity, and efficiency. In addition, the Warrant Committee relies on its collective professional expertise in finance and economics as well as experience in Town affairs. Examples of Warrant Committee analyses in the past year include projects recommended by the Community Preservation Committee, our participation in the Minuteman School District, and management of our pension obligations.

Respectfully Submitted,

Roy J. Epstein, Chair  
Warrant Committee

# 2016 Annual Report



## WELLINGTON SCHOOL BUILDING COMMITTEE:

**Chair:** Mark Haley

**Vice-Chair:** Patricia Brusch

**Treasurer:** John Bowe

**Clerk:** Chris Kochem

### **Committee Members:**

Joseph Barrell, Board of Selectmen Liaison

Laurie Graham, School Committee

William Lovallo

Heidi Sawyer, Wellington Parent Liaison

Eric Smith

### **Ex-Officio and Liaisons:**

Amy Spangler, Principal, Wellington School

Gerry Boyle, Director of Facilities

Anthony DiCologero, School Department Liaison

Fred Domenici, Facilities Department Liaison

Donna Pini, School Department

Ara Yogurtian, Office of Community Development

### **Committee's Purpose and Duties:**

The Wellington School Building Committee is a temporary committee appointed by the Town Moderator and authorized under Article 6 of the February 7, 2005 Town Meeting to build a new Wellington School.

### **Summary of Activities and Accomplishments:**

The new Wellington School opened in September 2011. The project architect was Jonathan Levi and Associates in association with Burt Hill/Stantec. The construction team was Skanska USA, and the Owner's Project Manager was PMA Consultants. Since that time, the Wellington School Building Committee has been working to complete the remaining project issues. In February 2014, the Boston Society of Architects (BSA) awarded three Design Awards to the Wellington School: the first, Educational Facilities Design – K-12, the second, Honor for Design Excellence and the third, the Harleston Parker Medal, which is the most prestigious Award bestowed by the BSA for design. During 2016, the Committee, the Owner's Project Manager, and the Director of Facilities focused on MSBA reimbursement items. MSBA reimbursement of \$1,036,494.00 was received in June 2016.

### **Goals for 2017:**

The Committee will work on completion of remaining project matters.

Respectfully Submitted,

Mark Haley, Chair  
Wellington School Building Committee

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## SELECTMEN APPOINTEES:

### Belmont Emergency Management (BEMA):

Leo Saidnawey, *Director*  
Rick Nohl, *Assistant Director*  
David Frizzell  
Angus Davison  
Bob Reardon Jr.

### Belmont Media Center Board of Directors:

Carole Yelverton

### Cable Television Advisory Committee:

Mark Carthy, *Chair*  
Jonathan Green  
Chet Messer

### Community Path Implementation Advisory Committee:

Russell Leino, *Chair*  
Michael Cicalese, *Vice-Chair*  
Brian Burke Sr.  
Heather Ivestor  
Vincent Stanton Jr.

### Community Preservation Committee:

Elisabeth Allison, *Planning Board*  
Floyd Carman, *Board of Selectmen Appointee*  
Anthony Ferrante, *Recreation Commission*  
Lisa Harrington *Historic District Commission*  
Gloria Leipzig *Housing Authority*  
Anne Marie S. Mahoney, *Board of Selectmen Appointee*  
Andrés Rojas, *Board of Selectmen Appointee*  
Margaret Velie *Conservation Commission*  
Jim Williams, *Park Commissioner / BOS Liaison*

### Conservation Commission:

James Roth, *Chair*  
Charles Chiang  
Julie Heller  
Christopher Morris  
Jeffrey North  
Margaret Velie

Miriam Weil  
Mary Trudeau *Conservation Agent*  
Sami Baghdady, *ex-officio Board of Selectmen*

### Constables:

David Benoit  
William Chemelli  
Donna Feeley  
Thomas Maguire  
Richard Picceri  
James Tortola

### Council on Aging:

Michael Cahalane, *Chair*  
Maryann Scali, *Vice-Chair*  
Carolyn Bunyon  
Theodore Dukas  
Ethel Hamann  
Chao-Qiang Lai  
Tommasina Olson  
Penelope Schafer  
Joel Semuels  
Judy Singler  
Jim Staton  
Sami Baghdady, *Board of Selectmen Liaison*  
Nava Niv-Vogel, *COA Staff Liaison*

### Cultural Council:

Lauralee Gianotti, *Chair*  
John Baboian  
Naomi Ellenberg - Dukas  
Sarah Freiberg Ellison  
Anette Goodro  
Jirair Hovsepian  
Juliet Jenkins  
Nancy Linde  
Rebecca Richards  
Arlyn Roffman



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## Disability Access Commission:

Janet MacDonald, *Chair*  
Mark Clark  
Nancy Donald  
Joseph Hanley  
Jeanine Shaughnessy

## Economic Development Advisory Committee:

Tommasina Olson, *Chair*  
Brian Burke Sr.  
Ana Helena Silvia Cruz  
Erin Lubien  
Lalig Musserian  
Megan O'Halloran  
Erik Rhodin

## Education Scholarship Committee:

Floyd Carman, *Chair*  
Leslie Aitken  
Julie Crockett  
Wega Firenze  
Mary McCormick  
Sherri Turner, *Superintendent's Designee*

## Energy Committee:

Roger Colton, *Co-Chair*  
Ian Todreas, *Co-Chair*  
Jan Kruse, *Vice-Chair*  
Anthony Barnes  
Donald Mercier  
Gerry Boyle, *Facilities Dept Liaison*  
Glenn Clancy, *Community Development Liaison*  
Fred Domenici, *Facilities Dept Liaison*  
Andrew Healy, *McLean Hospital Liaison*  
Lauri Mancinelli, *Belmont Light Liaison*

## Historic District Commission:

Joseph Cornish, *Chair*  
Jacob Cohen  
Lisa Harrington  
Arleyn Levee  
Theresa McCarthy  
Lauren Meier  
Elizabeth (Sue) Pew

James Smith  
Michael Smith, *Alternate Member*  
Lydia Phippen Ogilby *Member Emeritus*

## Housing Trust:

Judith Feins, *Co-Chair*  
Gloria Leipzig, *Co-Chair*  
Helen Bakeman, *Secretary*  
Alisa Gardner-Todreas  
Rachel Heller  
Donald Mercier  
Tommasina Olson  
Ann Verrilli

## Human Rights Commission:

Barbara Watson, *Chair*  
Kathryn Bonifiglio, *Belmont Against Racism Liaison*  
Darren Bouwmeester  
Carl Brauer  
Nan Donald  
Mirela Duda  
Seneca Hart  
Sarah Henman  
Jirair Hovsepian  
Paul Solomon  
Edie Stringfellow  
Daniel Vernick  
Fran Yuan  
Peter Hoerr, *Police Department Liaison*

## Information Technology Advisory Committee:

James Berets, *Co-Chair*  
Philip Lawrence, *Co-Chair*  
David Goldberg, *Secretary*  
Duane Bronson  
Daniel Ellard  
Jonathan Green  
John Lochavichan  
Charles Smart  
Steve Mazzola, *School IT Liaison*  
David Petto, *Town IT Liaison*  
John Steeves, *Police Department Liaison*  
Robin Tillberg, *Belmont Light Liaison*

# 2016 Annual Report



## Land Management Committee for Lone Tree

### Hill:

Ellen O'Brien Cushman, *Chair, Cemetery Commissioner*  
Harlan Carere, *Board of Selectmen Appointee*  
Michele Gougeon, *McLean Hospital Appointee*  
Tom Grimble, *McLean Hospital Appointee*  
Andy Healy, *McLean Hospital Appointee*  
Stephen Kidder, *McLean Hospital Appointee*  
Jeffrey North, *Conservation Commission Appointee*  
Wesley Ward, *The Trustees of Reservations*

## Local Emergency Planning Committee:

Angela Braun, *Health Department*  
Edward Corsino, *Fire Department Hazmat Rep*  
Angus Davison, *Fire Department*  
Fred Domenici, *Facilities Dept.*  
John Farino, *Purcoat North Representative*  
David Frizzell, *Fire Department*  
Andrew Healy, *McLean Hospital Representative*  
James MacIsaac, *Police Department*  
Tom Mahoney, *Purcoat North Representative*  
Jay Marcotte, *Public Works*  
Richard McLaughlin, *Police Department*  
Rick Nohl, *Emergency Management / Fire Dept*  
James Palmer, *Belmont Light*  
Leo Saidnawey, *Emergency Management*  
Bob Reardon Jr. *Emergency Management / Media Rep*  
Michael Santoro, *Public Works*  
Craig Spinale, *Belmont Light*  
Scott Spuria, *Fire Department Hazmat Rep*

## Logan Airport Community Advisory Committee:

Myron Kassaraba, *Primary Representative*  
Bob Reardon Jr. *Alternate Member / Staff Liaison*

## MBTA Advisory Board:

Sami S. Baghdady, *Primary Representative*  
Bob Reardon Jr. *Alternate Representative*

## Metropolitan Area Planning Council:

Jeffrey Wheeler, *Town Planner*

## Municipal Light Department Advisory Board:

Patricia DiOrio  
Ralph Jones  
Steve Klionsky  
Gretchen McClain  
Mark McVay

## MWRA Advisory Board:

Sami S. Baghdady  
Michael Bishop, *Designee*

## OPEB Working Group:

Ralph Jones, *Chair*  
Elisabeth Allison  
Christine Doyle  
Geoffrey Lubien  
Richard Waring  
Michael Widmer

## Parking Clerk:

Floyd Carman

## Permanent Audit Committee:

Floyd Carman, *Clerk, Town Treasurer*  
Frank Caruso  
James Finn  
Robert Forrester  
Robert Keefe  
Mark Paolillo, *ex-officio Board of Selectmen*  
Chitra Subramanian, *Town Accountant Liaison*

## Planning Board:

Elisabeth Allison, *Chair*  
Charles Clark  
Joseph DeStefano  
Barbara Fiaco  
Karl Hagland  
Raffi Manjikian, *Associate Member*  
Sami Baghdady, *ex-officio Board of Selectmen*

## Recreation Commission:

David Kane, *Chair*  
Ann Bere  
Mary Bradley  
Anthony Ferrante



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Lynn Findlay  
Anne Helgen  
Kathryn Jones  
Jensen G. Lozano  
Matthew Sullivan

## Registrars of Voters:

Stanley Dzierzerski, *Republican*  
Robert McGaw, *Chair, Democrat*  
Ellen O'Brien Cushman; *Town Clerk, Unenrolled*  
James Staton, *Democrat*

## Shade Tree Committee:

Laura Simmons, *Chair*  
Gary Baker  
Ruth Foster  
Lucia Gates  
Susan Harris  
DeNee Reiton Skipper  
Jay Marcotte, *Public Works Director*  
Thomas Walsh, *Appointed Tree Warden*

## Traffic Advisory Committee:

Linda Nickens, *Chair*  
Peter Curro  
Joseph Griffin  
Laurence MacDonald  
Donald Mercier  
Dana Miller  
Tommasina Olson  
Elizabeth (Sue) Pew  
Matthew Sullivan  
Glenn Clancy, *Community Development Liaison*  
Ben Mailhot, *Police Department Liaison*

## Vision 21 Implementation Committee:

George Durante, *Chair*  
Natalie Leino, *Vice-Chair*  
Allen Babroudi  
Doug John  
Donald Mercier  
Jennifer Page  
Mary Power  
Carol Trager

## Water Advisory Board:

Frank French, *Chair*  
William Shea, *Secretary*  
Joseph Barrell, Jr.

## Zoning Board of Appeals:

Eric Smith, *Chair*  
Nicholas Iannuzzi  
Tino Lichauco  
Craig White  
Demetrios (Jim) Zarkadas  
John McManus, *Associate Member*  
Phil Ruggiero, *Associate Member*  
Gang Zhao, *Associate Member*  
Ara Yogurtian, *Community Development Liaison*

# 2016 Annual Report



## CABLE TELEVISION ADVISORY COMMITTEE:

**Chair:** Mark Carthy

### **Committee Members:**

Jonathan B. Green,  
Chester R. Messer

### **Ex-Officio and Liaisons:**

Chester R. Messer, Chair of the Board of Directors, Belmont Media Center  
Myron Kassaraba, Retired CTAC Committee member (2012 to 2015)  
Jeffery Hansell, Executive Director, Belmont Media Center  
David Petto, Director of Information Technology, Town of Belmont  
Steve Mazzola, Director of Technology, Belmont Public Schools  
Phyllis Marshall, Assistant Town Administrator

### **Purpose and Duties:**

The Cable Television Advisory Committee advises the Selectmen in their role as Issuing Authority when negotiating the cable TV franchise agreements with the Town's cable TV providers (currently Comcast and Verizon).

### **Summary of Activities and Accomplishments:**

- The major work of the Committee focused on the ten year Verizon Cable contract which runs from Sept 2006 to Sept 28, 2016.
- The Committee conducted the required public ascertainment process started in 2015 and completed in February 2016.
- In February 2016 The Town issued an RFP (Request for Proposal) due March 1, 2016 for a new cable contract. Verizon requested and received two extensions to respond to the RFP. Verizon responded to the RFP on March 31, 2016.
- The Committee met with Verizon and advisors a number of times to discuss the Verizon response but no substantial progress was made to get a new agreement in place before expiration of the existing contract.
- In light of the slow progress on a new agreement the Committee advised the Board of Selectmen to offer an Amendment to extend the current agreement for one year from 27 September 2016.
- Verizon and the Town agreed to the extension to the existing 2006 Verizon cable contract to September 28, 2017.
- The Committee, Verizon and its respective advisors continue to meet and discuss revised proposals.

### **Goals for 2017:**

To finalize negotiations with Verizon regarding its cable TV franchise renewal agreement and advise the Board of Selectmen accordingly.

Respectfully Submitted,

Mark Carthy  
Cable Television Advisory Committee



# 2016 Annual Report



## **COMMUNITY PRESERVATION COMMITTEE:**

**Chair:** Margaret Velie, Conservation Commission Appointee

**Vice-Chair:** Anne Marie Mahoney, Board of Selectmen Appointee

**Clerk:** Floyd Carman, Board of Selectmen Appointee

### **Committee Members:**

Anthony Ferrante, Recreation Commission Appointee

Karl Haglund, Planning Board Appointee\*

Lisa Harrington, Historic District Commission Appointee

Gloria Leipzig, Housing Authority Appointee

Andrés Rojas, Board of Selectmen Appointee

Jim Williams, Board of Parks Commissioners Appointee

\* Liz Allison stepped down as the Planning Board Appointee in August 2016.

### **Purpose and Duties:**

The Community Preservation Committee (CPC) was formed to evaluate the community preservation needs of Belmont and make recommendations to Town Meeting as part of the annual budget process. The CPC is responsible for reviewing applications for funding under the Community Preservation Act (CPA). The CPA fund is a powerful resource that can be used to maintain the character of Belmont, but doing so requires active members of the community to sponsor CPA eligible projects. With this in mind, the CPC encourages Belmont residents to spearhead their own community-based projects that uphold the integrity of our community.

### **Summary of Activities and Accomplishments:**

The CPC recommended that Town Meeting appropriate \$818,350 out of the full \$1,215,213.99 in available funds for six projects in Belmont's fourth year of awarding grants under the Community Preservation Act (CPA). As required by CPA funding criteria, each of these projects addressed one of the following community asset categories: community housing, historic preservation, and open space/recreational land.

### **Community Housing**

No Community Housing CPA projects were approved at the Annual 2016 Town Meeting. Therefore, per state law, \$101,300.00 of the available CPA funds was reserved for future Community Housing projects. This amount is separate from the \$818,350 that was appropriated for FY17 CPA projects.

### **Historic Resources**

*Preserving Belmont's Original Vital Records* - \$80,000 to preserve the original vital records of births, deaths and marriages in Belmont that was started as part of the FY14 Preserving and Digitizing Belmont's Vital Records Project. The Town Clerk's office will select which books to preserve of the original documents per the preservation survey, and engage a vendor to conduct the prescribed preservation.

*Digitizing Belmont's Town Meeting Records* - \$85,000 to digitize the images of the Town Meeting and Annual Report documents from their many forms, and index them topically into the existing PaperVision database software the Town Clerk's office licenses for managing Belmont's vital records. Indexing by topic will make them accessible and usable to the Town Clerk's staff utilizing the existing database software, cutting the research time certainly, but more importantly, it will allow the staff to obtain a complete picture of all the transactions or items involving that topic.

*Town Hall Exterior Railings Improvements* - \$75,000 to replace the exterior historical ornamental iron railings system on the Concord Avenue side of Town Hall with new, historically accurate ornamental iron railing in the same location, and of the same style. The exterior iron railings have fallen into significant disrepair. The two upper portions of the railing system are of a condition where refurbishment consisting of a thorough grinding, priming and repainting can



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bring them to a suitable finish. The lower portion of the railing measures 40 feet in length. This section of railing is significantly deteriorated, rendering it in need of replacement rather than refurbishment.

## **Open Space / Recreational Land**

*Construction of Intergenerational Walking Path at Clay Pit Pond* - \$228,350 to create a 2500 linear foot walkway through the 13.5 acres of parkland on the south side of Clay Pit Pond. The path will provide fully handicapped accessible paths linking the Clay Pit Pond water feature; an expanded Veterans Memorial; the Ruth Ippen arboretum; and proposed educational kiosks and sitting areas. The current earthen path will be replaced with a 6 to 8 foot wide, permeable stone surface incorporating subsurface engineering to improve the existing drainage issues and extend the seasonal use of the walking.

*PQ Park Playground Project* - \$25,000 to conduct an Existing Conditions Survey and to hire a Landscape Architecture firm to perform all phases of a design for the playground located at Pequossette Park. The Landscape Architecture (including landscape architects and civil engineers) firm will complete all phases of the design for the ~1 acre playground: (a) Preliminary Design, (b) Construction Documents, (c) Bidding and Award, and (d) Construction Administration.

*Winn Brook Tennis Courts* - \$325,000 to completely remove and replace the four (4) tennis courts at the Winn Brook Playground. The goal is to build a new athletic facility and the objective is to properly maintain the asset so that the community as a whole can enjoy for 20-30 years. This project coincides with the Town's Comprehensive Plan of improving the quality of life, maintaining recreational facilities, investing in routine asset management, meeting the needs of children, youth and seniors, maintaining open space and reflects community priorities.

In addition to overseeing the fourth year of Belmont's CPA grant application process—in which all six recommended projects received Town Meeting approval—the CPC monitored the progress of FY14, FY15, and FY16 CPA projects to ensure they are completed on time and within their allotted budgets. The following prior year CPA projects were completed or cancelled during calendar year 2016:

*First Time Homebuyer Assistance* – \$375,000 to establish a First-Time Homebuyer Assistance Program, in order to make a small number of homes affordable to families or individuals just entering the housing market. Unfortunately, none of the first-time homebuyer grant recipients were able to find a suitable affordable property for sale in Belmont during the required timeline. In April 2016, “the Belmont Housing Trust voted to discontinue any future extensions of the program.” **Project canceled as of June 2016.**

*Underwood Pool* – \$2,000,000 to fund the construction of the final design for the new Underwood Park complex, a Town asset that has been available for all Belmont residents to use for the past 100 years. **Project completed as of December 2016.**

## **Goals for 2017:**

The CPC will be reviewing six projects that have requested CPA funding for FY18. Projects that receive CPC approval will be presented before the 2017 Annual Town Meeting. In preparation for Town Meeting, the CPC will convene with a number of advisory boards and hold a public forum with the League of Women Voters to vet any questions or concerns the community may have regarding the proposed FY18 CPA projects. Throughout the year, the CPC will continue to monitor the progress of approved projects to ensure they are completed on time and within their allotted budgets. The following FY14, FY15, and FY16 projects are expected to be completed by the end of calendar year 2017:



## FY14

### Historic Resources

- *Comprehensive Cultural Resources Survey of Belmont* - \$115,000 to create a Town-wide survey and inventory of historic properties, neighborhoods and other historic resources in Belmont.
- *Preserving and Digitizing Belmont's Vital Records* – Up to \$100,000 to hire a suitable vendor to conduct and prepare is completed will be used to scan and preserve the most critical volumes.

### Open Space / Recreational Land

- *Irrigation Improvements at Rock Meadow Community Gardens* - \$10,000 to improve and expand the existing water supply the need for additional spigots.

## FY15

### Community Housing

- *Belmont Village Electrical Upgrade – Internal Wiring* - \$165,000 to add additional circuits and upgrade the electrical panels at six of the twenty-five buildings at Belmont Village in order to decrease circuit overloads within the apartments. The interior electrical wiring has not been upgraded since it was installed in 1949.

### Historic Resources

- *Belmont Community Moving Image* - \$12,000 to maintain a community archive that will preserve the unique history, culture, visions, and voices of Belmont through film and video. The project will preserve historic resources for the Town and will enable anyone to access the video history of Belmont. The archives will benefit historians, elected officials, civic activists, and students looking to research the history of the town in which they live.

### Open Space / Recreational Land

- *Daniel Butler School Playground Project (Phase II)* - \$66,524 to complete the second phase of construction for the new Daniel Butler School Playground, which was shut down in the fall of 2011. The goals of the project are to increase lighting and signage, increase the number of trash receptacles, stump edging around perimeter, repaint basketball courts and hard top, and make improvements on the back field.

## FY16

### Community Housing

- *Electrical Upgrade – Internal Wiring* - \$522,500 to replace the electric panel, all wiring, the receptacles and the light switches as well as install additional circuits in each apartment in the 19 buildings that were not addressed in the FY15 CPA project. Each receptacle will have three wire circuits (Hot, Neutral, Ground), and Ground Fault Circuit Interrupter protected outlets will be installed in the kitchen, bathroom, and basement areas. As required by code, the project will also install Arc-Fault protected circuits.

### Historic Resources

- *Digitization of Belmont Newspapers (1890-1923)* - \$17,923.24 to preserve Belmont's local history and make it accessible to the public 24/7; to help preserve the longevity of the local newspapers; to make information readily available in a means that the public now expects; to make Belmont's historic newspapers available to future generations; to help improve staff efficiency by reducing the amount of time library staff devote to researching local history questions by offering "keyword" searching which is not available on the microfilm.
- *1853 Homer House Rehabilitation and Restoration* - \$100,000 to address high-priority preservation and rehabilitation needs of the 1853 William Flagg Homer House as described in the professional Building Survey and Investigation (funded by Town Meeting, through CPA, in 2013), and as necessary to follow the Winter 2014 emergency work (funded by the Belmont Woman's Club and the Belmont Savings Bank) that involved the temporary stabilization/netting of the House's cupola for public safety. The first phase of work will produce construction documents informed by historical analysis. Primary focus of the implementation phase will be on the cupola restoration and the replacing of failed or missing elements. One aspect of this project, restoring operability to the cupola windows, will allow proper ventilation of the house, provide access to the roof, and enhance the visitor experience.
- *Wellington Station Exterior Restoration and Rehabilitation* - \$26,300 to ensure the long-term preservation of the historic Wellington Station by restoring its wood shingle roof, which is now at the end of its useful life after



# 2016 Annual Report

nearly 30 years. This project will include stripping the existing roof shingles, restoration of deteriorated roof sheathing boards, installing new wood shingles, replacing deteriorated sections of trim at the roof, and touching-up exterior paint at the roof trim elements.

## **Open Space / Recreational Land**

- *Pequosette Tennis Courts Rehabilitation and Restoration* - \$295,000 to completely remove and replace the four tennis courts at the Pequosette Playground. The cost estimate includes the construction, professional design, specification preparation, and construction administration (including periodic inspection) by a Landscape Architect to ensure the quality of the work.

Respectfully Submitted,

Margaret Velie  
Community Preservation Committee

# 2016 Annual Report



## **CONSERVATION COMMISSION:**

**Chair:** James Roth

**Vice-Chair:** Jeff North

### **Introduction:**

The Conservation Commission is appointed by the Board of Selectmen and is responsible for the implementation of the Massachusetts Wetlands Protection Act (WPA), a state law that is administered primarily by municipalities throughout the Commonwealth. As the Town has adopted Storm Water Regulations, the Conservation Commission has been an integral part of this increasing level of environmental protection within Belmont. Through their experience in the implementation of storm water management regulations developed by the Massachusetts Department of Environmental Protection, the Commission has modeled regulatory implementation of Storm Water Regulations and works with the Office of Community Development to issue permits.

While the regulation of activities within the jurisdiction of the Wetlands Protection Act is the primary function of the Commission, the Conservation Commission is also the responsible agent for Conservation lands in Belmont, and spends a great deal of time and energy in promoting and sponsoring the stewardship of Rock Meadow. With the considerable assistance of an active group of volunteers, the Commission also runs the Victory/Community Gardens at the southern end of Rock Meadow, and provides over one hundred thirty low cost plots for the growing of produce, herbs or flowers.

### **Personnel:**

The Commission consists of seven (7) regular members. The members of the Commission commit to attending regular, monthly meeting of the Commission, as well as site visits to inspect each property subject to a wetlands permit. The Commission notes that they continue to benefit from the participation of many well informed and interested Townspeople. Notices of meetings, agendas and meeting minutes are posted by the Town Clerk, and are available on the Town website. Commission notes that all are welcome and participation encouraged at the monthly meetings.

Current Commission members are James Roth (Chairman); Jeff North (Vice Chairman) Charles Chiang; Kate Weinstein; Christopher Morris; Margaret Velie and Miriam Weil. Julie Heller submitted her resignation this fall, and Kate was appointed to fill the remainder of her term. James Roth accepted the role of chairperson in 2012, and has been re-elected through 2017 and continues in this role for the Commission. Jeff North continues as Vice-chair. Margaret Velie also represents the Commission on the Community Preservation Act Committee, and Jeff North is a member of the Land Use Management Committee.

The Commission has a part time agent, Mary Trudeau, who keeps regular office hours in the Homer Building, located at 19 Moore Street, in the Town Hall complex. As an agent of the Commission, Ms. Trudeau is also empowered to monitor Applicant's activities, and to issue enforcement actions in connection with activities that violate the WPA. This has resulted in timely enforcement of the Act against activities that may have otherwise gone undetected. Her daily responsibilities include interacting with applicants, as well as being the interface between the Commission and residents. As the public face of the Commission, the Agent meets with applicants and assists them in preparing the documents they need to file. This results in hearings that focus on substantive aspects of the application, rather than in addressing informalities in the application process. The Commission realizes the importance of providing assistance to property owners and potential property owners who must appear before us before conducting activities in wetland resource areas or buffer zones. We are dedicated to providing a clear understanding of the requirements under the WPA.

### **CPA Funded Projects:**

The Town of Belmont adopted the Community Preservation Act in 2010. The Commission submitted two proposals for grants through the Community Preservation Act. The first grant application was awarded \$10,000 dollars for the reconstruction of the irrigation system at the Community Gardens. Construction of the new water line was begun in



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2015, and was substantially completed this spring. The improvements in water pressure have allowed for equitable watering practices throughout the gardens...and multiple hoses can be in use at the same time!

The largest project undertaken by the Conservation Commission through the CPA grant process is an application for the funding of a portion of the work proposed in the Master Plan for an Intergenerational Walking Path at Clay Pit Pond. The Master Plan proposal was awarded \$20,000 dollars, in 2013, to develop an Intergenerational Walking Path at the Clay Pit Pond property. The finalized design for the walking paths and memorials at Clay Pit Pond was received from the BETA Group in 2015, and the Commission used this plan to submit a second request to the CPA, this time in the fall 2015 round of funding, to fund the construction of the walking path on the public side of Clay Pit Pond. This 220, 000 dollar grant will allow for the construction of the proposed paths through Clay Pit Pond property on the east, south and western perimeters of the Pond. The design of the walking path is based on the original Underwood plan for the park, and contains iconic design elements unique to Belmont. The compacted stone, walking path will run between Hittinger Street and the school driveway, and will provide a three season, permeable and well drained walking path through the park. The Commission has been coordinating with the Belmont Veterans Committee, and a portion of the path system will include a memorial area for use of the Veterans. Completion of the path will create safe pedestrian access through one of Belmont's most scenic and beloved properties. The Commission is currently working on preparation of bid documents, and expects construction of the path to begin in 2017.

## Land Management Activities:

The Town of Belmont has undertaken the maintenance (mowing) of Rock Meadow, as well as the responsibility for a dog waste removal station. The annual mowing is required to keep the grassland in a meadow condition, and is supplemented by path mowing throughout the growing season. Portions of the mowing work are funded by the garden rental fees generated by the Community Gardens, located in the Meadow.

Friends of Rock Meadow a 501(3) (c) group, has also continued to fundraise to support Rock Meadow, and these funds are generally put towards mowing activities. The Commission allowed the Belmont Hill School to use Rock Meadow running trails for (1) "home" cross country meet this year, and anticipates continuing with this practice. The Harvard Cross Country Running Club also used the Meadow for a running event this fall, as did the Race Around Waltham running event. These events hosted approximately 400 runners through the four events, and provided great exposure for our trails and paths. The Commission received donations towards the upkeep of the meadow from Belmont Hill School and the Race Around Belmont road race sponsors in return for the use of the running trails. These funds are put towards mowing the paths and trails to keep them accessible throughout the year.

## Victory Gardens and Rock Meadow Activities:

The Victory Gardens are located in the southeast corner of Rock Meadow, and provide plots for up to about 137 local gardeners. The gardens remain a popular activity, and there is currently a waiting list of approximately 100 gardeners. While each plot is individually managed, the Commission uses the rental fees to provide water and compost to the gardens and funds access and restoration of the path system. As noted above, in recent years, garden receipts have also been used to fund mowing of trails in Rock Meadow.

As noted in past reports, much of the path mowing is done by Joe Finn, a local naturalist. Joe continued to mow in 2016, and continues to assist in the mowing the garden paths as well as the mowing of walking paths in the Meadow and in the Lone Tree Hill lands. Joe does a spectacular job and has also undertaken the maintenance of the Commission's brush-cutter mower.

Garden fees are also used to improve safety in the gardens, replacing rusted or dangerous fencing on an as needed basis. Labor is donated by the gardeners, and the improvement in appearance of the various improved plots is notable. Expanded efforts in the gardens included new compost bins and storage areas for chips and mulch products. An Eagle Scout project, organized by Chris McMullin of Belmont, built elevated garden plots for use by mobility

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restricted gardeners. This is the first time the gardens have been able to offer table height gardening, and we are excited to include these beds in our offerings.

This summer, the Commission allowed local farmer, Joan Teebagy, to pilot raising chickens for meat within a small fenced section of the gardens. The project was managed cooperatively by a small group of citizens interested in local food sourcing, and provided meat from approximately 30 chickens. The group is currently considering a pilot program to determine the feasibility of raising layer hens (and eggs!) within the Meadow.

Bee keeping continues at Rock Meadow. Under the supervision of Mindy Minicello, we hosted approximately (6) hives this past summer. This is the seventh year of bee hives at the Meadow, and, this continues to be a very exciting project. In addition to the honey produced, the bees increase pollination within the gardens and meadow.

As in past years, Sandra Curro, a local grower continues to work with the gardeners to grow “blight resistant” tomatoes. Sandra has been an excellent compatriot, and her locally grown seedlings have been popular with the gardeners. Sandra has now expanded her offerings to include other seedlings for the gardening community, and these new seedlings kept the plots active well into October this year. This is a good example of the synergy produced by the gardens boosting revenues of a local business.

The Commission, again, worked with volunteer farmer/manager Kathy Martin to run the garden program. Kathy keeps a website (<http://carletongarden.blogspot.com/>) (showcasing her gardens and has even developed a “planting app” for use in determining dates for seeding and reseeding. Kathy provides seemingly endless amounts of energy to the gardens, and has created a successful and inclusive gardening program. This year, Kathy is delegating much of the garden responsibility to a team of gardeners. This team includes: Steve Pinkerton, Nigel Krauss, Amelia Fannin, Steve Kliensky and Sarah Richardson. The day to day operation of the gardens will be managed by this team, and the Conservation Commission will continue to maintain oversight of the program. The gardeners meet once a month throughout the year, and the meetings are posted at the Town Hall. The garden committee promotes the use of environmentally sensitive pest control; efficient watering and conservation; and provides education to the community on a variety of topics throughout the growing season.

Amelia Fannin has continued producing and distributing the Garden Newsletter, and communication continues to improve throughout the community. Maria Leza maintains the wheel barrows owned by the Gardens, and Bruce Westgate helps maintain a fleet of lawnmowers and weed whackers. Maria Leza, also, provides continuous efforts towards eradication of invasive plant species within Rock Meadow and the gardens. Diane Bissaro continues to manage the garden waiting list, and keeps accurate records of the garden requests. Joan Teebagy organized a community garden plot, and donated all of the produce to the local food bank. Steve Pinkerton and Ed Ensor helped maintain the existing watering system, and Stephen Pinkerton has been continuing to tirelessly upgrade the water system. Steve was invaluable in implementing the CPA grant for a new water line and continues with our pursuit to provide better water accessibility in the gardens.

Joe Finn, a local birding expert in addition to his talents as a mower, continued his Bluebird nesting work in Rock Meadow. Joe established and maintained over twenty bird boxes last summer, resulting in several nesting pairs and subsequent broods of Bluebirds. Joe is one of the volunteers who add technical expertise and energy to the Commission’s efforts to increase the value of Rock Meadow for wildlife habitat. His management of the mowing within the western meadow has resulted in healthy stands of grasses, and reduction of woody growth in this section of the meadow.

There are several local volunteer organizations that contribute man power to Rock Meadow maintenance programs. Belmont Serves, the Belmont High School Community Service program and Temple Beth El of Belmont all offer work days that benefit the Town. Projects include control of invasive plant species; cleaning of trash and debris; maintenance of drainage culverts and path maintenance and improvements. The Commission is grateful to these organizations for the valuable assistance provided.



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## **Public Hearings:**

The Commission meets monthly to review applications for work within the jurisdiction of the Commission. Any project within one hundred feet of a wetland requires the review of the Conservation Commission and the issuance of a permit under the Massachusetts Wetlands Protection Act. The review and issuance of permits is time consuming, requiring extensive review of proposals, site visits and occasionally the use of experts to evaluate a particular project. This year the Commission reviewed proposals for delineations of wetlands; additions to single family homes; as well as the demolition and reconstruction of single family homes.

Respectfully submitted,

James Roth, Chairman

Jeff North; Charles Chiang, Christopher Morris, Margaret Velie, Miriam Weil and Kate Weinstein



# 2016 Annual Report



## **CULTURAL COUNCIL:**

**Chair:** Lauralee Gianotti

**Treasurer:** Annette Goodro

**Secretary:** Sarah Ellison

## **Committee Members:**

Jennifer Angel

John Baboian

Jirair Hovsepian

Juliet Jenkins

Nancy Linde

Rebecca Richards

Arlyn Roffman

## **Purpose and Duties:**

The Belmont Cultural Council (BCC) is the local affiliate of the Massachusetts Cultural Council (MCC). Its purpose is to annually award grants to arts, humanities and science projects. These projects benefit Belmont students, seniors, organizations and the general public. The BCC accepts grant proposals through mid-October each year. We research these proposals for their relevance and quality of the endeavor and announce grants in January.

## **Summary of Activities and Accomplishments:**



Massachusetts Cultural Council

For 2017, the Council has awarded 13 grants totaling \$5,450 for programs in Belmont:

- Howie Newman providing music for seniors
- Bates and Tincknell with songs based on earth rhythms for families
- Delvena Theatre Company offering an intergeneration theater experience
- Evening lectures at the Belmont Council on Aging
- Musical storytelling at the Powers Music School
- Literacy on the lawn providing a children's story hour and petting zoo at the Belmont Woman's Club
- A honeybee presentation sponsored by the Wellington PTO
- MA Audubon Habitat sponsoring a science program on birds and insects
- Kate Bowen organizing a hidden poetry of Belmont program
- Belmont World Film family festival
- Jenn Houle offering a searching for life exhibit at MA Audubon Habitat.



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## Goals for 2017:

The Cultural Council goals for 2017 include: expanding awareness of the grants that are awarded and broadening the reach to encourage new grantees for future years. We will do this through social media with a Facebook page, publicity in Patch, Belmontian and Wicked Local; as well as specific outreach to community groups. Each Council member is assigned a community organization such as the library or Beech Street Center to advise and advocate for that group. Participation in Town Day, Meet Belmont and other events broadens citizen awareness. The Belmont Cultural Council will seek applications again in the fall. For local guidelines and complete information on the Belmont Cultural Council, go to [www.mass-culture.org/belmont](http://www.mass-culture.org/belmont). Applications are due October 15, 2017.

Respectfully Submitted,

Lauralee Gianotti, Chair  
Belmont Cultural Council

# 2016 Annual Report



## ECONOMIC DEVELOPMENT ADVISORY COMMITTEE:

**Chair:** Tommasina Anne Olson

**Vice-Chair:** Erik Rhodin

**Secretary:** Erin Lubien

### **Committee Members:**

Brian Burke

Ana Silvia Cruz

Lalig Musserian

Megan O'Halloran, WBCC Director

### Purpose and Duties:

Develop and recommend programs to the Board of Selectmen pertaining to economic development, including acting as a proponent for current and existing businesses, investigating and appraising town-wide economic conditions and trends, encouraging preservation and development of new and existing businesses, evaluate and advise the Town on ideas for zoning changes to improve the Town's economic vitality, making recommendations on improving permitting and licensing functions of the Town.

### Summary of Activities and Accomplishments:

- Evaluated an angled parking plan for Cushing Square; shared recommendation with the Director of Community Development.
- With Lexington being similar to Belmont in that tax revenue is 92% residential and 8% commercial; hosted the Economic Development Director from Lexington who shared information on programs and development that has enhanced commercial viability in Lexington.
- Developed an economic Support and Relief Incentive program for fostering local shopping by using un-appropriated funds received via the delayed Cushing Village project.
- Hosted developers and transportation experts to share information and experience on new initiatives that could provide new economic opportunities for the Town.
- Hosted a member of Sustainable Belmont who presented electric charging stations for both municipal and residential use.
- Discussed the need for a variance on Belmont's Common Victual Licenses specifically regarding the new state mandate for public restrooms for restaurants or businesses with seating capacity of 10 persons or less.
- Following a Zoning Board Authority (ZBA) hearing, met with the developer of a proposed hotel on Pleasant/Brighton Streets. The Committee's vote was unanimous in supporting the developer in appeal of the ZBA decision.
- Unanimously agreed that there needs to be more clarity in the Zoning By-laws to better facilitate the Vision for Belmont with clearer direction on development, removing the need for interpretation and facilitating more conscientious development in Belmont.

### Goals for 2017:

In September 2016, the Economic Development Advisory Committee suspended its activities to evaluate its mission, goals and scope going forward.

Respectfully Submitted,

Tommasina Olson

Economic Development Advisory Committee

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**EDUCATION SCHOLARSHIP COMMITTEE:**

**Chair:** Floyd S. Carman

**Committee Members:**

- Leslie Aitken
- Sherri Turner
- Wega Firenze
- Julie Crockett
- Mary McCormick

**Purpose and Duties:**

The Belmont Education Scholarship Committee was established under MGL 60 §3C by the April 1995 Town Meeting. The Education Scholarship Committee awards scholarships to residents of Belmont who are pursuing higher education. Awards are based on the applicants' financial need, academic achievement, community involvement and school activities. The Committee also makes an annual award to the Belmont Public Schools. Funding is provided by Belmont Taxpayer's contributions to the voluntary Education and Scholarship check-offs on Belmont's real estate, personal property and motor vehicle excise tax bills.

**The 2016 Town of Belmont Scholarship was awarded to the following recipients totaling \$5,400. Checks were mailed on 12/16/2016 to be applied to the recipient's second semester.**

<b>Recipient</b>	<b>College/University</b>	<b>City and State</b>	<b>Award Amount</b>
Byuri Eom	Tufts University	Medford, MA	600.00
Afnan Khan	Emmanuel College	Boston, MA	600.00
Risa Kim	UMass Amherst	Amherst, MA	600.00
Elizabeth Levy	Skidmore College	Saratoga Springs, NY	600.00
Richard Ma	Boston College	Boston, MA	600.00
Alexia Stefanovich	George Washington University	Ashburn, VA	600.00
Carly Tymm	Dartmouth College	Hanover, NH	600.00
Melina Young	Northeastern University	Boston, MA	600.00
Lynnea Young	UMass Amherst	Amherst, MA	600.00

**Activity Report for the Town of Belmont Scholarship Check-Off Fund for Fiscal Year 2016**

Opening Balance 7/1/15	\$ 287,360
Plus Tax Check-Off Donations	1,486
Plus Income Earned	10,550
Less Scholarship 2015-mailed December 2015	(3,600)
Less Helen Finnick Book Award December 2015	(300)
<b>Closing Balance 6/30/2016</b>	<b>\$ 295,496</b>

*In Fiscal Year 2016, seventy-five residents contributed to the Town of Belmont Scholarship Check-Off Program.*



# 2016 Annual Report

## Activity Report for the Town of Belmont Education Check-Off Fund for Fiscal Year 2016

Opening Balance 7/1/15

\$65,355
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Plus Tax Check-Off Donations

5,922
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Plus Income Earned

<u>2,403</u>
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**Closing Balance 6/30/2016**

<b>\$73,680</b>
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*In Fiscal Year 2016, seventy-one residents contributed to the Town of Belmont Education Check-Off Program.*

Respectfully submitted,

Floyd S. Carman, Town Treasurer

# 2016 Annual Report



## **ENERGY COMMITTEE:**

**Chair:** Roger Colton

### **Committee Members:**

Tony Barnes  
Martin Bitner  
James Booth  
Quinton Fennessy  
Travis Franck  
Andrew Healey  
Sarah Jackson  
Don Mercier  
Ian Todreas

### **Purpose and Duties:**

The Special Town Meeting held in the fall of 2009 voted to adopt a climate action policy committed to reducing greenhouse gas (GHG) emissions in the Town of Belmont by 80% by the year 2050. In furtherance of that commitment, Town Meeting voted also to create the Belmont Energy Committee. The Energy Committee was appointed by the Board of Selectmen in the spring of 2010 and began meeting in the summer of 2010. The work of the Energy Committee since 2012 has been devoted to work on electricity, transportation, and residential heating/cooling.

### **Summary of Activities and Accomplishments:**

The Belmont Energy Committee organized and led the highly successful Belmont Goes Solar campaign. Through BGS, more than 250 Belmont residents were able to purchase rooftop solar units for their homes at a substantially discounted price. The Belmont campaign was the most successful “community solarization” campaign that has occurred in Massachusetts. In the fall of 2016, the Energy Committee helped organize the Belmont Drives Electric campaign. Belmont Drives Electric helps Belmont residents take advantage of substantial federal (\$7,500) and state (\$2,500) rebates to purchase/lease energy efficient electric vehicles. The Energy Committee worked with local environmental groups on specific tasks to reduce GHG emissions. One example was the Committee’s work with Mothers Out Front to push National Grid to repair natural gas leaks in local pipes, some of which have been leaking natural gas for a decade or more.

Finally, in May 2016, the Energy Committee completed its periodic update to the Town’s Greenhouse Gas (GHG) inventory. Through the GHG inventory, it is possible to determine what activities are generating carbon emissions and what interventions can help Belmont achieve its objective of reduce GHG emissions by 80% by 2050.



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## Goals for 2017:

The charge of the Energy Committee is to “facilitate, enable and help” other groups and officials to engage in actions that help the Town achieve its emissions reduction objective. More specifically, the Energy Committee has established the following priorities for 2017:

1. Communications: to establish and pursue a public communications campaign on climate change.
2. Transportation: to facilitate the continuation of the Belmont Drives Electric campaign.
3. Renewables: To promote community solarization for those unable to install solar units on their roofs and to promote community solar “storage” strategies.
4. Town infrastructure: to support the inclusion of solar installations in the BHS renovation; to support the approval of an off-road Community Path; to pursue conversations to ensure that sustainability strategies agreed to by the former Cushing Village developer will be carried forward by the new Cushing Village developer. To support, and provide public education on, the ongoing efficiency efforts of Town and McLean staff.
5. Belmont Light policies and programs: To increase coordination and collaboration with the Light Board Advisory Committee in support of such policies and activities as a municipal light Renewable Portfolio Standard, an enhanced residential efficiency program, and energy efficient rate design.

Respectfully Submitted,

Roger Colton  
Energy Committee

# 2016 Annual Report



## **HISTORIC DISTRICT COMMISSION:**

**Co-Chair:** Lauren Meier (Joe Cornish resigned half way through the year)

**Co-Chair:** Lisa Harrington

**Secretary:** Rotates each meeting amongst commission members

## **Commission Members:**

Michael Chesson

Jacob Cohen

Kathleen Fahey

Karl Leabo

Theresa McCarthy

Elizabeth (Sue) Pew

Michael Smith - Alternate

Nushin Yazdi - Alternate

Richard Cheek – Emeritus

Lydia Phippen Ogilby – Emeritus

## **Purpose and Duties:**

The Historic District Commission (HDC), appointed by the Board of Selectmen, is charged with reviewing additions and modifications to properties located within the Town's three local historic districts, as well as those properties on which the Town holds preservation restrictions. The HDC offers advice to those property owners considering making alterations to their historic properties. The HDC holds public hearings to review proposed projects at protected properties to determine the appropriateness of such alterations, and issues Certificates of Appropriateness to those projects that meet the HDC's guidelines. The HDC advises the Inspector of Buildings with respect to the demolition applications of the buildings subject to the Demolition Delay Bylaw, and addresses Town-wide historic preservation issues. As part of the Town's 1999 agreement with McLean Hospital regarding the rezoning of the McLean Hospital campus, the HDC acts as a consultant to McLean Hospital when changes are proposed for the exterior of the historic buildings, the historic landscapes, and/or the historic landscape elements. Also, as part of the 1999 agreement, the HDC is responsible for overseeing the reuse and rehabilitation of the Town-owned Brick Barn at Rock Meadow.

## **Summary of Activities and Accomplishments:**

***Completed Historic Resource Survey*** funded with CPA grant. The Survey will be used to inform the List of Significant Buildings associated with the Demolition Delay Bylaw. The Survey report was posted on the HDC website.

***Renewed Demolition Delay Bylaw for one year*** in order to give sufficient time to complete the Historic Resources Survey and to work with the Planning Board to amend the Demolition Delay Bylaw and revise the List of Significant Buildings.

***Revised Demolition Delay Bylaw*** and the associated List of Significant Buildings in collaboration with the Planning Board, utilizing the information from the Historic Resource Survey.

***Refined Application Process and Drafted Corresponding Application Materials.*** Worked with staff from the Office of Community Development to clarify the application process and to update the application materials. This also included improvements to the HDC web site.

***Began to Integrate HDC Files with the Building Department,*** thereby having all files associated with buildings in Town in one location.

***Reviewed several applications*** for projects within the Pleasant Street Historic District.





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## Goals for 2017:

- Secure Passage of Amended Demolition Delay Bylaw
- Implement Demolition Delay Bylaw
- Finalize updated application materials, process
- Begin to utilize revised application materials
- Complete enhancements to HDC website
- Continue timely review, advice, and action on applications and requests from property owners in the three historic districts.
- Explore ideas and options (other than traditional historic districts) to retain neighborhood character
- Continue to integrate files with Building Department
- Integrate administrative responsibilities with the Office of Community Development

Respectfully Submitted,

Lauren Meier, Co-chair  
Historic District Commission

# 2016 Annual Report



## **HOUSING TRUST:**

**Co-Chairs:** Judith Feins, Gloria Leipzig (ex-officio, Housing Authority)

**Secretary:** Helen Bakeman

## **Committee Members:**

Alisa Gardner-Todreas

Rachel Heller

Donald Mercier

Tommasina Olson

Paul Rickter

Judy Singler

Ann Verrilli

Elisabeth Allison (ex-officio Planning Board)

## **Purpose and Duties:**

Authorized by Town Meeting in 1999 and then created by the State legislature (Chapter 126 of the Acts of 1999), the Belmont Housing Trust is a local body appointed by and answering to the Belmont Board of Selectmen. The Trust's purposes are: (1) to investigate and implement alternatives for providing affordable housing for persons of low, moderate, and middle income; (2) to enhance the Town of Belmont, Massachusetts and lives of its residents, and so lessen the burdens of government, by promoting and undertaking the development and maintenance of affordable housing for the benefit of persons of low and moderate income; (3) to foster and promote community-wide interest and involvement in the problems associated with the under-development of affordable housing, and toward that goal, to sponsor and participate in public symposia and discussions involving governmental officials, real property developers, and community organizations and institutions; and (4) to assist parties in obtaining financial support for affordable housing projects from State and federal agencies, foundations and other sources; and by any other means, to cooperate with, encourage, and contribute to the efforts of parties in the accomplishment of affordable housing purposes.

## **Summary of Activities and Accomplishments:**

### **Trust Membership**

During the first part of 2016, the Housing Trust continued its work without a full complement of members. We also lacked a Planning Board representative. However, in the fall, we welcomed two new members: Paul Rickter and Judy Singler. The Selectmen also re-appointed several individuals: Don Mercier, Judie Feins, and Rachel Heller. Finally, in December the Planning Board appointed Elisabeth Allison to serve on the Housing Trust ex officio.

### **MetroWest Collaborative Development (MWCD)**

The Belmont Housing Trust continues its relationship with Metro West Collaborative Development (MWCD), now a regional nonprofit. An Innovations Grant from the Massachusetts Housing Partnership in 2009 supported the original effort to organize the MWCD. Alisa Gardner-Todreas serves on the Board of MWCD and as such is their liaison to the Trust.

MWCD is the Town's designated Community Housing Development Organization (CHDO). Several of its staff members work with the Trust, assisting with the community forums and drafting and revising the Housing Production Plan.

### **HOME Funds**

The Housing Trust authorized the use of HOME funds to support the Belmont Housing Authority's request for a consultant to evaluate the potential for redevelopment of BHA public housing sites.



# **2016 Annual Report**

## **Housing Production Plan (HPP)**

In 2016 in collaboration with MetroWest Community Development (MWCD), the Housing Trust decided to undertake a renewed planning effort, coupled with an outreach and education campaign to gain public input and support for a Housing Production Plan (HPP). The HPP includes a Housing Needs Assessment based on an analysis of local demographic, socioeconomic and housing indicators and it details production goals and strategies aimed at meeting these needs over the next five years (2017-2022).

As part of the process, the Housing Trust and the Belmont League of Women Voters organized five public meetings between June and October 2016 to discuss Belmont's current and future housing needs. The initial forum in June was a brain-storming session. Three follow-up meetings focused on specific types of development opportunities, transit oriented development, the use of municipal, industrial, institutional sites and public housing reinvestment. At the final meeting, opportunities and challenges were discussed and priorities identified.

This very successful community engagement process focused attention on specific needs in the Belmont community for housing for Belmont seniors, new families, and very low income households. The Housing Trust and MWCD will incorporate this guidance in priorities, strategies and opportunities for the creation of affordable housing into the Housing Production Plan that will be presented to the Planning Board and Board of Selectmen in 2017.

## **Belmont Affordable Shelter Fund**

The Belmont Affordable Shelter Fund (BASF) is an initiative of the Belmont Housing Trust. This local crisis intervention fund is used to address situations in Belmont involving a threat to a family's ability to maintain adequate shelter due to an inability to pay. Completely supported by local contributions, 100 percent of the funds are distributed as benefits to Belmont residents. In 2016, BASF continued a partnership with the Family-to-Family Project, a nonprofit homelessness prevention organization in the Boston area. Contributions made to the Family-to-Family Project for BASF can be tax-deductible.

Applications for assistance are generally not made directly to BASF. Instead, the majority of people in need are identified by the social outreach worker in the Town of Belmont's Department of Health. Some persons are referred by the Belmont Council of Aging (COA), and others come to us from various clergy or faith institutions in Town. We thank Belmont Savings Bank for the free checking account it provides to BASF, and we thank the Belmont Lions Club for their continuing support.

In the program year covering the 2015–2016 heating season through the end of 2016, BASF made 15 grants totaling \$3,250. Of those grants, more than 70% went to pay electricity bills, and most of the rest going to pay past-due natural gas and fuel oil bills. One grant was made in 2015 to help with rent payments, where tenants were in danger of losing their homes. Since its inception, BASF has made nearly 250 grants totaling nearly \$60,000.

## **Annual Meeting of the Housing Trust**

The Trust's annual meeting was held on December 15, 2016. Elections were held for the officers of 2016-17. Gloria Leipzig and Judie Feins were re-elected co-chairs; Paul Rickter was elected Secretary.

In 2016, the Housing Trust expended \$4,685 from its funds, for MWCD's services in support of the first-time homebuyer program.

# 2016 Annual Report



## Goals for 2017:

Complete a Housing Production Plan (HPP) for the Town and see it through approval by the Planning Board and Board of Selectmen. Work in pursuit of the priorities and strategies the Plan sets forth.

Respectfully Submitted,

Judie Feins and Gloria Leipzig  
Belmont Housing Trust

# 2016 Annual Report



## **HUMAN RIGHTS COMMISSION:**

**Chair:** Barbara M. Watson

**Vice-Chair:** Mirela Duda

### **Commission Members:**

Carl M. Brauer

Darren Bouwmeester (Term ended June 2016)

Nan Donald

Seneca J. Hart, Member and Belmont High School Liaison

Sarah J. Henman, Member and Belmont High School Liaison (Term ended June 2016)

Jirair Hovsepian

Anthony Moroso

Dr. Paul Solomon

Fran Yuan

### **Purpose and Duties:**

The Human Rights Commission was established by the Board of Selectmen to advance the fair and equal treatment of individuals in Belmont and to create a mechanism for addressing concerns or incidents related to these issues. In particular, the Commission is charged to:

- Address the full range of discrimination in the areas of commerce, education, public accommodation, housing, employment, and access to municipal services.
- Serve as a resource to the citizenry, the business community, and public agencies on issues regarding diversity and discrimination.
- Give visibility to and increase awareness of issues related to diversity and discrimination through educational activities.
- Assist the citizenry and town agencies in informally resolving disputes on issues relating to discrimination.
- Receive allegations of violations of human rights laws and related legislation, and refer matters to relevant Town, State and Federal authorities for disposition of matters within their respective jurisdictions.
- Report annually on its activities to the Board of Selectmen.

### **Summary of Activities and Accomplishments:**

The Commission continued its outreach in the Belmont community. The Commission held 10 monthly meetings. Commission members monitored the Commission's phone line and e-mail account. The phone line number is (617) 993-2795. The e-mail address is [Belmont.hrc@gmail.com](mailto:Belmont.hrc@gmail.com). The Commission sent representatives to major Town events, such as Meet Belmont, to further its visibility and further educate others about its work in the community. It continued to share its informational materials at community sites, such as the Belmont Public Library and Beech Street Center, and the Commission spearheaded or participated in a number of collaborative Town events.

The Commission began 2016 with Belmont's 22nd Annual Dr. Martin Luther King, Jr. Community Breakfast with guest speaker Massachusetts State Senator Linda Dorcena Forry of Boston. The breakfast on Monday, January 18, 2016 brought together hundreds of Belmont residents, Boston residents who participate in, or are associated with, Belmont's METCO program, elected and appointed Town officials and administrators, Town agencies, including the school and police departments, businesses, community leaders and volunteers and religious leaders and other representatives of church groups, interested in celebrating and promoting Dr. King's values and legacy. As in the past, the breakfast served as a fundraising event for the Belmont Schools' and Belmont Against Racism's METCO Support Fund, with an emphasis this year on raising funds for late day transportation for Belmont High School students from Boston who are engaged in afterschool activities, including athletic and performing arts activities, at Belmont High School. The Commission is grateful for all of the community volunteers and other donors who made this event a success.



# 2016 Annual Report

The Human Rights Commission cosponsored, with Belmont Against Racism, a program on March 24, 2016, on the experience of Muslims in America. The Commission also cosponsored the May 7, 2016 Belmont A Path Appears Committee Jimmy Tingle fundraiser which benefited the Belmont Food Pantry, the Bristol Lodge and the METCO Support Fund.

Commission member Jirair Hovsepian participated in and represented the Commission at the 101st Anniversary Commemoration of the Armenian Genocide in Boston and spearheaded the request for the annual Board of Selectmen proclamation on this anniversary which the Selectmen issued on April 11, 2016.

The Commission again cosponsored One Book One Belmont, including author Anita Diamant's talk on Tuesday, April 26, 2016 on the 2016 selection, The Boston Girl.

The Commission also again cosponsored Belmont Against Racism's Gay Straight Alliance (BGSAC) Potluck and a representative marched in Boston's June Gay Pride parade with BGSAC.

The Commission cosponsored the December 17, 2016 community gathering, Hands Around the Pond; Stand Up for Safety and Civility!, spearheaded by the Stand-Up Campaign of Belmont Against Racism and lent its support, by a Commission vote, to the Campaign's request for a Board of Selectmen Proclamation, issued on December 12, 2016, in conjunction with the event.

The Commission is grateful for the support it received in 2016 from the Office of the Board of Selectmen, including Robert Reardon and Susan Cleary, the Town Administrator, the Town Clerk, and the School Department, and the Commission's liaisons, Captain J. Peter Hoerr of the Belmont Police Department, President Kathryn Bonfiglio of Belmont Against Racism and student Jia Zhang of Belmont High School.

## **Goals for 2017:**

The Commission will continue education and outreach activities; will continue to respond to inquiries and complaints received through the phone line and e-mail account; and, will continue to collaborate with other community groups to address difficult and important community issues. The Commission will again present Belmont's Dr. Martin Luther King, Jr. Community Breakfast, which will take place on January 16, 2017, featuring Belmont's own Dorothy Stoneman, Founder of YouthBuild and a panel of Belmont METCO graduates in celebration of the 50<sup>th</sup> Anniversary of METCO in Massachusetts. In addition, on March 2, 2017, the Commission will sponsor a presentation by the Massachusetts Attorney General Office's Civil Rights Division.

The members of the Commission are committed to helping continue the tradition of Belmont being an open, welcoming and respectful community to all and we are grateful to be able to do so.

Respectfully Submitted,

Barbara M. Watson  
Chair, Human Rights Commission

# 2016 Annual Report



## INFORMATION TECHNOLOGY ADVISORY COMMITTEE (ITAC):

**Chair:** Paul Roberts

**Vice-Chair:** Phil Lawrence

**Secretary:** David Goldberg

### **Committee Members:**

James Berets

Daniel Ellard

Jonathan Green

Charles Smart

Cheryl Fletterick

Glenn Wong

### Purpose and Duties:

For more than two decades, The Information Technology Advisory Committee (ITAC) has provided strategic IT planning advice to the Town's departments and committees. The Committee serves at the request of the Board of Selectmen and acts as an advisor to specific Town departments, other Town committees and to Belmont residents on an as-needed basis. In this capacity, ITAC provides guidance, professional insight and technical support to help Belmont realize the best and most advantageous use of information technology (IT) and education technology (ET).

ITAC is a vital resource to the town. Staffed with top experts in a range of disciplines, from networking and application delivery to information ("cyber") security, the Committee is concerned with information delivery; ensuring access to appropriate communications technology; increasing the efficiency, speed and effectiveness of Town departments; and working to ensure the proper deployment of technology, services and infrastructure for Belmont's Town departments and citizenry.

### Membership:

The ITAC consists of 9 members, 4 of whom are appointed by the Board of Selectmen, 4 of whom are appointed by the School Committee, and 1 of whom is appointed by the Board of Trustees of the Belmont Public Library. As of 12/31/2016, committee members were Paul Roberts (Chair), Phil Lawrence (Vice Chair), David Goldberg (Secretary/Clerk), James Berets, Daniel Ellard, Jonathan Green, Charles Smart, Cheryl Fletterick and Glenn Wong.

In addition, the Committee includes representatives from the Town's various IT departments who participate in a non-voting capacity. They are: **David Petto** (Director of IT, Town of Belmont), **Robin Tillberg** (IT Manager, Belmont Municipal Light Department), **Steve Mazzola** (Director of Technology, Belmont Schools), **John Steeves** (IT/Technology, Belmont Police Department) and **Ellen Girouard** (Technology Librarian, Belmont Public Library)

### Summary of Activities:

ITAC had a busy and productive year. The Committee met six times in 2016 to discuss the progress and status of many of the key Information Technology initiatives for the Town, Schools, Library, public safety and Belmont Light Department. When asked, the Committee was able to advise staff on elements of the various programs and initiatives: from acting as a sounding board in considering various options to making recommendations about vendors or technology to consider.

Heading into 2017, the IT Advisory Committee has assessed its recent history and undertaken several important, new initiatives that align the Committee with Belmont's current needs. First: at the suggestion of the IT managers for the Town and Schools, the Committee elected to reduce the number of full Committee meetings to three per year, in Q1, Q2 and Q4. This will give the Town's IT managers the opportunity to make the best use of the Committee's time, while being free to pursue longer-term IT related projects.



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Second, the Committee has embraced ITAC's mandate to act as an advisor to the Board of Selectmen, the Town and broader Belmont community. Recognizing the critical importance of information technology to the current functioning of our town government and the growing centrality of technology to effective governance, our physical environment and residents' daily lives, the Committee established subcommittees to assess ways to address pressing technology related problems in town including connecting citizens to government ("21<sup>st</sup> century committees") and provide relief for pressing problems such as cyber-crime and online fraud. In the coming year, we will be reaching out to the Board, the major committees in town as well as the public to offer ourselves as a resource on all matters related to technology, technology adoption, planning and assessing future technology related plans and goals. Importantly, the Committee will be leading by example by (for example) making all Committee meetings available for online attendance and participation by the community, improving information

Below, we have provided a breakdown of some of the initiatives that were the subject of discussion at ITAC meetings in 2016 and/or where ITAC provided guidance and assistance to Town departments.

## **Belmont Public Schools**

- Efforts to address technology needs of a growing school population including access to technology at the town's elementary schools, CMS and BHS.
- Roll out of iPads to incoming BHS Freshman and the completion of the four-year iPad rollout covering all BHS students.
- Migration of the BPS student information system (SIS) from hardware owned and managed by the town to a hosted server environment owned and operated by Rediker.

## **Town of Belmont**

- Migration of the Belmont Fire Department's application server onto the new SAN (storage area network) and VM (virtual machine) system.
- Decommissioning of the Town's GIS server and migration of the Town's GIS data to a fully hosted environment.
- Deployment of the Airwatch mobile device management software for Town employees.
- Cyber security awareness training for all Town employees.
- Consolidation of the Belmont Fire Department's emergency management, dispatch and equipment maintenance systems on a hosted ("cloud") service.
- Upgrades to the Town's permitting system.
- Addition of an online document management system for the Town Clerk's vital public records.
- Deployment of a new identity management system by Varonis.
- Deployment of password management technology by LastPass.

## **Belmont Police Department**

Upgrade of the radio system as well as PC (personal computer) upgrades

## **Belmont Light Department**

- Upgrade of Belmont Light's billing system.
- Installation of an updated SCADA (Supervisory Control and Data Acquisition) system from Advanced Control Systems.
- Security of Belmont's smart meter system.
- Deployment of the NISC billing system.
- ITAC is staying apprised of the status of the "Old Light Building", 450 Concord Ave. and the effects of any plans for the Town's disposition of said property. A major piece of the Town's network is housed in this building. ITAC made recommendations to the Board of Selectmen regarding the protection of the conduit that houses the fiber cable as it exits the building at 450 Concord Ave.



# 2016 Annual Report



- With its smart meter implementation, complete, BMLD is also assessing innovations like “time of day” metering. ITAC is available to assist the department in evaluating the technology impact of such initiatives.

## **Belmont Public Library**

- Update of the BPL web site and switch to Wordpress content management system.
- Selection of new web hosting provider for Belmont Public Library’s web site.
- Technology education and enrichment programs (robotics, 3D printing, etc.).

## **Community:**

- Committee member Paul Roberts presented two classes for seniors at Belmont Senior Center on the topic of “protecting yourself from online fraud and scams.”
- ITAC provided guidance in the creation of an online survey on technology use in BPS grades K-8, working in conjunction with Steve Mazzola and BPS Administration. That survey is complete and the results are due to be presented to the Belmont School Committee soon.

Respectfully submitted,

Paul Roberts, Chairman  
Information Technology Advisory Committee (ITAC)

# 2016 Annual Report



## LAND MANAGEMENT COMMITTEE FOR LONE TREE HILL CONSERVATION LAND: (FORMERLY McLEAN OPEN SPACE)

**Chair:** Ellen O'Brien Cushman, Belmont Board of Cemetery Commissioners Appointee

### **Committee Members:**

Harlan Carere, Belmont Citizen Appointee  
Lauren Meier, Belmont Historic District Appointee  
Jeffrey North, Belmont Conservation Commission Appointee  
Michele Gougeon, McLean Hospital Appointee  
Tom Grimble, McLean Hospital Appointee  
Andy Healy, McLean Hospital Appointee  
Steven Kidder, McLean Hospital Appointee

### **Purpose and Duties:**

The McLean Land Management Committee, created by the Memorandum of Agreement between the Town of Belmont and McLean Hospital, consists of nine members (Chairman Ellen O'Brien Cushman, Jeff North, Harlan Carere and Lauren Meier from Belmont, Michele Gougeon, Andy Healy, Tom Grimble and Steve Kidder from McLean Hospital). The work of the Committee is funded by the McLean Open Space Maintenance Fund created by the McLean transaction, by the revenue from the cell tower in the inactive cemetery land as well as by generous grants from local land preservation/conservation groups; it is not funded by property tax.

### **Summary of Activities and Accomplishments:**

2016 was a year of significant drought in Massachusetts, and Lone Tree Hill suffered along with the rest of the State. The pine Allee project, generously funded by the Judith K. Record Memorial Conservation Fund, followed through with a work recommended in the full forestry evaluation of the Pine Allee by Tree Specialists, Inc. that was performed in 2015. The work involved the clearing old, dangerous trees and limbs and under-planting with native white pines from around the Lone Tree Hill. This amazing gift totaled some \$150,000 as a gift to the Town, with work extending through the winter and spring of 2016. In 2017 the Land Management Committee has committed to spend \$15,000 to perform the planting of saplings to revitalize the Pine Allee.

In 2016 we continued to follow the recommendations of Jeff Collins of Mass Audubon for fields and meadows management by again engaging Land Stewardship, Inc. formerly Polatin Ecological Services, to continue to eradicate the competitive and invasive species, this year focusing on Black Swallowwort. Due to this work and the drought, we only mowed Lone Tree Hill meadows once during 2016.

We are grateful to McLean Hospital for keeping our fire roads clear and open. Several volunteer days were held in 2016 by Belmont Citizens Forum and Belmont Serves at Lone Tree Hill to pick up trash and debris and eliminate invasive plants.

### **Goals for 2017, continue from 2016**

We implement the overall goals, objectives and outline of work highlighted in the ecological management plans developed by BSC and Audubon Extension Service and trails plan prepared by Pressley Associates.

1. We will vigorously enforce the conditions of the Conservation Restrictions with abutting neighbors, particularly the Kendall Gardens neighborhood to ensure compliance and limit "bleed-over" effects both onto and from the property.
2. We continue to employ our budget strategy when considering one-time endeavors and repetitive costs.
3. Continue to restore and revitalize the meadows following the 2014 recommendations by Jeff Collins to restore meadows by mowing and selectively use herbicides.



## 2016 Annual Report

4. We will reinvigorate our activities in preserving the McLean Barn by working with interested residents and encouraging the Board of Selectmen to act on the request to appoint a committee to evaluate same, including a member from the Land Management Committee.

We want more visitors to the property; drive to Mill Street and park in the lot, walk or bike to the property and enjoy the trails, the nature, the sunsets, the peace and the vistas! Please “take a walk in the wild” at Lone Tree Hill, Belmont Conservation Land.

Respectfully Submitted,

Ellen O'Brien Cushman  
Chairman, Land Management Committee for Lone Tree Hill, Belmont Conservation Land  
(Formerly known as the McLean Land Management Committee)

# 2016 Annual Report



## OTHER POST-EMPLOYMENT BENEFITS (OPEB) FUNDING ADVISORY GROUP:

**Chair:** Ralph Jones

### **Committee Members:**

Christine Doyle  
Timothy Luehrman  
Geoffrey Lubien  
Richard Waring  
Michael Widmer

### Purpose and Duties

Under the direction of the Board of Selectmen, this temporary working group will evaluate and make recommendations on the Town of Belmont's OPEB strategy. Members will be asked to evaluate the current policy, and consider whether it is prudent to adopt alternative operating and funding alternatives for the Town's unfunded OPEB liability

### Summary of Activities and Accomplishments

The working group continued to work on the research plan adopted in 2015. Our objective is to develop a model of retiree health care costs based on actual cash flow outlays for this purpose. To that end, we continued to work with Town officials to gather data that separates retiree health costs from total health care outlays for the Town.

One of our members, Elizabeth Allison, announced her resignation in 2016 because of her workload on the Planning Board. She was replaced by Timothy Luehrman whose appointment was approved by the Selectmen in December 2016.

### Goals for 2017

The members of the working group unanimously would like to continue the work of this temporary committee, if we are directed to do so by the Selectmen. As we reported last year, analysis of actual costs of retiree health care could be used to evaluate alternative policies. We also believe (on the basis of the experience in Wayland) that the use of actual data on health costs for retirees could reduce the actuarial estimate of the Town's unfunded liability for OPEB.

Respectfully submitted,

Ralph T. Jones, Chair  
(OPEB) Working Group

# 2016 Annual Report



## **PERMANENT AUDIT COMMITTEE:**

**Chair:** Ernest E. Fay

**Committee Members:**

Frank Caruso

James J. Finn, III

Robert A. Keefe

**Ex-Officio Members:**

Jim Williams, Board of Selectmen

Floyd S. Carman, Town Treasurer

Chitra V. Subaramanian, Town Accountant

## **Purpose and Duties:**

The Permanent Audit Committee was established pursuant to Article 16 of the Town's General By-Laws. The Committee is charged with assisting the Selectmen in the selection of an independent auditor to perform an audit of the Town's financial statements, monitoring the work of the auditor, and participating in a review and discussion of the audit's results and findings.

Town By-Laws require that an audit be carried out not less than triennially. The Town, however, undertakes an annual audit to comply with federal regulations which call for an annual audit for recipients of certain federal funds. Additionally, it is essential that audits be completed in a timely fashion in order to meet annual bondholder required disclosures and help ensure the maintenance of the Town's AAA credit rating, which is the highest rating category of Moody's Investors Service. The Town's credit rating has resulted in favorable rates and lower borrowing costs.

## **Summary of Activities and Accomplishments:**

The AAA rating was last affirmed April 2016. The Town is 1 of 14 out of 351 cities and towns in the Commonwealth that have been assigned an AAA rating by Moody's.

The Town's general financial statements for the fiscal year ended June 30, 2016 were audited by Powers & Sullivan, LLC. The Town received an unmodified opinion on its basic financial statements. The Town also received a report that it was in compliance on each of its major federal programs for the year ended June 30, 2016. Copies of these financial statements are included, may be obtained from the Town Accountant, and they are also posted on the Town Treasurer's web site.

The fiscal year 2016 audit was the third year of our three-year contract with Powers & Sullivan, LLC.

The financial statements of the Belmont Contributory Retirement System for the year ended December 31, 2015 were audited by Powers & Sullivan, LLC. Copies of these financial statements may be obtained from the Town Accountant and they are posted on the Town Treasurer's web site.

The Municipal Light Department's financial statements for the year ended December 31, 2015 were audited by Goulet, Silvadio & Associates, P.C. The Light Department received an unmodified opinion on its financial statements. The financial statements for December 31, 2015 may be obtained from the Municipal Light Department and they are posted on the Light Department's web site. The Light Department has its own credit rating established with Standard & Poor's. The AA-/stable rating was last affirmed on September 20, 2015. The Committee wishes to thank General Manager James Palmer, Finance Manager Maria Klubnichkina and Municipal Light Board Advisory Committee Members Robert Forrester and Ashley Brown for all of their hard work and participation.

Respectfully Submitted,

Floyd S. Carman  
Permanent Audit Committee

# 2016 Annual Report



## **PLANNING BOARD:**

**Chair:** Elisabeth (Liz) Allison

**Vice-Chair:** Barbara Fiacco

## **Committee Members:**

Charles Clark (appointed January 5, 2016)

Joseph DeStefano

Karl Haglund

Raffi Manjikian

## **Purpose and Duties:**

The primary goal of the Planning Board is to protect and preserve the character and the quality of life that defines Belmont. To achieve this, the Board drafts Zoning By-Laws that affect the town's physical development and appearance, studies land-use patterns, and evaluates both private and public development projects.

## **Summary of Activities and Accomplishments:**

- *Proposed Single Residence C Zoning Districts Zoning Amendments.* Working with Belmont Citizens for Responsible Zoning, researched and drafted multiple zoning amendments for the Single Residence C Zoning Districts. These amendments were presented to Town Meeting on June 6, 2016. All were approved by more than the required 2/3 majority.
- *Developed design guidelines for General Residence Zoning Districts.* As part of ongoing process improvement, developed design guidelines to shorten the process from Special Permit application to decision.
- *Decided numerous Special Permit cases.* Heard and ruled upon numerous Special Permit cases in the General Residence and Single Residence C neighborhoods.
- *Conducted briefing for newly elected Town Meeting Members.* Together with representatives of ZBA and Board of Selectmen, provided an introduction to Belmont zoning bylaws. The session was attended by over 90% of newly elected members.
- *Shepparded Cushing Village project.* Extended Special Permit for Cushing Village and worked with new owners (Toll Brothers) to ensure project moved forward.
- *Commented on proposed State zoning amendments.* Convened a series of public discussions with resident and legislative representatives regarding potential impact on Belmont.
- *Improved analytics to better understand impact of development upon neighborhoods.*

## **Goals for 2017:**

- To monitor the impacts of the Single Residence General Residence Zoning Districts zoning amendments in an effort to improve them so that they are kept in place when these sunset provisions expire.
- To streamline the application and review processes relative to Special Permits and Design and Site Plan Review Approval applications.
- To move forward the Cushing Village project.
- To assist the Historic District Commission in revising the Demolition Delay Bylaw.
- To develop potential policies and bylaws addressing Airbnb and other digitally enabled services.
- To revisit commercial base development options in Waverley Square and Pleasant Street.

Respectfully Submitted,

Liz Allison, Chair  
Planning Board

# 2016 Annual Report



## **BOARD OF REGISTRARS OF VOTERS:**

**Chair:** Robert E. McGaw

**Vice-Chair:** James Staton

## **Committee Members:**

Stanley Dzierzeski

Ellen O'Brien Cushman, Town Clerk, Ex-Officio

## **Purpose and Duties:**

The responsibilities of the Board of Registrars include the following:

- Conducting the Town's annual listing of residents
- Assisting in registration of voters
- Ensuring compliance with voting laws and procedures
- Supervising poll workers
- Determining validity of a ballot, when there is a questionable or ambiguous ballot cast or if a ballot is challenged
- Ensuring that all persons qualified to vote in Belmont are allowed to do so
- Deciding challenges to a person's right to vote
- Responding to allegations of election irregularities
- Deciding validity of signatures on petitions and nomination papers
- Conducting re-counts and hand-counts of ballots
- Counting overseas ballots
- Certifying election results

## **Summary of Activities and Accomplishments:**

The Board of Registrars conducted 5 elections in 2016. The turnouts for each election were as follows:

<b>2016 Election Date</b>	<b>Type of Election</b>	<b>Number of Registered Voters</b>	<b>Total Absentee Ballots Fulfilled</b>	<b>Total Votes Cast</b>	<b>% Turnout</b>
March 1	Presidential Primary	17,238	730	9,969	57.8%
April 5	Annual Town Election	17,328	426	3,908	22.6%
September 8	State Primary	17,478	371	1,887	10.8%
September 20	Minuteman District Special Election	17,458	335	3,234	18.5%
November 8	Presidential State Election	17,826	1,187	14,691	82.4%

For the first time, Early Voting was allowed during 11 days before the November 8 election, and 6,147 voters (34.5%) voted early in person at Town Hall. Over 105 election workers were involved to make Early Voting as easy as we could. Also, for November's Presidential State Election, 1,187 (6.6%) absentee ballots were voted. After the November 8 election, Belmont's Precinct 2 was chosen at random by the Secretary of State's office for a recount of the Presidential Election results; the result of the recount validated the vote we reported, proving, once again, that our election workers did a great job.

In 2016, 2,573 new voters were registered and 1,054 were deleted. There were a total of 17,826 registered voters as of November 8, 2016.



# 2016 Annual Report

The Town is proud to have such dedicated and committed election workers, who were all updated, trained, and deployed in 2016. We have a continual need for more election workers, and we encourage any resident who is interested to contact the Town Clerk's Office. To encourage more people to be poll workers, they can now work half a day (until recently, poll workers were required to work a full day—6 am to 9 pm).

**REMINDER:** Residents need to promptly return their annual census form. This allows the Registrars to know who is a resident and qualified to register to vote. Even if you are registered to vote, residents who fail to return timely their annual census forms will be put on the inactive voting list.

**GOALS FOR 2017:** The Annual Town Election on April 4 is the only election scheduled for 2017. We will continue making concerted efforts to accomplish the following:

- to ensure that all residents who want to vote are informed of registration requirements
- to ensure that qualified voters can vote and have their vote counted accurately
- to ensure that the polls have adequate voting machines, ballots, staffing, and security
- to ensure that no voter experiences intimidation en route to or at the polling place
- to ensure that all campaign workers know the rules and follow the rules
- to ensure that display and placement of political signs do not violate the law
- to ensure that unregistered voters who seek to vote are treated fairly and courteously

We hope to continue to recruit and train more poll workers, and continue to make the voting process easier, even more transparent, and more efficient. We want to support the continuing efforts of the Town Clerk and her staff to update, verify, and make available via the Town's website, the resident lists and the voting lists—so that, especially on election days—the records are accessible, accurate, and complete.

We are especially grateful to the staff of the Town Clerk's office—Meg Piccione, Nancy Casale, and Dan Cane—for their amazing work, great attitudes, and accuracy during a very busy and challenging election year.

Respectfully submitted,

Robert E. McGaw, Chair  
Board of Registrars of Voters



# 2016 Annual Report



## **SHADE TREE COMMITTEE:**

**Chair:** Lucia Gates

**Secretary:** DeNee Reiton Skipper

### **Committee Members:**

Gary Baker

Ruth Foster

Nancy Forbes

Susan Harris

Laura Simmons

DeNee Reiton Skipper

Tom Walsh

### **Purpose and Duties:**

The Shade Tree Committee is an Advisory Committee. Our duties are primarily the protection of public street trees in the Town. We work closely with the Tree Warden, Tom Walsh and the Highway Department on choosing and planting new trees. We are also called on to help with projects that require advice and expertise involved in planting around public buildings, parks and other public spaces like deltas.

It is a requirement of 'Tree City USA' that we maintain a Shade Tree Committee.

### **Summary of Activities and Accomplishments:**

We planted approximately 100 new trees to replace those lost to old age, storm damage or accident. Our objective is to plant 110% of the trees lost the previous year. We plant bare rooted trees which are less expensive and have a better survival and growth rate than trees that are balled and wrapped.

Each year we celebrate Arbor Day with the planting of a larger and more special tree than in the above 100 trees. The planting in April was on Myrtle Street.

The Committee reviewed and consulted with tree plantings along the Trapelo Road corridor and Belmont Center reconstruction projects. As there was a drought building from 2105 through 2016, the committee will watch the growth of these new trees carefully.

Finally, the committee consulted with and wrote recommendations for two committees filing Community Preservation Grant applications involving tree plantings at the Pequotsette and Grove Street parks.

### **Goals for 2016:**

Our goals continue to be involvement in the care of Belmont's urban forest.

There are challenges ahead as we consider improvements to Claypit Pond Park, continued consultation on the two CPA grants, and monitoring of the effect of drought on Belmont trees.

Respectfully Submitted,

Lucia Gates

Shade Tree Committee

# 2016 Annual Report



## **TRAFFIC ADVISORY COMMITTEE:**

**Chair:** Joe Griffin

**Vice-Chair:** Larry Macdonald

**Clerk:** Dana Miller

### **Committee Members:**

Peter Curro

Don Mercier

Linda Nickens

Tomi Olson

Elizabeth "Sue" Pew

Matt Sullivan

### **Ex-Officio Members and Liaisons:**

Glenn Clancy, Town Engineer

Ben Mailhot, Police Department

### **Purpose and Duties:**

The Traffic Advisory Committee addresses concerns raised by Belmont residents, community groups, the Board of Selectmen, the Police Department, the Department of Public Works, and the Office of Community Development about all aspects of pedestrian, vehicular, and bicycle safety, and traffic management in the Town of Belmont. The Committee meets with Town constituents, and with regional and State committees and officials in its efforts to better understand and address traffic and pedestrian safety concerns.

Committee members are appointed for three-year terms by the Board of Selectmen and meet on a monthly basis. Meeting times, agendas, and minutes are posted on the Town website. The Belmont Town Engineer and a representative of the Belmont Police Department serve as ex-officio members of the Committee.

Committee tasks include, but are not limited to, providing a forum for residents to voice concerns about traffic and pedestrian safety; making recommendations to the Board of Selectmen about ways to address traffic and pedestrian safety concerns; conducting public hearings; recommending signage for pedestrian, vehicular, and bicycle safety enhancement; facilitating public education concerning transportation safety issues, using professional traffic consultants to assist in the evaluation of specific roadways and intersections and the development of recommendations for improvements; refining roadway and intersection reconstruction projects to enhance pedestrian, vehicular, and bicycle safety; considering solutions from other communities for application to traffic concerns in Belmont; and developing long-term traffic strategies. The Chair and/or appointed Committee representatives attend meetings with regional officials relevant to traffic concerns within the Town of Belmont.

### **Summary of Activities and Accomplishments:**

Among the issues addressed by the Traffic Advisory Committee in 2016 were:

- Four-way Stop approaches were recommended for approval by the Board of Selectmen at the following locations:
  - Lexington Street at Beech Street
  - Payson Road at Oakley Road
  - Cushing Avenue at Oakley Road
  - Slade Street at Creeley Road
  
- Parking restrictions were recommended on Chandler Street to improve traffic flow and safety.



# 2016 Annual Report

- Limited turn restrictions were recommended from Stella Road to Ernest Road; all recommendations were approved by the Board of Selectmen.
- The Belmont Center Reconstruction Project, for which the TAC worked with consultants and Town residents in a series of public meetings over three years to develop a plan that was substantially completed.

### **Goals for 2017:**

The Traffic Advisory Committee will continue to respond to concerns about traffic and pedestrian safety with public hearings, the collection and analysis of traffic data and other information as necessary, and recommendations to the Board of Selectmen. The Committee will also continue to support planning for traffic and pedestrian safety as these relate to new town projects. The committee will undertake a study of the intersections of Winter Street, Mill Street, and Concord Avenue and develop a concept plan for reconstruction of this area.

Respectfully Submitted,

Glenn R. Clancy, P.E., Staff Liaison  
Traffic Advisory Committee

# 2016 Annual Report



## VISION 21 IMPLEMENTATION COMMITTEE:

**Chair:** Natalie Leino

**Vice-Chair:** Allen Babroudi

### **Committee Members:**

Kevin Dorn (beginning September 2016)  
George Durante (through June 2016)  
Perry Haynsworth (beginning September 2016)  
Doug John  
Donald Mercier (through August 2016)  
Jennifer Page  
Mary Power  
Paul Solomon (through August 2016)  
Carol Trager

### Purpose and Duties:

(From the Committee's mandate, approved by the Board of Selectmen on December 7, 2009):

"It shall be the responsibility of the Committee to facilitate, enable, and help the Town of Belmont realize the Working Vision adopted by the Town Meeting on April 23, 2001."

### Summary of Activities and Accomplishments:

In 2015, the Vision 21 Implementation Committee released a report, entitled "A Working Vision for Belmont's Future: Priorities and Progress," that detailed the results from a town-wide survey that was conducted by the Committee from April 2014 to September 2014. The report consisted of an analysis of the quantitative data and narrative-form comments collected from the survey and offered an assessment of the Town's progress towards achieving the goals set forth in the Working Vision. Following up on that report and its findings, in 2016 the Committee worked to begin new projects touching upon two themes raised throughout the survey results-- Belmont residents would like more opportunities to connect with others in Belmont and a better understanding of town government and how decisions are made.

In fall of 2016, the Committee started the Meet Belmont podcast, broadcast from the Belmont Media Center station in Waverly Square. In each episode of the podcast, Committee members interview leadership from other town committees regarding the work of the committees, how the committees' work furthers the Working Vision, and current actions the committees are taking to address concerns raised in the survey. The Committee hopes that these podcasts will serve as a resource for town residents looking to better understand what each of the Town's committees do and how to get more involved in town government and the decision-making process.

The Committee also decided to expand upon the Meet Belmont concept, with a new event (which we hope will become annual) called "Talk of the Town". In the first event, which will be held in March 2017 at the Chenery Middle School, four prominent Belmont residents will give "TEDtalk"-like talks. It is the Committee's hope that this insight into some of the great work done by Belmont residents will be another way for members to feel connected with their community.

The Committee also continues to organize and implement the yearly Meet Belmont Community Information Fair, which was founded in 2003 and occurs every August. The Community Information Fair was initially designed to enable newcomers to town to become familiar with town departments, services, and non-profit organizations. However, the event also serves to bring longtime residents into contact with these groups and serves as a place to connect and ask questions. In 2016, it had its highest attendance yet, with an estimated 425 people attending.



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## Goals for 2017:

- Continue to sponsor and organize the Meet Belmont Community Information Fair, which will occur again in August 2017.
- Expand the Meet Belmont construct, through the new the Meet Belmont podcast and the "Talk of the Town" event to be held for the first time in March 2017.
- Continue to raise awareness regarding the findings in the survey report, "A Working Vision for Belmont's Future: Priorities and Progress".
- In coordination with the Board of Selectmen and pertinent Town committees, identify and pursue additional new initiatives in response to the survey results.

Respectfully Submitted,

Natalie Leino, Chair  
Vision 21 Implementation Committee

# 2016 Annual Report



## **WATER ADVISORY BOARD:**

**Chair:** Frank French

**Vice-Chair:** Joseph Barrel

**Secretary:** William Shea

## **Purpose and Duties:**

The Water Advisory Board continues in its function to advocate and advise the Town on policies, operational management, the resolution of water and sewer billing disputes, financial practices and capital investments of the Water Division that will result in the sustained provision of high quality, reliable water service. We are annually challenged by the steadily increasing wholesale cost of water from the MWRA which comprises almost one-half of the Water Division budget, reinvesting in the water infrastructure while managing rates and providing quality, reliable service to our customers for both the supply of drinking water and fire protection.

## **Summary of Activities and Accomplishments:**

In 2016 the Water Advisory Board continues to support the 30 year capital investment plan developed by the former Board of Water Commissioners and Water Division staff in 1995. This plan has increased our investment in our water system from \$647,000 to \$1.3M annually rising with inflation. This investment increase was necessary in order to meet the Capital Improvement Plan (Water Main Replacement Program) goal of replacing all unlined water main in the system within a period of 30 years. This is planned to be accomplished by utilizing no-interest loans from the MWRA and bonding capital expenses while striving to meet the goal of an annual water rate increase of about 5% or less. The Water Main Replacement Program continues and is now in the 21<sup>st</sup> year (of 30 years) with considerable progress made but there is still much work ahead as we replace an aging water distribution system. This program is a vital investment to meet the needs of our customers both now and into the future.

We express our sincere appreciation to the highly skilled and dedicated employees of the DPW Water Division for their efforts this past year.

Respectfully submitted,

Frank E. French, Chair  
Water Advisory Board

# 2016 Annual Report



## **ZONING BOARD OF APPEALS:**

**Chair:** Eric Smith

### **Committee Members:**

Nicholas A. Iannuzzi Jr.  
Jim Zarkadas  
Faustino Lichauco  
Craig White  
Andrew Plunkett, Associate Member  
Phil Ruggiero, Associate Member  
Gang Zhao, Associate Member  
John McManus, Associate Member

### **Liaisons:**

Ara Yogurtian – Office of Community Development  
Sami Baghdady – Board of Selectmen

### **Purpose and Duties:**

The Zoning Board of Appeals is a permanent committee appointed by the Board of Selectmen. It derives its jurisdiction from Chapter 40A of the Massachusetts General Laws (the “Zoning Act”) and the Town of Belmont Zoning By-Law (the “By-Law”). The Board acts in a quasi-judicial capacity in deciding whether to grant applications for special permits and variances and in hearing appeals by aggrieved persons concerning enforcement decisions.

### **Summary of Activities and Accomplishments:**

The Zoning Board of Appeals held public hearings in almost all months in 2016. During the year, the Board heard total of 38 Cases, of which 29 were granted the relief(s) requested, 6 were denied and 2 were withdrawn.

### **Goals for 2017:**

The Board will continue to hold public hearings on and consider applications for special permits, variances, and other matters that come before the Board.

Respectfully Submitted,

Eric Smith, Chair  
Zoning Board of Appeals

# 2016 Annual Report



## HUMAN RESOURCES

**Department Head:** Jessica Porter, MPA

### Purpose and Duties:

The Town of Belmont Human Resources office consists of a team of four staff members. Serving under the full time Director is an H.R. Generalist, an H.R. Assistant, and a part-time (32.5 hours) Administrative Assistant. Together, our team is responsible for administering benefits for all Town and School employees (inclusive of the Belmont Municipal Light Department) and eligible retirees. Administration includes all billing and deductions, reconciliation of the Health Insurance Trust, and handling questions and concerns from employees, retirees and prospective employees.

The Human Resources staff is also responsible for recruitment of all new employees (exclusive of the Belmont Municipal Light Department). Once hired, our staff seeks out relevant, applicable training for our employees to ensure they remain current in their skills, often utilizing resources available through our partnerships with the Massachusetts Municipal Association (M.M.A.) and the Massachusetts Interlocal Insurance Agency (MIIA). The Human Resources staff is responsible for creation and maintenance of all Town job descriptions, and is also responsible for the administration of pay plans for all non-union and union employees (exclusive of the Belmont Municipal Light Department).

Our staff also manages worker's compensation issues and unemployment, in collaboration with the School Human Resources office. The Director is also responsible for the negotiation of all Town union contracts (seven (7) in total, excluding IBEW Union), and the handling of any grievances and labor related issues. Lastly, our staff manages employee concerns, performance issues/management, drafting and enforcement of policies, and administration and maintenance of the Employee Handbook.

In addition to the aforementioned, the Human Resources staff provides informational assistance to residents, prospective applicants, and other municipalities, upon request, regarding our benefits, compensation and staffing. Collaboration and information sharing between municipalities ensures fair and consistent policies and practices, and assists us with recruiting and retaining the best talent possible.

### Summary of Activities and Accomplishments:

Some highlights of our accomplishments for 2016 are below:

- Implemented an additional 457 deferred compensation plan for Town employees, offered through ICMA-RC, at no cost to the Town.
- Contracted with a new provider for the Section 125 Flexible Spending Plan, to provide a lower cost option to our employees with a better overall benefit, at no cost to the Town.
- Implemented a formal employee training program utilizing free available resources.
- Held regular meetings of the Town Safety Committee, which meets quarterly to discuss training opportunities, workers compensation cases, and grant opportunities.
- Organized the second annual Thanksgiving Food Drive for benefit of the Belmont Food Pantry.
- Collaborated with the payroll office and worked with our software vendor (MUNIS) to complete the extensive filing requirements relative to the Affordable Care Act.
- Collaborated extensively with the Belmont Retirement Board office on various issues, including assisting with the organization of an all-member meeting.
- Assisted with the creation and hiring of a new Staff Planner position for the Community Development office.
- Worked on various position reclassifications among several departments.
- Reached settlement with several unions for period July 1, 2014 to June 30, 2017.
- Began negotiations with several unions for period July 1, 2017 to June 30, 2020.





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## Goals for 2017:

Our staff expects to be very busy in 2017. Some of the goals we hope to accomplish are below:

- Successfully and timely negotiate all seven (7) Town union contracts which are due to expire on June 30, 2020 within the appropriate cost parameters.
- Collaborate with the IT and Payroll Departments to continue exploring other “paperless” opportunities to streamline processes and reduce costs.
- Update outdated/obsolete job descriptions.
- Make necessary updates to the Employee Handbook.
- Continue fulfilling the various reporting requirements of the Affordable Care Act.
- Continue to accurately and efficiently administer all benefit plans for eligible employees and eligible retirees.
- Continue to maintain compliance with all applicable Federal and State laws.
- Continue to recruit and retain top talent when openings occur.

Respectfully Submitted,

Jessica Porter, MPA  
Human Resources Director

# 2016 Annual Report



## INFORMATION TECHNOLOGY:

**Department Head:** David Petto

### Purpose and Duties:

The Information Technology Department has five primary responsibilities.

- *Desktop Services.* The Department provides Computer Help Desk, Printer, PC replacement and Mobile (laptop, tablet and smartphone) services for all Town Departments.
- *ERP System Administration.* The Department provides Enterprise Resource Planning (ERP) System administration for the Town's MUNIS system.
- *GIS and Database Administration.* This Department is responsible for maintaining the Town's Geographical Information System (GIS) including the Master Address Table (MAT) also maintains the several Databases developed by all Town Departments.
- *File Server and Communications Administration.* This Department maintains the Town's Email System (MSOffice 365), systems security (anti-virus, anti-malware and encryption), Intrusion Detection System (IDS), Identity Management System, User Behavioral Analytics, Browser services, File storage, Fire Dispatch System, Fire Staff Management System, Backup Systems, Cloud Based Systems and Virtual Machines.
- *Technical Training.* The Department is responsible for providing training in the use of a number of the Town's Systems, such as, Email, GIS and File Storage. Also, to provide training in proper security measures for protection of personal information for residents and staff.



### Summary of Activities and Accomplishments:

- Assisted in AP decentralization in ERP System (MUNIS).
- Created Imaging System to deploy Microsoft Windows 10.
- Redeployed and reconfigured Intrusion Detection System (IDS) and Log File Management System on Network (Splunk) on new dedicated servers.
- Implemented Mobile Device Management System (AirWatch).
- Configured and Installed system for Data Auditing & Protection, Identity Management and User Behavioral Analytics for security of Town data (Varonis).
- Continue assistance with Affordable Care Act (ACA) changes to ERP system.
- Implementation of formal Security Awareness training (KnowBe4).
- Upgraded Town Clerk's Vital Records Document Management System to work with Windows 10.
- Configured 9 tablets for Town Clerk to assist in voting process.
- Configured 2 tablets for Recreation to assist in membership applications on location.
- Testing various Two-Factor authentication systems to determine best system to deploy in Town.
- Replaced secure file transfer system with more robust and easier to use system (Citrix –Sharefile).
- Upgraded personal information (PI) identification system (IdentityFinder).
- Updated GIS to include Water tie cards dating back to 1800's.
- Submitted Belmont's Master Address Table (MAT) By-Law to MassGIS as template for state standard.
- Create project plan for ERP (MUNIS) upgrade.
- Performed penetration testing of cloud server environment in Microsoft Azure.
- Deployed patch management system.
- Installed new Internet Service Provider (ISP) line with 6X current bandwidth to ensure robust access to cloud environment and hosted systems.



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- Create new Security VLAN to isolate building access control system and security camera system from production network.
- Consolidate School and Town Security Systems into one.
- Upgrade voicemail system.
- Implement hosted systems for Fire Department (ZOLL).

## Goals for 2017:

- Move office applications to Microsoft Office 365 (OFF 365).
- Create a 'cloud based' collaboration space within OFF 365.
- Continue moving Fire Department systems to cloud based.
- Continue to integrate our GIS with several other Town systems.
- Enhance our cybersecurity posture by fine tuning security systems and implementing 'best practices'.
- Continue Security Awareness training.

Respectfully Submitted,

David Petto  
Town IT Director

# 2016 Annual Report



## **TOWN ACCOUNTANT:**

**Department Head:** Chitra V. Subramanian

## **Purpose and Duties:**

The Town Accountant Office is responsible for directly preparing or assisting in the preparation of several important financial documents. It is in the interest of the Town to provide complete, accurate and timely financial reporting documents. This is especially important to the rating agency as part of their review of the Town's management and financial functions.

The Town Accountant Office continues to streamline processes resulting in increasing efficiencies. We have been able to accomplish several goals in addition to the regular annual accounting functions.

## **Summary of Activities and Accomplishments:**

- Decentralized Accounts Payable – Accounting department successfully trained administrative assistants of all departments to enter their invoices directly into the MUNIS accounting software. All departments are entering invoices directly in MUNIS A/P module. This has helped to avoid an increase in the part time hours of the Accounts Payable Specialists and the person will be able to assist in additional departmental duties.
- Management letter comments for the prior years have been reviewed and all findings have been researched and resolved, and presented to the Audit Committee and the Board of Selectmen.
- Implemented GASBs # 67 & 68 related to pension actuarial studies and they have been incorporated in the balance sheets of the Town, Retirement System, Housing Authority and the Light Department.
- The Town Accountant has coordinated with the Human Resources, Belmont Contributory Retirement system, Light Department, School and Treasury department and is responsible for the collection, assembly and coordination with Actuaries to prepare the biennial Other Post-Employment Benefits study as of July 1, 2016.
- The Accounting Department continues to be involved in the final phase of the Enterprise utility billings system (NISC). The new accounts were set up for various scenarios that facilitated import of the new files to MUNIS Enterprise funds and reconciliations of Utility Accounts Receivables to the Aging Trial Balance reports per the new systems. The new system has gone live, effective October 2016 and we are now reviewing reconciliation of NISC to MUNIS balances.
- Town Accountant reviewed the new MAX GALAXY software, set up accounts to map with the new system to facilitate easy imports. Assistant Town Accountant played a major role in assisting the Recreation department implement the new recreation scheduling system and testing imports and generating revenue reports in MUNIS. Accounting will be reconciling receivables and cash transactions imported from the new system to account balances per MUNIS.
- Town Accountant coordinated schedules of the Retirement Board's audit and the Town's audit to complete the FY16 audit by January 15, 2017 successfully incorporating, for the first time, pension related GASBs#67 & #67 liabilities to the audit reports and balance sheets of all entities of the Town of Belmont.
- FY16 Free Cash certification and Schedule A were submitted to DOR on or before October 31, 2016 and certified at \$7,135,275.00 as of 7/1/16.



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- Collaborated with the Assessor, Treasurer, Town Administrator and Town Clerk in preparing documents and setting the FY17 Tax Rate by December 22, 2016.

## Opportunities and Challenges:

The Town Accountant continues to streamline processes resulting in increasing efficiencies. Current initiatives include working with other departments to interface their program software to the MUNIS accounting software.

## Goals for 2017:

- Continue to work towards receiving Free Cash certification, completing Audits and Tax Rate set on a timely basis.
- Implement Accounting and Reporting requirements per the latest GASBs (#74 & 75) as related to OPEB liability for all Belmont entities.
- Study and implement rules and processes in accordance with the newly enacted Municipal Modernization Act of 2016
- Explore implementation of the Benefits module available in MUNIS and work with Human resources to populate and update data for biennial OPEB actuarial studies.
- Prepare Accounting Department Process Manuals for the new systems.
- Assess, implement and update Town's Internal Control Procedures per our auditor's FY16 management letter recommendations and per the latest Office of Management and Budget (OMB) administrative and audit requirements for Federal grant awards.
- Public Records Requests will be attended to within ten days in order to be in compliance with Public Records Request Laws.

## Vision 21- objectives:

- 1) Implement Paperless Purchase Order workflow
- 2) Paperless Journal Entries approval workflow
- 3) Do a cost- benefit analysis of scanning invoices into the computer vs. manual filing and
- 4) Explore utilizing the contract management module in MUNIS to reduce paper

## Challenges:

Successful implementation and use of software interfaces and paperless processes result in considerable savings in time and efficiency through reduction of errors caused by manual entries.

However, there are challenges involved in implementation of these goals:

- Challenges include synchronization of the external systems to MUNIS and cyber security issues related to data imports and exports.
- Coordinating every department's priorities with the Accounting department's goals.
- Declining staff hours available to implement new goals in addition to implementation of the regular functions of their department.

I would like to thank Donna Tuccinardi, Brian Wyncoop and Shirley Dunston, our Temporary Accounts Payable Clerk, for their hard work in meeting challenges and attaining several of our goals this year.

Respectfully Submitted,

Chitra V. Subramanian  
Town Accountant

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ALL FUNDS other than GENERAL FUND						
FY16 STATEMENT OF OPERATIONS						
ALL FUNDS other than GENERAL FUND						
Description	Balance	Revenue	Expenditures	Transfers	Donations	Balance
	7/1/2015	FY16	FY16	FY16	FY16	6/30/2016
<b>COMMUNITY PRESERVATION CAPITAL PROJECTS</b>						
<b>OPEN SPACE:</b>						
CLAYPIT POND	1,561.55		(531.55)			1,030.00
BUTLER PLAYGROUND	66,524.00		(60,988.00)			5,536.00
WINN BROOK FIELD	3,626.46					3,626.46
ROCKMEADOW IRRIG	6,000.00		(4,710.63)			1,289.37
<b>RECREATION:</b>						
PEQUOSETTE TENNIS COURTS	0.00		(183,138.02)	295,000.00		111,861.98
UNDERWOOD POOL	22,370.14		(19,770.00)			2,600.14
<b>HISTORIC PRESERVATION:</b>						
HOMER HOUSE REHABILITATION	0.00			100,000.00		100,000.00
HOMER SURVEY	500.00					500.00
TOWN HALL DOORS	129.50					129.50
VITAL RECORDS	53,367.58		(31,052.67)			22,314.91
VETERANS MEMORIAL	0.00		(26,800.00)	60,000.00		33,200.00
BELMONT COMMUNITY MOVING IMAGE 15(F)	12,000.00					12,000.00
DIGITIZATION OF BELMONT NEWSPAPERS	0.00			17,923.24		17,923.24
WELLINGTON STATION EXTERIOR RESTORATION & REHAB	0.00			26,300.00		26,300.00
<b>COMMUNITY HOUSING:</b>						
COMMUNITY HOUSING WIRING	18,838.78					18,838.78
FIRST TIME HOMEBUYER	375,000.00					375,000.00
SURVEY- HISTORIC PROPERTIES	85,000.00		(45,000.00)			40,000.00
BHA ELECTRICAL UPGRADE 8	0.00		(147,295.27)	522,500.00		375,204.73
BHA INTERNAL ELECT 15(B)	155,506.00		(155,506.00)			0.00
<b>TOTAL - CPA CAPITAL PROJECTS</b>	<b>800,424.01</b>	<b>0.00</b>	<b>(674,792.14)</b>	<b>1,021,723.24</b>	<b>0.00</b>	<b>1,147,355.11</b>
<b>FUND BALANCES RESERVED FOR APPROPRIATION</b>						
INSURANCE REIMB. > \$20,000	85,500.19					85,500.19
FIRE STATION INSURANCE REIMB		985,000.00				985,000.00
EXCESS CHAPTER 90 FUNDS				13,700.00		13,700.00
KENDALL SCHOOL FIRE INSURANCE	3,042,955.02					3,042,955.02
STABILIZATION FUND - GENERAL	7,426.47	11,483.48		1,674,069.00		1,692,978.95
CAPITAL ENDOWMENT FUND	3,595,491.96	205,467.44		(125,000.00)		3,675,959.40
SALE OF TOWN OWNED PROPERTY	47,537.93	1,763,768.55		(1,750,000.00)		61,306.48
SALE OF CEMETERY LOTS	409,537.50	201,000.00				610,537.50
PARKING METER RECEIPTS	110,660.28	74,773.25		(90,000.00)		95,433.53
CEMETERY PERPETUAL CARE FUND	174,703.68			36,000.00		210,703.68
ASH LANDFILL STABILIZATION FUND	3,421,829.30	45,443.16				3,467,272.46
CUSHING SQUARE LOT FEES	320,000.00	320,000.00				640,000.00
	<b>11,215,642.33</b>	<b>3,606,935.88</b>	<b>0.00</b>	<b>(241,231.00)</b>	<b>0.00</b>	<b>14,581,347.21</b>



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<b>TOWN GIFTS AND REVOLVING ACCOUNTS</b>						
SPRINGWELL HEALTH	1,050.00					1,050.00
COUNCIL OF AGING GIFT	9,214.58	3,500.00	(852.28)			11,862.30
FRIENDS OF SENIOR CENTER- CAPITAL NEEDS	16,794.00					16,794.00
ROCK MEADOW GIFT-CITIZEN FORUM	3,669.00	700.00				4,369.00
MCLEAN GIFT CONSERVATION	36,780.78		(333.00)			36,447.78
BELMONT UPLAND ALEWIFE	300,000.00	31,500.00	(29,474.39)			302,025.61
MCLEAN TRAFFIC MITIGATION	2,200.13					2,200.13
PLAN BD SITE PLAN REVIEW	8,050.00	2,750.00				10,800.00
PLANNING BOARD LEGAL ADS	1,872.36	9,200.00	(8,311.28)			2,761.08
WETLAND PROTECTION CONSERVATION	9,525.58	387.50				9,913.08
MCLEAN LAND MANAGEMENT	43,177.24	26,104.84	(8,512.64)			60,769.44
BUS SHELTER - OAKLEY DEVELOPMENT	5,000.00					5,000.00
GRANITE CURBING	81,901.50	99,213.17	(57,781.00)			123,333.67
GIFT WOODLAND SEWER I/I	108,793.49			0.85		108,794.34
CAPITAL GROUP	0.00	10,000.00				10,000.00
STORM WATER REMEDIATION	0.00	1,500.00				1,500.00
CERT VOLUNTEER PROGRAM GIFT	490.08					490.08
DONATION FIRE DEFIBRILLATOR	146.45					146.45
FIRE SAFETY	5,179.34	7,500.00				12,679.34
MISC FIRE GIFT - CAPITAL	34.75					34.75
CUMMINGS FITNESS PROGRAM	0.00	1,000.00				1,000.00
ANIMAL CONTROL GIFT	1,194.91					1,194.91
ALS STUDY - GRANT	190.18					190.18
CHNA MENTAL HEALTH & WELLNESS	3,077.00	4,327.49	(7,404.49)			0.00
CHNA CAP BUILDING FLU VACCINE	5,000.00		(4,999.57)			0.43
OUTREACH WORKER - DONATION	3,077.53					3,077.53
MAH COMMUNITY HEALTH DEPARTMENT	0.00	10,000.00				10,000.00
LIBRARY GIFT ACCOUNT	12,149.52	2,806.42	(5,211.47)			9,744.47
LIBRARY ART COUNCIL	121.35					121.35
BICYCLE RODEO DONATION	4,398.24					4,398.24
PAPPAS GIFT - FIREARMS	281.48					281.48
BARRON POLICE ACHIEVEMENT AWARD	9,071.83		(1,036.29)			8,035.54
POLICE DEPT MEMORIAL	100.00					100.00
VIDEO SURVEILLANCE EQUIPMENT GIFT	7,180.65					7,180.65
K-9 PROGRAM DONATION	6,471.56					6,471.56
PAPPAS FIT EQUIPMENT	9,914.16		(1,485.00)			8,429.16
PAPPAS GIFT - UNIFORMS	25.00					25.00
PRISONER MEALS	0.00	500.00				500.00
BENCHES FOR BELMONT	3.39					3.39
DONATION - SHADE TREE	121.85	5,342.21	(1,179.00)			4,285.06
UNDERWOOD POOL FUND	147.68					147.68
MEMORIAL TREE DONATIONS - CEMETERY	3,053.00	750.00				3,803.00
SOLAR COLLECTORS	524.48					524.48

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CROSSWALK/ROADS GIFT - BELMONT	7,258.20					7,258.20
HIGH SCHOOL TRACK LIGHTING GIFT	2,573.26					2,573.26
BOSTON FOUNDATION DONATIONS PLAYGROUNDS	1,025.80					1,025.80
PEQUOSETTE PLAYGROUND IMPROVE.	3,110.64					3,110.64
PLAYGROUND EQUIPMENT DONATIONS	4,364.27					4,364.27
PARKS ELECTRICITY GIFT	25.00					25.00
CEMETERY PLANNING & DEVELOPMENT	1,634.17					1,634.17
YOUTH GIFT FROM DARE	30.95	1,835.00	(1,825.49)			40.46
RECREATION DEPARTMENT GIFTS	2,030.49	5,617.00	(3,597.50)			4,049.99
BELMONT SPORT FITNESS PROGRAM	2,775.00		(376.08)			2,398.92
COUNCIL ON AGING REVOLVING	28,358.74	117,742.69	(112,782.56)			33,318.87
YOUTH COMMISSION REVOLVING	352.78	5,244.00	(1,871.58)			3,725.20
CONSERVATION ROCK MEADOW GARDEN PLOTS	11,743.19	9,290.00	(7,625.79)			13,407.40
LIB REVOLVING - PRINTERS/LOST BOOKS	27,297.82	10,901.04	(15,000.00)			23,198.86
CULTURAL COUNCIL REVOLVING	6,864.57	6,771.49	(7,493.61)			6,142.45
HUMAN RIGHTS COMMITTEE GIFT	174.12					174.12
HISTORIC DISTRICT	10,227.37					10,227.37
ENVIRONMENTAL FAIR	2,076.28					2,076.28
CULTURAL COUNCIL GALLERY GIFTS	2,851.33					2,851.33
UNDERWOOD POOL	412,000.00	3,152.97	(376,940.00)			38,212.97
BOS RETIRE STUDY GIFT	5,000.00					5,000.00
INSURANCE REIMBURSEMENT < \$20,000	26,288.04	57,247.68	(52,274.15)			31,261.57
VISION IMPLEMENTATION GIFTS	2,645.29	945.00	(1,183.43)			2,406.86
CABLE TELEVISION - TRAFFIC MGT	40,000.00					40,000.00
CABLE TELEVISION - NEW EQUIPMENT	41,389.36	3,892.50				45,281.86
HOLIDAY PARTY	0.00	1,506.20				1,506.20
TOWN LANDSCAPING GIFT	0.00	7,500.00				7,500.00
TOWN CLERK GIFT	57.19					57.19
TOWN MEETING ELECTRONIC VOTING	14,050.44					14,050.44
BELMONT 150TH CELEBRATION	16,885.99					16,885.99
TREASURER DONATION	905.33					905.33
RMV - PARKING HANDICAPPED	66,584.47	6,700.00				73,284.47
AUDITORIUM BALL	0.07			(0.07)		0.00
BIKE RACK PARKING	0.50			(0.50)		0.00
	<b>1,440,563.75</b>	<b>455,427.20</b>	<b>(707,550.60)</b>	<b>0.28</b>	<b>0.00</b>	<b>1,188,440.63</b>
<b>SCHOOL LUNCH PROGRAM</b>	<b>96,637.69</b>	<b>1,144,664.58</b>	<b>(987,859.58)</b>	<b>(10,000.00)</b>	<b>0.00</b>	<b>243,442.69</b>
<b>SCHOOL GIFTS &amp; REVOLVING ACCOUNTS</b>						
INSURANCE PROCEEDS OVER \$20,000 (School)	7,611.49					7,611.49





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LOST BOOKS	3,016.43	1,946.73	(825.95)			4,137.21
BHS ATHLETIC REVOLVING	18,762.19	475,062.82	(457,732.43)			36,092.58
ADULT EDUCATION	17,820.48	35,115.49	(40,331.46)			12,604.51
TUITION - STUDENTS	55,948.32	162,963.56	(54,703.58)			164,208.30
SUMMER SCHOOL	35,509.37	40,160.00	(37,974.75)			37,694.62
SCHOOL BUILDING RENTALS	247,997.41	252,116.62	(109,271.68)			390,842.35
SATURDAY MUSIC PROGRAM	32,167.12	44,335.00	(45,408.97)			31,093.15
BUSING FEES	7,683.36	237,218.24	(208,546.39)			36,355.21
KINDERGARDEN TUITION	91,903.58	1,083,113.13	(592,608.15)	(100,000.00)		482,408.56
WELLINGTON SCHOOL-DONATIONS	5,694.07	2,500.00	(4,054.70)			4,139.37
SANTOS EXPENSE - BUTLER	312.92					312.92
BELMONT AGAINST RACISM	14,854.22	20,000.00	(10,433.84)			24,420.38
BELMONT SAVINGS DONATIONS	10.24					10.24
WINN BROOK DONATION	5,165.79	1,050.00	(1,245.48)			4,970.31
FTECH TRAINING MANAGEMENT	36.43					36.43
BELMONT SPED ADV COUNCIL	367.81	600.00	(369.45)			598.36
SCHOOL GENERAL DONATION (NOT TREAS.)	9,652.58	1,321.46	(5,775.83)			5,198.21
BURBANK SCHOOL DONATION	0.82					0.82
CONCORD CONSORTIUM	15.00					15.00
BURBANK MAEVE GOULDING DONATION	2,135.10	1,150.00				3,285.10
HS CURB CUTS & WHEELCHAIR GIFT	4,067.35					4,067.35
INSTRUMENTAL MUSC REVOLVING	59,459.31	131,310.00	(81,315.15)			109,454.16
BHS FINE & PERM ARTS REV	0.00	88,689.98	(24,633.86)			64,056.12
BHS CLUB ACTIVITIES	0.00	6,325.00	(292.99)			6,032.01
CMS FINE ARTS & CLUB ACTIVITIES	21,848.68	61,368.26	(57,580.49)			25,636.45
BUTLER DONATIONS	11,205.51	12,720.45	(20,779.65)			3,146.31
MJ FIRENZE SCHOOL DONATION	450.00					450.00
BUTLER PLAYGROUND	4,805.73					4,805.73
DAN DOWNEY MEMORIAL IT FUND	1,105.00					1,105.00
SUPERINTENDENT'S INNOVATION FUND	28,693.40					28,693.40
ELEMENTARY CURRICULUM	0.00	5,000.00				5,000.00
CHENERY MIDDLE SCHOOL DONATION	2,671.82					2,671.82
COMMISSIONED MUSIC WORK	1,345.45					1,345.45
WELLINGTON SCHOOL-TECH	542.70					542.70
	<b>692,859.68</b>	<b>2,664,066.74</b>	<b>(1,753,884.80)</b>	<b>(100,000.00)</b>	<b>0.00</b>	<b>1,503,041.62</b>
<b>TOWN FEDERAL GRANTS</b>						
USDA ROCK MEADOW GRANT	6,610.71	4,278.75	(5,573.28)			5,316.18
CDBG - READY RESOURCE (WAVERLEY FIRE)	1,725.00					1,725.00
FEMA-FLOOD REIMB SUSP.	3,068.00					3,068.00
POLICE BULLETPROOF VEST	(2,169.50)	9,113.22	(5,168.98)			1,774.74
DRUG GRANT U.S. JUSTICE	162.95					162.95
TITLE III - HEALTH EDUC COUNCIL ON AGING	52.92					52.92
TITLE III E - ALTERNATIVE	4,888.89					4,888.89
EOPS - HOMELAND SECURITY	332.96					332.96

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GOVERNORS HIGHWAY SAFETY PROGRAM	(2,553.23)	3,964.47	(6,338.62)			(4,927.38)
FEMA EMERGENCY PLANNING	1,260.53					1,260.53
CDC - EMERGENCY PREP	4.69					4.69
OFFICE OF JUSTICE GRANT	75.64					75.64
ARRA FIREFIGHTER GRANT	1,380.31					1,380.31
PHER	4,641.76	6,833.05	(6,833.05)			4,641.76
FEMA CITIZEN CORP	2,418.10					2,418.10
SPRINGWELL HEALTH	(38.01)			38.01		0.00
SAFER	2,049.59	99,317.00	(127,244.17)			(25,877.58)
FEMA SNOW REMOVAL	0.00	231,123.68	(231,123.68)			0.00
	<b>23,911.31</b>	<b>354,630.17</b>	<b>(382,281.78)</b>	<b>38.01</b>	<b>0.00</b>	<b>(3,702.29)</b>
<b>SCHOOL FEDERAL GRANTS</b>						
DRUG FREE SAFE SCHOOLS 98	2,169.87					2,169.87
DRUG FREE SAFE SCHOOLS 00	7,391.00					7,391.00
DRUG FREE SAFE SCHOOLS 02	1,138.31					1,138.31
RACE TO THE TOP	0.26		(0.26)			0.00
IDEA SPED 94-142 GRANT 2015	(32,541.18)	231,172	(199,086)			(455.00)
SPED IDEA FY16	0.00	674,311.00	(763,959.88)			(89,648.88)
TEACHER QUALITY FY11	(40.00)					(40.00)
TEACHER QUALITY FY15	997.54		(997.54)			0.00
TEACHER QUALITY FY16	0.00	61,099.00	(60,066.97)			1,032.03
LEP SUPPORT FY14	1,306.40					1,306.40
LEP SUPPORT FY15	1,068.83	25,853	(26,922)			0.00
LEP TITLE III FY16	0.00	14,258	(12,439)			1,819.00
LEP SUMMER FY16	0.00	1,345	(1,345)			0.00
SPED ED TITLE VI 2001/2002	2,391.59					2,391.59
SPED ED TITLE V 2003/2004	6,497.49					6,497.49
SPED EARLY CHILDHOOD FY14/15	2,086.03		(2,086.03)			0.00
SPED EARLY CHILDHOOD FY16	0.00	24,361.95	(23,931.19)			430.76
CHAPTER 1 DISTRIBUTION 02/03	56.04					56.04
CHAPTER 1 DISTRIBUTION 03/04	560.34					560.34
CHAPTER 1 DISTRIBUTION FY13	40.40					40.40
CHAPTER 1 DISTRIBUTION FY14	1,865.00					1,865.00
CHAPTER 1 DISTRIBUTION FY15	187.39		(2,092.79)			(1,905.40)
CHAPTER 1 DISTRIBUTION FY16	0.00	214,197.00	(217,397.25)			(3,200.25)
SPED PROF. DEV. FY02	5,880.00					5,880.00
SPED PROF DEV FY15	4,473.00	17,892	(22,365.00)			0.00
SPED PROF DEV FY16	0.00	8,946.00	(8,460.87)			485.13
	<b>5,528.31</b>	<b>1,273,434.95</b>	<b>(1,341,149.43)</b>	<b>0.00</b>	<b>0.00</b>	<b>(62,186.17)</b>
<b>TOWN STATE GRANTS</b>						
EXTENDED ELECTION HOURS	61,590	4,512				66,102.03
STATE AID TO LIBRARIES	205,955	35,164	(26,527)			214,591.54
LIBRARY MATCH INCENTIVE	3,094					3,094.00
COA SERVICE INCENTIVE GRANT	747					746.90
COA COORDINATOR - EOE VOL/GERIATRIC	1	47,387	(47,387)			0.68
HAZARDOUS MATERIALS	4,245	15,772	(16,359)			3,658.92
SAFE GRANT OVERTIME	4,448	7,754	(5,832)			6,370.48



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MWPAT:SEPTIC TANK MANAGEMENT PROG	39,344	2,173	0.00			41,516.63
POLICE-BULLET PROOF VEST	(6,462)	7,767	(5,169)			(3,863.37)
COMMUNITY POLICING	18,745	0.00	(50)			18,694.90
DARE-EDUCATION ON SMOKING/DRUGS	2,377	0.00	0.00			2,377.39
911 SUPPORT & INCENTIVE	5,435	10,493	0.00			15,927.89
911 TRAINING & EQUIP & PROF GRANT	(612)	10,927	(7,863)			2,451.44
SALE OF COMPOSTERS	4,019	2,725	(87)			6,656.93
ARTS LOTTERY	3,138	5,176	(3,831)			4,482.93
WELLINGTON BROOK GRANT	100					100.00
EOPS 911 TRAINING	803					803.30
EOPSS POLICE EQUIPMENT-FY10	1		(1)			-
FY13 PEDESTRIAN GRANT	(2)		2			0.00
FY15 FIRE EMPG GRANT	(6,536)	6,536				-
CITIZENS CORP FY12	(210)	210.00				-
COA INCENTIVE GRANT -FY12	575					575.00
FY12 FIRE 800 Mhz	38			(38.01)		0.00
EVIDENCE COLLECTION GRANT	0.00		(2,950)			(2,949.89)
WELLINGTON SOLAR GRANT	0.00		(1,200)			(1,200.00)
GREEN COMMUNITY GRANT	0.00	37,963	(151,850)			(113,887.50)
911 FURNITURE & CHAIR GRANT	0.00	39,954	(39,954)			-
COMMUNITY PATH FEASIBILITY STUDY	0.00	100,000				100,000.00
	<b>340,833.12</b>	<b>334,512.16</b>	<b>(309,057.07)</b>	<b>(38.01)</b>	<b>-</b>	<b>366,250.20</b>
<b>SCHOOL STATE GRANTS</b>						
ACADEMIC SUPPORT	2,379.24		(2,379)			0.00
METCO	111.00	563,541	(517,344.00)	(46,308.00)		0.00
CIRCUIT BREAKER FY 15	29,234.00	1,451,678	(1,156,282.55)			324,629.45
KINDERGARTEN ENHANCEMENT - FY14	0.00	126,160	(126,160.00)			0.00
	<b>31,724.24</b>	<b>2,141,379.00</b>	<b>(1,802,165.79)</b>	<b>(46,308.00)</b>	<b>0.00</b>	<b>324,629.45</b>
<b>CHAPTER 90 - STATE HWY GRANTS</b>						
	<b>(362,707.07)</b>	<b>765,121.89</b>	<b>(765,121.89)</b>	<b>362,714.03</b>	<b>0.00</b>	<b>6.96</b>
<b>TOWN SMALL CAPITAL PROJECTS</b>						
FY06 ERP/FINANCIAL SOFTWARE	85,463.32		(1,500.00)	(75,712.00)		8,251.32
TOWN HALL ANNEX	0.22		(0.22)			0.00
FY07 CAPITAL PROJECTS - Town Landfill	49,003.49					49,003.49
FY11 TOWN HALL STAINED GLASS WINDOW	1,860.00			(1,860.00)		0.00
FY11 PARKS CHAIN LINK FENCE	29,800.00					29,800.00
FY12 LIBRARY MICROFILM	11,135.00			(11,135.00)		0.00
FY12 PUBLIC SAFETY LEASE	845.84			(845.84)		0.00
FY12 SIDEWALKS	1,332.92		(1,332.92)			0.00
FY13 ASH LANDFILL PROJECT	705,034.00					705,034.00
FY13 PUBLIC SAFETY LEASE	141.14			(141.14)		0.00
FY13 BS FACILITIES AUDIT	53,018.39		(22,705)	(25,628.00)		4,685.05
FY13 DPW HWY DUMP TRUCK	62.09		(0.09)	(62.00)		0.00

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FY13 DPW HWY 2 PICK UP TRUCKS	1,837.04		(0.04)	(1,837.00)		0.00
FY13 POOL REPLACEMENT PUMPS (4)	1,242.01		(0.01)	(1,242.00)		0.00
FY13 SIDEWALKS	25,298.76		(25,298.76)			0.00
FY14 FIBER OPTIC CABLE	10,406.39					10,406.39
FY14 FIRE PUMPER VEHICLES	5,871.06					5,871.06
FY14 FIRE AMBULANCE (Installment#1)	50,000.00					50,000.00
FY14 FIRE LADDER TRUCK	15,000.82		(5,217)			9,784.17
FY14 FIRE MONITOR (Installment#1)	7,000.00					7,000.00
FY14 HARRIS FIELD COMPLEX	125,096.23					125,096.23
FY14 SNOW FIGHTER CONVERSION	449.02		(0.02)	(449.00)		(0.00)
FY14 SYNTHETIC TURF	2,386.22			(2,386.22)		0.00
FY14 THERMAL IMAGING	4,749.00			(4,749.00)		0.00
FY14-LEASE PURCHASE	0.14		(119,858.60)	120,000.00		141.54
FY15 AMBULANCE REPLACEMENT (INSTALLMENT 2)	50,000.00			50,000.00		100,000.00
FY15 BELMONT CENTER	2,639,692.49		(1,373,064)			1,266,628.76
FY15 BHS POOL UPGRADE	1,720.65		0.35	(1,721.00)		0.00
FY15 BHS UNIVENT REPLACEMENT	10,475.38		(10,475)			0.00
FY15 CAD/RECORDS MGMT SERVICES	542.89					542.89
FY15 FIRE MONITOR (Installment#2)	7,000.00			7,000.00		14,000.00
FY15 DPW MAIN BUILDING - NEW STOREFRONT/DOOR	15,000.00					15,000.00
FY15 DPW SHED ROOF REPAIR	35,108.56		(35,108.56)			0.00
FY15 FUEL TANK EMERGENCY REPAIR	20,000.00		(18,684.19)			1,315.81
FY15 GROVE STREET	8,099.74					8,099.74
FY15 LIBRARY AUTOMATIC DOOR	11,814.80		(1,432.00)	(9,710.00)		672.80
FY15 LIBRARY ELEVATOR REPAIR	67,919.01		(61,616.47)			6,302.54
FY15 RESURFACE BASKETBALL COURT	25.00			(25.00)		0.00
FY15 SECURITY CAMERA STUDY	2,500.00		(7,649.98)	100,000.00		94,850.02
FY15 SHIFT COMM RESP	16,090.48		(15,542.26)			548.22
FY15 SIDEWALKS	138,281.20		(338,271.74)	200,000.00		9.46
FY15 SYSTEMWIDE BUILDING	133,070.00		(74,454.69)			58,615.31
FY15 THERMAL IMAGING	3,166.00			(3,166.00)		0.00
FY15 UNDERWOOD POOL	968,193.44		(932,520.86)	112,000.00		147,672.58
FY16 LIBRARY SHED	0.00		(3,126.00)	10,000.00		6,874.00
FY16 LIBRARY FEASIBILITY STUDY	0.00		(681.02)	45,000.00		44,318.98
FY16 RADIO EQUIPMENT	0.00	1,086,000.00	(1,202,326.92)	123,415.00		7,088.08
FY16 BHS FIRE ALARM	0.00	800,000.00	(561,887.99)	120,000.00		358,112.01
FY16 SIDEWALK SNOW BLOWER	0.00		(90,700.00)	90,700.00		0.00
FY16 DPW PICK UP TRUCK	0.00		(39,250.00)	39,250.00		0.00
FY16 RESURFACE BASKETBALL COURT	0.00		(24,975.00)	25,000.00		25.00
FY16 TURF FIELD	0.00		(25,985.00)	25,985.00		0.00
FY16 RECREATION VAN	0.00		(32,450.00)	32,450.00		0.00
FY16 TOWN HALL ALARM SYSTEM REPLACEMENT	0.00			40,000.00		40,000.00
FY16 BHS BASKETBALL COURT FLOOR REPLACEMENT	0.00		(7,350.00)	100,000.00		92,650.00



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FY16 BUTLER SCHOOL SYSTEM WIDE BUILDING ENVELOP	0.00		(9,749.88)	150,505.00		140,755.12
FY16 BUTLER SCHOOL BOILER REPLACEMENT	0.00			62,500.00		62,500.00
FY16 BUTLER SCHOOL FIRE ALARM SYSTEM REPLACEMENT	0.00			143,250.00		143,250.00
FY16 BURBANK SCHOOL BOILER REPLACEMENT	0.00			150,310.00		150,310.00
FY16 BURBANK SCHOOL CURBING-SIDEWALKS	0.00			35,000.00		35,000.00
FY16 TRAFFIC SPEED MITIGATION-LEXINGTON/SYCAMORE	0.00			48,000.00		48,000.00
FY16 COMMUNITY PATH FEASIBILITY STUDY	0.00			100,000.00		100,000.00
Chenery Modulars	0.00		(30,906.30)	1,450,000.00		1,419,093.70
	<b>5,315,732.74</b>	<b>1,886,000.00</b>	<b>(5,074,120.27)</b>	<b>3,239,695.80</b>	<b>0.00</b>	<b>5,367,308.27</b>
<b><u>FIRE STATION BUILDING COMMITTEE</u></b>						
FIRE STATIONS CONSTRUCTION	16,033.62					16,033.62
	<b>16,033.62</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,033.62</b>
<b><u>TOWN NON BUILDING CAPITAL FUND- Pavements</u></b>						
FY11 PAVEMENTS	8,161.08		(264.60)			7,896.48
FY13 PAVEMENTS	50,506.11		(41,723.99)			8,782.12
FY14 PAVEMENTS	467,195.68		(412,139.48)			55,056.20
FY15 PAVEMENTS	1,192,567.58		(185,357.39)			1,007,210.19
FY16 PAVEMENTS	0.00		(826,958.84)	1,549,000.00		722,041.16
	<b>1,718,430.45</b>	<b>0.00</b>	<b>(1,466,444.30)</b>	<b>1,549,000.00</b>	<b>0.00</b>	<b>1,800,986.15</b>
<b><u>SCHOOL CAPITAL PROJECTS</u></b>						
DESIGN - HIGH SCHOOL ATHLETIC FIELDS	25,737.78		(1,100.00)			24,637.78
CONSTRUCTION - HIGH SCHOOL ATHLETIC FIELDS	16,616.38					16,616.38
FY11 ATHLETIC FIELD FENCE	40,000.00					40,000.00
FY13 NETWORK SWITCH	13,000.00					13,000.00
FY13 CEILING FANS	7,974.98			(7,974.98)		0.00
FY14 CMS SECURITY	61,857.60			(14,038.92)		47,818.68
FY14 SCHOOLWIDE ENVELOPE	82,185.31		(82,185.31)			0.00
FY14 INSTALL CEILING FANS	23,389.02					23,389.02
FY14 GAS CONVERSION	11,955.16		(11,955.16)			0.00
FY14 SCHOOL VEHICLE	190.00			(190.00)		0.00
FY15 NETWORK SWITCHES	22,008.45		(1,100)	(5,350.00)		15,558.45
	<b>304,914.68</b>	<b>0.00</b>	<b>(96,340.47)</b>	<b>(27,553.90)</b>	<b>0.00</b>	<b>181,020.31</b>
<b>WELLINGTON SCHOOL CONSTRUCTION</b>	<b>(129,458.50)</b>	<b>1,036,494.00</b>	<b>(47,717.41)</b>			<b>859,318.09</b>
<b>BELMONT HIGH SCHOOL</b>	<b>0.00</b>			<b>1,750,000.00</b>		<b>1,750,000.00</b>
<b><u>NON EXPENDABLE TRUST FUNDS</u></b>						
CEMETERY PERPETUAL CARE	1,800,570.38	70,256.68		(36,000.00)		1,834,827.06

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BURDICK, ESTHER E. MEMORIAL (Library)	12,797.72	466.02		(256.44)		13,007.30
DELUTY, MICHAEL E. (Library)	16,067.63	585.95		(321.92)		16,331.66
NORTHWAY ERICKSON	53,338.59	2,075.28				55,413.87
GRAY (DUSTAN), JANE EDUCATION SCHOLARSHIP (Library)	599,002.73	21,963.27		(12,007.49)		608,958.51
JENNEY, BLANCHE HOWE LIBRARY (Library)	17,321.70	631.93		(347.10)		17,606.53
ATKINS, KATHERINE LIBRARY (Library)	22,722.74	829.99		(455.27)		23,097.46
WRISLEY, MARGARET LIBRARY (Library)	19,657.77	717.59		(393.86)		19,981.50
MARIE TELLIER (Non-expend to 2029)	80,050.89	2,942.94				82,993.83
	<b>2,621,530.15</b>	<b>100,469.65</b>	<b>0.00</b>	<b>(49,782.08)</b>	<b>0.00</b>	<b>2,672,217.72</b>
<b><u>OPEB PERMANENT TRUST</u></b>						
<b><u>OPEB TRUST FUND</u></b>	<b>2,029,850.61</b>	<b>177,528.15</b>	<b>0.00</b>	<b>366,738.00</b>	<b>0.00</b>	<b>2,574,116.76</b>
<b><u>WATER ENTERPRISE</u></b>						
<b><u>WATER OPERATIONS</u></b>	<b>3,129,343.67</b>	<b>6,216,069.05</b>	<b>(4,879,747.89)</b>	<b>(886,273.00)</b>	<b>0.00</b>	<b>3,579,391.83</b>
<b><u>WATER CAPITAL PROJECTS</u></b>						
MWRA BOND EARNINGS-Interest	1,564.27	5,451.08				7,015.35
WATER MAIN REPLACEMENT	32,733.58		(8,317.55)	503,000.00		527,416.03
FY14 WATER MAIN REPLACEMENT	275,000.00					275,000.00
WATER VEHICLE REPLACEMENT	37,969.30		(34,628.27)			3,341.03
FY15 VEHICLE REPLACEMENT	79,000.00		(79,000.00)			0.00
GIS HARDWARE & SOFTWARE	75,130.39					75,130.39
FY13 GIS	49,600.00					49,600.00
WATER METERS	272.92					272.92
WATER BUILDING DOORS & WINDOWS FY10	272.00					272.00
FY11 WATER ROOF REPAIRS	3,984.58					3,984.58
MWRA WATER SYSTEM MMDT-FY12	1,742,673.06	500,000.00	(1,132,678.66)			1,109,994.40
FY13 WATER MAINS ART12/ATM 5/12	(933,244.99)		(35,156.76)			(968,401.75)
	<b>1,364,955.11</b>	<b>505,451.08</b>	<b>(1,289,781.24)</b>	<b>503,000.00</b>	<b>0.00</b>	<b>1,083,624.95</b>
<b><u>SEWER ENTERPRISE</u></b>						
<b><u>SEWER OPERATIONS</u></b>	<b>2,749,776.48</b>	<b>8,349,735.93</b>	<b>(7,265,145.82)</b>	<b>(819,683.00)</b>	<b>0.00</b>	<b>3,014,683.59</b>
<b><u>SEWER CAPITAL PROJECTS</u></b>						
SEWER & DRAIN REPLACEMENT	82.20	466.01	(0.01)			548.20
FY16 SEWER REPLACEMENT	0.00			300,000.00		300,000.00
FY15 SEWER REPLACEMENT	300,000.00		(42,667.12)			257,332.88
FY13 SEWER & DRAIN REPLACEMENT	141,455.18		(135,172.71)			6,282.47
FY14 SEWER & DRAIN REPLACEMENT	257,197.74		(195,090.94)			62,106.80
BOND SEWER LINE REMEDIATION	164,554.44		(164,554.44)			0.00
FY16 TRUCK REPLACEMENT	0.00		(178,500.00)	178,500.00		0.00
TRUCK REPLACEMENTS	92,014.56					92,014.56
FY13 TRUCK REPLACEMENTS	14,015.00					14,015.00



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GIS ENGINEERING & HARDWARE	0.00					0.00
FY13 GIS ENGG & HARDWARE	7,903.00					7,903.00
FY13 SEWER & DRAIN REPLACEMENT -ART13,ATM5/12	0.00	98,468.67	(98,448.67)			20.00
FY09 MWRA GRANT I&I	226,272.31					226,272.31
FY09 MWRA LOAN	(49,864.57)					(49,864.57)
EARNINGS ON INVESTMENT	2,026.63					2,026.63
	<b>1,155,656.49</b>	<b>98,934.68</b>	<b>(814,433.89)</b>	<b>478,500.00</b>	<b>0.00</b>	<b>918,657.28</b>
<b><u>SEWER SRF LOAN FY09 PROJECT</u></b>						
FY09 \$11.608M SRF LOAN	<b>671.08</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>671.08</b>
<b><u>INTERNAL SERVICE FUND</u></b>						
EMPLOYEE HEALTH INSURANCE	2,273,172.61	3,312,357.72	(3,597,368.68)			1,988,161.65
EMPLOYER HEALTH INSURANCE	7,893,758.04	391,243.04	(11,492,543.28)	10,072,243.81		6,864,701.61
	<b>10,166,930.65</b>	<b>3,703,600.76</b>	<b>(15,089,911.96)</b>	<b>10,072,243.81</b>	<b>0.00</b>	<b>8,852,863.26</b>
<b><u>EXPENDABLE TRUST FUNDS</u></b>						
DUSTAN GRAY CHILD LIBRARY	9,764.63		(12,835.00)	12,007.49		8,937.12
BELMONT EDUCATION DONATIONS (Check off)	65,355.01	8,324.69				73,679.70
MUGAR MEMORIAL POLICE	6,534.88	237.22				6,772.10
LAW ENFORCEMENT	17,444.51	60,524.39	(5,100.00)			72,868.90
CEMETERY ANNUAL PLANTING	121,221.04	8,931.02	(600.00)			129,552.06
SENIOR CENTER CHECK OFF	14,734.31	2,406.99	(4,261.87)			12,879.43
LIBRARY GIFT FUND (Library)	182,052.30	6,696.95	(2,315.08)			186,434.17
TRUSTEES BLDG FUND (Library) CHALLENGE	27,072.25	993.09				28,065.34
DUSTAN LIBRARY BLDG BEQUEST NON EXPEND	333,921.31	12,287.10				346,208.41
BARRON, CARL FIRE GRANT	2,546.13	90.40				2,636.53
SPECIAL TRUST from 5200	4,138.06	1,774.59	(134.48)			5,778.17
	<b>784,784.43</b>	<b>102,266.44</b>	<b>(25,246.43)</b>	<b>12,007.49</b>	<b>0.00</b>	<b>873,811.93</b>
<b><u>SCHOLARSHIP FUNDS</u></b>						
ACORN, RUTH SCHOLARSHIP	4,741.18	169.75	(200.00)			4,710.93
ARNO, GUY LIB. SCHOLARSHIP	7,284.69	263.36	(200.00)			7,348.05
BAKON, EDMUND B. SCHOLARSHIP	21,111.76	766.43	(1,000.00)			20,878.19
BELMONT SCHOLARSHIP FUND (Check off)	287,359.71	12,635.51	(4,500.00)			295,495.22
BELMONT WOMEN ROTARY	1,760.73	60.05	(200.00)			1,620.78
BETTENCOURT, WM. SCHOLARSHIP.	30,247.82	1,106.30	(500.00)			30,854.12
BLACKER, LILLIAN SCHOLAR.	26,374.40	967.41	(1,000.00)			26,341.81
BURNHAM, RICHARD A. SCHOLARSHIP	5,406.39	194.21	(200.00)			5,400.60
CRISAFULLI, CHARLES SCHOLARSHIP	3,822.94	135.95	(200.00)			3,758.89
DESTEFANO, COSMO, SCHOLARSHIP	1,019.62	30.64	(500.00)			550.26
FRIENDS OF BELMONT WRESTLERS	10,582.67	382.54	(500.00)			10,465.21
GRANT, BRENDAN SCHOLARSHIP	35,460.84	1,268.99	(4,500.00)			32,229.83
HANSON, PAUL MEMORIAL. SCHOLARSHIP	2,801.12	98.34	(200.00)			2,699.46

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HECHT, MALCOLM, JR. SCHOLARSHIP.	36,396.03	1,332.58	(500.00)			37,228.61
KELLEY, PAUL L. SCHOLARSHIP	20,326.98	743.38	(200.00)			20,870.36
LEE, EDWARD -RAY, DONALD SCHOLARSHIP	7,520.55	4,451.52	(400.00)			11,572.07
LYONS, DUNCAN SCHOLARSHIP	6,358.39	229.26	(200.00)			6,387.65
MCNEIL, JOSEPH SCHOLARSHIP	6,815.06	243.88	(500.00)			6,558.94
MEYERHOEFFER, C. SCHOLARSHIP	1,718.60	56.31	(500.00)			1,274.91
NAHABIDIAN, ALICE MEMORIAL.	5,244.25	186.06	(500.00)			4,930.31
OLIN, JOHN R. SCHOLARSHIP	6,565.58	236.87	(200.00)			6,602.45
PHI BETA KAPPA BOOK AWARD	1,352.86	46.45	(30.00)			1,369.31
ALLEN, RICHARD LEARNING CENTER SCHOLARSHIP	1,145.92	35.28	(500.00)			681.20
RILEY, BRIAN SCHOLARSHIP	74,863.20	2,744.70	(1,000.00)			76,607.90
SAIA, PATRICIA MEMORIAL SCHOLARSHIP	6,139.24	219.02	(500.00)			5,858.26
SHARPE, HOWARD D. SCHOLARSHIP	7,843.97	584.35	(300.00)			8,128.32
SULLIVAN, JOHN J.,SCHOLARSHIP	19,263.93	698.00	(2,000.00)			17,961.93
WESTLUND SCHOLARSHIP FUND	15,302.53	807.23	(500.00)			15,609.76
WESTPHAL CARL A., SCHOLARSHIP	57,267.37	2,097.10	(1,000.00)			58,364.47
WHITNEY, MARY E. SCHOLARSHIP FUND	41,981.78	1,534.53	(1,000.00)			42,516.31
SHAW, NORMA LEE, MEMORIAL ART SCHOLARSHIP	801.96	427.65	(500.00)			729.61
HIGH SCHOOL SCHOLARSHIP	32,150.00	46,068.00	(35,250.00)			42,968.00
RUANE, WM L JR SCHOLARSHIP FUND	8,785.03	1,183.13	(500.00)			9,468.16
FITZPATRICK, DENIS BOOK AWARD	3,754.96	134.89				3,889.85
REID FAMILY SCHOLARSHIP	13,074.06	474.28	(500.00)			13,048.34
VIALE SCHOLAR ATHLETE AWARD	1,858.06	1,667.60	(1,000.00)			2,525.66
ROTARY CLUB SCHOLARSHIP	7,263.48	256.75	(1,000.00)			6,520.23
ABBEY FREEMAN SCHOLARSHIP	2,655.49	112.24	(1,000.00)			1,767.73
ROBERT SULLIVAN SCHOLARSHIP	3,344.05	523.94	(500.00)			3,367.99
PALAIS SCHOLARSHIP	4,394.35	4,946.31				9,340.66
THE UNSELFISH TEAMMATE AWARD	0.00	3,829.13				3,829.13
	<b>832,161.55</b>	<b>93,949.92</b>	<b>(63,780.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>862,331.47</b>
<b><u>SPED STABILIZATION FUND</u></b>						
TRANSFERS IN FROM GENERAL FUND	0.00					0.00
INTEREST INCOME	3,236.43	0.53				3,236.96
	<b>3,236.43</b>	<b>0.53</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,236.96</b>
<b><u>AGENCY FUNDS</u></b>						
TOWN HALL/ANNEX DETAIL	(4,028.97)	18,903.42	(14,600.07)			274.38
CUSHING VILLAGE REVIEW	6,034.35					6,034.35
BELMONT HOUSING TRUST	21,268.91	100.81	(2,761.68)			18,608.04
ABC STORMWATER FLOODING	12,000.00	24,000.00	(24,000.00)			12,000.00
RETIREMENT BOARD PAYROLL	(8,530.35)	117,569.12	(109,038.77)			0.00
FIREFIGHTERS - PAID DETAILS	538.15	57,462.49	(57,374.62)			626.02
AMBULANCE BILLING - THIRD PARTY	10.21	2,511.00	(3,368.77)			(847.56)
LIBRARY - CUSTODIAL DETAIL	154.75					154.75





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POLICE OFFICERS - PAID DETAILS	(36,434.27)	902,532.40	(929,026.94)			(62,928.81)
FIREARM LICENSE/REGISTRATION	1,862.50	6,362.50	(6,025.00)			2,200.00
SCHOOL - CUSTODIAL DETAIL	1,397.56	52,869.57	(52,869.57)			1,397.56
BHS ACTIVITY AGENCY	253,458.70	322,611.14	(317,047.42)			259,022.42
CMS ACTIVITY AGENCY	45,734.40	178,940.75	(189,930.11)			34,745.04
CLARK HOUSE MOVE	0.75		(0.75)			(0.00)
SPORTING LICENSES due to COMMONWEALTH OF MA	(29.95)		29.95			0.00
	<b>293,436.74</b>	<b>1,683,863.20</b>	<b>(1,706,013.75)</b>	<b>0.00</b>	<b>0.00</b>	<b>271,286.19</b>
<b>GRAND TOTALS</b>	<b>46,643,403.75</b>	<b>36,694,535.96</b>	<b>(46,542,546.51)</b>	<b>17,174,791.67</b>	<b>0.00</b>	<b>53,970,184.87</b>



# 2016 Annual Report

## EMERGENCY MANAGEMENT AGENCY:

**Director:** Leo J. Saidnawey

**Assistant Director:** Rick Nohl

### **Appointed Members:**

David L. Frizzell, Fire Chief

Angus Davison, Ast. Fire Chief

Bob Reardon Jr., Member at Large



### Purpose and Duties:

The Belmont Emergency Management Agency (BEMA) is a local extension of the Massachusetts Emergency Management Agency (MEMA), established by the Commonwealth of Massachusetts to coordinate emergency services with various state, local and federal agencies during a state of emergency or alert. During such emergencies/alerts, MEMA operates from their headquarters in Framingham and communicates with local emergency management agencies, such as Belmont's, via radio, fax, message beepers, the internet and telephone.

### Compliance:

The Department's performance indicators are primarily compliance. If the Town meets or exceeds basic reporting, training, and testing criteria for State and Federal funding we become eligible for reimbursement. Each year all cities and towns are required to complete several State and Federal applications ensuring compliance with all local and Federal guidelines. One of these forms is the National Incident Management System (NIMS) compliance which is a Federal program. Compliance is required for Belmont to be eligible for any Federal funding. In addition, the State requires our Comprehensive Emergency Management Plan (CEMP) to be updated annually.

Belmont is fully compliant and has a long standing track record of completing these documents well ahead of schedule.

### Communications:

Our largest expense is our communications expense. We pay for time-tested copper phone lines and an Internet connection separate from the Town's connection as a backup, in the event of a Town-wide failure or an infrastructure failure where the Internet has become subject to attack. Backing up high tech with low tech is common practice in Emergency Operations Centers and, in the Town, has proved itself to be critical more than once. Emergency Management often takes responsibility for posting updates to the Town website and Social Media Accounts during large scale incidents.

In 2016, the Department continued to serve as the primary manager for the Town's license for the Citrix "GoToMeeting" software program. This program has allowed the Emergency Management team to hold conference calls when face to face meetings are not possible. The program has also been made available for use by other Town departments who have had need to host conference calls.

### CERT – Volunteer Program:

The **Community Emergency Response Team (CERT)** Program is a volunteer organization administered by Emergency Management. CERT was developed by FEMA with the goal of educating people about disaster preparedness for hazards that may impact our area. Volunteers receive training in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. During the last fiscal year Emergency Management staff hosted training sessions at Fire Headquarters and made volunteers aware of additional training opportunities. At present we have 60 volunteers who have been trained and can be called upon to assist full time Town employees with large scale events and emergencies.





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In 2016 the CERT team was activated to assist the Belmont Police with the Memorial Day parade DARE cookout.. 6 Members of CERT assisted the police with cooking for over 200 residents/DARE program members at the conclusion of the parade. Police representatives were grateful for this assistance as it freed their personnel to manage the crowds and interact with the graduates of the DARE program. CERT members were also called upon to assist with the annual flu clinics.

## Storm Ready:



The Town of Belmont remains as one of the dozen communities in the Commonwealth of Massachusetts that are certified by the National Weather Service as a Storm Ready Community. Emergency Management continues to take a leadership role in making sure the Town complies with or exceeds the requirements of this distinction. Belmont was re-certified as a StormReady Community this year.

## SKYWARN Training:



On November 18, 2015 Emergency Management partnered with the National Weather Service to host the SKYWARN Weather Spotter Training Program. Participants learned the basics of weather spotting and how to report such findings to the NWS. The event was attended by approximately 50 people from across the local community.

## Major Activities and Responses:

Members of the Emergency Management team maintain on-call availability to provide support to the Belmont Police and Fire Departments when major incidents impact the Town. Senior members of the Emergency Management team were called upon several times in 2015 to provide support during building fires and weather-related incidents. If additional support, such as staffing a shelter, is necessary members of the Community Emergency Response Team (CERT Program) will also be called upon to provide assistance. Fortunately 2015 was a quieter year in terms of large-scale emergencies in Belmont and the CERT Team was not called upon for an emergency response.

## Support Services:

Emergency Management continues to play a key behind the scenes role in helping other Town departments respond to emergencies. Our staff receives and distributes regular updates from the Massachusetts Emergency Management Agency that detail weather events and other hazards.

## Conclusion:

I would like to thank Fire Lieutenant Rick Nohl for his role as Assistant Director of Emergency Management. Special thanks go to Fire Chief David Frizzell, Brian Saper, Elizabeth Allison, Ernest Fay, Viktoria Haase, Bob Reardon Jr. and Administrative Assistant Kim Haley for their continued support to BEMA and the CERT program in Belmont.

Respectfully submitted,

Leo J. Saidnawey, Director  
Emergency Management

# 2016 Annual Report



## **FIRE DEPARTMENT:**

**Chief:** David L. Frizzell (EMT)

**Assistant Chief:** Edward Angus Davison (EMT)

**Fire Prevention Bereu:** Captain John A. Pizzi (EMT)

**Assistant Fire Prevention/ Training Officer:** Lieutenant Robert Wollner (EMT)

**Administrative Assistant:** Kimberly A. Kaufman

**Part Time Administrative Secretary:** Wendy McDonald

Again, I wish to express my appreciation to the Board of Selectmen, Town Administrator David Kale, my fellow Department Managers, and the dedicated Officers and Firefighters of the Belmont Fire Department for their continued support, cooperation and assistance during 2016. The Fire Department continues to provide top notch service to the residents of Belmont. The Department continues to expand its Advanced Life Support (ALS) service to the Town's residents. The effort and support to bring this service forward is greatly appreciated.

## **ROSTER OF THE FIRE DEPARTMENT**

### **FIRE SUPPRESSION** **CAPTAINS**

David J. DeMarco (EMT), Kenneth Gardiner, Jr. (EMT), Wayne L. Haley (EMT), John J. Mooney (EMT)

### **LIEUTENANTS**

David Alesse (EMT), Agostino D. Azzone (EMT), Gerard M. Benoit (EMT), Edward R. Corsino, Jr. (EMT), Geoffrey Harvey (EMT), Richard Nohl (EMT), Daniel Scannell (EMT), Scott Spuria (EMT), Andrew Tobio (EMT), David Toomey (EMT), Steven Whalen (EMT), Stephen Wilcinski (EMT)

### **FIREFIGHTERS**

Joseph Baptista (EMT), James A. Bing (EMT), Thomas Biondo (EMT), Andrew Butler (EMT), Brian Campana (EMT), Shaun Campana (EMT), Brian Corsino (EMT), Jason P. Corsino (EMT), Michael Dayton (EMT), Scott D'Entremont, Thomas Deneen (EMT), Christopher Drinan (EMT), Ace Elefteriadis (EMT), Charles Gerrard (EMT), Andrew Goneau (EMT), Christopher Hadge (EMT), Dana Harrington (EMT), William A. Kaufman, Jr. (EMT), Ryan Keane (EMT), James Kelly (EMT), Elizabeth Kinch (EMT), Anthony D. Lynch (EMT), John D. MacDonald (EMT), Michael MacNeil (EMT), Michael J. Madruga (EMT), Dennis Maher (EMT), James T. McNeilly (EMT), Tracy Mullen (EMT), Richard J. O'Brien, Brian O'Neill (EMT), Dustin O'Neill (EMT), James J. Papadinis (EMT), Steven Reilly (EMT), Sean Ryan (EMT), Christian Tocci (EMT), Ross Vona (EMT)

### **Appointments**

No appointments in 2016

### **Retirements**

On September 10, 2016 Firefighter Richard O'Brien, of Engine Company 2 retired after 20 years of service to the residents of the Town. We Wish Firefighter O'Brien a long healthy retirement.

### **Apparatus Presently Operated by the Fire Department**

		<b>Location</b>
Engine 1	2014 Emergency One 1250 GPM Class A Pumper	Headquarters
Engine 2	2005 Emergency One 1250 GPM Class A Pumper	Station 2
Engine 3 (Reserve)	2007 International/Emergency One 1000 GPM Custom Pumper	Station 2
Engine 4 (Reserve)	2003 Emergency One 1250 GPM Class A Pumper	Headquarters
Ladder 1	2014 Emergency One 110' Aerial Ladder	Station 2
Ladder 2	1999 Emergency One 110' Aerial Ladder	Station 2
Rescue 1	2012 Ford F450 Horton Rescue Type 1 Ambulance	Headquarters



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Rescue 2	2007 Horton Rescue 555C Type 1 Ambulance	Headquarters
Boat with Trailer	Inflatable Rescue Boat and trailer	Station 2
Light Tower	Trailer light tower (Town resource)	Headquarters
Tech Rescue	18' Cargo Trailer for Technical Rescue)	Headquarters
Squad 1	1999 Ford F450 (transfer from DPW)	Headquarters
Car 1	2013 Ford Utility– Chief's Vehicle	Headquarters
Car 2	2007 Ford Explorer – Assistant Chief's Vehicle	Headquarters
Car 3	2015 Ford Expedition– Shift Commander's Vehicle	Headquarters
Car 4	2007 Ford Expedition – Fire Prevention Vehicle	Headquarters
Car 5	2015 Ford F-150 – Fire Prevention/Training Vehicle	Headquarters

*Note: Reserve apparatus not staffed*

## Fire Alarm Record

2008 – 3140 Calls	2012 – 3047 Calls
2009 – 3026 Calls	2013 – 3163 Calls
2010 – 3484 Calls	2014 – 2764 Calls
2011 – 3076 Calls	2015 – 2872 Calls

The Fire Department responded to **2814** calls during 2016.

These calls are divided as follows;

A sample of fires and incidents responded to in 2015 are as follows;

Structure Fires	15	Hazardous Conditions – Other	6
Working Fires	6	Smoke Scare	26
Second Alarm	1	Good Intent Calls	145
Third Alarm	0	Dispatched & Cancelled Enroute	77
Outside Fires	51	System Malfunction	258
Refuse Fires	6	Unintentional Alarms	199
Vehicles Fires	3	Malicious False	11
Fire/Explosion/Other	70	Water Calls	38
Motor Vehicle Extrication	2	Assist Police Department or other agency	29
Carbon Monoxide Activation	65	Mutual Aid Given Out of Town	109
Spill, Leak, No Ignition	46	Mutual Aid Received into the Town	63
Hazardous Electrical Equipment	43	Service Calls	226
Over Pressure or Rupture	2		
Bomb Scare-	1		

## Fire Prevention Bureau

The Fire Prevention Bureau, located at Fire Headquarters, has been under the direction of Captain John A. Pizzi since 2005. He has been supported by Lieutenant Robert Wollner since July of 2014, who serves the work of the Bureau in addition to being in charge of the Fire Department's Training Division. Wendy McDonald has served as the Bureau's part-time Administrative Secretary since 2006. The Fire Prevention Bureau provides a systematic inspection program of commercial establishments, schools, and institutions, as well as residential occupancies. They are inspected for the purpose of removing hazards, correcting conditions, and ensuring compliance with all Massachusetts General Laws, the Code of Massachusetts Regulations, and By-Laws of the Town of Belmont that are under the authority of the Belmont Fire Department. Pursuant to this effort, the Bureau reviews applications and issues permits requiring that all applicable work done in Town is in accordance with Massachusetts fire prevention laws and regulations.

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As part of this effort, the Bureau provides planning consultations for permit applicants (architects, contractors, lessees, business owners, property owners, and legal representatives) and conducts substantive conversations with residents who have general questions or specific concerns regarding fire and life safety.

The Fire Officers assigned to the Fire Prevention Bureau are members of the Fire Prevention Association of Massachusetts (FPAM). Captain Pizzi currently serves as its past president. Both Bureau officers attend the monthly meetings and seminars presented by the Fire Prevention Association of Massachusetts and the Department of Fire Services. In addition, the Fire Prevention Bureau works in conjunction with the Department of Fire Services, Division of Fire Safety, to obtain the latest information for compliance with and enforcement of Massachusetts General Law Chapter 148, Massachusetts Fire Prevention Regulations 527 CMR, and Fire Protection sections of the State Building Code 780 CMR.

In the interest of life safety and property protection, all citizens of the Town are encouraged to contact the Fire Prevention Bureau with any concerns pertaining to fire protection and safety. As a part of its public education agenda, the Bureau schedules children's group and school class visits to Belmont fire stations.

Dollar Value Saved & Loss Analysis:	
Total value of Property involved in incidents	\$ 14,378,950
Total of Property Losses in incidents	\$ 5,693,750
Total of Property Saved in Incidents	\$ 8,685,200
Total Value of Passenger Vehicles involved in incidents	18,000
Total of Passenger Vehicle Losses in incidents	7,000
Total of Passenger Vehicles Saved in incidents	11,000

**588 Permits were issued in the following categories:**

- General
- Blasting
- Building Permit Plan Review
- Propane Use/Storage
- Smoke Detector/CO Alarm Inspections (26F & 26F1/2)
- Oil Burner/Tank Installation
- Tank Truck (FP44)
- Tank Removal (AST & UST)
- Cutting and Welding
- Fire Alarm Contractors Permit
- Flammable/Combustible Storage
- Hazardous Material Process

Total Revenue - \$48,925.00



# 2016 Annual Report

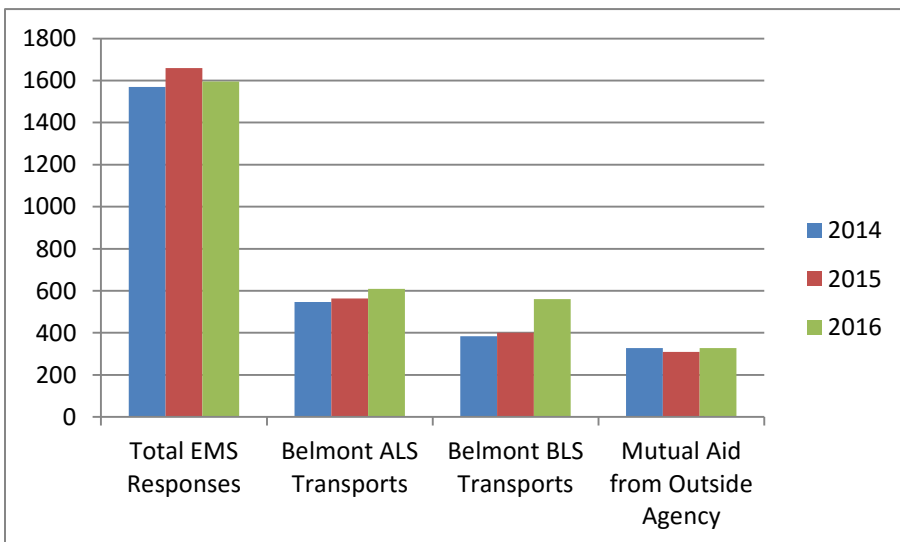
## 998 Inspections and Fire Drills reflect the following categories:

- Restaurant Alcohol License Inspections
- Above/Underground Tank Removal
- Tank Truck (FP44)
- McLean Hospital
- Public and Private Schools
- Schools, Pre-Schools, Day Care Centers
- Assembly
- Homes)
- “Red Tag” Service Notices
- General Permits Inspections
- Blasting
- Smoke Detector/CO Alarm Inspections
- Building Permit Plan Review
- Propane Use/Storage
- Cutting and Welding
- Flammable/Combustible Storage
- Other (Nursing Home, Lodging Houses, Group
- Respectfully submitted,
- Captain John A. Pizzi, Fire Prevention Bureau

## Belmont Fire Department EMS Report:

It is our pleasure to present the 2016 Annual Report of the Belmont Fire Department’s Emergency Medical Services Program. The EMT’s and Paramedics that staff our fire apparatus are a remarkable team of highly trained, proficient and dedicated professionals. These dedicated pre-hospital providers take their roles and responsibilities very seriously and are truly committed to serving our community.

During calendar year 2016, the Department responded to 1,596 calls for emergency medical services and transported 1,355 patients to the hospital. This equated to roughly 84.8% of these calls resulting in a patient transport to a medical facility. Our Rescue transported 1,170 of these sick and injured individuals, the remainder or 185, were transported by an outside agency. Of the calls that were transported by Belmont Fire Department resources, Advanced Life Support (ALS) (Paramedic Level) care to 609 of these individuals or 52% while the remaining patients were transported at the Basic Life Support (BLS) level which accounted for 561 or 48%.



Although, it is impossible to include every aspect of our EMS program in this report, we hope to provide you with a snapshot of its structure, functions, contributions, and value. The continued support of the Town Administrator, Board of Selectmen and last, but not least, the citizens of Belmont have made and will continue to make both the Belmont Fire Department’s Advanced Life Support Program and Basic Life Support systems successful and beneficial to both Belmont citizens and visitors. The Fire Department provides first response Basic Life Support (BLS)



# 2016 Annual Report



and Advanced Life Support (ALS) transporting service for the community. This equates to faster access to basic care from EMTs as well as advanced care from Paramedics including advanced airway control, intravenous (IV) access, medication administration, cardiac monitoring, interpretation, and treatment/defibrillation. These highly trained Paramedics work together with our Emergency Medical Technicians (EMTs) to transport patients to area hospitals.

The Belmont Fire Department continues to be a leader and innovator in out-of-hospital care. All of our in-service companies operate and are equipped at the BLS level; this includes: oxygen, basic first aid supplies, Epi-Pens,



Albuterol, Narcan, glucose, glucometers, pulse oximetry as well as Lucas 2 CPR devices. The Rescue (transporting ambulance) operates at the ALS level and carries: Cardiac Monitor, a large compliment of emergency medications, CPAP (an advanced airway care procedure), capnography monitoring, and the like 24 hours a day / 7 days a week / 365 days a year. In addition to Rescue 1, Engine 1 is also staffed at the ALS level for the majority of the time.

All of our EMTs and Paramedics are licensed through the Massachusetts Department of Public Health, Office of Emergency Medical Services and also hold certifications in Basic Life Support (BLS). These EMTs are required to complete a minimum of 40 hours of continuing education every two years. The Paramedics are also required to maintain a certification in Advanced Cardiac Life Support (ACLS) as well as Pediatric Advanced Life Support (PALS), Tactical Combat Casualty Care Course (TCCC); in addition to these certifications they must attend a minimum of 60 hours of continuing education every two years.

The Belmont Fire Department not only meets, but continually exceeds the minimum training standards - such as providing quarterly HALO – High Acuity, Low Occurrence Training to our staff utilizing our in-house simulation lab. In the event of the most critical and life threatening emergency, a cardiac arrest, all the members of the Belmont Fire



Department use the latest approach and equipment (the LUCAS CPR Compression Device). This is coupled with quarterly training on “pit crew” CPR, which has been proven to be successful if delivered by highly trained practitioners.

Mount Auburn Hospital’s Medical Directors: Dr. Gary Setnik and Dr. William Porcaro, who are continually pro-active in striving to deliver the best pre-hospital care possible, use the latest science and technology to oversee all EMS activity in conjunction with the EMS Coordinator and ALS Coordinator.

With the continued support of the community, it is our hope that the Belmont Fire Department will be able to continue to train our EMTs and Paramedics to the highest level of care and remain on the cutting edge of prehospital emergency medical care. As additional Paramedics join the ranks of the Belmont Fire Department, we look forward to further increasing the number of fire department companies able to provide advanced life support care.

Respectfully submitted,

Captain David J. DeMarco, EMT-Basic, I/C, EMS Coordinator  
Firefighter James T. McNeilly, Paramedic, I/C, Advanced Life Support Coordinator





# 2016 Annual Report

## **Training Division**

The Training Division has been under the direction of Lieutenant Robert K. Wollner since July 2014, and reports to the Chief of Department. The Training Officer works in conjunction with the Department of Fire Services/Massachusetts Firefighting Academy (DFS/MFA) and other public and private organizations, to provide training to the members of the Belmont Fire Department. Training activities are conducted in accordance with professional standards set forth by the National Fire Protection Agency (NFPA). Additionally, the Training Officer works with the EMS and ALS Coordinators to schedule appropriate EMS continuing education training.

The Training Officer's responsibilities include; selection and implementation of up-to-date continuing education in the areas of fire, rescue, safety and related public safety topics; organization of fire department training materials, and the production and maintenance of training records for members of the Belmont Fire Department. Additional duties include equipment maintenance and inventory, providing support to the Fire Prevention Bureau as the Assistant Fire Prevention Officer, and manpower support to fire suppression activities. The Training Officer is also a member of the Massachusetts Institute of Fire Department Instructors and the Fire Prevention Association of Massachusetts and attends monthly educational and training seminars.

During 2016, members of the Belmont Fire Department received training in the following areas:

### Massachusetts Firefighting Academy -

Flashover Recognition	Rapid Intervention Team (RIT)
Dräger Maze	Chemical Suicide Awareness
Strategy and Tactics	Photovoltaics for the Fire Service

### Cross Training -

The Training Division continued the initiative started in 2015, where we conduct joint training exercises with the Belmont Police Department. The joint training includes a department orientation for new police officers and firefighters to learn what the other department's needs and expectations are during a response. Additionally the fire Department received training from the Traffic Division on accident reconstruction and how members of the fire Department can assist investigators without compromising crime scenes.

### External Training -

Training was provided by Judith Kaye Training and Consulting on Sexual Harassment Prevention. The US Department of Veteran Affairs provided training on Veteran Post Traumatic Stress Disorders (PTSD). Orientation and training was conducted at Hanscom Field. Belmont Fire now provides assistance, along with other communities, through a mutual aid agreement with MassPort to the flight line in the event of a larger incident. Incident Command System (ICS) training was provided by the Urban Search and Rescue (USAR) team based out of Beverly.

### Internal Training -

The Training Division offered training on motor vehicle extrication, ladder pipe and master stream operations. Training was provided to all members of the department on radio operations for the new portable radios. Training was provided on industrial accidents to new members of the department using evolutions and tactics from 2015's Man vs. Machine class.

The Belmont Fire Department participated in joint training exercises with the Arlington Fire Department. The two departments participated in Rapid Intervention Team (RIT) drills, and our newer members also had the opportunity to work on ventilation techniques using the saws to open up a roof of a house that was scheduled to be demolished.

### Annual Evolutions -

In the spring, annual testing was completed on the Department's 10,000+ feet of firefighting hose.

# 2016 Annual Report



During the fall, the Department continued a multi-year project of marking the location of fire hydrants by placing bands on telephone poles to more easily identify the hydrant locations during a fire or after a snow storm. This program has been possible by the generous support of the Belmont Lions Club. The Club has donated the banding materials to the Town.

Over the winter months, snow was removed from around fire hydrants throughout the Town following snow storms.

Respectfully submitted,

Lieutenant Robert K. Wollner, Training Officer/Assistant Fire Prevention Officer

## Metro Fire

The Fire Departments of 34 greater Boston communities and Massport, with the support and approval of their local governments comprise the Metro Fire District 13 Association.

Formed in 1980, the Association was enacted under provisions of the Massachusetts General Laws. Its service area encompasses the urban area within the Route 128 perimeter, serving an area of 351 square miles and a population of approximately 1,883,000. The premise for Metro-Fire is the realization that no urban community can completely self-protect. This is the basis for mutual aid among the communities. A very natural extension of this concept is the mutual sharing of a single or limited number of specialized resources. In the fire service, there are many instances requiring specialized equipment that are vital to a given situation, but only occasionally used. Metro-Fire is providing the mechanism for these types of resources to be available on a cooperation-shared basis.

The robustness of the Metro Fire Mutual Aid system was clearly demonstrated when our neighbor, the City of Cambridge, had a 10 alarm fire at Berkshire Street and Vandine Street on December 3, 2016. Belmont Engine 1 and Car 1 responded along with almost every available resource from District 13. Although the fire was large in scope, the resources kept the fire from consuming more homes.

Additional resources include District 2 Hazardous Material Response Team. The Team is available on a 24-hour basis to respond to hazardous material incidents that are beyond the capabilities of any one individual community to control. All members of the Team have attended an extensive 160-hour training course and participate in monthly training sessions throughout the year. The Belmont Fire Department is extremely proud in having two members from the Department, Lieutenant Edward R. Corsino, Jr., and Lieutenant Scott Spuria on the District 2 HazMat Team. Their knowledge, interest and dedication to the program are a credit to the Department.

In addition to the HazMat Team and trucks, there is the Field Communications 20 vehicle with a communications center on board. In addition, a heavy rescue for all transit accidents, a confined space/collapse/tunnel rescue unit, an air supply unit, foam bank and the extensive training film library. We also have access to the S.A.F.E. House trailer for training young people in fire safety at home. In an emergency situation, the vehicles can be delivered to the community in need. That community must then supply the personnel to operate it.



# 2016 Annual Report

## Recommendations from the Chief

- That the Town continues to support Department in its Capital and Operational needs to protect the citizens of the Town. By:
  - The Town restoring the two vacant firefighter positions to the suppression forces.
  - The Town establishing a fulltime ALS Coordinator Position.
  - The Town increasing Information Technology(IT) support to maintain the Department's IT needs.
  - The Town increase Human Resource Management to develop sustaining programs for employee selection and promotion.

## Goals for 2017

- Promote a new Assistant Chief and Fire Prevention Officer.
- Finalize the Fire Records Management Software transition.
- With financial support from the Town, continue the upgrade and migration of the Department's IT.
- Procure a replacement ambulance as authorized in the FY2017 Budget.

Respectfully submitted,

David L. Frizzell  
Chief of Department

# 2016 Annual Report



## **LOCAL EMERGENCY PLANNING COMMITTEE:**

**Chair:** Asst. Fire Chief Angus Davison

**Vice - Chair:** Leo J. Saidnawey

### **Committee Members:**

Chief David Frizzell, Fire Department  
Chief Richard McLaughlin, Asst. Chief James McIsaac, Police Department  
Fire Lt. Edward Corsino, HazMat Rep.  
Leo Saidnawey, Fire Lt. Richard Nohl, Emergency Management  
Angela Braun, Belmont Health Dept.  
Andrew Healy, McLean Hospital Rep. (Covered Facilities)  
Asst. Chief Angus Davison, Emergency Medical Services Rep.  
Fred Domenici, School Dept. and Transportation Rep.  
Michael Santoro, Dept. Public Works  
Robert Reardon Jr., Media Rep.  
(Vacant) Community Rep.  
James Palmer, Craig Spinale, Belmont Electric Light Rep.

### **Ex-Officio and Liaisons:**

Robert J. Gad, Recording Secretary

### **Committee's Purpose and Duties:**

In compliance with Federal Regulations, the Town of Belmont established a Local Emergency Planning Committee (LEPC) in 2003. The LEPC is the local body that handles emergency planning and community right-to-know reporting on hazardous and toxic chemicals. The LEPC is comprised of Town departments, industry representatives and community members.

In 2006, the Commonwealth launched a new on-line tool for the Town and LEPC to update and maintain its Comprehensive Emergency Management Plan. This was used through the year to maintain and update the plan. The latest information from the reporting sites has been entered and catalogued in this database. This on-line reporting tool was updated by the Commonwealth in 2008 to make it more user-friendly and provide more comprehensive information.

At the end of 2006 the Battle Road Regional Emergency Planning Committee (BRREPC) was formed. This regional approach originally involved the communities of Arlington, Bedford, Belmont, Burlington, and Lexington. Through this regional effort, the 6 communities combined their efforts and resources to develop a Regional plan and apply for Regional Development and Training funding, which is more readily available from the Federal Government and its agencies. The Regional Committee continues to work in cooperation with the Massachusetts Emergency Management Agency in bringing this new venture together. The BRREPC achieved Start-Up certification and held a disaster drill in early 2008. The success of the Committee's formation attracted the communities of Watertown, Newton and Brookline to also join us. The BRREPC conducted a tabletop emergency drill in June of 2010 in its process of achieving full certification. As stated last year, the retirement of Lexington Fire Chief William Middlemiss in 2011, who was chair of the BRREPC, caused some uncertainty in the direction of the Committee. Many Committee members of member communities have changed and the ability to get commitments has been sparse. In 2016, some member communities left the Battle Road Committee to join other Regional Committees.



# 2016 Annual Report

## **Summary of Activities and Accomplishments:**

Reviewed the status of the BRREPC and consulted with neighboring involved communities on reformation of the Committee.

## **Goals for 2017:**

Continuing work to re-form and reorganize the Battle Road Regional Emergency Planning Committee. Transfer Chairmanship to the new Chair who will be taking over for Asst. Chief Davison, who is retiring.

Respectfully Submitted,

Assistant Chief Angus Davison, Chair  
Local Emergency Planning Committee

# 2016 Annual Report



## **POLICE DEPARTMENT:**

**Police Chief:** Richard J. McLaughlin

**Assistant Police Chief:** James G. MacIsaac

**Administrative Assistant to Chief:** Donna M. Costello

**Captain:** John P. Hoerr



## **LIEUTENANTS**

Kristin Daley, Darin Demagistris, Christopher Donahue, Mark Hurley, Brendan O'Leary

## **SERGEANTS**

Shiraz Banosian, Paul Cowing, Kimberly Hurley, Benjamin Mailhot, Marc Pugliese, William Regan, Kevin Shea, Janice Sparks, David Sullivan, Brendan Young

## **POLICE OFFICERS**

Todd Benedetti, Matthew Benoit, Alex Cheung, Timothy Connors, Kate Coppi, Marco D'Andrea, Anthony DeStefano, John DeVito, Paul Garabedian, Michael Horan, Gary Long, Marie McHugh, Richard Murphy, Melissa O'Connor, Brian O'Donovan, Michael Pelrine, David Pimentel, Kristine Pugliese, Michael Pugliese, Jonathan Riddell, Robert Sacca, Scott Shallow, James Siracusa, Matthew Stewart, Michael Stewart, Franz Strassmann, Cory Taylor, John Thompson, William Watkins, Jr.

## **SCHOOL RESOURCE OFFICER**

Melissa O'Connor

## **SCHOOL TRAFFIC SUPERVISORS**

Robert Berrigan, Erin Callanan, Katherine Chaprales, Jacqueline Daye, Joan DiPace, John Igo, Mafalda Iannetta, Laurence P. MacDonald, James Marcantonio, Leonard Muccioli, Frances Napoli, Donald Oates, Jr., Margaret Pelrine, James Ralston, Laurette Stevens, Reuben Wheeler

## **RESERVE SCHOOL TRAFFIC SUPERVISORS**

James Busa, Marie McDonough, Germaine Walcott

## **PARKING CONTROL OFFICERS**

Laurence MacDonald, Richard Cooney, John Igo, Martial Jean Pierre

## **TECHNICAL SERVICES**

John Steeves

## **TRAFFIC BUREAU ADMINISTRATIVE SECRETARIES**

Carol Hurley, Linda Smith

## **DETECTIVE BUREAU SECRETARY**

(Part Time)

Carol Hurley

## **PROMOTIONS**

William Regan from Provisional to Permanent Sergeant on April 17, 2016

Shiraz Banosian to Sergeant on April 17, 2016



# 2016 Annual Report

## **APPOINTED**

Richard Murphy to Police Officer on June 30, 2016  
Brian O'Donovan to Police Officer on November 5, 2016  
Martial Jean Pierre to Parking Control Officer on August 22, 2016

## **RESIGNATION**

James Schwab, Police Officer resigned on April 15, 2016  
to take a position with the Middlesex County Sheriff's Office

The staffing level at the Police Department currently remains at 48 sworn officers. During the year, we had one member resign from the Department. Officer James Schwab resigned in April to explore a new career endeavor with the Middlesex Sheriff's Office. Also during the year we had two members promoted to Sergeant, Officer Shiraz Banosian was promoted to Patrol Sergeant and assigned to the Night Platoon, Patrol Division. Provisional Sergeant William Regan was permanently promoted to Detective Sergeant and assigned to the Detective Division. With these promotions we were able to interview a number of qualified candidates and fill the vacancies. Student officer Brian O'Donovan was hired to fill the vacancy created by Officer Schwab and attended the Lowell Police Academy, graduating in November 2016. Student Officer Robert Reardon was hired to fill the vacancy created by the promotion of Officer Banosian and is presently attending the Reading Police Academy. Reardon is due to graduate in February of 2017.

In a continuing effort to improve our communications with the public, the Department continues to utilize our social media accounts; presently we have 6,175 people following us on Twitter, along with 2,144 Likes on our Facebook page. The use of our social media accounts augments our community notification system (Blackboard Connect) the department website and a voluntary program, Smart 911 program. The Smart 911 program enhances our current 911 system by allowing residents to provide additional information to first responders when responding to 911 calls. Residents provide information, including but not limited to; medications, allergies, medical history and the locations of important rooms in the dwelling. This additional information allows our dispatchers to provide responding police and fire units with pertinent information that will help us better serve those in need of emergency services.

The renovation project of the Public Safety Communications area of the Department which began in the fall of 2015 was completed in 2016. During the renovation, all the communication equipment, along with the furniture and technological upgrades were upgraded to today's state of the art equipment. The last time a project of this magnitude within the Communications area was completed was 1995.

The Department's commitment to regionalization of services continued this year. Belmont continues to be an active member of NEMLEC (North Eastern Massachusetts Law Enforcement Council), where we are one of 61 member agencies that share personnel, resources and equipment.

The Department continues to be an active member in the Suburban Drug Task Force, again sharing personnel and resources with (7) other member communities, Arlington, Lexington, Lincoln, Newton, Waltham, Watertown and Weston.

We also continue our close partnerships with a number of our neighboring communities (Arlington and Cambridge) in combined efforts such as "CABHART" a "High Risk" assessment and response team that deal with situations involving domestic violence.

Another program, the "Crisis Intervention Team" (CIT) training which we have engaged in with our partners, has enabled a number of our department members to receive additional specialized training to assist people in mental health crisis.

# 2016 Annual Report



The Department joined in a new program and partnership, involving (8) police agencies, Arlington, Belmont, Brookline, Cambridge, Chelsea, Everett, Somerville and Watertown to form a Regional Critical Incident Team for law enforcement. The team was formed by members of the respective departments, who received specialized training to be able to assist officers and focus on their emotional wellbeing and resiliency, while they respond to high-stress critical situations or incidents.

We continue to have great success with a number of programs that the Department offers to the community, one of which is the “Child Safety Seat Installation/Inspection Program”. The hard work of the officers involved, continually generate positive feedback from expectant parents and grandparents who have been assisted by the program. During the year, 168 car seats were installed / inspected.

With our ongoing efforts to keep prescription drugs out of the wrong hands, we continue our partnerships with the DEA (Drug Enforcement Agency) and the Middlesex District Attorney’s Office to provide a means for residents and non-residents to turn in for destruction, their unwanted / expired prescription drugs. To date, we have been able to destroy approximately 400 plus pounds of unwanted prescription drugs.

The Police Department was extremely fortunate in October, to receive a \$50,000 gift donation from Liz and Graham Allison, through the Allison Family Charitable Foundation. The Allison’s have been extremely supportive and generous over the years to the Department, in funding a number of projects that have increased our abilities and efficiencies. The Allison’s have stated they are very happy to support the work that is being done by the men and women of the Belmont Police Department. The present gift donation will be utilized to introduce and initially fund the Lexipol Program which will enable the Department to bring our policies and procedures up to date, along with being current with changes in the federal and state laws, as well as incorporating best practices from other law enforcement agencies across the country. As mentioned, utilizing the Lexipol Program and process will further enhance the service provided to the residents and Belmont community.

I continue to be extremely proud of the men and women of the Belmont Police Department and the Auxiliary Police Unit who together, work proactively to provide the highest level of service to our community. The Department and its Auxiliary component continually embrace our “Community Policing” philosophy and approach, which help to identify and resolve many of the problems that can have a negative impact on the community.

Respectfully submitted,

Richard J. McLaughlin







# 2016 Annual Report

## 2016 TRAFFIC BUREAU ANNUAL REPORT

Total Calls for Service	19,296
Traffic Stops	3,618
Domestic / Follow-ups	161
209A Served	74
209A Violations	13

### ACCIDENTS

Reported	768
Investigated	421
Personal Injury	72
Persons Killed	0
Pedestrian	8
Pedestrians Injured	7
Pedestrians Killed	0
Bicycle	18
Bicycle with Injury	10
Bicycle with Fatality	0
Hit and Run	87

### INTERSECTIONS WITH 10 OR MORE COLLISIONS

Belmont Street & School Street  
 Common Street & Trapelo Road  
 Concord Avenue & Leonard Street  
 Lexington Street & Sycamore Street  
 Lexington Street & Trapelo Road  
 Marsh Street & Winter Street  
 Mill Street & Trapelo Road  
 Pleasant Street & Trapelo Road

### CITATIONS

Civil Motor Vehicle Violations (Civil Fine)	313
Civil Motor Vehicle Violations (Warnings)	2,560
Criminal Motor Vehicle Violations (Complaints)	99
Arrests for Motor Vehicle Violations	37
Motor Vehicle Violations Issued (Total)	3,009
Parking Violations	9,340

# 2016 Annual Report



## LICENSES AND PERMITS

Taxi Licenses Issued	18
Parking Permits Issued	1,288
Bicycles Registered	0

## 2016 TRAFFIC BUREAU REVENUE RECEIVED

Report Copies	\$1,969
Taxi Licenses	\$180
Parking Permits	\$115,015
Bicycle Licenses	\$0
Civil Motor Vehicle Fines Paid	\$29,157.50
Parking Violations Paid	\$151,242

Respectfully submitted,

Benjamin J. Mailhot, Sergeant

## 2016 DETECTIVE BUREAU REVENUE RECEIVED

License to Carry Firearms & FID Permits	\$11,425.00
	State Share \$8,512.50
	Town Share \$2,912.50
Persons fingerprinted for security clearance, alien & employment applications, etc.	\$295.00
Clearance Letters	\$40.00

Respectfully submitted,

Brendan O'Leary, Lieutenant



# 2016 Annual Report

## 2016 PUBLIC SAFETY / COMMUNICATIONS REVENUE RECEIVED

Alarm Fines	\$5,760
Alarm Registrations	\$21,850
Master Box Fees	\$17,750
Detail Administration 10%	\$44,271

Respectfully submitted,

Daniel MacAuley, 9-1-1 Operations Manager

## 2016 ANNUAL COURT SUMMARY

<b>Total Court:</b>	
Criminal Cases Filed	270
Arrests	98
Juvenile Trials	1
Adult Trials	88
Superior Court	6
Other Trials	3
Magistrate Hearings (Civil) (MV)	91
Magistrate Hearings (Criminal Traffic)	35
Magistrate Hearings (Criminal)	60
Traffic Appeals	9
Court Overtime (Hours)	256

Respectfully submitted,

Kevin Shea, Sergeant Detective

# 2016 Annual Report



## 2016 DETECTIVE BUREAU ANNUAL REPORT

Aggravated Assaults	8
All Other Larceny	98
All Other Offenses	38
Burglary/Breaking and Entering	59
Counterfeiting/Forgery	4
Credit Card/ATM Machine Fraud	1
Destruction/Vandalism Property	34
Disorderly Conduct	5
Driving Under the Influence	19
Drug/Narcotic Violations	3
Extortion/Blackmail	2
False Pretenses/Swindle Game	35
Family Offenses, Non-Violent	7
Forcible Rape	6
Impersonation	59
Intimidation	6
Pornography/Obscene Material	1
Shoplifting	5
Kidnapping	1
Simple Assault	46
Motor Vehicle Thefts	5
Theft from Building	19
Trespass of Real Property	3
Weapon Law Violation	2
<b>Total</b>	<b>465</b>

Respectfully submitted,

Brendan O'Leary, Lieutenant





# 2016 Annual Report

## 2016 COMMUNITY SERVICES / TRAINING DIVISION REPORT

The Training Officer ensures all sworn members of the Department receive up-to-date training mandated by the Municipal Police Training Committee. This includes in-service training at the Lowell Police Academy and bi-annual firearms training. Currently, all members are trained first responders and certified in CPR and AED. In addition to in-service training, Department personnel received specialized training in the following areas; Domestic Violence, Incident Command System, Active Shooter, Highway Drug Interdiction, Law Enforcement Officer Survival, Elder Abuse, Crisis Intervention, Domestic Terrorism, Child Passenger Safety, School Safety, and Juvenile Law.

Throughout the year, the Community Services Unit offers to the Community various programs such as the RX Drug Take Back, Child Safety Program, & Home Security Surveys. Also, in conjunction with the Council on Aging, we worked to educate our senior citizens on the most recent scams that target the elderly. The unit gave a lecture regarding fraud to our senior citizens as well as working with our senior citizens one on one. The unit has also assisted residents in our town with mental health and other family issues. For our younger citizens, we work directly with the Middlesex Sheriff's Office and their Summer Camp Program that takes place in August each year. This year, we had 20 children attend this highly popular program.



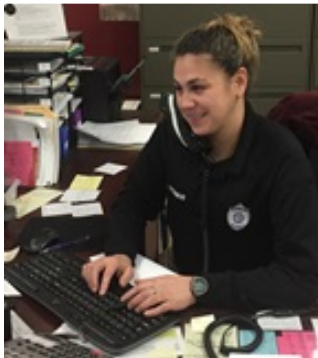
# 2016 Annual Report



## School Resource Officer

The School Resource Officer continues to be a welcome fixture in the High School and has been working with all schools with implementing new enhanced lockdown procedures and student safety and well-being in general.

Middlesex County Sheriff's Department Youth Public Safety Academy	40 hours
Waltham/Belmont Youth Police Academy	80 hours
Juvenile Magistrate Hearings	25 hours
Senior Class Events (Prom, All Night Graduation Party, etc.)	26 hours
Distracted Driving Simulator	16 hours
ALICE Training (Alert Lockdown Inform Counter Evacuate)	36 hours
High School K-9 Sweeps	30 hours
School/Juvenile Investigations and Follow-ups	85 hours
All School Assemblies (College Fair, Freshman Parent Night, Social Host, etc.)	18 hours
Student Events (Football Games, Dances, etc.)	36 hours
Staff Meetings (School Safety, Principal, etc.)	44 hours
Student Groups (BHS Stress Club, Student Advisory Committee)	16 Hours
Opioid classroom discussions	4 Hours
Community Talks and Training (RAD, Church Youth Groups, etc.)	29 Hours



Respectfully submitted,

Police Officer Melissa O'Connor  
School Resource Officer



# 2016 Annual Report

## DARE

The DARE Program continues to be a welcome fixture in the Chenery Middle School. This year, 338 students were enrolled in the DARE Program.

5 <sup>th</sup> Grade Classroom Hours	220 hours
DARE Graduation	1 hour
Chenery Middle School Karaoke	3 hours
Burbank School Second Grade Walking Tours	4 hours
Memorial Day Cookout & Parade	11 hours
Belmont Town Day	11 hours
Health and Wellness Advisory Meetings	7 hours
DARE Board of Directors Meetings	6 hours
Middlesex County Sheriff Department Youth Public Safety Academy	40 hours
DARE Charity Golf Tournament	15 hours
Police Department Station Tours	17 hours



Respectfully Submitted,

DARE Officer  
Police Officer Michael Horan

# 2016 Annual Report



## 2016 AUXILIARY POLICE

The Auxiliary Police lost four members bringing the Unit's strength to 19 officers. The Unit continues to provide officers for events such as Town Day, Christmas Tree Lighting, Halloween, Brendan Grant Road Race, Dan Scharfman Road Race and major storms, just to name a few. For the year 2016, the unit provided the Town with the following volunteer hours:

<b>Events -</b>	<b>260.5 hours</b>
<b>Patrol – Cruiser and Mountain bike</b>	<b>123.5 hours</b>
<b>Administrative</b>	<b>544 hours</b>
<b>Miscellaneous</b>	<b>75 hours</b>
<b>Training -</b>	<b>953 hours</b>
Firearms, OC and Baton Training	
Defensive Tactics	
Reserve In-Service Academy	
Legal Updates	
Communications Training	
CPR/AED and First Responder Training	
Monthly Training Meetings	
<b>Belmont Auxiliary Police Volunteer Hours 2016</b>	<b>1956 hours</b>

Respectfully submitted,

Kristin Daley, Lieutenant  
Community Services/Training Division







# 2016 Annual Report

## 2016 PUBLIC SAFETY / COMMUNICATIONS

### **OPERATIONS MANAGER**

Daniel E. MacAuley, EMD

### **SUPERVISOR OF COMMUNICATIONS**

Edward S. Pendergast, EMD

### **PERMANENT PUBLIC SAFETY DISPATCHERS**

David Jones, EMD; Thomas O'Brien, EMD; James Riccio, EMD;  
Brendan Reilly, EMD; Michael Tortola, EMT; Daniel Walsh, EMD;  
Colby Weston, EMD, William Wood, EMD

### **PER DIEM PUBLIC SAFETY DISPATCHERS**

Robert McQuaid, P.A.  
John Steeves, EMD  
Andrew Tobio, EMT, EMD  
Jessica Sturtevant, EMD  
Thomas Maguire, EMT, EMD

### **RESIGNATIONS**

Edward Hudson, EMD



All of our Dispatchers are certified as Emergency Medical Dispatchers (EMD) and now provide State mandated pre-arrival medical instructions on all medical emergency calls. All are re-certified annually as American Red Cross First Responders/CPR Rescuers which includes the use of an Automatic External Defibrillator (AED).

During 2016, the Communications Department went through a major renovation of the Communications Center. The renovation included completely gutting the existing Communications Center within the Police Department and replacing the radio communications and all of its associated equipment for all Town departments. The renovation also included replacing the radio equipment at the tower location on Belmont Hill. The new Communications Center is now state of the art and should serve the Town for many years to come.

I am proud of the Public Safety Communications Division and know all of the staff is dedicated to making Belmont a safer community. The Communications Center is staffed 24 hours per day, 7 days per week by highly trained, highly motivated dispatch professionals. An emphasis on continuous training within the department maintains a level of readiness that we all can be proud of. The Department continues to maintain a close relationship with the other Town agencies. Our Dispatchers answer many calls for service after hours and on holidays for the Light Department, Highway Department and Water Department.

Respectfully submitted,

Daniel E. MacAuley, Operations Manager  
Public Safety Communications

# 2016 Annual Report



## COMMUNITY DEVELOPMENT

**Department Head:** Glenn R. Clancy, P.E., C.B.O.

**Assistant Director:** Ara Yogurtian

**Senior Planner:** Jeffrey A. Wheeler

**Staff Planner:** Spencer Gober – 12/6/2016

**Resident Engineer:** Robert Bosselman

### Inspection and Enforcement Officers:

Michael LaVecchia

Kevin Pickering

### Administrative Staff:

Leanne Fierro, Administrative Coordinator

Gaelle Severe, Administrative Assistant II

Gina Farrar, Administrative Secretary

### Part Time Staff:

John D. MacDonald, Plumbing and Gas Inspector

David Farrar, Electrical Inspector

Mary Trudeau, Conservation Commission Agent

### Conservation Commission

The Office of Community Development has a part-time Conservation Agent on staff who works closely with the Conservation Commission. The agent administers the Victory Garden's at Rock Meadow, manages the Rock Meadow conservation land and provides technical assistance on all matters relating to the Wetlands Protection Act.

### Engineering Division

#### **Trapelo Road / Belmont Street Reconstruction Project**

In October 2013 the Massachusetts Department of Transportation held a ground-breaking ceremony to formally begin the Trapelo Road / Belmont Street reconstruction project. Newport Construction from Salem NH was the low bidder with an amount of \$14, 547,000. The funding is from Federal transportation bond money and some state funds. The Town of Belmont leveraged 1.5 Million in design funds over seven years to be able to take advantage of the state and Federal funds. On September 28, 2016 a ribbon cutting ceremony took place signifying the completion of construction.

#### **Belmont Center Reconstruction**

In 2016 the reconstruction of Belmont Center was substantially completed. Community Development worked for 6 years developing the project. Town Meeting appropriated funds for construction.

#### **Pavement Management**

In 2016, the following roadways were scheduled for reconstruction.

<b>Street</b>	<b>From</b>	<b>To</b>
<b>CLIFTON ST</b>	120' S OF BEATRICE CIR	PROSPECT ST
<b>BARTLETT AVE</b>	WHITE ST	HARRIET AVE
<b>WINSLOW RD</b>	HAMMOND RD	PALFREY RD
<b>PALFREY RD</b>	GILBERT RD	COMMON ST
<b>PAYSON TER</b>	PAYSON RD (E)	PAYSON RD (W)
<b>GLENDALE RD</b>	COMMON ST	ORCHARD ST



# 2016 Annual Report

CUSHING AVE	PINE ST	PAYSON RD
SHARPE RD	SCHOOL ST	WASHINGTON ST
MARION RD	BELMONT ST	GROVE ST
ALBERT AVE	LAKE ST	BRIGHTON ST
SIMMONS AVE	SCOTT RD	BRIGHTON ST
MIDDLECOT ST	CROSS ST	CLAFLIN ST
SHERMAN ST	BRIGHTON ST	DEAN ST
CLIFTON ST	120' S OF BEATRICE CIR	PROSPECT ST

In addition, a raised intersection was constructed at the intersection of Lexington Street and Sycamore Street and a sidewalk and curbing were installed on Maple Terrace. Both of these projects were aimed at improving safety at the Butler Elementary School.

### **Police Department:**

The Department worked closely with the Traffic Division in 2016 on several projects such as traffic pattern realignments and crosswalk locations as requested by different neighborhoods in Town. The Department also worked closely with the Police Department during numerous reviews of proposed developments that would impact traffic in Town. In addition, the Department prepared maps of the Town and provided court testimony to assist in court hearings.

### **Sanitary Sewers:**

During 2016 private contractors made 30 connections to the sanitary sewer. The Department continued to provide various information as requested.

### **Storm Sewers:**

Private contractors made 12 connections to residential properties and the Department took measurements and locations of the sewers for permanent records.

### **Town Clerk:**

Restriction lines, 150 feet from election polling places, were marked out at each of the eight precincts at the request of the Town Clerk. The Department also assisted the Town Clerk in selecting the proper house number for new or converted dwellings by providing technical assistance and plot plans of the property.

### **Traffic Advisory Committee:**

In 2016 the Director of Community Development attended monthly meetings as staff liaison to the Traffic Advisory Committee. Truck traffic, intersection redesign, Trapelo Road redesign, as well as many other concerns were discussed at these meetings. Information and support was given to the Committee by this department as needed.

### **Public Works - Water Division:**

The Engineering Division performed various functions for the Water Department including locating sanitary sewers and storm drains for repair and/or replacement of domestic water lines and main lines.

Notifications of new sanitary sewer house connections were sent to the Water Department to update the sewer use master list for billing purposes. Additionally, all phases of the Water Department's 30-Year Plan are closely coordinated with the Engineering Division in order to ensure coordination of utility replacements or upgrades as well as pavement restoration.

# 2016 Annual Report



## **BUILDING DIVISION**

During 2016, this Division processed 1243 building permits, received 29 possible zoning violation complaints, 6 possible building code complaints and 19 general bylaw violation complaints. Estimated total building construction value was \$51,231,017. All alleged zoning and building code violation complaints received during the year were investigated and notifications were sent to the parties involved. Through the cooperation of the Fire Department, the Building Division is notified of every fire in which possible structural damage is evident. Immediate inspections are made and recommendations given to the owners or builders.

Income for the calendar year 2016 from Building Permits totaled \$778,500 and income from Plumbing, Gas, Electrical, Board of Appeal, Certificate of Inspections, Home Occupation, Certificate of Compliance, Signs, etc. totaled \$219,196.

Total income received by this division was \$1,823,047.

During 2016, 629 plumbing permits were issued to properly licensed persons. Inspections were made on all work for which permits were issued and other inspections were made at the request of the property owner. Total income received was \$35,962.

During 2016, 341 gas permits were issued for which all necessary inspection and re-inspections were made. Total income received was \$12,676.

During 2016, 932 electrical permits were issued for which all necessary inspection and re-inspections were made. Total income received was \$141,490.

### **State Building Code:**

During 2016, as part of the duties required by the Massachusetts State Building Code, this division inspected 121 public buildings and spaces, (schools, hospitals, restaurants, public halls, day care centers etc.) for compliance with safe egress, emergency lighting and maximum capacity. The Code requires on-site inspections. Mandatory fees collected during 2016 totaled \$3,400. As a means of keeping informed with the State Building Code and its ongoing changes and amendments, representatives from this division attended several state sponsored workshops during 2013.

### **Health Department:**

The Office of Community Development continued to work very closely with the Health Department in 2016. Many of the public safety issues that are addressed by the Building Inspector also involve the Health Department. Additionally, the Director of Community Development works very closely with the Health Department assisting with the review of proposed septic systems under the Title V Regulations. The Department also works closely with the Health Department to review plans for new restaurants.

## **PLANNING DIVISION**

### **Zoning Board of Appeals:**

During 2016, the Zoning Board of Appeals heard 26 cases for Special Permits and/or Variances with the following results (some of these cases involved more than one application):



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TOTAL CASES	26
Special Permits	39
Comprehensive Permits	1
Variances	4
Appeal	1
DECISIONS	25
Granted	23
Upheld	1
Withdrawn	1
Continued	7

## **Planning Board:**

The Planning Board heard (18) Cases. These cases included reviewing a commercial development.

TOTAL CASES	18
Site Plan Review	5
Special Permit	18
DECISIONS	18
Granted	11
Withdrawn	6
Continued	1

Total application fees for both the Zoning Board of Appeals and Planning Board were \$6,600.  
Worked closely with the Planning Board to implement new zoning changes in the Residential C zoning district.

## **Summary of Activities and Accomplishments:**

In 2016 The Office of Community Development worked with Information Technology and People GIS permitting software to improve the performance and productivity of staff and more reliable contractor friendly system. Staff was able to archive documents to permit records in a digital format.

## **Goals for 2017:**

The Office of Community Development hopes to continue with the implementation of the People GIS software to allow for online permitting.

Respectfully Submitted,

Glenn R. Clancy, P.E., C.B.O.  
Director of Community Development

# 2016 Annual Report



## RECREATION DEPARTMENT

**Department Head:** Jay Marcotte

**Assistant Director:** Michael Santoro

**Division Manager:** Frank Sartori

**Program Supervisor:** June Howell

### Purpose and Duties:

The Recreation Department strives to provide year-round healthy recreation choices which serve the diverse interests of Town residents

### Summary of Activities and Accomplishments:

- In 2016 the Recreation Department successfully completed a Recreation Strategic Plan which will serve as a roadmap for steering the Department over the next several years. Some of the recommendations are being acted on already including the purchase and implementation of a new comprehensive recreation software system.
- The Underwood Pool was successfully opened for a full season in June of 2016 and very well attended by residents all summer.
- Recreation Department staff and the Recreation Commission began talks with local youth groups to explore ways to improve the permitting processes in order to serve the entire community more efficiently.

**School Year Programs Offered:** The Department offers a wide variety of programming throughout the school year. Some programs which in years past were floundering have rebounded and are filled to capacity. These include:

- Swimming lessons, both group and private, for children as young as 18 months through adult
- Ice skating lessons, group lessons for children as young as age 3 through adult
- A competitive swim team consisting of 217 swimmers between ages 5-17
- Training or certification classes including Babysitter Training, Home Alone Safety classes, Lifeguard and Water Safety Instructor
- Youth and Adult fitness activities and programs including Karate, Parkour, Pickleball, Soccer, Basketball, Volleyball, Badminton and Zumba, Hockey, Swimming and Ice Skating
- A six week ski/snowboard program for grades 5 and up at Nashoba Valley topped off by a night of snow tubing

**Field Programs Offered:** A variety of activities are offered throughout the year at our Town parks

- Conley League Tee Ball is played at Payson Park during the spring months teaching children ages 3 and over the fundamentals of baseball.
- Conley League Baseball continues the learning experience for older children through about age 10 who are not yet in Little League or who want to play non-competitively. Good sportsmanship and the basics of baseball are the foundation of this program.
- Parent volunteers are such an important part of the Conley League experience and we are eternally grateful for their enthusiasm and support.
- Off leash permits are issued to dog owners on certain parks only, offering an opportunity for socialization and exercise for their pet. This program has also served as an opportunity for neighbors to gather and socialize.
- Soccer programs for children as young as 12 months are offered at Payson Park in the spring, summer and fall and the Belmont Hill School offers space for that program during the winter months.
- Belmont's Youth sports groups utilize Town parks for programs from late March through mid-November offering opportunities for healthy activities.
- Improvements to the Pequotsette tennis courts now allow for multiple sports to be played on that surface



# 2016 Annual Report

## Summer Programs Offered:

- Full or half day Summer sports programs which included activities at the Underwood Pool were well attended in 2016 and they included tennis, lacrosse, volleyball, basketball and flag football. Children learned to play or to improve their skills at these programs, mostly led by high school coaches.
- The popular KIDS Activity Program which hosts children ages 4-12 ran for eight weeks during the summer. Days are filled with arts and crafts projects, outdoor playtime, creative play and the opportunity for swimming lessons as part of the program. Recreational swimming at the Underwood Pool became a permanent addition to the daily schedule last summer.
- A summer swim team was started and we had a group of enthusiastic swimmers practice 4 mornings a week and swam meets against 2 local teams.
- Group and private swim lessons were held at the Underwood Pool and were mostly filled to capacity. These lessons are for children as young as 2 years through adults looking to learn to swim or improve their endurance.
- Daily activities were held at the Underwood Pool led by dedicated staff and included volleyball, soccer, crafts, games and more.
- Special events at the pool included the Annual summer blast off and a movie night.

**Special Needs Programming:** The Belmont S.P.O.R.T. Program (Special Programs Organized for Recreation Time) continues to grow with new programs added in 2016. More and more area residents are learning about the year round sports and social activities offered by the Town and supported by the Friends of Belmont S.P.O.R.T., a 501-(C)3 organization. This program offers activities for children and adults with cognitive or developmental disabilities throughout the year. Athletes may choose to compete in Special Olympics events or just be part of a team while remaining non-competitive. Sports programs are only part of what is provided for participants. Leisure and life skills activities are also an important part of the program and a year round calendar of social events.

## Special Olympics competitive sports offered include:

- Soccer, Bowling, Bocce, Tennis Floor Hockey, Power Lifting, Track & Field, Golf, Cycling and Alpine or Nordic Skiing.
- Non-Competitive Leisure activities include:
- Dance, Yoga, Stationary Rowing, Ceramics, Introduction to Drama and a TV production class titled Lights, Camera, Action. All of these programs are designed to improve health and wellness of special needs participants within the community.
- Social events: Almost too many to mention but activities like holiday dances, movie nights, dining out at local restaurants, attending sporting events at the amateur and professional levels. This year while attending a Boston Celtics game, the group was invited onto the famed 'Parquet' and given the chance to shoot baskets from the floor. They also attended a Boston Bruins game as guests of Bruins player Patrice Bergeron who hosted them in his box. The group took a trip with their peers and family members to New York City during the summer of 2016 and one of the highlights was attending the Broadway production of On Your Feet.

We are grateful to so many local businesses and organizations who contribute to the program through volunteering or sponsorship. Some of these organizations are Star Market, The Belmont Lions Club, many area banks, the Belmont Media Studio, the Belmont Police Department and the Watertown Recreation Department. Volunteers are the true heroes who make this program a success and we thank them for their many efforts throughout the year.

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## Goals for 2017:

The Recreation Department will continue to explore new and different programming, working with other Town departments to ensure the quality and consistency of programs offered. More special events are being planned at the Underwood Pool and other locations throughout the coming year. We will continue to act on the findings of the Recreation Strategic Plan to develop opportunities for growth.

Respectfully Submitted,

Jay Marcotte, MPA  
Director of Public Works





# 2016 Annual Report

## **DEPARTMENT OF PUBLIC WORKS:**

**Department Head:** Jay Marcotte, MPA

**Assistant Director:** Michael A. Santoro



### **Public Works Administration:**

Herewith I submit the Department of Public Works (DPW) report for the year ending December 31, 2016 covering the following: Public Works Administration, the Highway Division, the Recreation, Parks and Cemetery Division and the Water Division.

During 2016, Public Works Administration procured and administered 32 contracts for vehicles, supplies and/or services under Chapter 30B; the Uniform Procurement Act and Chapter 30 section 39M. Administrative time was spent working with the Tree Warden, Executive Safety Committee, Massachusetts Water Resources Advisory Board, Arlington – Belmont - Cambridge (ABC) Stormwater Board, Water Advisory Board, Board of Cemetery Commissioners, Shade Tree Committee and the Energy Committee. DPW personnel assisted with the following community projects: Voting, Arbor Day Celebration, Belmont Center Town Day, Holiday Lighting Ceremony in Belmont Center, Belmont Garden Club Community Planting Program, Belmont High School Thanksgiving Day Football Game, Belmont Serves Day and assisted with improvements to the Conservation Land at Rock Meadow.

Under the Public Works Capital Program the Highway Division was authorized to purchase one Ford Fusion at a cost of \$26,969, one Ford Explorer at a cost of \$36,000, a Ventrac sidewalk plow/sander Model # 3400Y at a cost of \$36,662 and an above ground vehicle lift at a cost of \$47,800. The Sewer Capital Program was authorized to purchase a one ton pickup vehicle at a cost of \$40,600 and a sewer jet machine at a cost of \$138,769. The Cemetery Division was authorized to rehab a vehicle in the amount of \$5,850. Finally the Water Division was authorized to purchase one Ford Escape at a cost of \$24,906 and a Loader/Backhoe at a cost of \$110,000.

### **Personnel:**

In March, 2016 Joseph Urciuolo retired from the Parks, Cemetery and Recreation Division Manager position after 44 years of devoted service. His knowledge and experience has been an asset to the Department. Frank Sartori has taken over as the Acting Parks, Cemetery and Recreation Division Manager and is very knowledgeable in this field after working at his former position as the Parks Division Working Foreman. In December, 2016 Jimi Ricci retired after 27 years of dedicated service in the Water Division. We wish all of the above luck in their new ventures.

### **Highway Division:**

*Prepared by Michael A. Santoro, Assist. Director of Public Works and Highway Division Manager*

### **Street Maintenance:**

The Highway Division maintained, cleaned and signed Belmont's 77.76 miles of public roads. In addition, we cleaned, signed and performed minor maintenance work on 8.28 miles of private ways.

During 2016 many sidewalk locations were repaired by Highway personnel totaling 2,543 square feet and the Town's Contractor repaired 35,596 square feet of concrete sidewalk at various locations throughout Town.

Street signs, regulatory and traffic signs were purchased, prepared, erected and maintained by the Highway Division.

Crosswalks, center and parking lines were repainted by Highway personnel during the year. The Highway personnel painted blue and white handicap markings on 32 various designated parking spaces throughout Town. A total of 1950 gallons of white traffic paint, 110 gallons of yellow traffic, 5 gallons of blue traffic paint and 50 pounds of reflective glass beads were used during 2016.

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During 2016, Highway personnel responded to 28 overtime snow or ice calls ranging from one inch to seven inches. All snow and ice storms were cleared and treated for ice control by DPW personnel. Contractors assisted with snow plowing during five storms in 2016. The total snowfall for calendar year 2016 was 36 inches. Belmont's 1995 By-Law allowing a Snow Emergency Parking Ban was put into effect one time during 2016. The Highway Division is responsible for providing emergency service response for this program at all times for public safety as well as for the continuity of services. We would like to thank all personnel, Contractors and residents for all efforts getting through New England winters. The Community worked together to make sure safety was the number one concern.



The deterioration of the roads and sidewalks continues to be a major concern. With each passing year additional staff time and funding is required to maintain the public ways. The Pavement Management Program, administered by the Office of Community Development Department, continued to address the serious condition of the roads with limited available funding. A coordinated approach working with the Community Development Department and DPW continues to coordinate the replacement and repair of utilities in advance of the road and sidewalk improvements.

## Sanitary Sewer Maintenance:

Belmont has three sanitary sewer pumping stations, one located on Stony Brook Road, one on Woodbine Road and Channing Road. The Highway Division routinely maintains these stations on a weekly basis. The Division is responsible for 76 miles of main lines, appurtenances and about 6,700 building services. The Division also maintains and cleans selected main lines throughout the Town as part of a regular maintenance program. This maintenance program has been significantly reduced because of staffing limitations. The Division is responsible for providing emergency service response at all times for this program for public safety and health as well as for continuity of service.

During 2016, 65 individual building connections were televised to determine the condition and priority for repair. As a part of our ongoing maintenance program 21 sanitary sewer lines were repaired. The Highway Division responded to 285 building service pipeline blockages during the year.

The Board of Selectmen voted to increase the metered sewer charge to \$12.17/CCF (hundred cubic feet) with a minimum service charge of \$17.20 per quarterly billing. The "lifeline" rate is at \$8.52/CCF.

## Storm Drain Maintenance:



The annual cleaning of approximately 1,984 catch basins was completed during the spring by a private contractor. The Highway Division repaired 25 catch basins. An ongoing program of maintenance and cleaning of main lines was continued during 2016. This maintenance program has been significantly reduced because of staffing limitations. Maintenance and cleaning is also provided for storm drain connections to buildings. The Division is responsible for maintenance of all catch basins, manholes, 54 miles of main lines and the storm water pumping station that was installed on Pleasant Street in 2010. The Division is responsible for providing emergency service response at all times for this program for public safety and health as well as for continuity of service.



# 2016 Annual Report

## Central Fleet Maintenance Facility:

Since 1981, the Highway Division has managed a Central Fleet Maintenance facility at the Highway Yard on C Street. Most Town owned vehicles and equipment are serviced and fueled at this location. Gasoline, diesel fuel, preventive and general maintenance along with extensive equipment repair is available to all Town Departments. The Central Fleet Maintenance Facility staff is available to repair all Town vehicles as needed at all times. Waste motor oil generated from the Town's fleet as well as oil accepted from residents is collected at this location to be recycled. This facility is the base of operations and provides equipment storage for all Highway Division programs.

## Deltas and Grounds Maintenance:

The Highway Division is responsible for 52 separate deltas, islands and grounds including most of the land around Clay Pit Pond. During the spring all areas were cleaned and for the balance of the growing season the property was mowed and maintained. Because of budget constraints, no seasonal staff was authorized to be employed during the growing season to assist with maintenance.

The Belmont Garden Club has, once again, provided labor and plantings to enhance several public areas throughout the Town. Their generosity and public spirit has helped enormously to beautify the town and is especially appreciated given recent budget and staffing limitations.

## Solid Waste Collection and Disposal:

Residential solid waste continues to be collected once per week at each household, with recyclables collected by dual stream every other week. Russell Disposal is currently the Contractor for collection and disposal of solid waste and recycling.

In addition to weekly residential trash, every Thursday appliances and Cathode Ray Tubes (CRT's – televisions and computer monitors) are collected for recycling. On July 1, 2004 fees of \$15 for each CRT and \$20 for each appliance was instituted. The program also collects and recycles every other week clear, green and brown glass, #1 thru #7 plastics, steel/tin/metal containers, mixed recyclable paper, corrugated cardboard, milk and juice cartons. Yard waste is collected every other week from April to mid-October and weekly during the fall leaf season. The Belmont Transfer Station is open for seven weeks during the fall, including Saturdays for convenient residential drop off of leaves.



The Town is under separate contract with the Wheelabrator North Andover (WNA) Resource/Recovery Facility in North Andover, MA until 2020 to dispose of its solid waste.

During Calendar 2016, the Town recycled 4932 tons from a total residential solid waste stream of 12,290 tons for a recycling rate of 40 percent. The Town realized \$2,980 from the sale of recycling bins, \$1,255 from the sale of compost bins along with \$19,124 from the sale of appliance and CRT recycling stickers.

The position of a Recycling Coordinator was filled in 2012. This position has promoted program participation through the development and implementation of educational materials and outreach campaigns focused on increasing residential and municipal recycling. The efforts of the Recycling Coordinator initiated recycling by placing public recycling containers at the Underwood Pool, Skip Viglirolo Skating Rink and the High School Athletic Complex. In other public buildings there was a coordinated effort to improve recycling. There has been a concentrated effort to improve recycling at all public schools with expanded recycling in classrooms, lunch rooms and a permanent cardboard recycling program. The Recycling Coordinator continued the public information program to increase recycling through the local media, met with various Town groups including the Belmont Religious Council and

# 2016 Annual Report



worked with the Health Department coordinating the Household Hazardous Waste Program and community sanitation. Beginning in 2014, residents had the opportunity to recycle items not collected at the curb. With the help of the DPW and volunteers, on two Saturdays, scheduled in May and November, residents dropped off bulky rigid plastics, electronics, textiles, styrofoam and personal paper for shredding diverting them from Belmont's trash tonnage.

## **Transfer Station Operation and Site:**

The site continues to be used for solid fill disposal from Public Works and Town operations. Asphalt, concrete, wood chips, tree stumps and logs from operations continue to be stored at this site before being recycled.

For the municipal service, leaves were collected weekly in containers by our solid waste and recycling contractor to be recycled by composting commercially out of Town. The fee of \$500 per vehicle to local landscape contractors for depositing leaves in our compost pile at the Transfer Station site on 1130 Concord Avenue for the fall season generated \$14,500 in revenue. Residents were also allowed to bring leaves to the compost area at no charge. For the last twenty-three years, the Division has windrowed the leaves in an effort to facilitate decomposition. Active marketing enabled a large amount of leaf compost to be transferred out of Town and recycled at no cost to the Town. We continue to actively seek markets for leaf compost so that we will have space for storage of future years' leaves for composting.

Working with the Office of Community Development the Town has retained CDM Smith, Inc. Consulting Engineers to provide an engineering assessment of the former Incinerator Site and ash landfill at 1130 Concord Avenue to comply with The Massachusetts Department of Environmental Protection's (DEP) regulations. The initial site assessment and comprehensive site assessment have been completed. We continue to work with the DEP to comply with the regulatory process to cap the ash landfill. Within the next year we expect to determine a post-closure use and complete the assessment and the final cap of the ash landfill meeting DEP regulations.

## **Annual Report of the Tree Warden:**

*Prepared by Thomas D. Walsh, Tree Warden*



Asplundh Tree Expert Company is serving the second year of a three-year contract for tree care during fiscal year 2016. Thomas D. Walsh also is serving the second year of a three-year term as Tree Warden and his report follows:

For the thirty first consecutive year, the Town of Belmont was recognized as a Tree City USA by the National Arbor Day Foundation.

Arbor Day was celebrated on May 6, 2016 with the planting of a new tree. The ceremony took place across from the Wellington Elementary School at the corner of Myrtle Street and School Street.

During 2016, the Town purchased 125 trees to be planted in various locations. Trees were watered by Highway staff during the growing months. The Town removed 147 dead and dangerous trees during 2016.

The contractor maintained public shade trees predominantly in response to requests from citizens for service. In addition to maintenance work performed on these larger public shade trees, many small, young trees were pruned as part of our pro-active program to assure good form, structure, health and vigor as they develop towards maturity. Storm damaged trees also were routinely repaired to insure the long-term health of the affected trees.

As Tree Warden, I express my appreciation and thanks to the Board of Selectmen, Town Administrator, Director of Public Works, Department and Division Managers, Shade Tree Committee and employees of the Town for their support, cooperation and assistance during the past year.



# 2016 Annual Report

## Parks and Cemetery Division:

*Prepared by Frank Sartori, Acting Recreation, Parks and Cemetery Division Manager*

Parks and Facilities provides for the cleaning, maintenance, repair and improvement of the resources for recreational enjoyment. These include; the Skip Vigliolo Skating Rink, Underwood Pool and adjacent park, Concord Avenue Athletic fields and facilities, Hittinger Street Field and facilities, Town Field, Pequossette Field, Chenery Middle School Field, Grove Street Field, Payson Park Playground and Winn Brook Field. In addition, this group maintains the tennis courts at the Grove Street Field, Pequossette Field, Chenery Middle School Field and Winn Brook Field as well as basketball courts at Town Field, Grove St. Field and Pequossette Field.

The chain link fencing maintenance program has continued to provide safe enclosures for these facilities. We made repairs at Pequossette Park, Grove Street Park, Town Field and the Underwood Park fencing. These repairs have added to the safety and overall appearance of the perimeter fencing of the parks.

Remaining work to the new pool was completed, replacing the oldest Municipal outdoor pool in the United States. This up to date pool includes two separate bath houses and two separate pools. One pool is a splash pool and wading pool in one and the other is a diving and lap pool. There is also a water slide in the wading pool. Such a pool allows us to have more programs for adults and youths. We also have an eating area and areas for sunning. This pool will become a tremendous asset for the Town for many years. The filtering system has been greatly improved and has become more efficient. Irrigation was installed along with more drainage to the grass areas around the pool.

Again in 2016, the athletic fields and facilities had many improvements thanks to the generous donations from many organizations.

- As in the past the Brendan Grant Foundation has generously contributed to many projects for all the baseball and softball programs in town. The Foundation has supplied a new infield mix conditioner for the Varsity Baseball Field and Grove Street Park. They have paid to install and remove the outfield fence at the varsity and junior varsity baseball diamonds. They also paid to erect two batting cages at the girl's softball field.
- We are grateful to the Frank E. French Company for once again donating a generous amount of infield mix.
- The Boy Scouts volunteered their time and energy to paint the back stop at the Little League field at the Grove Street Park and painted the aged chain link fence around the perimeter of the park. This project helped to beautify and upgrade this popular park. They also made picnic tables for Payson Park, Grove St and PQ Park.
- The Belmont Day School graciously gave their time and energy to paint the retaining wall at the Town Field baseball diamond beautifying this well used park.
- Fibar was put on all play areas in Town. This allows the surface to be much safer for the children of the Town. This is done every two years.
- The Belmont Soccer Association and Belmont Second Soccer have also again paid to maintain all the soccer fields in Town. Through their efforts the Belmont Soccer Fields are as well maintained as any in the area. Second Soccer and the Soccer Association were also instrumental in re-sodding a great deal of Grove St and PQ Park. They also completed phase two of the work at Winn Brook.
- The PQ tennis courts were completely rebuilt with new fencing and concrete sidewalk. The parking lot entrance was resurfaced as well.



# 2016 Annual Report



- The Youth Hockey Association installed billboards in the Skip Viglirolo Skating Rink; these boards enhance the appearance of this old facility. Thank you to the Boosters and Youth Hockey in advance for donating funds for a new scoreboard.

The many generous contributions add great value to the recreational facilities and are enjoyed by the staff, participants and spectators alike. We thank all of these organizations for their tireless continued financial support at a time of great need and for donating their time to improve and maintain these important facilities. The Parks staff works closely with all of the Town organizations in the care and maintenance of all athletic facilities for the benefit of all.

## **Water Division:**

*Prepared by Michael R. Bishop, Water Division Manager*

## **Significant Information and Statistics:**

All water consumed in Belmont is supplied by the Massachusetts Water Resources Authority (MWRA) from reservoirs owned and operated by the Massachusetts Division of Conservation and Recreation (DCR). The Town is under contract with the MWRA and is required to pay for all drinking water supplied to the Town.

## **Safe Drinking Water Act:**



During 2016 the water supplied to the Department of Public Works Water Division by the MWRA was in compliance with all Maximum Contaminant Levels (MCL'S) as established by the Safe Drinking Water Act (SDWA). The SDWA defines water quality parameters which are considered safe for human consumption. The SDWA is administered by the U.S. Environmental Protection Agency (USEPA) and enforced by the Massachusetts Department of Environmental Protection (DEP). Water samples are analyzed on a weekly basis for microbiological contamination and on a periodic basis for organic compounds, heavy metals and pesticides. All tests are performed by the MWRA laboratory or a certified laboratory under contract with the MWRA. Reports are on permanent file both at the

MWRA and the Water Division Office. The Division has identified all water service pipes which are either all or partial lead. A program designed to replace these lead pipes was started in 1992 and will continue in 2015. As of December 31, 2016 there is only one partially lead lined water service line in Belmont.

## **Water Distribution System:**

### System Composition

Types of Pipe:	Ductile Iron, Cast Iron, Galvanized Iron, Copper, Asbestos Cement
Size Range:	1.5 Inch to 16 Inch Diameter
Number of Hydrants:	805
Number of Services:	7,745
Types of Services:	Copper, Brass, Cement Lined Iron, High - Density Polyethylene, Galvanized Iron, Wrought Iron, and Cast Iron. Percentage of Services Metered: 100%
Total Water Main:	489,681 Feet (92.74 miles)



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## Water Consumption Data:

\*\* Data supplied by the MWRA

Average Water Consumption in Millions of Gallons per Day (MGD) \*\*

Month	2011	2012	2013	2014	2015	2016
January	1.763	2.060	1.968	1.817	1.838	1.796
February	1.851	2.007	1.944	1.857	1.906	1.726
March	1.776	1.951	1.950	1.811	1.869	1.705
April	1.752	2.105	1.996	1.817	1.843	1.758
May	1.954	2.228	2.355	2.013	2.497	2.183
June	2.312	2.624	2.433	2.523	2.569	2.836
July	2.673	2.845	2.743	2.620	2.712	3.155
August	2.398	2.535	2.710	2.579	2.864	3.177
September	2.303	2.308	2.434	2.481	2.202	2.813
October	2.042	1.904	2.098	2.005	2.201	2.057
November	1.797	1.878	1.781	1.851	1.879	1.734
December	1.898	1.916	1.754	1.820	1.807	1.644
Average	2.045	2.197	2.183	2.101	2.232	2.217

### **\*Average Billed Consumption per person per day. (Includes outdoor use)**

2011 - 79.02 Gallons 2012 - 84.89 Gallons 2013 - 84.35 Gallons

2014 - 81.19 Gallons 2015 - 83.88 Gallons 2016 - 91.41 Gallons

### **\* Estimated Population of 24,254**

Total Consumption from MWRA \* 2011 -746,380,000 Gallons \* 2012 - 804,428,000 Gallons \* 2013 - 796,694,000 Gallons \* 2014 - 766,785,000 Gallons \* 2015 - 814,730,000 Gallons \* 2016 - 811,468,000 Gallons

## Water Main Replacement Program:

Water Main Replacement Project - 2016

The 2015 - 2016 Clifton, Bartlett, Winslow Road Water Main Replacement Program has been completed however a portion of Winter Street (Marsh Street to Belmont Country Club) will be completed in the spring of 2017. A total of 8,630 linear feet of six inch, eight inch, ten inch and twelve inch ductile iron water main was installed along with 95 six, eight, ten and twelve inch isolation valves and 22 new fire hydrants and the transfer of 155 water services and abandonment of existing water mains and all appurtenant work within the project limits. Also the FY 17 - 2016 Water Main Replacement Program was completed. The scope of work included the abandonment of approximately 1,600 linear feet of existing 8 inch water main and the construction of 120 linear feet of 12 inch water main and 2,780 linear feet of new 8 inch water main and appurtenances, as well as the transfer and installation of 59 water services, installation of 11 fire hydrants along with the installation of 49 six, eight, ten and twelve inch isolation valves and all appurtenant work within the project limits.

### Water Main Replacement Project - 2015 - 2016

The 2015 - 2016 Capital Water Main Replacement Project

- Clifton Street **(Completed)**  
Beatrice Circle to Rutledge Road  
Rutledge Road to Rockmont Road  
Rockmont Road to Prospect Street
- Bartlett Avenue **(Completed)**

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- White Street to Jonathan Street
- Jonathon Street to Bartlett Avenue
- Winslow Road **(Completed)**  
Hammond Road to Palfrey Road
- Palfrey Road **(Completed)**  
Common Street to Gilbert Road
- Payson Terrace **(Completed)**  
Payson Road (East) to Payson Road (West)
- Glendale Road **(Completed)**  
Common Street to Orchard Street
- Winter Street **(Under Construction)**  
Concord Avenue to North of Country Club Lane

## Water Main Replacement Project – 2016

The FY17 - 2016 Capital Water Main Replacement Project will consist of:

- Cross Street **(Completed)**  
Brighton Street to Lake Street
- Common Street **(Completed)**  
Slade Street to Palfrey Road

## Water Main Replacement Program 2017

The FY 18 – 2017 “Payson Road” Capitol Water Main Replacement Project will consist of the streets listed below. This project will be funded using Capitol carryover funds from several previous water main projects.

- Payson Road  
Oakley Road to Belmont Street
- Indian Hill Road  
Old Middlesex Road to Benton Road
- Essex Road  
Old Middlesex Road to Benton Road
- Preble Gardens Road  
Oakley Road to Old Middlesex Road
- Old Middlesex Road  
Oakley Road to Benton Road
- Benton Road  
Oakley Road to Payson Road
- Lawndale Street  
Oakley Road to Payson Road
- Townsend Road  
Payson Road to Payson Road

The FY 18 – 2017 “Orphan Streets” Capitol Water Main Replacement Project will consist of the streets listed below. This project will be funded by utilizing our MWRA zero interest loan, Municipal bond and budget appropriation.

- Alma Avenue  
Bartlett Ave to Belmont Street
- Harriet Avenue





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- Bartlett Ave to Belmont Street
- Williston Road  
Horne Road to Trapelo Road
- Louise Road  
Becket Road to Concord Ave
- Newton Street  
Belmont Street to Fairview Ave
- Ridge Road  
Belmont Street to White Street
- Branchaud Road  
Carleton Road to Washington Street
- Carleton Road  
Chester Road to Washington Street
- Alternate A**
- Pinehurst Road  
Concord Avenue to Cul-de-sac

Respectfully submitted,

Jay Marcotte, MPA  
Director of Public Works

# 2016 Annual Report



## **FACILITIES DEPARTMENT:**

**Department Head:** Gerald R. Boyle, Director

### **Purpose and Duties:**

The consolidated Facilities Department has the responsibility of providing proper repair and maintenance services to all Town and School buildings totaling over 1 million square feet of building space.

Under the general supervision of the Director of Facilities, the Supervisor of Building Maintenance oversees all Town and School maintenance workers and custodians for in house repairs and maintenance while The Supervisor of Contracts Management is responsible for all outside contract vendors performing preventative maintenance as well as required repairs. The Administrative Coordinator's responsibilities include all Town Building security settings, employee access badges, budget preparation, payroll processing, accounts payable invoice entry and management of the internal Work Order System.



### **Building Systems and Maintenance:**

#### ***450 Concord Ave***

- No major work performed other than normal preventive maintenance work.



#### ***Town Hall***

- Continued to support local community theatre in the Auditorium. 30 theatrical performances occurred during 2016 as well as Recreational Theatre classes every week.
- Replaced Boiler
- Upgraded driveway pavers
- Performed repairs to interior finishes: painting/plastering



#### ***Homer Municipal Building***

- Assisted Community Development to reconfigure office space to accommodate additional staff
- Procured large wooden benches for 1<sup>st</sup> and 2<sup>nd</sup> floor hallways



#### ***Beech Street Center***

- Refinished interior flooring
- Added wall and ceiling insulation to prevent sprinkler pipe freeze ups.
- Repainted interior walls





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## *Public Works Facility*

- Undertook design work for HVAC improvements to garage
- Provided temporary heat for failed boiler
- Continued a preventive maintenance program for overhead doors.



## *Fire Department Headquarters*

- Completed annual window washing
- Installed security camera in Medical Storage room
- Provided lighting retrofit to interior and exterior of facility



## *Fire Department Substation*

- Completed annual window washing
- Initiated Design Process for building envelope repairs at both stations



## *Police Headquarters*

- Repainted cells



## *Underwood Pool*

- Acted as liaison to the Underwood Pool Building Committee for a successful first full season of the new Underwood Pool including procurement of all furniture, fixtures, equipment and technology.



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## *School Administration Building*

- Replaced JACE Controller for HVAC control system



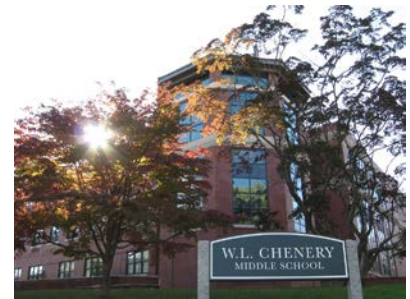
## *Belmont High School*

- Upgraded all exterior door hardware
- Installed card reader access at exterior doors
- Reconfigured modular space to create 3 classrooms
- Replaced remaining section of Wenner Field House Floor
- Replaced Fire Alarm System
- Initiated upgrade of Wenner Field House lighting
- Installed Energy Management System



## *Chenery Middle School*

- Completed design and installation of 6 classroom modular building
- Procurement of technology, furniture and fixtures for modular building
- Repaired and upgraded Emergency Generator
- Installed Energy Management System



## *Mary Lee Burbank Elementary School*

- Reconfigured computer lab for fit out of new classroom
- Initiated design for boiler replacement



## *Daniel Butler Elementary School*

- Initiated design for boiler replacement
- Completed Phase IV of Building Envelope repairs



## *Roger Wellington Elementary School*

- Made repairs to Wellington Playground
- Replaced window treatments in Library







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## *Winn Brook Elementary School*

- Completed Master Clock Replacement
- Reconfigured Sherman Street side storage area



## *Belmont Public Library*

- Procured outdoor shed for equipment storage
- Participated in Library Feasibility Study
- Initiated design for insulation and lighting improvements



## *White Field House*

- No major repairs



## *Project Management*

- Installed Energy Management Systems at Belmont High School and the Chenery Middle School with initial \$151K of Green Community Grant money.
- Continued responsibilities as Town liaison to the Underwood Pool Building Committee.
- Managed the Belmont High School Fire Alarm Replacement Project.

## *Town Wide*

- Continued 2 hour training course for custodial and maintenance personnel resulting in successful completion of course.
- Implemented School budget transfer and payment of school invoices for buildings and grounds
- Eliminated pay phones and expenses from Town and School buildings.
- All inspections performed and licenses issued on elevators, sprinkler and fire alarm systems, stove hoods and fire extinguishers.
- All preventive maintenance work was performed on elevators, HVAC equipment, overhead doors, boiler treatment, lifts and telephone and security software.
- Renewed consolidated bid contracts for Elevators, HVAC maintenance and repairs and On-call plumbing.
- Performed 2 rounds of water sampling for lead and copper in School buildings.
- Acting as Secretary and liaison to the Belmont High School Building Committee.

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## Goals for 2017:

- Replace boilers at the Public Library, Butler Elementary and Burbank Elementary
- Complete landscaping improvements at the Beech Street Center
- Complete Design and Construction of Harris Press Box
- Complete Building Envelope repairs at both Fire Stations
- Complete close out of the Underwood Pool Replacement Project
- Procure in house HVAC technician

Respectfully Submitted,

Gerald R. Boyle  
Director of Facilities

# 2016 Annual Report



## COUNCIL ON AGING

**Department Head:** Nava Niv-Vogel, Director

**Chair:** Michael Cahalane

**Vice-Chair:** Maryanne Scali

### **Board Members:**

Carolyn Bunyon  
Theodore Dukas  
Ethel Hamann  
Chao-Qiang Lai  
Tommasina Olson  
Penelope Schafer  
Joel Semuels  
Judy Singler  
James Stanton  
Leo Saidnawey, Housing Authority Liaison

### **Purpose and Duties:**

The Belmont Council on Aging serves the needs of Belmont's sizable senior citizen population -- over 9,000 Belmont Citizens are age 50 and older. According to the federal census of 2010 nearly 5,500 are age 60 and older, and almost 4,000 are age 65 and older. Using a combination of Town-provided funds, State, Federal and foundation grants, user fees, donations from individuals and organizations, and volunteer services, the COA efficiently provides a wide-range of services to seniors. They include transportation, nutrition, health and wellness, social, arts and educational programming, as well as social support for seniors and their families. The COA completed its seventh full calendar year of operations in the new Beech Street Center. As of July 1, 2016 the number of annual users of COA surpassed the 2,000 mark for the second year in a row. This remains an undercount of the true number of users. For a variety of reasons there are users who do not register. The number of sign-ins at center events increased sharply from 47,931 to 63,640 in one year.

The annual satisfaction surveys for center programming were distributed and collected in November. The results indicated high satisfaction with programs with over 95% reporting that they would recommend programs to others. The range and scope of COA services encompass the following:

- The health and wellness programs include fitness classes such as aerobics, strength and flexibility, tai chi, chair yoga, meditation group, a walking group, line dancing, Zumba, international folk dancing, balance training, balance strengthening, core workout and personal coaching. The fitness room program which opened in March 2012 continues to grow, and membership hovers over the 250 range. Health education courses and workshops are offered by a variety of healthcare providers on diverse issues pertinent to the health of older adults. Direct health services are also provided. They include a weekly blood pressure clinic, monthly podiatry and physical therapy consultations and hearing screenings. There is also a medical equipment loan program. This service helps those seniors who are at risk of living independently at home. This past fiscal year 45 seniors received some needed piece of equipment. Brain wellness has become a central feature of the health and wellness programming. Seniors are trained and engage in improving memory through brain games.
- Socialization, adult education and the arts programs include the following: the "Bel-Aires" choral group, painting, quilting, knitting round table, duplicate bridge, poker, hand and foot game, mahjong, bingo, backgammon group, scrabble, ping pong, pool, in-house library, computer classes, tutoring in digital camera use, "hot topics" discussion group, book discussion group, movie matinees, concerts, live theatrical performances, local artist exhibits, adult education programming provided by individual expert presenters, English as Second Language



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classes, Spanish and Chinese language classes memoir writing and travel presentations. The center continues to partner with the Powers Music School to provide quality concerts. There were a variety of off-site programs. Located at the Belmont Media Center there are two programs involving COA staff and senior participants. The Town's IT Department provided a computer course at Town Hall. Seniors participated at the Butler School for an inter-generational exchange in the Spring. The senior trips program is another type of enrichment program based at the center. Trips organized have included the Boston Symphony Orchestra, out of town performances, nature education oriented outings, local museums, boat outings and overnight trips. This past summer a trip to Revere Beach sand sculpture exhibit was extremely popular. A new program that will be repeated on an annual basis was the very spirited and inspiring Veterans' Day Breakfast.

- It should be noted that all the aforementioned programs are fee based. The COA revolving account is used to collect fees from clients of chosen programs, which are then used to pay instructors or other providers for their services and/or for program supplies. Tracking of revenues and expenses are done by dividing the account into 4 sub-accounts. They are: 1) fitness room program 2) supplies and equipment for programs and costs of special events 3) on-going classes and 4) program donations.
- Social work and transportation services remain core services which are vital for the well being of seniors living at home. Social work services include assistance with obtaining fuel subsidies, tax preparation, social, financial resources, social work evaluations, and home visits as well as health insurance counseling and outreach to seniors of linguistic minorities in the Town. The social work team provides assistance with obtaining home safety tools such as the Vial for Life and access to subsidies for home safety alert systems. The director facilitates a monthly support group for family caregivers. Social work coverage for the summer months is now available. In addition to providing direct casework social work interns assist with special projects. Transportation services include rides to medical appointments, adult day health centers, grocery and mall shopping, as well as destinations for activities of daily living such as banking, medication prescription pick ups and visits to friends and relatives living in institutions or at home.
- Nutrition Services are a core service at the center. Lunch is served daily to an average of 50 seniors and another 50 are served Home Delivered Meals. The local Area Agency on Aging, called Springwell bears the cost of most of the program. In addition to the lunch program the COA reaches out to local businesses such as Star Market for food donations that include continental breakfast and refreshments for special occasions.
- Director Special Activities-the Director coordinates with other Department Heads and appropriate agencies services to vulnerable adults in the community in preparation of or during times of emergency. As a means of insuring that Belmont seniors and COA are kept abreast of all pertinent issues that advance the quality of life for the Town's older population the director of the COA continues to take leadership roles such as that of regional representative for the MCOA, chair and organizer of a local geriatric provider group called Belmont Elder Provider Group and the Town's Safe and Healthy Housing Planning Group.

Over the years the COA has also taken the lead in providing social services not only to seniors but to residents of all ages. These services include but are not limited to: 1) transportation to disabled adults under age 60 (as space permits); 2) volunteer opportunities and a supportive work environment for unemployed residents and students seeking to gain new work skills; 3) fuel assistance, free tax preparation assistance and health insurance counseling for seniors are utilized by residents of any age in the Town (counseling is available to families who are caregivers of seniors or disabled adults); 4) intergenerational programming is planned throughout the entire calendar year and includes the yearly Ice Cream Social, musical programming and programs designed by the Social Worker to enhance healthy communication across the generations and among families. The fitness room program is open to residents age 50 and older as are many of the fitness and cultural programs. Fostering diversity is an important value at the COA, and programs are designed to be welcoming of linguistic and ethnic minority families. The Library and COA partner for certain adult education programming set at the center. The "little free library" on the premises continues to be used by all passers-by. A Books on Wheels program has been functioning for over a year now whereby senior,



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homebound patrons of the library can borrow books through home delivery provided by the COA's transportation department.

Staff at the Beech Street Center coordinates bookings for the use of the center after hours. The Recreation Department utilizes the facility the most and for 1) evening and Saturday programs for SPORT as well as summer use of the bocce court 2) extended camp in the summer time 3) child and adult programming on Wednesdays. The Board of Selectmen, the Warrant Committee and other town groups routinely use the center after hours for hearings and other public events. Some of these meetings are televised for the public since the center was wired to make this possible. Revenue generating rental events and the extended hours of COA operations on Tuesday evenings add to the overall hours the center is used. The rental program generates over \$11,000 in net revenues each fiscal year. As a result the center is used almost continuously during the day and evening at least 5 days a week. It is used almost every calendar day for some activity.

The following is a list of highlighted, specific accomplishments over the past year:

- **Completed first stage in Assessing Needs of Belmont Seniors and Educated the Community on the Age Friendly Community Movement.** This involved applying for and receiving a State funded Service Incentive Grant whereby U. Mas.. Gerontology Institute was retained and produced a preliminary report on aging trends in the Town. The report was presented at two public forums in May of 2016 and then again to the Board of Selectmen later in September. The forums in May were also a means for members of the community to voice and identify needs. As a result the COA became engaged in Town-wide housing planning efforts and initiatives to create 3 intergenerational walking paths. The next step in the plan to make Belmont Age Friendly is underway. The COA is applying for funding to retain U. Mass. Gerontology Institute for a more comprehensive needs assessment, utilizing focus groups and interviews with relevant Town officials. Such a needs assessment will provide the basis for further action and planning.
- **Expanded Programming:** Expansion took place in a few key areas. In the health and social services category a pilot, personalized coaching program called Vitalize 360 was launched. Under the supervision of the COA director, three volunteer social workers have been trained to provide evidence based social assistance under the auspices of Hebrew Senior Life and Kendall Communities. A health fair featuring 25 health care providers took place in October. PACE, a Medicare and Medicaid funded social managed care system finally arrived in Belmont through collaboration with the Cambridge Health Alliance and the COA. It offers expanded options for income eligible elders needing additional supports to remain independent at home. Since the Spring of '16 the COA has been offering a special program to assist clutterers and those at risk of hoarding, called Buried in Treasures. The COA successfully achieved funding from the Friends of the COA to support opening the center one evening a month for special programming. Should this additional programming prove to be successful additional funding will be sought to continue such programming. The first program is a joint effort with the Cambridge Center for Adult Education. Inter-generational programming has expanded with the inclusion of a project with the Girls' Scouts, the Chenery Middle School and establishment of an annual project with the Butler School. The Brain Fitness program is now a regular staple at the center, with volunteers trained to mentor other seniors on computer brain fitness games.
- **Workforce Development:** Last January an Administrative Assistant retired, thus opening up opportunities to analyze staffing needs and most effective use of available funds. This led to the coordinator position expanding from 35-40 hours. An additional 4 hours are offered to the Grade 7 Administrative Assistant. The result of these changes has been increased efficiencies, greater ability to publicize programs and services through more sophisticated use of social media and a more attractive on-line presence. Underway is an examination of the coordinator position and work to upgrade it to Assistant Director. The result will be strengthened leadership capabilities in the Department. In FY'17 social work coverage was available for the first time over the summer



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months. This was successful, as social work encounters increased by 273% for the same months from the year before.

- **Transportation Service Improvements:** The medi-van purchased in 2008 has now clocked 101,000 miles. The COA researched opportunities for funding, and it is believed that the state's Department of Transportation will release RFPs in Jan.'17 for replacement vehicles. The COA will apply for this grant, and if the timing is right, will request the 20% remainder funding through the capital budget committee and Board of Selectmen this budget cycle. However, there is a possibility that the co-payment for the vehicle would be under \$10,000, which would alter a need to come before the Capital Budget Committee. Another transportation improvement this fiscal year has been to provide new resources to residents seeking transportation services beyond the scope of the COA transportation system. This has been enabled by a new transportation information service in the Metro West area called TRIPPS and incorporates information about access to the shared rider services such as Lyft and Uber.
- **Healthy and Safe Housing Initiatives:** As chair of the Healthy and Safe Housing Inter-disciplinary Planning Group there have been several accomplishments and some efforts that will hopefully prove to be fruitful come the end of the fiscal year. The decluttering workshop has turned into an on-going support group at the center for seniors at risk of hoarding. The Planning Group has now solidified its procedures and communications among key departments. Now management of at risk cases are being streamlined and addressed more effectively. This director applied for a major grant through the Cummings Foundation, to fund a part-time social worker who would work with the 10-20 seniors and/or families at risk. The COA made the first cut in the grant application process. The completed application is due in March.

## Goals for the upcoming Year

The COA expects to fulfill the following expectations for the upcoming fiscal year. They are:

- Complete process for obtaining Belmont Age Friendly Designation from AARP
- Create long range plan for the COA as well as the Friends of the COA
- Coordinate with other Town Committees regarding long term housing alternatives for seniors
- Apply for CPA funding for park benches and other amenities for the disabled around Town of Belmont
- Procure funds and services to assist residents at risk of losing housing
- Evening programming at the center expanded selectively

The COA partners with other agencies to provide services to Belmont seniors. Partners include the Area Agency on Aging called Springwell, U. Mass. Gerontology Institute, the state volunteer service called Serving the Health Needs of the Elderly (SHINE), AARP, Mass. Department of Transportation, Mt. Auburn Hospital Community Health Department, Belmont Media Center, Belmont Housing Authority, Powers Music School, Perkins Center for the Blind and a variety of other state and private health organizations.

The total sum of the budget appropriation for this past fiscal year remained stagnant. As reported by the Warrant committee in recent years, the department's budget is growing slightly less on average than other departments. Over a 13 year span there has been an overall decrease of Town funded FTEs from 7.7 in 2001 to 5.91 in FY'14 – a 23% reduction. Funding for most of the classes and special events are sustained by the participants. Those fees are processed through the department's revolving fund. The annual increase in the allowable revenues and expenditures in the revolving account is directly attributable to the growth in programs and level of participation in programs.. None of the programs and services would be possible without the support of volunteers and labor funded by grants and other sources. Partnerships with universities and schools continue to be forged and maintained for the purposes of acquiring various types of skilled internships. For the fourth academic year in a row, Simmons School of Social Work has provided graduate level interns.

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Apart from special grants, funding for additional programs and center needs has been available through non-profits organized to support the COA, private businesses and individuals. The Friends of the Belmont COA, Inc. currently funds scholarships for seniors who otherwise cannot afford center programs, the annual volunteer recognition dinner, support for a web-site [www.beechstreetcenter.org](http://www.beechstreetcenter.org) and special programming. The Friends committed to pilot evening programming for the Spring of 2017. Their newsletter and web-site serve as vital sources for publicizing the activities of the COA. The Friends organized a variety of fund-raising activities which also served as significant community events and services. They included: 1. the annual crafts fair; 2. the buy- a- brick program; and 3. a concert performance by a local and prominent swing band and 4.a Spring Fashion Show. As the Friends is a 501c3 organization it also functions as a conduit for receipt of special grants that the COA would otherwise be ineligible for. Applications of grants to the Tufts Foundation, the Cummings Foundation and Cambridge Savings Bank have been submitted through the Friends.

Respectfully Submitted,

Nava Niv-Vogel, Director  
Belmont Council on Aging

# 2016 Annual Report



## **RECREATION COMMISSION:**

**Chair:** David Kane

**Vice-Chair:** Anthony Ferrante

**Secretary:** Kathy Jones

## **Committee Members:**

Anne Helgen

Anne Bere

Lynn Findlay

Mary Bradley

Matt Sullivan

## **Purpose and Duties:**

We are responsible to the policies for the use of all playgrounds and recreational facilities not under school control.

We are also responsible for helping to establish long term planning and the continued development of recreation programs.

The Commission also sets fees for all recreational programs and the use of facilities.

## **Summary of Activities and Accomplishments:**

There were three major areas the Recreation Commission focused on for 2016.

1. The Underwood Pool. Completed a successful first full season. Using the data and feedback from the 2016 season to make improvements in policy and programming.
2. Community Preservation Act applications. The Grove Street walking path, PQ Playground Renovation and new tennis courts at Winn Brook all came to the committee for approval. We worked with the groups who brought forth the applications to make sure that all projects were in the Town's best interest.
3. The Recreation Strategic Plan. Worked with the Consultant to develop the plan. The plan was presented to Town officials. Some of the suggested improvements are already being implemented.

## **Goals for 2017:**

The Commissions primary goal for 2017 will be continuing to work with Recreation staff to help implement the Recreation Strategic plan. While this plan is not a quick fix, we feel that the road map it has given the Department will ensure organizational improvements and sustainability.

We would like to examine the process and develop guidelines on CPA projects that come before the commission.

To monitor and review the fee structure that was set for the 2017 season.

Respectfully Submitted,

David Kane  
Recreation Commission

# 2016 Annual Report



## MUNICIPAL LIGHT BOARD:

Chair: Mark Paolillo  
Vice-Chair: Sami Baghdady  
Member: James Williams



POWERING YOUR COMMUNITY SINCE 1898

## Leadership:

General Manager: James F. Palmer

## Purpose and Duties:

Belmont's three Selectmen, acting as the Municipal Light Board, employ a General Manager who is the Chief Executive Officer of the Belmont Municipal Light Department (Belmont Light). The General Manager has full charge of the operation and management of Belmont Light, subject to the direction of the Board.

Belmont Light has powered the community of Belmont since 1898. The utility strives to provide reliable, safe electricity for Belmont's residents, businesses, and municipal buildings by embracing new technology and providing superior customer service. In addition to supporting the community's power needs, Belmont Light provides other essential services, including:

- Street and area lighting;
- Traffic signal and the fire alarm systems;
- Fiber-optic infrastructure construction and maintenance;
- Water and sewer billing;
- Lighting and banner-hanging for community events; and
- General support to other Town departments.



*Belmont Light Line Workers Tom Carey (front) and Nick Kacoyanis perform work in July 2016.*

Belmont Light is a member of the American Public Power Association, Northeast Public Power Association, The Solar Electric Power Association, Municipal Electric Association of Massachusetts, Energy Council of New England, Belmont Rotary Club, and Watertown-Belmont Chamber of Commerce.

## Summary of Activities and Accomplishments:

### Community Involvement

Belmont Light staff worked closely with the community throughout 2016 to spread awareness about electricity and energy issues, with an emphasis on bill management and energy conservation. In 2016, Belmont Light participated in and supported:

- Belmont Town Day;
- Meet Belmont;
- Civic and community organizations, including the Belmont Foundation for Education, the Beech Street Senior Center, and the Belmont Energy Committee;
- The Belmont Farmers' Market;
- Belmont Drives Electric;
- Belmont Goes Solar;
- Public presentations and forums; and
- The Annual Tree Lighting Ceremony.



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Belmont Light also held its fourth annual Winter Solstice event in December. At the event, residents donated over 75 blankets and pieces of bedding to Mission of Deeds, a local charity that provides household essentials to residents in need. Belmont Light further encouraged energy conservation through the publication of its annual historic calendar in December.



*William and Charlie Hugg presented a blanket, handmade by children from the Henry Frost Children's Program and donated as part of Belmont Light's Mission of Deeds bedding collection. Belmont Light Records Management Specialist Teodolinda DaRosa and Frosty the Snowman lent a hand in accepting the donation.*



*Belmont Light General Manager Jim Palmer, right, was joined by Frosty the Snowman in welcoming Pauline DeStefano to the Winter Solstice celebration held at Belmont Light. Pauline received a 2017 historical calendar, along with a variety of energy saving materials and information during her visit.*



*Belmont Light Senior Customer Service Representative Debra Bottiglio (far left) and Records Management Specialist Teodolinda DaRosa (far right) greeted Selectman Sami Baghdady and his son Johnny and Selectman Mark Paolillo during Belmont Town Day on May 21, 2016.*



*Belmont Light Executive Assistant and Communications Coordinator Aidan Leary (right) was at the 14<sup>th</sup> Annual Meet Belmont, held at the Chenery School, where he answered questions and provided informational materials to local residents like Jim Thiel (left).*



# 2016 Annual Report



## **2016 Financials**

In 2016, Belmont Light provided a total of 122,776,003 kWh of electricity to 11,424 customer accounts. Electric revenue for the year totaled \$23,687,782, while purchased power amounted to 127,327,369 kWh. Belmont Light transferred \$650,000 to the Town's General Revenue Fund as a Payment In Lieu of Tax (PILOT).

There were no changes in Belmont Light's base rates for residential, commercial, and municipal customers from 2015. Starting on August 1, however, Belmont Light adjusted its Purchased Power and Transmission Adjustment (PPTA) to a credit of \$0.0085/kWh. The over-collection or under-collection of such purchased power and transmission charges will be reviewed periodically and the PPTA is to be adjusted as necessary. Detailed information on Belmont Light's rates is available at [www.belmontlight.com](http://www.belmontlight.com).

## **Operations**

### **Advanced Metering**

Belmont Light completed the modernization of its infrastructure through its advanced metering project in 2016. The project entailed the installation of state-of-the art hardware, software, and communications networking equipment that provides opportunities for energy savings, operations efficiency, enhanced customer service, and reduced energy costs. The "smart" electric meters installed as part of the project communicate via a highly secure, Town-wide, 900-MHz private network. Data collected from these meters is made available to customers through Belmont Light's web portal, SmartHub, making it easy to analyze and manage their electricity usage.

### **Blair Pond Substation and 115 kV Transmission Project**

On December 15, 2016, Belmont Light officially transferred ownership of a newly constructed 115kV Transmission Line to Eversource, and in doing so effectively closed out the development phase of a new electricity distribution system that will serve Belmont consumers for decades to come.

The new 115kV Transmission Line runs from the Alewife electric grid in Cambridge to feed a new 60 megawatt substation at Blair Pond in Belmont that will provide a newer, more reliable and better quality electric service for all Belmont users. The new electric distribution system is the result of several years of analysis, planning, design and construction aimed at combating Belmont's growing concerns in the areas of capacity, age of infrastructure, and reliability of its electric delivery system.

In assessing these inevitable limitations of its aging distribution system, in 2012 Belmont Town Meeting approved \$53.7 million in new bonding capacity to address these concerns and develop a solution. With the support of Town Meeting, Belmont Light worked with industry experts, the Massachusetts Department of Public Utilities, the Independent Service Operators of New England, Belmont Town Officials and Eversource, the owner of Belmont's electric supply interconnection at Alewife, to develop the most efficient and cost effective solution for Belmont's ratepayers. The result of this collaboration and analysis includes not only the new 60 megawatt Blair Pond Substation and 115kV Transmission Line, but also a Joint Development Agreement signed between Belmont Light and Eversource which transfers ownership of the 115kV Transmission Line to Eversource after construction.

With the new 115kV transmission line energized, its ownership transferred, and all interconnections at the Blair Pond Substation made, all major phases of the Blair Pond Substation and Transmission Line project have been completed. Upon completion of the final distribution phase of the project within Belmont, the new Substation will begin to provide the next generation of electricity distribution for all Belmont electric users beginning in spring 2017.



# 2016 Annual Report



*Construction crew works on installation of the Transmission line pipeline in April 2016.*



*Sheeting installation as part of the Transmission line project in April 2016.*



*Front side of the completed Blair Pond Substation in late 2016.*



*Back side of the completed Blair Pond Substation, showing the new transformers, in late 2016.*

## Infrastructure & Development Projects

Belmont Light's Operations team supported a number of important infrastructure and building projects in Town this past year. After completing the work required to extend our lines to Acorn Park in 2015, we completed 90% of the site work in 2016, including 4 of 5 pad-mounted transformers, switchgear, and several thousand feet of UG cable. The entire infrastructure for St. James Court and most of the infrastructure for Oakmont Lane was completed in 2016.

Both developments are ready for energization once final site preparations are complete. We supported the Town's beautification of Belmont Center by installing feeds to the new street lights on Leonard St. and Concord Ave. We also installed and energized a new service to the Chenery Middle School modular classrooms building. In 2017, Belmont Light's field and engineering staff looks forward to continued work at Acorn Park, Oakmont Lane, and Saint James Court, as well as completion of the electrical design for Cushing Village. We will also look forward to making significant progress in the cutover to the Blair Pond Substation and the modernization of Belmont's electric infrastructure.



# 2016 Annual Report



## **Billing System Upgrade & New Customer Portal**

In October 2016, Belmont Light launched its upgraded billing system and new customer portal, SmartHub, which allows customers to access electric and water accounts, explore and monitor their usage, and many other useful functions. Belmont Light worked collaboratively with staff from the Belmont Water Division, the Town Treasurer's Office and the Town Administrator's Office since 2014 on selecting and implementing the fully integrated and innovative new system.

The project began in mid-2014 when Belmont Light alerted the Municipal Light Board and impacted Town departments of a critical need to change billing systems, and later released an RFP soliciting interest from potential software vendors. After a rigorous evaluation process that finished in February 2015, Belmont Light and Town staff selected National Information Solutions Cooperative (NISC) as the successful vendor. Belmont Light concluded contract negotiations with NISC in 2015 and moved forward on preparation and implementation throughout 2016.

## **Supply-Side Management & Renewable Energy**

Belmont Light purchases electricity from the Independent System Operator-New England (ISO-NE) marketplace and maintains a diversified power supply portfolio that enables Belmont Light to offer its ratepayers competitive electricity pricing.

In accordance with our 2013 Energy Resources Policy, Belmont Light supports the development of environmentally benign power sources whenever it is cost-effective and feasible to do so. Belmont Light continued to receive output from Spruce Mountain Wind and Saddleback Ridge Wind projects throughout 2016. Utility-scale solar also became part of Belmont Light's power portfolio this year. Belmont Light's contract with the solar development in western Massachusetts was signed in 2015 and the project reached commercial operation in early 2016. By committing to buy power from these New England-based wind and solar developments, Belmont Light helps ensure their continued operation.

Belmont Light customers directly contributed to our supply portfolio and renewable energy efforts this past year. Participants in the 2016 Green Choice Program funded the retirement of 700 Massachusetts Class I Renewable Energy Certificates (RECs) that represent 7,000 kWh of New England-based, renewable energy generation. This is the most renewable power supported by Green Choice Program participants ever in one year. Due to the success of the community-driven Belmont Goes Solar campaign, Belmont Light approved the interconnection of 266 new solar customers between January and late December. These residential and commercial customers provided approximately 504,896 kWh of distributed solar photovoltaic (PV) electricity in 2016.

In 2017, Belmont Light will continue to seek opportunities to acquire contract rights for proposed wind and solar energy projects throughout New England. We will also evaluate additional options for procuring and retiring RECs as a method to further support renewable energy resources. Further, in collaboration with members of the Belmont Energy Committee and the Light Board Advisory Committee, we will investigate the feasibility of implementing energy storage in Belmont to optimize our renewable energy supply and bolster system-wide reliability, resiliency, and cost-savings.

## **Demand-Side Management & Energy Conservation**

### **Energy Efficiency Grant Program**

Belmont Light's Energy Efficiency Grant Program wrapped up in early October. Through the program, which launched in October 2014 and was funded by a \$240,250 award from MA DOER, Belmont Light allocated 107 grants to Belmont for home weatherization services, provided 51 grants to residential customers for high efficiency heat pump systems, funded the installation of a high efficiency heat pump system for the Belmont Department of Public Works, and installed 100 LED streetlights in Town. These measures will help Belmont save an estimated 266 MWh of electricity, 6,275 MMBtu of heating energy, and up to \$150,000 each year.



# 2016 Annual Report

Belmont Light is pleased with the success of the Energy Grant Program. All of the program's goals were ultimately achieved and the conversion rates among participants were exceptionally high compared to industry standards. Such success would not have been possible without collaboration with the Belmont Energy Committee and Sagewell, Inc. In light of this success, Belmont Light will continue to offer rebates on high efficiency heat pumps in 2017.

## Electric Vehicles

Belmont Light implemented a new electric vehicle incentive program in 2016, and partnered with members of the Belmont Energy Committee, Sustainable Belmont, and residents on the Belmont Drives Electric (BDE) campaign. Belmont Light's Smart Charging Program rewards electric vehicle owners when they charge during off-peak, overnight hours, helping to save all Belmont ratepayers money. Launched in October, BDE is a local initiative designed to highlight the benefits of driving electric vehicles, and connect Belmont residents to rebates, incentives, and free test drives. The BDE campaign will continue into 2017 with Belmont Light sponsorship, and has been popular among residents of Belmont and surrounding communities. Together, Belmont Light's Smart Charging Program and BDE have already garnered great event attendance, helped increase the number of EVs in Town, and contributed to local climate action goals.



*Belmont Light employees (from left to right) Aidan Leary, Becca Keane, and Heather Fisk help coordinate an October 2016 kickoff test drive event for the community campaign, Belmont Drives Electric.*

## Other Highlights

Additional demand-side management highlights for 2016 include:

- An expansion of the Residential Peak Reduction Program successfully piloted in 2015. The 2016 program helped save over 1800 kWh of electricity and approximately \$18,000 in one-time savings during 8 separate peak load events over the summer.
- Providing \$8,425 in rebates for 95 residents who participated in the 2016 ENERGY STAR Appliance Rebate Program.
- Donating over 4,500 energy-efficient light bulbs to customers, property owners, and area schools.

Looking forward to 2017, Belmont Light plans to debut new and revamped programming aimed at achieving energy efficiency and climate action goals while reducing system-wide costs. Potential programs include enhanced options for commercial and low-income customers, additional appliance rebate opportunities, LED streetlight upgrades, and updates to the residential lighting program.

## Personnel

Belmont Light is pleased to have welcomed two new employees to the team in 2016: Apprentice Line Worker Nicholas Kacoyanis, who joined our team from the Department of Public Works, and Executive Assistant &

# 2016 Annual Report



Communications Coordinator Aidan Leary. With these new and returning employees as part of the team, Belmont Light is well poised to continue providing superior reliability and customer service.

## General

Belmont Light staff appreciates continued support from other Belmont Town departments. We would also like to thank members of the Municipal Light Board, the Municipal Light Board Advisory Committee, and the Belmont Energy Committee for their expertise, support, and dedication throughout 2016.

The General Manager also extends to gratitude to Belmont Light's staff for their hard work and commitment, which is the foundation of Belmont Light's ability to provide outstanding and reliable electric services year after year.



*Belmont Light Staff, November 2016*

Respectfully Submitted,

James F. Palmer  
General Manager

# 2016 Annual Report



## MINUTEMAN HIGH SCHOOL

**Dr. Edward A. Bouquillon**

**Superintendent-Director**

**January 1, 2016-December 31, 2016**

### Overview:

Calendar year 2016 was historic for Minuteman High School.

The School secured voter approval of its long-planned and long-awaited building project, secured a major State grant to launch a new Advanced Manufacturing program, saw continued improvement in student test scores, regained its Level 1 Accountability Rating from the State, adopted a budget that was smaller than the previous year's, won more accolades for its Girls in STEM program, helped launch a new Statewide Girls in Trades initiative, and earned a spotless bill of health from its auditors for the second year in a row.

### Voters Approve Funding for New School:

Minuteman High School really made history on September 20.

In a special District-wide election, voters in the Minuteman Regional School District approved funding for a new \$144.9 million Minuteman High School. The project was approved in a landslide.

Superintendent Edward A. Bouquillon thanked voters for supporting the project. "The level of support was simply overwhelming," said Bouquillon, "I'm so grateful to the voters and to everyone who worked so hard to make this happen. This is a major milestone in Minuteman's history."

The final, certified tally was 12,160 in favor (69.47%) and 5,321 opposed (30.4%). There were 24 blanks (0.14%) Voter turnout was 9.78%.

The September 20 District-wide referendum only required a simple majority of those voting in the District to approve the project. They did, with nearly seven out of 10 voting in favor.

"What this means is that we're going to build a brand new school for future generations," he said. "And we're going to do it with solid support from the voters in the vast majority of our towns."

Voters in 12 of the 16 member towns voted in favor of building the new school by wide margins. In one town (Needham) the margin was 92%-8%.

The MSBA has committed roughly \$44 million in State money to help finance the project. The District will pay for the rest through borrowing and through revenue generated by a new capital fee to be imposed on non-member communities that send students to Minuteman.



# 2016 Annual Report

## Building Project Advances:

Here are some of the major milestones for the construction project during 2016:

- January 27, 2016 – The MSBA voted unanimously to pay up to \$44,139,213 for a new school.
- March 11, 2016 – The Commissioner of Elementary and Secondary Education approved a revised Minuteman Regional Agreement that had been previously approved by all 16 member towns.
- March 15, 2016 – The Minuteman School Committee voted to approve \$144.9 million in bonding for a new school under M.G.L. Chapter 71, Section 16(d). This method requires all member towns to either approve the bonding (or not disapprove it) at Town Meetings.
- April-May 2016 – Fifteen of the District's 16 member towns voted to approve the bonding or take no action, a decision which is deemed approval. All votes were by overwhelming margins, several of them unanimous. Five towns made their Town Meeting approval contingent on a later debt exclusion vote by their town. All five of the debt exclusion votes later passed by wide margins.
- May 4, 2016 – Belmont rejected bonding for the Minuteman project, essentially voting to block the project. It was the only town to vote against. (Later in the year, Belmont voted to withdraw from the District, a step that will not actually occur until July 1, 2020.)
- June 27, 2016 – The Minuteman School Committee voted 12-1 to issue \$144.9 million in debt for construction of a new school pursuant to M.G.L Chapter 71, Section 16(n), which requires approval at a District-wide referendum.
- September 20, 2016 – District voters approved funding for a new school in a District-wide referendum. The vote was overwhelming.
- December 13, 2016 – The District School Committee voted 14-0 to enter into a Project Funding Agreement with the Massachusetts School Building Authority (MSBA) and to approve the sale of \$8 million in bond anticipation notes (BANs) for the project.

## State Approves Changes in Governing Agreement:

In the spring of 2016, the State's Commissioner of Elementary and Secondary Education approved revisions in the Regional Agreement that governs the operations of the Minuteman District. Many town leaders had said that approval of a new Regional Agreement was critical to the ultimate success of the Minuteman building project.

The new Minuteman Regional Agreement creates a four-year rolling average for the assessment of operating costs, gives larger towns more of a say in some School Committee decisions, eliminates the five-student minimum charged to member towns for capital costs, and requires out-of-District communities to help pay for their share of capital costs of a new building.

The new Regional Agreement also allowed several towns, most of which send few students to Minuteman, an option to withdraw from the District. Town Meetings in Boxborough, Carlisle, Lincoln, Sudbury, Wayland, and Weston voted to exercise that option. Voters in Dover rejected the idea by a better than 2-1 margin. The departing towns will leave June 30, 2017.



## **Minuteman Secures \$500,000 State Grant for Advanced Manufacturing:**

With the help of a \$500,000 State grant, Minuteman High School will launch a new Advanced Manufacturing & Metal Fabrication program to train high school students and adults for high-wage, high-demand jobs in the field of advanced manufacturing.

The competitive grant was announced by Governor Charles Baker during ceremonies at the State House on February 24, 2016. The Governor announced grants totaling \$9.3 million from the new Massachusetts Skills Capital Grant Program. He was joined at the event by Lt. Governor Karyn Polito, Labor and Workforce Development Secretary Ronald Walker II, Education Secretary James Peyser, and Housing and Economic Development Secretary Jay Ash. Some 68 schools and training programs applied for grants. Only 35 were successful. Minuteman received \$500,000, the largest grant possible under the program. Only one other school received the maximum award.

## **Minuteman Lands Competitive Grants for Biotechnology and Expanding Access:**

In August, the Department of Elementary and Secondary Education (DESE) awarded the school a \$10,000 planning grant to expand student access to career and technical education programs. It was one of only 12 institutions in Massachusetts to receive a Competitive Career and Technical Education Partnership Planning Grant.

In December, the Massachusetts Life Sciences Center announced that it had approved Minuteman's application for a STEM Equipment and Supplies Grant to assist the school's Biotechnology program. The grant will provide \$100,000 for equipment and supplies and another \$8,172 for professional development. The equipment will include a water purification system, vacuum pumps, biological safety cabinets, and two 3-D printers. The Massachusetts Life Sciences Center received 105 applications. It approved 49.

## **Minuteman Sees Improved MCAS Performance, Regains Level 1 Accountability Rating:**

Minuteman High School improved its performance on State MCAS tests this year, with that improvement extending to all disciplines and all student subgroups. Results of the test were reported in October by the Massachusetts Department of Elementary and Secondary Education (DESE).

As a result of the continued MCAS improvement, Minuteman regained its Level 1 Accountability Rating from the state. Each year, DESE rates all schools and school districts in Massachusetts from Level 1 to Level 5, with Level 1 being the best.

"In most cases, the improvement was consistent with the strides we made last year," said William J. Blake, Jr., Minuteman's Director of Curriculum, Instruction and Assessment. "As a result, we have reestablished our Level 1 Accountability Rating."

Improvement continues to be particularly significant for students with disabilities, Blake said.

Minuteman has the highest percentage of students receiving Special Education services of any public high school in Massachusetts. Approximately 47% of the students at Minuteman are classified as Students with Disabilities. The State average is about 17%.

## **School Committee Approves Smaller District Budget:**

The Minuteman School Committee adopted a budget for the new fiscal year that was slightly smaller than the previous one. The Committee voted to approve a \$19.7 million budget for the fiscal year ending June 30, 2017. The budget was \$103,000 or 0.52% lower than the prior year's budget of \$19.8 million.





# 2016 Annual Report

The FY 2017 budget continues a multi-year transition to a school with a smaller, 628-student enrollment. The new budget continues to phase-out two vocational-technical education programs, merge two programs, and phase-in two new programs.

## **Minuteman Secures Highest Bond Rating and Exemplary Annual Audit:**

The Minuteman Regional Vocational Technical School District got some excellent financial news. First, it received the highest short-term bond rating possible from rating agency Standard and Poor's. Second, for the second year in a row, the District received a spotless bill of health from its auditing firm, Melanson & Heath.

In a letter to the school, S&P Global Ratings assigned the Minuteman District an "SP-1+" rating, the highest short-term municipal bond rating possible. It assigned the rating for an \$8 million general obligation bond anticipation note for Minuteman's high school construction project.

The School also learned that its auditing firm would be making no audit findings for fiscal year 2016 – the second year in a row that that has happened. Observers say that public agencies such as the Minuteman School District rarely receive audits in which the auditors make no findings.

## **Girls in STEM Program Receives National Recognition:**

For the second year in a row, Minuteman's chapter of SkillsUSA was awarded the Grand Prize in the Student2Student Recognition Program for its Girls in STEM (Science, Technology, Engineering and Mathematics) outreach to middle-school girls. The Minuteman students also earned this honor because of a successful paper recycling program they launched at the School.

SkillsUSA is a national organization that runs trade and leadership competitions for students in career and technical schools.

## **Minuteman Leads Girls in Trades Initiative:**

Minuteman joined with leaders in business, trade unions, and education in launching a new organization: to increase awareness and participation in the construction trades by young women: the Massachusetts Girls in Trades Advisory Group. The group held multiple planning meetings at Minuteman. These efforts culminated in the first-ever Massachusetts Girls in Trades Conference and Career Fair held at IBEW Local 103 in Dorchester on March 30, 2016.

The initiative was jointly originated and spearheaded by Minuteman and Wynn Boston Harbor. Maryanne Ham and Michelle Roche from Minuteman were among the key organizers.

## **Electrical Union Launches Partnership with Minuteman:**

The International Brotherhood of Electrical Workers (IBEW) Local 103 launched a partnership with Minuteman High School aimed at giving students a head start on high-paying careers in the electrical field. Officials from IBEW Local 103 visited the school to announce the initiative.

"This is the real deal," said Richard Antonellis, Jr., the Business Agent for IBEW Local 103 who will oversee the Pre-Apprentice Partnership with Minuteman. "This partnership will give two Minuteman students, one male and one female, the opportunity to join our five-year training program."

Antonellis said getting into the IBEW's training program is "highly competitive." Each year, he said the union has only 100-150 training slots and around 1,400 applications for the training. Antonellis and Business Manager John

# 2016 Annual Report



Dumas said the two Minuteman students would be selected by Minuteman teachers based on the students' overall attitude, attendance and grades. Nominees also need to pass an aptitude test.

Upon their graduation from Minuteman, the two students selected for the training would go into a five-year, union-paid apprenticeship program. Students work for an electrical contractor for four days per week and attend school one day per week. Students aren't paid for class time and need to pay for their books.

## **Minuteman Partnership Results in New Computer Lab in Bolton:**

Students at the Florence Sawyer Middle School in Bolton now have a brand new computer lab, thanks to a unique partnership with Minuteman High School. Officials from the two schools cut a ceremonial ribbon to mark the opening of the new lab, which is part of Minuteman's Middle School Technology Outreach Program.

"We're very grateful to the partnership with Minuteman," said Sawyer School Principal Joel Bates. "This new lab gives students a practical experience that is engaging. It brings the 21<sup>st</sup> century into the classroom in a middle school."

As part of its effort to reach out to middle school students in its district, Minuteman committed more than \$30,000 to provide Florence Sawyer with 24 computers, a 3D printer, a laptop computer, and week-long teacher training. The lab itself is operated by Minuteman Middle School Outreach teacher Mary Mullahy and serves students in grades 5-8. The students are taught using curriculum provided by Project Lead the Way, a national organization that promotes learning in applied design and engineering.

## **Minuteman Featured in Boston Globe Magazine:**

Minuteman High School was prominently mentioned in a feature story in The Boston Globe Magazine on October 2, 2016. In bold, capital letters, the front page of the Magazine stated: "Vocational Education is Crucial to Our Economy. It's About Time It Gets Some Respect."

Inside, a 7-page article featuring students from Minuteman, Madison Park High School, and Greater Lowell Tech touted the success of vocational education in Massachusetts.

Among other things, the story quoted Minuteman Superintendent Dr. Edward A. Bouquillon as well as Brendan O'Rourke of Lexington, a Minuteman graduate now attending UMass Lowell.

## **Minuteman in the National Spotlight:**

In January, the School announced that Superintendent Edward Bouquillon had been elected to the board of trustees of a national organization that is the leading provider of competency-based career and technical assessments in the country. Dr. Bouquillon will serve on the 11-member board of NOCTI based in Michigan. Dr. Bouquillon is the only person from New England to serve on the volunteer board.

On March 1, Minuteman played host to an international delegation from Thailand. Led by the nation's Minister of Science and Technology, a five-member delegation visited the school. The delegation was hoping to learn about Minuteman's STEM initiatives and innovative vocational-technical education programs.

## **Two Students Win Design Contests:**

Melanie Hennessey, a Minuteman student from Dover, was the winner of a logo design contest sponsored by the Battlegreen Run Foundation. The Battlegreen Run Foundation, Inc. is a non-profit foundation that organizes an annual road race in Lexington, MA to fund a number of worthy local charities. Ms. Hennessey is majoring in Design





# 2016 Annual Report

& Visual Communications at Minuteman. Her winning logo design can be found on the Foundation's website: [www.battlegreenrunfoundation.org](http://www.battlegreenrunfoundation.org).

Student John "Jack" Ross of Arlington won a logo design contest sponsored by the Minuteman Futures Foundation, Inc., a private, non-profit organization that raises funds to support students and programs at Minuteman. Mr. Ross will receive a \$500 scholarship for his efforts. The winning entry features a hand outlined in gold supporting the letters MFF, with the words Minuteman Futures Foundation underneath.

## **Minuteman Graduate Dana Ham Helps Build the Future:**

Minuteman graduate Dana Ham is thinking big these days. Really, really big. That's because he is now the Director of Facilities for what is probably the largest construction project presently underway in Massachusetts – Wynn Boston Harbor, the first five-star resort and casino in the Commonwealth. Located in Everett, this massive \$2.1 billion project will encompass over 3 million square feet on 33 acres and has an anticipated opening date of June 2019. Mr. Ham works with the Wynn team overseeing the project.

A Lexington resident, he is a 1983 graduate of Minuteman and was inducted into the School's Hall of Fame in 2015. He credits Minuteman with giving him a solid foundation for his professional success. "I wouldn't be where I am right now if it wasn't for Minuteman," he said.

## **Minuteman Grad Beats Celebrity Chef Bobby Flay:**

Chef Ed Cotton, a Minuteman graduate, beat celebrity chef and restaurateur Bobby Flay in a one-on-one competition televised nationally on The Food Network.

Cotton, 39, of Waltham, studied culinary arts at Minuteman, graduating in 1996. He was inducted into the School's Hall of Fame in 2014. Now based in New York, he was the featured contestant on the TV show "Beat Bobby Flay." The program's concept is for professional chefs to vie in the kitchen with Flay.

Cotton's list of credentials helped him get selected by the "Beat Bobby Flay" casting company. Cotton was the runner-up on season seven of "Top Chef," narrowly missing the chance to claim the \$125,000 first prize. Cotton graduated from the Culinary Institute of America and has worked in various restaurants in Boston, New York and Las Vegas. He is now executive chef at Tavern62 in New York.

## **District Enrollment:**

As of October 3, 2016, Minuteman had an enrollment of 623 students. Some 592 students were enrolled in high school day programs, including the "Minuteman in the Morning" program. Of these, 67% lived in one of the district towns and 34% lived outside the District. Some 31 students were enrolled in Minuteman post-graduate programs. Of these, 32% lived in one of the 16 District towns and 68% lived outside the District.

## **Minuteman School Committee:**

A 16-member School Committee, comprised of volunteers appointed by each of the member communities, approves the District budget, hires the Superintendent, and sets policy for the District.

School Committee officers include Jeffrey Stulin of Needham (Chair), Carrie Flood of Concord (Vice Chair), and David Horton of Lexington (Secretary). Other members included Pam Nourse of Acton, Susan Sheffler of Arlington, Jack Weis of Belmont, David O'Connor of Bolton, Vincent Amoroso of Boxborough, Judith Taylor of Carlisle, Ford Spalding of Dover, Jennifer Leone of Lancaster, Sharon Antia of Lincoln, Alice DeLuca of Stow, David Manjarrez of Sudbury, Mary Ellen Castagno of Wayland, and Douglas Gillespie of Weston.

# 2016 Annual Report



Mr. Weis resigned from the Committee in November and was replaced in December by James Gammill. Ms. Taylor moved away from the District and was succeeded in September by Christine Lear.

Respectfully submitted,

Edward A. Bouquillon, Ph.D.  
Superintendent-Director

# 2016 Annual Report



## MASSACHUSETTS WATER RESOURCE AUTHORITY ADVISORY BOARD:

**Chair:** Frank French

**Vice-Chair:** Joseph Barrel

**Clerk:** William Shea

### Summary of Activities and Accomplishments:

#### Finance/Rates:

- Continued to advocate for long term rates management
- FY17 wholesale assessments proposed by the MWRA were 3.91%; Advisory Board reduced CEB by \$3.8 million resulting in 3.34% increase.
- Continued to defease outstanding debt reducing long-term debt for MWRA. Through 2016 amount defeased: over \$360 million.
- Awaiting FY17 DSA check for \$500,000 which will be used to offset FY18 assessments.

#### Operations:

- Successfully changed DEP regulations allowing year-round use of MWRA wastewater pellets.
- Pushed back on EverSource/HEEC attempt to charge MWRA for the repositioning of cross harbor electric cable.
- Successfully put co-digestion on the back burner
- Water System Expansion
  - Regularly attending meetings with North Reading, who successfully adopted legislation to join MWRA within 18 months.
  - Ashland is actively pursuing entrance process.
  - Voted Ashland 6-month emergency water use
  - Active Participant in Primacy Discussion (Gov filed bill giving Primacy to DEP)
  - Working with Crescent Ridge Dairy (legislation passed for sewer connection through Stoughton)
  - Ongoing work with Union point, Hingham, Tri-Town (Randolph, Holbrook, Braintree), Weymouth
  - Held educational forum on Metropolitan Water Redundancy for over 130 members/stakeholders
  - Unanimously developed consensus on construction approach which could save \$250 million in spending and reduce construction time by 7 years.
- Stormwater
- Lead Education/Advocacy
  - Worked to develop Lead Service Replacement Loan Program
  - Worked with DEP/MWRA on School Testing Program
- Expanded eligible projects available for I/I program
- Taken on role as stormwater resource for communities

#### Legislative:

- Successfully included \$1.1 million in DSA in state budget (Governor vetoed \$600 thousand).
- Continue to work with Water Infrastructure Financing Committee to advocate/implement landmark S2021 bill, which significantly increases SRF.
- Governor included \$500 thousand in DSA in FY18 proposed state budget.
- Track and monitor all relevant legislative bills
- Regularly met with legislative leaders



# 2016 Annual Report

## Office/ Administration:

- Revamped website to a user-friendly format
- Transitioned to all paperless Advisory Board format
- Revamped Advisory Board staff responsibilities, adding contracted finance position and hiring Community Specialist
- Audited without findings

Respectfully Submitted,

Frank French  
Water Advisory Board

# 2016 Annual Report



## **RETIREMENT BOARD:**

**Chair:** Thomas F. Gibson (Appointed by the members of the Retirement Board)

**Vice-Chair:** Walter Wellman (Elected by Town Employees and Retirees)

## **Ex-Officio Member:**

Chitra Subramanian (Town Accountant)

James Sloman (Appointed by the Board of Selectmen)

Ross Vona (Elected by Town Employees and Retirees)

## **Staff:**

Angela Olszewski, Executive Director

Robert Soohoo, Retirement Assistant

## **Purpose and Duties:**

The Belmont Retirement Board oversees the operations of the Belmont Retirement System. It is an independent governmental unit that invests the assets of the Town's defined benefit pension fund and administers benefits for Town employees and retirees, and employees and retirees of the Belmont Housing Authority, under the provisions of MGL Chapter 32. The Retirement Board's operations and administration of benefits is subject to the regulatory supervision of the Commonwealth's Public Employee Retirement Administration Commission.

## **Summary of Activities and Accomplishments:**

The composite market value of the assets of the Belmont Retirement System was \$91,213,418 as of December 31, 2016. The 2016 rate of investment return was 8.3% net of fees.

Retirement Board members attended educational seminars and workshops during the year. Under Massachusetts law, each Board member must obtain no fewer than three training credits each year. Failure to complete this mandatory training will prohibit the member from serving beyond the conclusion of the term for which the training requirement was not met. Board members are also required to complete State Ethics Commission and Open Meeting Law training, and to file an annual Statement of Financial Interests.

In 2016, the Retirement Board held monthly meetings and special meetings when necessary. The Retirement Board met with the Board of Selectmen, Warrant Committee, and Town Administrator to review and discuss pension funding issues.

In 2016, the Retirement Board granted a 3% cost of living increase to eligible retirees on the first \$12,000 of their retirement allowance. There are a number of retirees that receive less than \$12,000 annually. The maximum cost of living increase that a retiree can receive currently is \$360.00 annually.

The employees of the Town are not covered by Social Security. When employees retire and are eligible to receive Social Security from other employment, that benefit may be prorated. The Retirement Board hosted an educational seminar on October 20, 2016 to inform members and retirees about their pension benefits and the Social Security offset. More than 100 active members and retirees attended the presentation.

Roy Sacco, elected member and longtime chair, retired after more than thirty years of dedicated service. The Retirement Board thanked him for his commitment to the members of the system. Board members welcomed newly elected member, Ross Vona, an active Belmont firefighter.



# 2016 Annual Report

## Goals for 2017:

The Retirement Board looks forward to continuing to modernize the operations of the Belmont Retirement System, to enhance communications with all stakeholders, and to conduct further informational meetings with employees and retirees.

Respectfully submitted,

Thomas F. Gibson, Chair  
Belmont Contributory Retirement Board

# 2016 Annual Report



**TOWN OF BELMONT  
WARRANT FOR 2016 SPECIAL TOWN MEETING  
FEBRUARY 8, 2016  
COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To either of the Constables in said County:

Greetings:

In the name of the Commonwealth of Massachusetts you are required to notify and warn the Inhabitants of the Town of Belmont, qualified as the law requires to vote in elections and Town Affairs, to meet at the Chenery Middle School Auditorium on **MONDAY, FEBRUARY 8, 2016, at 7:00 P.M.**, and to notify and warn the Town Meeting Members to meet and act at said time and place on the following Articles, viz:

---

**ARTICLE 1:**

**REPORTS**

To hear the report of the Selectmen and other Town Officers. To hear the report of any Committee heretofore appointed and to act thereon.

*This article allows the Board of Selectmen and other town officers, boards and committees to report orally to the Town Meeting on appropriate matters not otherwise appearing on the Warrant. This article stays "on the table" throughout the Special Town Meeting to allow town officials and committees to report when necessary.*

Majority vote required for passage.

Yes \_\_\_ No \_\_\_

---

**ARTICLE 2: AMENDMENTS TO THE REGIONAL SCHOOL DISTRICT AGREEMENT OF THE MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT**

To see if the Town will vote, consistent with Section VII of the existing "Agreement With Respect to the Establishment of a Technical and Vocational Regional School District" for the Minuteman Regional Vocational School District, to accept the amendments to said Agreement which have been initiated and approved by a vote of the Regional School Committee on December 21, 2015, and which have been submitted as a restated "Regional Agreement" bearing the date of December 21, 2015 to the Board of Selectmen of each member town.

# 2016 Annual Report

*This article seeks to make amendments to the Minuteman Regional Vocational High School Agreement. The Agreement was last amended in 1980. These amendments require passage by all member communities (16 total) in order to take effect.*

*Highlights of Proposed Amendments:*

*Changes to the withdrawal process and immediate withdrawal provision for seven communities to leave the district without needing a separate vote;*

*Uses a four-year rolling average where student enrollment is a factor in determining the annual operating and capital assessment in place of the single year figure;*

*Introduces a weighted voting methodology for most School Committee actions;*

*Includes Capital Cost obligation for new members of the District; and*

*Revises the formula by which annual capital costs are assessed.*

Majority vote required for passage.

Yes\_\_\_\_ No\_\_\_\_

---

**ARTICLE 3: BELMONT HIGH SCHOOL BUILDING COMMITTEE**

To see if the Town will vote to establish a Belmont High School Building Committee for the purpose of renovation and/or new construction of the high school; to authorize the appointment of a High School Building Committee to oversee the feasibility study, design, construction and perform other required activities of said project in accordance with the Massachusetts School Building Authority (MSBA) approval process; or in any way act thereon.

Majority vote required for passage.

Yes\_\_\_\_ No\_\_\_\_





# 2016 Annual Report

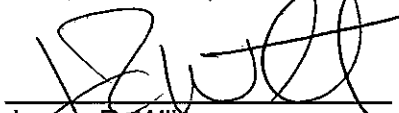



Given under our hands this 11th day of January, 2016.

## BOARD OF SELECTMEN, TOWN OF BELMONT

  
Sami S. Baghdady, Chair

  
Mark A. Paolillo, Vice Chair

  
James R. Williams

A True Copy, Attest  
  
Town Clerk of Belmont, MA

# 2016 Annual Report

**BELMONT, MASSACHUSETTS**

**SPECIAL TOWN MEETING**

**FEBRUARY 8, 2016**

## **MOTIONS AND VOTES**

### **ARTICLE 1:**

### **REPORTS**

MOVED: That the reports of the Selectmen and other Town Officers, departments and committees be accepted.

The Motion was adopted unanimously at the Special Town Meeting held February 22, 2016 at the Chenery Middle School Auditorium.

---

### **ARTICLE 2: AMENDMENTS TO THE REGIONAL SCHOOL DISTRICT AGREEMENT OF THE MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT**

MOVED: That the Town vote, in accordance with the provisions of Section VII of the existing "Agreement With Respect to the Establishment of a Technical and Vocational Regional School District" for the Minuteman Regional Vocational School District, to accept the amendments to said Agreement which have been initiated and approved by a vote of the Regional School Committee on December 21, 2015, and which have been submitted as a restated "Regional Agreement" bearing the date of December 21, 2015 to the Board of Selectmen of each member town.

The Motion was adopted by a vote of Yes 171, No 8 at the Special Town Meeting held February 22, 2016 at the Chenery Middle School Auditorium.

---

### **ARTICLE 3: BELMONT HIGH SCHOOL BUILDING COMMITTEE**

MOVED: That the Town vote to establish a Belmont High School Building Committee for the purpose of renovation and/or new construction of the high school; to authorize the appointment of a High School Building Committee to oversee the feasibility study, design, construction and perform other required activities of said project in accordance with the Massachusetts School Building Authority (MSBA) approval process.

The Motion was adopted unanimously at the Special Town Meeting held February 22, 2016 at the Chenery Middle School Auditorium.

# 2016 Annual Report

2016 Annual Town Meeting

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**Segment A:**

Belmont High School 7 pm, begins May 2, 2016

**Segment B:**

Chenery Middle School 7 pm, begins June 6, 2016

# 2016 Annual Report



**TOWN OF BELMONT  
WARRANT FOR 2016 ANNUAL TOWN MEETING  
MAY 2, 2016  
COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To either of the Constables in said County:

Greetings:

In the name of the Commonwealth of Massachusetts you are required to notify and warn the Inhabitants of the Town of Belmont, qualified as the law requires to vote in elections and Town Affairs, to meet at the Belmont High School Auditorium on **MONDAY, MAY 2, 2016, at 7:00 P.M.**, and to notify and warn the Town Meeting Members to meet and act at said time and place on the following Articles, viz:

---

**ARTICLE 1:**

**REPORTS**

To hear the report of the Selectmen and other Town Officers. To hear the report of any Committee heretofore appointed and to act thereon.

*This article accepts the reports of Town departments appearing in the Annual Town Report and allows the Board of Selectmen and other Town officers, boards and committees to report orally to the Town Meeting on appropriate matters not otherwise appearing on the Warrant. This article stays "on the table" throughout the Town Meeting to allow Town officials and committees to report at the call of the Chair..*

**Majority vote required for passage.**

---

**ARTICLE 2:**

**AUTHORIZATION TO REPRESENT THE TOWN'S LEGAL INTERESTS**

To see if the Town will authorize the Selectmen to bring and defend actions for and against the Town, to submit any such claims to arbitration and to enter into settlement on account of the same in behalf of the Town, as and when they deem it for the best interest of the Town to do so, or in any way act thereon.

*This is a standard article that authorizes the Board of Selectmen to represent the Town's legal interests and to settle legal claims.*



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**Majority vote required for passage.**

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**ARTICLE 3:**

**ABANDONMENT OF UTILITY EASEMENT**

To see if the Town will vote to abandon an easement for sanitary sewerage and storm drainage originally shown on a plan titled "Samuel Barnard Estate, Belmont Mass" dated December 11, 1922, said portion to be abandoned being shown on a plan entitled "ALTA/ACSM Land Title Survey in Belmont, MA" dated July 21, 2015, by Cliff E. Rober, P.L.S., on file in the Town Clerk's Office, or in any way act thereon.

*This article seeks authorization to abandon an existing utility easement at 112 Trapelo Road, 102-104 Trapelo Road, 489-493 Common Street, 495-501 Common Street and Parcel 207, at the request of the owner.*

Submitted by the Board of Selectmen

The Board of Selectmen will report on this Article.

**Majority vote required for passage.**

---

**ARTICLE 4:**

**AMEND GENERAL BYLAWS FOR "DEMOLITION DELAY" §60-320**

To see if the Town will vote to amend Section 60-320 of the Town of Belmont General Bylaws ("Demolition Delay") as follows, or in any way act thereon.

1. By striking, from Subsection B, "Time Limitation", '2016' and replacing it with '2017', so that the Subsection reads:

B. Time Limitation. The provisions of this Section shall be null and void and of no force and effect on and after June 30, 2017.

*This article seeks to amend the General Bylaws to extend the Demolition Delay Bylaw by one year to allow for completion of the Historic District Commission Town-wide survey of historic properties.*

Submitted by the Historic District Commission

The Bylaw Review Committee and Planning Board will report on this Article.

**Majority vote required for passage.**

---

**ARTICLE 5:**

**AMEND GENERAL BYLAWS FOR "RESIDENTIAL PROPERTY SNOW REMOVAL" §60-800**

To see if the Town will vote to amend Section 60-800 of the General Bylaws of the Town of Belmont by deleting section 60-800 (I) in its entirety and inserting in place thereof the following section 60-800 (I) or in any way act thereon:

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## I. Residential property snow removal.

(1) Purpose. Since pedestrians are safer when walking on sidewalks than when walking in the streets used by vehicular traffic, the purpose of this subsection is to encourage owners of residential property to remove the snow, slush, and ice from abutting sidewalks so that sidewalks throughout the Town are safe for use during the winter season, and so that the Town's local services and amenities are reasonably accessible by pedestrians via sidewalks, especially by elderly persons, persons using wheelchairs, persons using carriages to transport children, and students walking to school.

(2) Definitions. For the purposes of this subsection, the following terms shall have the following definitions:

### OBLIGATED PERSON

The person responsible for compliance with this subsection pursuant to Subsection I(4).

### SIDEWALK

A paved walkway (whether paved with brick, stone, cement, concrete, asphalt, or other impervious material) that is located within the right-of-way of a street that abuts residential property.

(3) Obligations. Snow, slush, and ice shall be removed from the sidewalk, in accordance with the deadlines set forth in Subsection I(5), to a width of at least 36 inches or, if the sidewalk is narrower, for the full width of the sidewalk.

(4) Obligated persons. The owner of record of a residential property abutting a right-of-way in which a sidewalk is located shall be obligated to comply with this subsection within that portion of the right-of-way to which the residential property abuts, unless the owner of record can demonstrate that this obligation has been duly delegated to a responsible person, identified by name and address, by a written agreement signed by the person so delegated or by an express reference to the obligation in a written lease.

(5) Deadlines for removal and treatment.

(a) After the cessation of a weather event that has resulted in snow, slush, or ice on a sidewalk, the snow, slush, or ice shall be removed no later than 8:00 p.m. the following day, and the sidewalk shall be treated with melting compounds, sand, or other grit, as reasonably necessary to inhibit slipping. Regardless of this deadline, obligated persons are encouraged to remove snow, slush, and ice promptly from the full width of the sidewalk in order to minimize the ice formed on the sidewalk when snow or ice melts and refreezes, so that neighbors and others can use the sidewalks as soon as possible.

(b) Treatment of ice that forms on sidewalks shall be accomplished no later than 8:00 p.m. on the day after the ice has formed, but obligated persons are encouraged to treat the ice promptly so that neighbors and others can use the sidewalks as soon as possible.

(c) The deadlines set forth in this subsection shall be extended for obligated persons who are temporarily absent from the residential property for vacations, holidays, hospitalization, and unexpected absences; provided, however, that such obligated persons shall be required to complete their removal and treatment obligations by 8:00 p.m. on the day following the end of their temporary absence.

(6) Rules and regulations. The Board of Selectmen shall adopt rules and regulations further implementing this subsection, including, without limitation, provisions and hearing procedures for exemptions from the requirements of this subsection for obligated persons who are physically unable to perform the obligations themselves and have a bona fide financial hardship; provided, however, that exemptions granted to such obligated persons shall be void if the obligated person causes portions of the residential property to be cleared of snow, slush, or ice for vehicular access from the street.



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(7) Fines. Fines for violations of this subsection shall be on the following schedule: first offense: written warning; second offense: \$50; third and successive offenses: \$100 each, to a maximum of \$350 per winter season (October 1 to April 30). In situations where there is more than one obligated person, such fines may be assessed jointly or individually. No more than one fine may be assessed with respect to any single weather event requiring removal or treatment of snow, slush or ice.

(8) Enforcement.

(a) A person who is an enforcing person as defined in Subsection J shall take appropriate action with respect to observed or reported violations of this subsection.

(b) An enforcing person taking cognizance of such a violation shall promptly send the alleged offender a noncriminal written citation thereof by hand delivery or mail, postage prepaid, addressed to the owner of record.

(c) An owner of record who receives a citation pursuant to this subsection shall have 20 days thereafter to pay the applicable fine or to provide to the enforcing person a photocopy of the written agreement or lease used to delegate the obligation to comply with this subsection, in which case the owner of record shall not be responsible for paying any applicable fine, and the enforcing person may dismiss or modify the citation or reissue the citation to the obligated person as is deemed appropriate.

(d) If a citation is not dismissed and the fine is not timely paid, the provisions of Subsection J, other than those establishing penalties, shall be applicable.

(9) Not evidence. Except as required by applicable law, violations of this subsection shall not be admissible as evidence of negligence in any civil proceeding brought by an injured third party against an obligated person, tenant, or owner of record.

*This article seeks only to remove the "sunset" provision from the existing Bylaw and reinsert the Residential Property Snow Removal provision to the General Bylaws to require that owners of residential property with paved sidewalks remove snow and ice within 24 hours to provide safe pedestrian passage. Violations would be subject to a non-criminal fine. The Board of Selectmen will adopt rules and regulations to determine hardship exemptions.*

Submitted by the Board of Selectmen

The Bylaw Review Committee will report on this article.

**Majority vote required for passage.**

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**ARTICLE 6: RELATING TO THE CONSTRUCTION OF OVERSIZED DWELLING UNITS IN THE SINGLE RESIDENCE C ZONING DISTRICTS**

1. To see if the Town will vote to amend Section 1.4, Definitions and Abbreviations, in the definition for 'Grade' by replacing the word 'altered' with 'raised' in the last sentence, as follows:

**Grade** - The average of the ground level adjoining the building at all exterior walls based upon the existing contour lines. Contour lines shall be illustrated on a plan and shall be established



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prior to any filling or earth moving/removal activities. The grade shall not be ~~altered~~-raised more than 12 inches to allow for proper drainage.

2. To see if the Town will vote to amend Section 1.5.4, Nonconforming Single and Two-Family Residential Structures, by inserting:
  - a. The headings 'General Residence Zoning Districts', 'Single Residence C Zoning Districts', and 'All Other Districts', and
  - b. The provisions under the heading for 'Single Residence C Zoning Districts', as follows:

## 1.5.4 Nonconforming Single and Two-Family Residential Structures

### General Residence Zoning Districts

In the General Residence Zoning District, as provided in Massachusetts General Law Chapter 40A, Section 6, preexisting non-conforming structures may be extended or altered with a Special Permit by the Planning Board, provided that no such extension or alteration shall be permitted unless there is a finding by the Planning Board that such extension or alteration shall not be substantially more detrimental to the neighborhood than the existing nonconforming structure. Notwithstanding the foregoing, dormers that comply with Section 4.2.2, Linear Requirements, shall be allowed without review by the Planning Board. On lots that do not comply with the minimum area requirements of this Zoning By-Law (including the minimum lot area per dwelling unit), preexisting non-conforming single and two-family structures may not be voluntarily demolished and reconstructed except in accordance with a Special Permit issued by the Planning Board under Section 6D of this Zoning By-Law.

### Single Residence C Zoning Districts

In the Single Residence C Zoning Districts, a nonconforming single- and two-family residential structure may be reconstructed, extended, altered, or structurally changed upon a determination by the Building Commissioner that such proposed reconstruction, extension, alteration, or structural change does not increase the nonconforming nature of said structure.

The Building Commissioner may issue a Building Permit under the following circumstances:

- 1) An alteration to a structure which complies with all current setbacks, open space, lot coverage and building height requirements but is located on a lot with insufficient area and/or frontage;
- 2) An alteration to a structure which encroaches upon one or more required setbacks, where the alteration will comply with all current setbacks, open space, lot coverage and building height requirements. This clause shall apply regardless of whether the lot complies with the current area and/or frontage requirements;
- 3) A half-story addition to a nonconforming structure, that will not increase the footprint of the existing structure, create a new dimensional nonconformity or extend an existing dimensional nonconformity, provided that the existing height restrictions shall not be exceeded. This clause shall apply regardless of whether the lot complies with the current area and/or frontage requirements.



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If the proposed reconstruction, renovation, extension, alteration, or structural change does not meet the standards listed above, a Special Permit shall be required from the Board of Appeals.

If the Building Commissioner determines that such proposed reconstruction, extension, alteration, or structural change,

- 1) Increases the gross floor area of the non-conforming structure by more than thirty percent (30%); or,
- 2) Has been altered, extended, reconstructed or structural change made to the exterior of the structure within the past five (5) years beginning on the date of issuance of the most recently issued building permit,

a Special Permit under Section 6D of this Zoning By-Law, where applicable, shall be required from the Planning Board.

A nonconforming single- or two-family structure may be reconstructed after voluntary demolition in accordance with the following provisions:

1. Building(s) as reconstructed shall be located on the same footprint as the original nonconforming structure, and shall be only as great in volume or area as the original nonconforming structure.
2. If the proposed reconstruction would:
  - a. cause the structure to exceed the gross floor area of the original non-conforming structure or
  - b. cause the structure to be located other than on the original footprint,

a Special Permit under Section 6D of this Zoning By-Law, where applicable, shall be required from the Planning Board prior to such demolition.

The Special Permit Granting Authority may grant a Special Permit to reconstruct, extend, alter or change a nonconforming structure if it finds that the reconstructed and enlarged building:

1. is appropriate in scale and mass for the neighborhood, with particular consideration of abutting properties,
2. will not increase the existing nonconforming lot coverage, if it exists, and,
3. will not be substantially more detrimental than the existing nonconforming building to the neighborhood.

For the purposes of this Section, a nonconforming single- and two-family structure shall be defined as a single- and two-family structure on a lot that does not comply with the existing minimum lot area and/or frontage requirements and/or the single- and two-family structure encroaches or otherwise does not comply with one or more setbacks, open space, lot coverage or building height requirements.

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## In All Other Districts

In all other districts, nonconforming single and two-family residential structures may be reconstructed, extended, altered, or structurally changed upon a determination by the Building Commissioner that such proposed reconstruction, extension, alteration, or structural change does not increase the nonconforming nature of said structure. The Building Commissioner may issue a Building Permit under the following circumstances:

3. To see if the Town will vote to amend Section 4.2.2, Linear Requirements for Residential Districts, as follows:
  - a. Within the dimensional table create a new row for 'SR-C' by separating it from 'SR-B';
  - b. Under the 'Maximum Building Height, Feet' column, replace '36' with '30'; and,
  - c. Under subsection B. Height, insert an item '2' limiting the ridge to 34 feet and renumber the remaining items accordingly:

RESIDENTIAL DISTRICTS	MINIMUM SETBACK DIMENSIONS FEET			MAXIMUM BUILDING HEIGHT	
	Front	Side	Rear	Feet	Stories
SR-B <del>and SR-C</del>					
➤ Dwelling	25	10	30	36	2½
➤ Other	25	10	25	36	2½
SR-C					
➤ Dwelling	25	10	30	30	2½
➤ Other	25	10	25	30	2½

### B. Height

2. In the SR-C Districts, the height of a Dwelling or other structure shall not exceed 34 feet to the ridge. Notwithstanding the definition of 'Height' in Section 1.4, the height of a Dwelling or other structure with a flat roof shall not exceed 30 feet to the highest point of the roof.
4. To see if the Town will amend Section 4.2.2, Linear Requirements for Residential Districts, subsection A. Setbacks, by inserting an item '2' and renumber the remaining items accordingly, as follows:

### A. Setbacks

2. In the SR-C Districts, the placement of ground-mounted outdoor mechanical and fuel storage equipment on a lot shall be subject to the following requirements:
  - a. Not within the front yard - The front yard is defined as the area between a line obtained by extending the front elevation of the dwelling to each of the sidelines of the lot and the front line of the lot;
  - b. Not within the required side or rear setbacks;
  - c. Not within at least 10'-0" of the front elevation; and,
  - d. Screened so that it is not visible from the street or adjacent properties.





# 2016 Annual Report

\$101,300	Allocation of not less than 10 percent of annual revenues in the Community Preservation Fund for Community Housing	Community Housing	Community Housing
\$ 50,650	Appropriations for administrative and operating expenses not more than 5 percent of annual revenues in the Community Preservation Fund	Administration	Administrative Expenses

*This article is a standard article that appropriates funds to support the operations of the Town's Community Preservation Committee and its approved projects. The Community Preservation Fund receives revenues from a 1.5% property tax surcharge to fund the program. The state provides limited matching grant funds to the Town based on the surcharge collections.*

### **Submitted by the Community Preservation Committee**

The Community Preservation Committee, Warrant Committee, and Capital Budget Committee will report on this Article.

**Majority vote required for passage.**

## **ARTICLE 8:**

## **SALARIES OF ELECTED OFFICIALS**

To see if the Town will vote to fix the salary and compensation of each and all the elected officers of the Town, appropriate a sum of money for that purpose, determine how the same shall be raised, or in any way act thereon.

<b>Elected Officials of the Town</b>	<b>Salary</b>
Town Moderator	\$200
Chair of the Board of Selectmen	\$5,000
Selectmen (2)	\$4,500 (each)
Town Clerk	\$91,572
Town Treasurer	\$99,975
Chair of the Board of Assessors	\$3,030
Assessors (2)	\$2,200 (each)

*This is a standard article that fulfills that state law requiring Town Meeting to set the compensation levels and to appropriate the funds necessary for FY17. Please note that Town Meeting establishes and appropriates the compensation of other municipal employees under Article 10.*

The Warrant Committee will report on this Article.

**Majority vote required for passage.**



# 2016 Annual Report

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## **ARTICLE 9: ENTERPRISE FUNDS FOR WATER AND SEWER AND STORMWATER SERVICES**

To see if the Town will vote to appropriate a sum of money from the accounts classified as an "Enterprise Fund", pursuant to Chapter 44, Section 53F½ of the General Laws for water service, and for sewer and stormwater service; or in any way act thereon.

*This is a standard article to appropriate funds to support the operations of the Town's water and sewer functions from enterprise funds that receive revenues from user fees. Enterprise funds are entirely self-supporting from user fees and do not receive any funding from property taxes.*

The Warrant Committee will report on this Article.

**Majority vote required for passage (two-thirds if borrowing).**

---

## **ARTICLE 10: FY17 BUDGET APPROPRIATION**

To determine what sums of money shall be granted to pay Town expenses for the fiscal year beginning July 1, 2016 and to make the necessary appropriations for the same for the support of schools and for other Town purposes; to determine how the same shall be raised, or in any way act thereon.

*This is a standard article that appropriates the Town's FY17 budget, commencing on July 1. The budget consists of several categories of expenditures, each require a separate vote of Town Meeting. Due to uncertainty regarding the amount of state aid, the budget will be heard at the June sessions of Town Meeting. The Warrant Committee Report contains the budget summary and supporting information and will be distributed to Town Meeting Members in advance of the June sessions.*

The Warrant Committee will report on this Article.

**Majority vote required for passage.**

---

## **ARTICLE 11: TRANSFER FUNDS TO GENERAL STABILIZATION FUND**

To see if the Town will vote to raise and appropriate, or transfer from unappropriated available funds in the Treasury a sum of money to the General Stabilization fund, or in any way act thereon.

*This is a standard article that seeks the transfer of funds to a general stabilization fund to achieve the Town's financial plan for FY17.*

The Warrant Committee will report on this Article.

**Two-thirds vote required for passage.**

---

## **ARTICLE 12: AUTHORIZATION TO TRANSFER BALANCES TO FUND THE FY17 BUDGET**

To see if the Town will authorize the transfer of certain balances on the Treasurer's books and Accountant's books, or in any way act thereon.

*This is a standard article that authorizes the transfer of balances from various sources necessary to achieve the Town's financial plan for FY17 (the General Fund Budget).*

The Warrant Committee will report on this Article.

**Majority vote required for passage.**



# 2016 Annual Report

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**ARTICLE 13: AUTHORIZATION FOR UP-FRONT FUNDS FOR CHAPTER 90 HIGHWAY IMPROVEMENTS**

To see if the Town will vote to raise and appropriate, or transfer from unappropriated available funds in the Treasury, sums of money for the repair, improvement and construction of highways, said money to be used in conjunction with any money which may be allotted by the Commonwealth for the said purposes, authorize the acceptance of such allotment, determine how the money raised and allotted as aforesaid shall be expended under the provisions of Chapter 90 of the General Laws, and acts in amendment thereof and in addition thereto, or in any way act thereon.

*This is a standard article that seeks to appropriate "up-front" funds that will be reimbursed from state highway aid, referred to as Chapter 90. This aid is authorized by the Legislature through state transportation bond issues. The estimated apportionment will be reported prior to the June sessions of Town Meeting. These funds, when supplemented with capital budget funds, will be used for the Town's Pavement Management Program to extend the life of our roadway system. In addition, the Town has used Chapter 90 funds to "leverage" substantial state/federal funding to design major road projects (i.e., Trapelo Road).*

The Warrant Committee and Capital Budget Committee will report on this Article.

**Majority vote required for passage.**

---

**ARTICLE 14: APPROPRIATION OF CAPITAL EXPENDITURES**

To see if the Town will vote to appropriate sums of money to purchase public safety equipment, computer equipment (including consulting work), public works equipment and furnishings and equipment for Town facilities, construct public ways, and for building and facility and public works construction, major maintenance and alterations (including design work); to determine whether these appropriations shall be raised by borrowing or otherwise; or in any way act thereon.

*This is a standard article to appropriate funds for capital expenditures. While the article is general as to the categories of capital expenditures, the motion will be explicit. The recommendations of the Capital Budget Committee for FY17 capital expenditures will be distributed to Town Meeting Members prior to the June session of Town Meeting.*

The Warrant Committee and Capital Budget Committee will report on this Article.

**Majority vote required for passage (two-thirds if borrowing).**

---

**ARTICLE 15: APPROPRIATION OF OTHER POST EMPLOYMENT BENEFITS (OPEB) STABILIZATION FUND**

To see if the Town will vote to appropriate, or transfer from available funds in the Treasury, a sum of money to the Other Post-Employment Benefits ("OPEB") Stabilization Fund; and to determine whether the money shall be provided by the tax levy, by transfer from available funds, by transfer from the departmental Enterprise Funds, or by any combination of these methods; or in any way act thereon.

# 2016 Annual Report

*This article seeks to appropriate from available free cash or other available funds for future Town liabilities for Other Post-Employment Benefits.*

The Warrant Committee will report on this Article.

**Two-thirds vote required for passage.**

---

## **ARTICLE 16:**

## **AUTHORIZATION FOR REVOLVING FUNDS**

To see if the Town will vote, pursuant to Chapter 44, Section 53E½, of the General Laws, to establish new revolving funds; to reauthorize revolving funds established under various previous votes of the Town by various Town Departments, to hear or receive a report concerning the receipts and expenditures of same or to amend the votes under any previously adopted revolving funds, to appropriate a sum of money to fund same, to determine how the money shall be raised or expended; or in any way act thereon.

*This is a standard article that seeks authorization to establish new revolving funds, and to re-authorize existing revolving funds, for certain operations of the Town. These funds allow the expenditure of user fee, receipts for program expenses without further Town Meeting appropriation. However, Town Meeting must annually renew these funds. While this article is general, the motion will specifically include the funds and spending limits in each category.*

The Warrant Committee will report on this Article.

**Majority vote required for passage.**

---

## **ARTICLE 17:**

## **UNDERWOOD POOL PROJECT BORROWING DE-AUTHORIZATION AND APPROPRIATION OF BOND PREMIUM PROCEEDS**

To see if the Town will vote to rescind the unused borrowing authority in the amount of \$112,000 that was appropriated under Article 17 of the May 7, 2014 Annual Town Meeting for the purpose of performing improvements to the Underwood Pool Project; and appropriate the premium paid to the Town upon the sale of bonds issued for the Underwood Pool Project, which are subject of a Proposition 2 1/2 debt exclusion, to pay costs of the project financed by such bonds and to reduce the amount authorized to be borrowed by the same amount, or in any way act thereon.

*This article rescinds the authority to borrow funds that were not needed for improvements to the Underwood Pool Project due to usage of bond premium revenues in place of bond proceeds. The total authorization was approved for \$2,902,000 on Article 17 of the May 7, 2014 Town Meeting.*

The Warrant Committee and Capital Budget Committee will report orally on this Article.

**Majority vote required for passage.**

---



# 2016 Annual Report

## **ARTICLE 18:**

## **CITIZENS' PETITION: OPEB FUND ANNUAL EXPENSE**

To fund OPEB obligations by transferring and appropriating funds from the Town's Free Cash to the Town's OPEB Trust Fund.

*This article is submitted in the exact form as provided by the Citizens.*

Submitted by James R. Williams

The Warrant Committee will report on this Article.

**Majority vote required for passage.**

---

## **ARTICLE 19:**

## **CITIZENS' PETITION: GENERAL FUND STABILIZATION**

To see if the Town will vote to transfer from unappropriated available funds in the Treasury a sum of money to the General Stabilization Fund.

*This article is submitted in the exact form as provided by the Citizens.*

Submitted by Robert L. Sarno

The Warrant Committee will report on this Article.

**Majority vote required for passage.**

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# 2016 Annual Report



Given under our hands this 28th day of March, 2016.

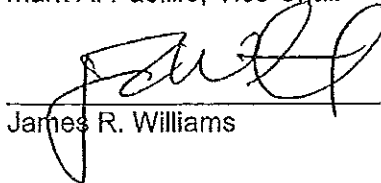
## BELMONT - BOARD OF SELECTMEN



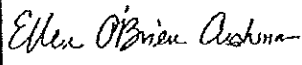
Sami S. Baghdady, Chair



Mark A. Paolillo, Vice Chair



James R. Williams

A True Copy, Attest  
  
Town Clerk of Belmont, MA

**2016 Annual Report**  
**BELMONT, MASSACHUSETTS**  
**ANNUAL TOWN MEETING**  
**MAY 2, 2016**

**MOTIONS AND VOTES**

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**ARTICLE 1: REPORTS**

MOVED: That the reports of the Selectmen and other Town Officers, departments and committees for the year 2016 be accepted.

The Motion was adopted unanimously at the Annual Town Meeting held May 2, 2016 at the Belmont High School Auditorium..

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**ARTICLE 2: AUTHORIZATION TO REPRESENT THE TOWN'S LEGAL INTERESTS**

MOVED: That the Board of Selectmen be, and it hereby is, authorized to bring and defend actions for and against the Town, to submit any such claims to arbitration and to enter into settlement on account of the same in behalf of the Town, as and when they deem it for the best interest of the Town to do so; said power shall be vested solely in the Board of Selectmen.

The Motion was adopted unanimously at the Annual Town Meeting held May 2, 2016 at the Belmont High School Auditorium.

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**ARTICLE 3: ABANDONMENT OF UTILITY EASEMENT**

MOVED: That the Town vote to authorize the Board of Selectmen to abandon and release an easement for sanitary sewerage and storm drainage as shown on a plan entitled "Plan Showing Easement for 112 Trapelo Road, 102/104 Trapelo Road, 489-493 Common Street, 495-501 Common Street, and Parcel 207 in Belmont, MA" dated April 5, 2016 and prepared by Rober Survey, said area being a portion of the easement accepted at Town Meeting on December 11, 1922, and described in a grant of easement from Mary B. Horne to the Inhabitants of Belmont dated March 13, 1929 and recorded in the Middlesex South District Registry of Deeds in Book 5337, Page 1.

The Motion was adopted unanimously at the Annual Town Meeting held May 2, 2016 at the Belmont High School Auditorium.

# **2016 Annual Report**

**BELMONT, MASSACHUSETTS**

**ANNUAL TOWN MEETING**

**MAY 2, 2016**

## **MOTIONS AND VOTES**

---

### **ARTICLE 4: AMEND GENERAL BYLAWS FOR “DEMOLITION DELAY” §60-320**

MOVED: That the Town vote to amend Section 60-320 of the Town of Belmont General Bylaws (“Demolition Delay”) as follows:

1. By striking, from Subsection B, “Time Limitation”, ‘2016’ and replacing it with ‘2017’, so that the Subsection reads:

B. Time Limitation. The provisions of this Section shall be null and void and of no force and effect on and after June 30, 2017.

The Motion was adopted at the Annual Town Meeting held May 2, 2016 at the Belmont High School Auditorium using by a vote of 227 Yes, 13 No.

---

### **ARTICLE 5: AMEND GENERAL BYLAWS FOR “RESIDENTIAL PROPERTY SNOW REMOVAL” §60-800**

MOVED: That the Town vote to amend the Belmont General Bylaws pertaining to “Residential Property Snow Removal” as set forth in full under Article 5 in the Warrant for this Meeting.

The Motion was adopted at the Annual Town Meeting held May 2, 2016 at the Belmont High School Auditorium by a vote of 230 Yes, 9 No.

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### **ARTICLE 6: RELATING TO THE CONSTRUCTION OF OVERSIZED DWELLING UNITS IN THE SINGLE RESIDENCE C ZONING DISTRICTS**

MOVED: That the Town vote to amend the Zoning By-law pertaining to Sections 1.4, “Definitions and Abbreviations” and 4.2.2, “Linear Requirement for Residential Districts”, as set forth under Article 6 of the Warrant (subparts 1,3,4 and 5) and as set forth in the May 25, 2016 Substitute Motion by the Planning Board, 2016 Annual Town Meeting (subpart 2), both having been distributed to Town Meeting Members.

#### **May 25, 2016 SUBSTITUTE MOTION BY THE PLANNING BOARD, 2016 ANNUAL TOWN MEETING (SUBPART 2)**

MOVED: That the Town vote to amend Section 1.5.4 of the Belmont Zoning By-Law, “Nonconforming Single and Two-Family Residential Structures”:

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**BELMONT, MASSACHUSETTS**

**ANNUAL TOWN MEETING**

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## **MOTIONS AND VOTES**

- a. By inserting the headings 'A. General Residence Zoning Districts', 'B. Single Residence C Zoning Districts', and 'C. All Other Districts', and
- b. By inserting new provisions under the heading for 'B. Single Residence C Zoning Districts',

so that Section 1.5.4 reads as follows:

### **1.5.4 Nonconforming Single and Two-Family Residential Structures**

#### **A. General Residence Zoning Districts**

*[No change to existing first paragraph]*

#### **B. Single Residence C Zoning Districts**

- (1) In the Single Residence C Zoning Districts, a nonconforming single- and two-family residential structure may be reconstructed, extended, altered, or structurally changed upon a determination by the Building Commissioner that such proposed reconstruction, extension, alteration, or structural change does not increase the nonconforming nature of said structure.

The Building Commissioner may issue a Building Permit under any of the following circumstances:

- 1) An alteration to a structure which complies with all current setbacks, open space, lot coverage and building height. This clause shall apply-regardless of whether the lot complies with the current area and/or frontage requirements;
- 2) An alteration to a structure which encroaches upon one or more required setbacks, where the alteration will comply with all current setbacks, open space, lot coverage and building height requirements. This clause shall apply regardless of whether the lot complies with the current area and/or frontage requirements;
- 3) A half-story addition to a nonconforming structure, that will not increase the footprint of the existing structure, create a new dimensional nonconformity or extend an existing dimensional nonconformity, provided that the existing height restrictions shall not be exceeded. This clause shall apply regardless of whether the lot complies with the current area and/or frontage requirements.

If the Building Commissioner determines that the proposed alteration or structural change does not meet any of the clauses listed above, a Special Permit shall be required from the Board of Appeals.

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**MOTIONS AND VOTES**

- (2) If the Building Commissioner determines that such proposed alteration or structural change increases the gross floor area of the nonconforming structure by more than thirty percent (30%) either as:

- a) A standalone application, in and of itself, or
- b) When combined with the gross floor area added to the structure during the five- year period preceding the date of the pending application

then the proposed alteration or structural changes shall require a Special Permit from the Planning Board.

- (3) A nonconforming single- or two-family structure may be reconstructed after voluntary demolition if the building as reconstructed will be located on the same footprint as the original nonconforming structure, and will be no greater in volume or gross floor area as the original nonconforming structure.

If the Building Commissioner determines that the proposed reconstruction would:

- a. cause the structure to exceed the volume or gross floor area of the original nonconforming structure or
- b. cause the structure to be located other than on the original footprint,

then a Special Permit shall be required from the Planning Board prior to such reconstruction.

- (4) The Planning Board may grant a Special Permit under this Section 1.5.4.B. (2) or (3) if it finds that the enlarged building:
- a) Is generally in harmony with the neighborhood;
  - b) Will neither generate excessive traffic, parking, noise or density impacts on the abutters, nor create other detrimental effects on the neighborhood;
  - c) Is appropriate in scale and mass for the neighborhood, with particular consideration of abutting properties;
  - d) Will not increase the existing nonconforming lot coverage, if it exists; and,
  - e) Will not be substantially more detrimental than the existing nonconforming building to the neighborhood.
- (5) In making any Special Permit decision pursuant to this Section 1.5.4.B. (2) or (3), the Planning Board shall consider the following:

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**BELMONT, MASSACHUSETTS**  
**ANNUAL TOWN MEETING**  
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**MOTIONS AND VOTES**

- a) Scale and design of the structure;
  - b) The siting of the structure and driveway;
  - c) Walkway, driveway and parking circulation;
  - d) Exterior lighting;
  - e) Open space and screening; and,
  - f) Drainage.
- (6) For the purposes of this Section 1.5.4.B., a nonconforming single- and two-family structure shall be defined as a single- and two-family structure on a lot that does not comply with the existing minimum lot area and/or frontage requirements and/or the single- and two-family structure encroaches or otherwise does not comply with one or more setbacks, open space, lot coverage or building height requirements.

An application for a Special Permit under this Section 1.5.4.B. shall comply with the procedures and requirements set forth in Section 7.4 of the Zoning By-law.

**C. All Other Districts**

*[No changes to balance of Section 1.5.4.]*

The Motion was adopted by more than Two Thirds Majority at the Annual Town Meeting held June 6, 2016 at the Chenery Middle School Auditorium by a vote of 195 Yes, 32 No.

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**ARTICLE 7: FY17 COMMUNITY PRESERVATION COMMITTEE BUDGET & PROJECTS**

**MOVED:** That the Town will hear and act on the report of the Community Preservation Committee on the 2017 Community Preservation budget and, pursuant to the recommendations of the Community Preservation Committee, take the following actions:

That the Town vote to appropriate from the FY17 estimated receipts of \$1,013,000 Community Preservation Fund as follows:

# **2016 Annual Report**

**BELMONT, MASSACHUSETTS**

**ANNUAL TOWN MEETING**

**MAY 2, 2016**

## **MOTIONS AND VOTES**

### **For Open Space:**

**MOVED:** a) That \$228,350 be appropriated for the Construction of an Intergenerational Walking Path at Clay Pit Pond

The Motion was adopted unanimously at the Annual Town Meeting held May 2, 2016 at the Belmont High School Auditorium.

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**MOVED:** b) That \$25,000 be appropriated for the Pequossette Park Revitalization.

The Motion was adopted at the Annual Town Meeting held May 2, 2016 at the Belmont High School Auditorium.

---

**MOVED:** c) That \$325,000 be appropriated for the Winn Brook Tennis Courts

The Motion was adopted at the Annual Town Meeting held May 2, 2016 at the Belmont High School Auditorium.

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### **For Historic Preservation Projects:**

**MOVED:** d) That \$80,000 be appropriated for the Preservation of Belmont's Original Vital Records.

The Motion was adopted unanimously at the Annual Town Meeting held May 2, 2016 at the Belmont High School Auditorium.

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**MOVED:** e) That \$85,000 be appropriated for the Digitizing of Belmont's Town Meeting Records.

The Motion was adopted unanimously at the Annual Town Meeting held May 2, 2016 at the Belmont High School Auditorium.

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**MOVED:** f) That \$75,000 be appropriated for the Town Hall Exterior Railings Improvements.

The Motion was adopted at the Annual Town Meeting held May 2, 2016 at the Belmont High School Auditorium.

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**BELMONT, MASSACHUSETTS**

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**MAY 2, 2016**

## **MOTIONS AND VOTES**

### **For Affordable Housing:**

**MOVED:** g) That \$101,300 be reserved for Affordable Housing.

The Motion was adopted unanimously at the Annual Town Meeting held May 2, 2016 at the Belmont High School Auditorium.

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### **And**

**MOVED:** h) That \$50,650 be appropriated for the FY17 Community Preservation Committee Administrative Expenses.

The Motion was adopted unanimously at the Annual Town Meeting held May 2, 2016 at the Belmont High School Auditorium.

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## **ARTICLE 8: SALARIES OF ELECTED OFFICIALS**

**MOVED:** That there be paid to the elected officers of the Town as salaries for the fiscal year commencing July 1, 2015 the amount set forth opposite the name of each officer as listed below:

Elected Officials of the Town	Salary	
Town Moderator	\$200	
Chair of the Board of Selectmen	\$5,000	
Selectmen (2)	\$4,500	(each)
Town Clerk	\$91,572	
Town Treasurer	\$99,444	
Chair of the Board of Assessors	\$3,030	
Assessors (2)	\$2,200	(each)

The Motion was adopted unanimously at the Annual Town Meeting held June 6, 2016 at the Chenery Middle School Auditorium.



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**BELMONT, MASSACHUSETTS**

**ANNUAL TOWN MEETING**

**MAY 2, 2016**

## **MOTIONS AND VOTES**

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### **ARTICLE 9: ENTERPRISE FUNDS FOR WATER AND SEWER AND STORMWATER SERVICES**

MOVED: A) That \$6,807,918 be appropriated from the account classified as "Water Enterprise Fund" pursuant to Chapter 44, Section 53F½ of the General Laws for water service; said sum to be expended under the direction of the Board of Selectmen and said appropriation to be funded by a transfer of \$775,000 from Water Retained Earnings and \$6,032,918 from Water Revenues.

The Motion was adopted unanimously at the Annual Town Meeting held June 6, 2016 at the Chenery Middle School Auditorium.

---

MOVED: B) That \$9,175,087 be appropriated from the account classified as "Sewer and Stormwater Enterprise Fund" pursuant to Chapter 44, Section 53F½ of the General Laws for sewer and stormwater services; said sum to be expended under the direction of the Board of Selectmen and said appropriation to be funded by a transfer of \$775,000 from Sewer Retained Earnings and \$8,400,087 from Sewer and Stormwater Revenues.

The Motion was adopted unanimously at the Annual Town Meeting held June 6, 2016 at the Chenery Middle School Auditorium.

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### **ARTICLE 10 FISCAL YEAR 2017 BUDGET APPROPRIATION**

MOVED: A) That under General Government, \$4,510,412 be raised and appropriated.

Motion was adopted unanimously at the Annual Town Meeting held June 8, 2016 at the Chenery Middle School Auditorium.

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MOVED: B) That under Employee Benefits, \$6,958,000 be raised and appropriated for Retirement expenses.

Motion was adopted unanimously at the Annual Town Meeting held June 8, 2016 at the Chenery Middle School Auditorium.

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# **2016 Annual Report**

**BELMONT, MASSACHUSETTS**

**ANNUAL TOWN MEETING**

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## **MOTIONS AND VOTES**

MOVED: C) That under Employee Benefits, \$2,852,142 be raised and appropriated for Other Reserves, including Health Insurance, Insurance and Salary Reserve.

Motion was adopted unanimously at the Annual Town Meeting held June 8, 2016 at the Chenery Middle School Auditorium.

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MOVED: D) That under Public Safety \$13,334,736 be raised and appropriated.

Motion was adopted unanimously at the Annual Town Meeting held June 8, 2016 at the Chenery Middle School Auditorium.

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MOVED: E) That under Belmont Public Schools \$50,126,583 be raised and appropriated.

Motion was adopted unanimously at the Annual Town Meeting held June 8, 2016 at the Chenery Middle School Auditorium.

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MOVED: F) That under Minuteman Regional School \$795,654 be raised and appropriated.

Motion was adopted unanimously at the Annual Town Meeting held June 8, 2016 at the Chenery Middle School Auditorium.

---

MOVED: G) That under Public Services \$13,093,626 be raised and appropriated.

Motion was adopted unanimously at the Annual Town Meeting held June 8, 2016 at the Chenery Middle School Auditorium.

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MOVED: H) That under Human Services, \$3,182,797 be raised and appropriated.

Motion was adopted unanimously at the Annual Town Meeting held June 8, 2016 at the Chenery Middle School Auditorium.

---

MOVED: I) That under Debt and Interest on Debt \$4,690,532 be raised and appropriated.

Motion was adopted unanimously at the Annual Town Meeting held June 8, 2016 at the Chenery Middle School Auditorium.

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**BELMONT, MASSACHUSETTS**  
**ANNUAL TOWN MEETING**  
**MAY 2, 2016**

**MOTIONS AND VOTES**

---

**ARTICLE 11: TRANSFER FUNDS TO STABILIZATION FUND**

MOVED: That the Town raise and appropriate to the General Stabilization Fund the sum of \$150,000.

Motion was adopted unanimously (by more than Two Thirds Majority) at the Annual Town Meeting held June 8, 2016 at the Chenery Middle School Auditorium.

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**ARTICLE 12: AUTHORIZATION TO TRANSFER BALANCES**

MOVED: That \$4,416,042 be transferred from the following available funds to meet a portion of the FY2017 operating budget expenses in such sums as listed below:

- a) \$235,000 from fund balance in Abatement and Exemption Surplus Account
- b) \$650,000 from Belmont Municipal Light Department to offset the tax rate
- c) \$1,705,000 from Unreserved Fund Balance (Free Cash)
- d) \$144,000 from Parking Meters Receipts
- e) \$166,000 from Water Revenue for indirect costs
- f) \$133,000 from Sewer Revenue for indirect costs
- g) \$125,000 from Capital Endowment Fund for various capital expenditures
- h) \$153,657 from Capital Projects Fund for various capital expenditures
- l) \$1,084,200 from Receipts Reserved
- j) \$20,185 from Bond Premium Amortization

Motion was adopted unanimously at the Annual Town Meeting held June 8, 2016 at the Chenery Middle School Auditorium.

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MOVED: That the entire revenue derived from the sale of electricity to private customers, municipal departments, including the cost of street lighting and from jobbing during the twelve months beginning January 1, 2016, be allocated and appropriated for the operating expenses of the Municipal Light Department including out-of-state travel, all said appropriations and payments to be expended under the direction of

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**BELMONT, MASSACHUSETTS**

**ANNUAL TOWN MEETING**

**MAY 2, 2016**

## **MOTIONS AND VOTES**

Motion the Municipal Light Board and that the Town Accountant is hereby authorized to make such transfers on the books of the Town.  
was adopted unanimously at the Annual Town Meeting held June 8, 2016 at the Chenery Middle School Auditorium.

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### **ARTICLE 13: AUTHORIZATION FOR "UP FRONT" FUNDS FOR CHAPTER 90 HIGHWAY IMPROVEMENTS**

MOVED: That the Town be authorized to construct, reconstruct, resurface or repair all or portions of various Town Ways and to authorize the expenditure of \$535,089 as may be received from the Commonwealth of Massachusetts through the Massachusetts Department of Transportation for the fiscal year commencing July 1, 2016 and expended under the provisions of Chapter 90 of the Massachusetts General Laws.

Motion was adopted unanimously at the Annual Town Meeting held June 13, 2016 at the Chenery Middle School Auditorium.

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### **ARTICLE 14: APPROPRIATION OF CAPITAL EXPENDITURES**

MOVED: A) That \$2,631,343 be appropriated for the purchase of Public Safety Equipment, Site Improvements, Public Works Equipment, Equipment for Town Facilities, and consulting services in connection therewith, to construct public ways, and for Building and Facility and Public Works Construction; and for Major Maintenance and Alterations (including design work) as follows, said sum to be raised by general tax and expended under the direction of the Board of Selectmen. \

	<u>FY17</u>
1. Capital Discretionary	
DEPARTMENT OF PUBLIC WORKS	
Above Ground Mobile Lift	\$ 47,800
Sidewalk Maintenance	\$ 205,000
Sidewalk Management Program	\$ 50,000
Sidewalk Vacuum Sweeper	\$ 26,300
<b>Sub Total</b>	<b>\$ 329,100</b>
POLICE DEPARTMENT	
Zetron Station Alerting Software Conversion	\$ 61,750
<b>Sub Total</b>	<b>\$ 61,750</b>

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**BELMONT, MASSACHUSETTS**

**ANNUAL TOWN MEETING**

**MAY 2, 2016**

## **MOTIONS AND VOTES**

### HEALTH

Animal Control Van	\$	43,544
<b>Sub Total</b>	<b>\$</b>	<b>43,544</b>

### LIBRARY

Boiler Replacement	\$	80,000
<b>Sub Total</b>	<b>\$</b>	<b>80,000</b>

### FIRE DEPARTMENT

Turn Out Gear Replacement	\$	25,000
Ambulance Replacement	\$	166,000
Cardiac Monitor Replacement	\$	7,000
<b>Sub Total</b>	<b>\$</b>	<b>198,000</b>

### FACILITIES DEPARTMENT

Fire Stations Building Envelope Repairs	\$	1,448,500
DPW Garage Ventilation Improvements	\$	250,000
Town/School Security Upgrades Design	\$	67,449
Winn Brook - Replace Boiler	\$	55,000
<b>Sub Total</b>	<b>\$</b>	<b>1,820,949</b>

### SCHOOLS

Town-wide Core Network Switching Equipment	\$	60,000
Maple Terrace Sidewalk Installation	\$	38,000
<b>Sub Total</b>	<b>\$</b>	<b>98,000</b>

**GRAND TOTAL** \$ 2,631,343

Motion was adopted unanimously at the Annual Town Meeting held June 13, 2016 at the Chenery Middle School Auditorium.

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MOVED: B) That \$1,601,700 be appropriated for road paving projects, said sum to be raised and expended under the direction of the Board of Selectmen.

Motion was adopted unanimously at the Annual Town Meeting held June 13, 2016 at the Chenery Middle School Auditorium.

---

MOVED: C) That \$125,000 be appropriated for the installation of a press box, lift, bracing for lift, excavation, and concrete at Harris Field Bleachers and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, said appropriation to be funded by a transfer of \$125,000 from the Harris Field

# 2016 Annual Report

BELMONT, MASSACHUSETTS

ANNUAL TOWN MEETING

MAY 2, 2016

## MOTIONS AND VOTES

Complex available funds and to take any other action necessary and incidental thereto.

Motion was adopted at the Annual Town Meeting held June 13, 2016 at the Chenery Middle School Auditorium.

---

### ARTICLE 15: OTHER POST EMPLOYMENT BENEFITS (OPEB) STABILIZATION FUND

MOVED: That the Town appropriate and transfer \$316,530 from the General Fund Free Cash to the Other Post Employee Benefits ("OPEB") Stabilization Fund for the purpose of funding Other Post Employment Benefits. In addition a total of \$27,152 transferred from Article 9 Water Enterprise Fund and Sewer Enterprise Fund and from Article 12 Light Enterprise Fund to the Other Post Employee Benefits ("OPEB") Stabilization Fund, as follows:

Free Cash	92.1%	\$316,530
Light Enterprise Account	4.2%	\$ 14,435
Sewer Enterprise Account	1.7%	\$ 5,843
Water Enterprise Account	<u>2.0%</u>	<u>\$ 6,874</u>
Total	100 %	\$343,682

Motion was adopted by more than Two Thirds Majority at the Annual Town Meeting held June 6, 2016 at the Chenery Middle School Auditorium by a vote of Yes 190, No 5.

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### ARTICLE 16: FOR REVOLVING FUNDS

MOVED: That the Town authorize or reauthorize revolving accounts for Fiscal Year 2017 pursuant to Chapter 44, Section 53E½ of the General Laws as printed in Article 16 of the Warrant for this Annual Town Meeting.

Revolving Account	Spending Authority	Revenue Source	Allowed Expenses	Expenditure Limits
Teen/Youth Events	Recreation Commission	Event fees	Teen/youth center events	\$ 5,000
Senior Programs	Council on Aging	Course/Program fees	Program costs, trip expenses	\$150,000

# 2016 Annual Report

**BELMONT, MASSACHUSETTS**

**ANNUAL TOWN MEETING**

**MAY 2, 2016**

## **MOTIONS AND VOTES**

Art Gallery	Belmont Cultural Council	Percentage of art sales	Gallery exhibit and event expenses	\$ 15,000
Restoration Maintenance of Rock Meadow	Conservation Commission	Rental fees: garden plots	Restoration, maintenance of conservation area	\$ 11,000
Copying/ Lost Books	Board of Library Trustees	Lost book fees; Printing/ copying fees	Replacement of lost books; copier, printer, supplies & maintenance	\$ 15,000
Stormwater Consulting	Community Development	Consultant fees collected from permit applicants	Consultant fees	\$ 50,000
Stormwater Improvements	Community Development	Consultant Fees and contributions collected from permit applicants	Consulting, design, construction, and maintenance of public or shared stormwater facilities	\$100,000
Martin Luther King Day Breakfast	Human Rights Commission	Ticket Sales	Event expenses	\$ 5,000

Motion was adopted unanimously at the Annual Town Meeting held June 8, 2016 at the Chenery Middle School Auditorium.

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### **ARTICLE 17: UNDERWOOD POOL PROJECT BORROWING DE-AUTHORIZATION AND APPROPRIATION OF BOND PREMIUM PROCEEDS**

MOVED: That the Town vote to rescind the unused borrowing authority in the amount of \$112,000 that was appropriated under Article 17 of the May 7, 2014 Annual Town Meeting for the purpose of performing improvements to the Underwood Pool Project; and appropriate the premium paid to the Town upon the sale of bonds issued for the Underwood Pool Project, which are subject of a Proposition 2 1/2 debt exclusion, to pay costs of the project financed by such bonds and to reduce the amount authorized to be borrowed by the same amount.

The Motion was adopted unanimously at the Annual Town Meeting held June 13, 2016 at the Chenery Middle School Auditorium.

# **2016 Annual Report**

**BELMONT, MASSACHUSETTS**

**ANNUAL TOWN MEETING**

**MAY 2, 2016**

## **MOTIONS AND VOTES**

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### **ARTICLE 18: CITIZENS' PETITION: OTHER POST EMPLOYMENT BENEFIT STABILIZATION FUND**

MOVED: That the Town appropriate the sum of \$750,000 to the other Post Employee Benefits (OPEB") Stabilization Fund for the purpose of funding Other Post Employment Benefits and that the money shall be provided by the transfer from available funds (free cash), by transfer from the departmental Enterprise Funds as follows:

Free Cash -	92.1%-	\$690,750
Light Enterprise Account -	4.2% -	\$ 31,500
Sewer Enterprise Account -	1.7% -	\$ 12,750
Water Enterprise Account -	2.0% -	\$ 15,000
Total		\$750,000

Motion was dismissed unanimously at the Annual Town Meeting held June 6, 2016 at the Chenery Middle School Auditorium.

---

### **ARTICLE 19: CITIZENS' PETITION: GENERAL STABILIZATION FUND**

MOVED: That the Town vote to transfer \$1,100,000 from unreserved fund balance (free cash) to the General Stabilization Fund.

Motion was adopted by more than Two Thirds Majority at the Annual Town Meeting held June 8, 2016 at the Chenery Middle School Auditorium by a vote of Yes 180, No 15.



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2016 Special Town Meeting Warrant

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ARTICLE 2	A	Appropriation from Proceeds of Sale of Town Owned Property to Fund Belmont High School Project	3
ARTICLE 3	A	Transfer from Free Cash and Appropriation to Fund Modular Classrooms at the Chenery Middle School	3

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2016 Special Town Meeting Warrant



**TOWN OF BELMONT  
WARRANT FOR  
SPECIAL TOWN MEETING  
MAY 4, 2016  
COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To either of the Constables in said County:

Greetings:

In the name of the Commonwealth of Massachusetts you are required to notify and warn the Inhabitants of the Town of Belmont, qualified as the law requires to vote in elections and Town Affairs, to meet at the Belmont High School Auditorium on **WEDNESDAY, MAY 4, 2016, at 7:30 P.M.**, and to notify and warn the Town Meeting Members to meet and act at said time and place on the following Articles, viz:

---

**ARTICLE 1: MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT NEW SCHOOL PROJECT FUNDING AUTHORIZATION BY BORROWING**

To see if the Town will vote to approve the amount of \$144,922,478 for the purpose of paying costs of designing, constructing and originally equipping a new district school, to be located at 758 Marrett Road, Lexington, MA, and for the payment of all other costs incidental and related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee. To meet this appropriation, the District is authorized to borrow said amount under and pursuant to Chapter 71, Section 16(d) of the General Laws, and the District Agreement, as amended, or pursuant to any other enabling authority. The District acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that the District may receive from the MSBA shall not exceed the lesser of (i) forty-four and three quarters percent (44.75%) of eligible, approved Project costs, as determined by the MSBA, or (ii) the total maximum grant amount determined by the MSBA, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA, or in any way act thereon.

*This article will provide for the Town of Belmont approval of the Minuteman Regional School Committee vote for the appropriation in the amount of \$144,922,478 for design, construction and original equipping of the new Minuteman Regional Vocational High School.*

**Submitted by the Minuteman Regional School Committee**



# 2016 Annual Report

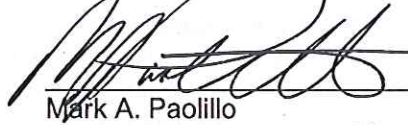
2016 Special Town Meeting Warrant

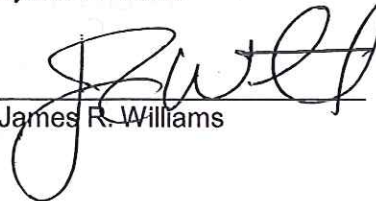



Given under our hands this 6th day of April, 2016.

## BELMONT - BOARD OF SELECTMEN

  
Sami S. Baghdady

  
Mark A. Paolillo

  
James R. Williams

A True Copy, Attest  
  
Town Clerk of Belmont, MA

# **2016 Annual Report**

**BELMONT, MASSACHUSETTS**

**SPECIAL TOWN MEETING**

**MAY 4, 2016**

## **MOTIONS AND VOTES**

### **ARTICLE 1: MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT NEW SCHOOL PROJECT FUNDING AUTHORIZATION BY BORROWING**

**MOVED:** That the Town hereby approves the \$144,922,478 borrowing authorized by the Minuteman Regional Vocational School District for the purpose of paying costs of designing, constructing and originally equipping a new district school, to be located at 758 Marrett Road, Lexington, MA, and for the payment of all other costs incidental and related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that the District may receive from the MSBA shall not exceed the lesser of (i) forty-four and three quarters percent (44.75%) of eligible, approved Project costs, as determined by the MSBA, or (ii) the total maximum grant amount determined by the MSBA, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA.

The Motion was defeated by electronic vote at the Belmont Special Town Meeting held May 4, 2016 at the Belmont High School Auditorium by a vote of No 141 ; Yes 81

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### **ARTICLE 2: APPROPRIATION FROM PROCEEDS OF SALE OF TOWN OWNED PROPERTY TO FUND BELMONT HIGH SCHOOL PROPOSED PROJECT**

**MOVED:** That the Town will vote to appropriate the sum of \$1,750,000 from sale of Town Owned Property to be expended under the direction of the Belmont High School Building Committee for a Feasibility Study, including environmental testing and assessment, Owner's Project Manager services, and schematic design of a new or renovated Belmont High

# **2016 Annual Report**

## **BELMONT, MASSACHUSETTS**

### **SPECIAL TOWN MEETING**

**MAY 4, 2016**

#### **MOTIONS AND VOTES**

School, now located at 221 Concord Avenue, and for the payment of all other costs incidental and related thereto which school facility shall have an anticipated useful life of as an educational facility for the instruction of school children of at least 50 years, and for which the feasibility study the Town of Belmont may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"). The Town of Belmont acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town of Belmont incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town of Belmont, and that the amount authorized pursuant to this vote shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the Town of Belmont and the MSBA.

The Motion was adopted by electronic vote at the Belmont Special Town Meeting held May 4, 2016 at the Belmont High School Auditorium by a vote of Yes 237; No 7

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#### **ARTICLE 3: TRANSFER FROM FREE CASH AND APPROPRIATION TO FUND MODULAR CLASSROOMS AT THE CHENERY MIDDLE SCHOOL**

**MOVED:** That the Town will vote to transfer and appropriate the sum of \$1,450,000 from Free Cash to fund Modular Classrooms at the Chenery Middle School.

The Motion was adopted by electronic vote at the Belmont Special Town Meeting held May 4, 2016 at the Belmont High School Auditorium by a vote of Yes 237; No 5

# 2016 Annual Report



**TOWN OF BELMONT  
WARRANT FOR 2016 SPECIAL TOWN MEETING  
JUNE 8, 2016  
COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To either of the Constables in said County:

Greetings:

In the name of the Commonwealth of Massachusetts you are required to notify and warn the Inhabitants of the Town of Belmont, qualified as the law requires to vote in elections and Town Affairs, to meet at the Chenery Middle School Auditorium on **WEDNESDAY, JUNE 8, 2016, at 8:30 P.M.**, and to notify and warn the Town Meeting Members to meet and act at said time and place on the following Articles, viz:

---

**ARTICLE 1: ACCEPT CONVEYANCE FROM THE COMMONWEALTH OF MASSACHUSETTS FOR RECREATION, PUBLIC WORKS, OR OTHER MUNICIPAL PURPOSES CHAPTER 11 of the ACTS of 2014**

To see if the Town will vote to accept the conveyance from the Commonwealth of Massachusetts, for recreation, public works or other municipal purposes, the parcel of land shown on a plan entitled "Plan of land in Belmont, Mass. Scale 1 inch = 150 feet, dated April 29, 1955 by Joseph W. Kales, Town Engineer" recorded at the Middlesex South Registry of Deeds as Plan number 882 of 1956, and recorded with the deed from the Commonwealth to the Town of Belmont recorded in Book 8736, Page 599 (the parcel having subsequently reverted to the Commonwealth), and to appropriate by transfer from unappropriated funds in the Treasury, or by borrowing under any lawful authority, a sum of money to pay the purchase price of One Million Three Hundred Seventy-Five Thousand Dollars (\$1,375,000.00), less any costs related to the remediation of the site, and any transactional costs related thereto, or take any other action relative thereto.

Submitted by Board of Selectmen

The Board of Selectmen will report on this Article.

**Majority vote required for passage.**

Yes  No

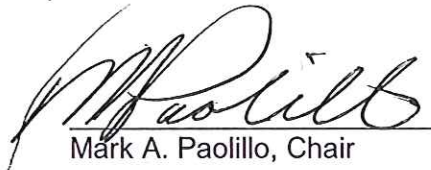


# 2016 Annual Report

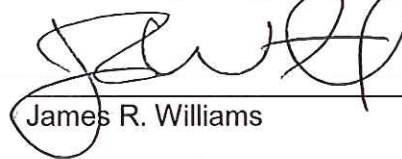


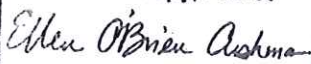
Given under our hands this 4th day of May, 2016.

## BOARD OF SELECTMEN, TOWN OF BELMONT

  
Mark A. Paolillo, Chair

  
Sami S. Baghdady, Vice Chair

  
James R. Williams

A True Copy, Attest  
  
Town Clerk of Belmont, MA



# **2016 Annual Report**

**BELMONT, MASSACHUSETTS**

**SPECIAL TOWN MEETING**

**JUNE 8, 2016**

## **MOTION AND VOTE**

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**ARTICLE 1: ACCEPT CONVEYANCE FROM THE COMMONWEALTH OF MASSACHUSETTS FOR RECREATION, PUBLIC WORKS, OR OTHER MUNICIPAL PURPOSES CHAPTER 11 of the ACTS of 2014**

**MOVED:** That the Town vote to accept the conveyance from the Commonwealth of Massachusetts, for recreation, public works or other municipal purposes, the parcel of land shown on a plan entitled "Plan of land in Belmont, Mass. Scale 1 inch = 150 feet, dated April 29, 1955 by Joseph W. Kales, Town Engineer" recorded at the Middlesex South Registry of Deeds as Plan number 882 of 1956, and recorded with the deed from the Commonwealth to the Town of Belmont recorded in Book 8736, Page 599.

The Motion was adopted at the Special Town Meeting held June 13, 2016 at the Chenery Middle School Auditorium..

# 2016 Annual Report



**TOWN OF BELMONT  
WARRANT FOR 2016 SPECIAL TOWN MEETING  
JUNE 8, 2016  
COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To either of the Constables in said County:

Greetings:

In the name of the Commonwealth of Massachusetts you are required to notify and warn the Inhabitants of the Town of Belmont, qualified as the law requires to vote in elections and Town Affairs, to meet at the Chenery Middle School Auditorium on **WEDNESDAY, JUNE 8, 2016, at 7:00 P.M.**, and to notify and warn the Town Meeting Members to meet and act at said time and place on the following Articles, viz:

---

**ARTICLE 1: CITIZENS' PETITION – RELATING TO THE INSTALLATION OF INTERIOR WIRELESS TELECOMMUNICATIONS FACILITIES**

To see if the Town will vote to amend § 3.3 of the Town of Belmont Zoning By-law ( "Schedule of Use Regulations") by changing the designation for "Interior Wireless Telecommunications Facility", where it appears under "Accessory Uses," from "Y" to "SP" in all districts, as shown in the following table:

USES	DISTRICTS							
	SR-A,B,C,D	GR	AH	LB I	LB II	LB III	GB	PL
Interior Wireless Telecommunications Facility (see § 6.8 and § 7.3)	Y SP	Y SP	Y SP	Y SP	Y SP	Y SP	Y SP	Y SP

**Purpose of Article**

The purpose of this article is to ensure that all applications for the installation of interior wireless communications facilities in Belmont shall require a Special Permit, thus giving interested Belmont residents an opportunity to provide input to the deliberations of the Zoning Board of Appeals.

Submitted by citizens' petition.

*This article is reproduced in the exact form as submitted by the Citizens.*

The Board of Selectmen will report on this Article.

**Majority vote required for passage.**


Yes \_\_\_\_\_ No \_\_\_\_\_

# 2016 Annual Report



Given under our hands this 2nd day of May, 2016.

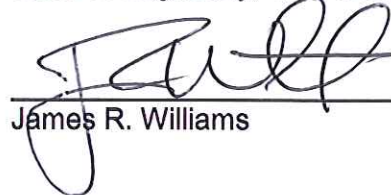
## BOARD OF SELECTMEN, TOWN OF BELMONT



Mark A. Paolillo, Chair



Sami S. Baghdady, Vice Chair



James R. Williams

# 2016 Annual Report

BELMONT, MASSACHUSETTS

SPECIAL TOWN MEETING

JUNE 8, 2016 AT 7 PM

## MOTION AND VOTE

---

**ARTICLE 1: CITIZENS' PETITION – RELATING TO THE INSTALLATION OF INTERIOR WIRELESS TELECOMMUNICATIONS FACILITIES**

**MOVED:** That the Town vote to amend § 3.3 of the Town of Belmont Zoning By-law ( "Schedule of Use Regulations") by changing the designation for "Interior Wireless Telecommunications Facility", where it appears under "Accessory Uses," from "Y" to "SP" in all districts, as shown in the following table:

USES	DISTRICTS							
	SR-A,B,C,D	GR	AH	LB I	LB II	LB III	GB	PL
Interior Wireless Telecommunications Facility (see § 6.8 and § 7.3)	Y SP	Y SP	Y SP	Y SP	Y SP	Y SP	Y SP	Y SP

The Motion was defeated by a vote of 80 Yes and 164 No at the Special Town Meeting held June 8, 2016 in the Chenery Middle School Auditorium.

# 2016 Annual Report



**TOWN OF BELMONT  
WARRANT FOR SPECIAL TOWN MEETING  
OCTOBER 19, 2016  
COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To either of the Constables in said County:

Greetings:

In the name of the Commonwealth of Massachusetts you are required to notify and warn the Inhabitants of the Town of Belmont, qualified as the law requires to vote in elections and Town Affairs, to meet at the Chenery Middle School Auditorium on **Wednesday, October 19, 2016, at 7:00 P.M.**, and to notify and warn the Town Meeting Members to meet and act at said time and place on the following Articles, viz:

---

**ARTICLE 1:           WITHDRAWAL FROM MINUTEMAN REGIONAL VOCATIONAL SCHOOL**

To see if the Town will vote to withdraw from the Minuteman Regional Vocational School (the "District") pursuant to Sections IV(I) and IX of the 2016 Amended Regional Agreement for the District, as amended March 11, 2016, and to authorize the Board of Selectmen and other appropriate Town officials to all take such actions as may be necessary and appropriate to accomplish the withdrawal so authorized, or take any other action relative thereto.

Submitted by Board of Selectmen

The Board of Selectmen will report on this Article.

**Two-thirds majority vote required for passage.**


Yes \_\_\_\_ No \_\_\_\_

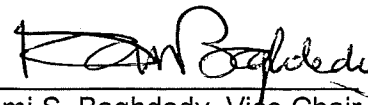
# 2016 Annual Report

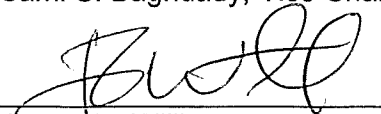


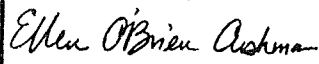
Given under our hands this 26th day of **September, 2016**.

## BOARD OF SELECTMEN, TOWN OF BELMONT

  
Mark A. Paolillo, Chair

  
Sami S. Baghdady, Vice Chair

  
James R. Williams

A True Copy, Attest  
  
Town Clerk of Belmont, MA

# **2016 Annual Report**

**BELMONT, MASSACHUSETTS**

**SPECIAL TOWN MEETING**

**OCTOBER 19, 2016**

## **MOTION AND VOTE**

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### **ARTICLE 1: WITHDRAWAL FROM MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT**

**MOVED:** That the Town withdraw from the Minuteman Regional Vocational School (the "District") pursuant to Sections IV(l) and IX of the 2016 Amended Regional Agreement for the District, as amended March 11, 2016, and to authorize the Board of Selectmen and other appropriate Town officials to all take such actions as may be necessary and appropriate to accomplish the withdrawal so authorized, or take any other action relative thereto.

The Motion was adopted by more than Two Thirds majority by a vote of (172) Yes ; ( 66) No at the Special Town Meeting held October 19, 2016 at the Chenery Middle School Auditorium; in accordance with Town of Belmont Representative Town Meeting Act of 1926, as amended, Section 8, this vote shall not be operative until the expiration of seven days, exclusive of Sundays and holidays, from the dissolution of the meeting.

# 2016 Annual Report

## Statement of Votes Cast STATE PRESIDENTIAL PRIMARY ELECTION BELMONT, MA

Summary For All Precincts, All Counters, All Races

3/1/2016

### Official Results

PRECINCT	1	2	3	4	5	6	7	8	TOTAL
Registered Voters	2196	2295	2135	1933	2136	2132	2122	2289	17238
Total Cards Cast	1337	1247	1200	1069	1216	1312	1229	1359	9969
Democractic Cards Cast	977	793	876	835	903	1000	918	882	7184
Republican Cards Cast	359	454	319	233	311	308	310	475	2769
Green Rainbow Cards Cast	0	0	2	0	1	1	0	2	6
United Independent Party Cards Cast	1	0	3	1	1	3	1	0	10
Percent	60.88%	54.34%	56.21%	55.30%	56.93%	61.54%	57.92%	59.37%	57.83%

PRESIDENTIAL PREFERENCE	DEMOCRATIC								
	Total	Total	Total	Total	Total	Total	Total	Total	Total
Number of Precincts	1	1	1	1	1	1	1	1	1
Precincts Reporting	1	1	1	1	1	1	1	1	1
Times Counted	977	793	876	835	903	1000	918	882	7184
Total Votes	976	790	875	833	903	1000	918	882	7177 100.00%
Times Blank Voted	1	3	1	2	0	0	0	0	7
<b>HILLARY CLINTON</b>	583	523	516	417	446	575	464	536	4060 56.57%
BERNIE SANDERS	383	260	351	407	452	419	448	336	3056 42.58%
MARTIN O'MALLEY	5	3	1	5	4	2	2	5	27 0.38%
ROQUE DE LA FUENTE	0	1	2	0	1	1	1	0	6 0.08%
NO PREF	3	3	4	3	0	1	2	4	20 0.28%
Write-in Votes	2	0	1	1	0	2	1	1	8 0.11%



## 2016 Annual Report

PRECINCT	1	2	3	4	5	6	7	8	TOTAL	
<b>STATE COMMITTEE MAN</b>	DEMOCRATIC									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	977	793	876	835	903	1000	918	882	7184	
Total Votes	694	531	632	616	621	684	668	585	5031	100.00%
Times Blank Voted	283	262	244	219	282	316	250	297	2153	
<b>STEVEN C OWENS</b>	587	421	492	506	505	547	556	442	4056	80.62%
DAVID A KAZIS	102	109	137	107	115	136	107	142	955	18.98%
Write-in Votes	5	1	3	3	1	1	5	1	20	0.40%

<b>STATE COMMITTEE WOMAN</b>	DEMOCRATIC									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	977	793	876	835	903	1000	918	882	7184	
Total Votes	603	508	572	572	592	633	656	543	4679	100.00%
Times Blank Voted	374	285	304	263	311	367	262	339	2505	
<b>TINA M POINDEXTER</b>	599	506	570	571	590	631	652	543	4662	99.64%
Write-in Votes	4	2	2	1	2	2	4	0	17	0.36%

<b>GROUP</b>	DEMOCRATIC									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	977	793	876	835	903	1000	918	882	7184	
Total Votes	370	294	336	329	350	377	411	324	2791	100.00%
Times Blank Voted	607	499	540	506	553	623	507	558	4393	
<b>GROUP 1</b>	370	294	336	329	350	377	411	324	2791	100.00%
	GP1									

# 2016 Annual Report

PRECINCT		1	2	3	4	5	6	7	8	TOTAL	
<b>TOWN COMMITTEE</b>	DEMOCRATIC										
		Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts		1	1	1	1	1	1	1	1		
Precincts Reporting		1	1	1	1	1	1	1	1		
Times Counted		11836	9323	10772	10633	11075	12258	12329	10404	88630	
Total Votes		11652	9139	10599	10426	10836	12068	12098	10174	86992	100.00%
Times Blank Voted		184	184	173	207	239	190	231	230	1638	
<b>WILLIAM BROWNSBERGER</b>	GP1	689	536	612	530	585	705	612	572	4841	5.56%
<b>LAURIE A GRAHAM</b>	GP1	487	357	420	405	436	526	471	412	3514	4.04%
<b>JEANNE R MOONEY</b>	GP1	465	376	421	404	430	512	456	396	3460	3.98%
<b>ANNE BARRINGTON MAHON</b>	GP1	456	343	417	438	432	462	456	393	3397	3.90%
<b>JENNIFER M FALLON</b>	GP1	477	364	400	392	399	460	455	379	3326	3.82%
<b>GRETCHEN M McCLAIN</b>	GP1	457	332	379	376	407	448	454	360	3213	3.69%
<b>JENNIFER A PAGE</b>	GP1	413	340	421	388	388	434	445	372	3201	3.68%
<b>STEPHEN H KLIONSKY</b>	GP1	431	333	377	366	391	473	446	365	3182	3.66%
<b>THEODORE DUKAS</b>	GP1	432	324	372	368	400	474	451	357	3178	3.65%
<b>CARL M BRAUER</b>	GP1	426	370	376	361	383	432	434	399	3181	3.66%
<b>HELEN E GOLDING</b>	GP1	456	329	387	368	390	438	449	364	3181	3.66%
<b>PAUL F ROBERTS</b>	GP1	432	332	375	370	395	432	433	404	3173	3.65%
<b>KAREN FREIDBERG</b>	GP1	438	329	375	369	387	419	437	357	3111	3.58%
<b>JEAN M DICKINSON</b>	GP1	402	327	385	370	389	437	441	354	3105	3.57%
<b>SARA M MASUCCI</b>	GP1	409	328	373	373	390	419	436	370	3098	3.56%
<b>HELEN E BAKEMAN</b>	GP1	392	321	381	399	382	420	433	363	3091	3.55%
<b>CORALIE N DiTOMMASO</b>	GP1	396	315	377	408	387	405	443	352	3083	3.54%
<b>TRISH LOHMAR</b>	GP1	416	330	375	368	383	417	436	356	3081	3.54%
<b>DEBRA DEUTSCH</b>	GP1	399	319	376	391	385	418	438	354	3080	3.54%
<b>RICHARD E WARING</b>	GP1	398	322	377	373	383	420	429	369	3071	3.53%
<b>KATE C FOSTER</b>	GP1	403	314	368	374	383	424	432	355	3053	3.51%
<b>MICHAEL McNAMARA</b>	GP1	386	312	369	369	391	414	452	356	3049	3.50%
<b>MARY BRADLEY</b>	GP1	396	314	375	373	399	410	431	348	3046	3.50%
<b>ANTHONY J ALCORN</b>	GP1	384	305	386	377	378	412	428	346	3016	3.47%
<b>WAYNE MESARD</b>	GP1	408	310	378	358	371	412	430	349	3016	3.47%
<b>JOSEPH P SHANNON</b>	GP1	388	305	350	364	374	407	425	349	2962	3.40%
<b>RUSSELL PHILIP LEINO</b>	GP1	374	304	348	360	366	397	423	349	2921	3.36%
<b>JOEL M SEMUELS</b>		3	5	4	4	6	6		9	37	0.04%
<b>STUART R GALLANT</b>		5	4	1	5	5	4		12	36	0.04%
<b>LINDA LEVIN-SCHERZ</b>		4	5	5	4	5	4		9	36	0.04%
<b>PAUL C RICKTER</b>		3	5	5	4	5	4		9	35	0.04%
<b>ADESHINA AYODEJI BAPTISTA</b>		5	3	9	2	4	3		8	34	0.04%
<b>CECILIA ANN BUCKLEY</b>		2	10	3	3	5	1		8	32	0.04%
<b>DANIEL W HALSTON</b>		3	5	2	4	4	2		8	28	0.03%
<b>MARY DONAHUE STEARNS</b>		1	5	2	4	4	2		8	26	0.03%
All other write-in votes (3 votes or fewer)		16	6	18	4	14	15	22	3	98	0.11%

## 2016 Annual Report

PRECINCT	1	2	3	4	5	6	7	8	TOTAL	
<b>PRESIDENTIAL PREFERENCE</b>	REPUBLICAN									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	359	454	319	233	311	308	310	475	2769	
Total Votes	358	454	318	233	311	307	310	474	2765	100.00%
Times Blank Voted	1	0	1	0	0	1	0	1	4	
<b>DONALD J TRUMP</b>	122	174	109	101	125	129	129	194	1083	39.17%
JOHN R KASICH	99	127	83	45	71	80	83	103	691	24.99%
MARCO RUBIO	108	107	79	60	66	64	72	104	660	23.87%
TED CRUZ	13	30	30	18	32	26	16	48	213	7.70%
BEN CARSON	3	5	11	6	5	2	1	11	44	1.59%
JEB BUSH	3	3	3	0	4	2	4	6	25	0.90%
RAND PAUL	0	0	1	2	1	1	2	0	7	0.25%
CARLY FIORINA	1	1	0	0	1	0	1	2	6	0.22%
GEORGE PATAKI	0	1	2	0	0	0	0	1	4	0.14%
CHRIS CHRISTIE	2	1	0	0	1	0	1	1	6	0.22%
JIM GILMORE	0	0	0	0	2	0	0	0	2	0.07%
MIKE HUCKABEE	1	0	0	0	1	0	0	0	2	0.07%
RICK SANTORUM	0	0	0	0	0	1	0	0	1	0.04%
NO PREF	1	1	0	1	1	1	0	2	7	0.25%
Write-in Votes	5	4	0	0	1	1	1	2	14	0.51%

<b>STATE COMMITTEE MAN</b>	REPUBLICAN									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	359	454	319	233	311	308	310	475	2769	
Total Votes	273	353	248	187	254	239	249	391	2194	100.00%
Times Blank Voted	86	101	71	46	57	69	61	84	575	
<b>STEVEN W AYLWARD</b>	160	196	166	125	196	151	176	264	1434	65.36%
NEIL EDWARD ST.CLAIR	112	154	81	62	57	88	72	127	753	34.32%
Write-in Votes	1	3	1	0	1	0	1	0	7	0.32%

## 2016 Annual Report

PRECINCT	1	2	3	4	5	6	7	8	TOTAL	
<b>STATE COMMITTEE WOMAN</b>	REPUBLICAN									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	359	454	319	233	311	308	310	475	2769	
Total Votes	188	256	176	144	195	165	175	256	1555	100.00%
Times Blank Voted	171	198	143	89	116	143	135	219	1214	
<b>DEBORAH R DUGAN</b>	187	254	175	143	193	163	172	253	1540	99.04%
Write-in Votes	1	2	1	1	2	2	3	3	15	0.96%

GROUP	REPUBLICAN									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	359	454	319	233	311	308	310	475	2769	
Total Votes	103	123	88	69	86	62	101	140	772	100.00%
Times Blank Voted	256	331	231	164	225	246	209	335	1997	
<b>GROUP 1</b>	103	123	88	69	86	62	101	140	772	100.00%
	GP1									

# 2016 Annual Report

PRECINCT		1	2	3	4	5	6	7	8	TOTAL	
<b>TOWN COMMITTEE</b>	REPUBLICAN										
		Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts		1	1	1	1	1	1	1	1		
Precincts Reporting		1	1	1	1	1	1	1	1		
Total Votes		4472	5198	3817	2855	3826	3070	4091	5882	33211	100.00%
Times Blank Voted		92	108	105	56	78	97	96	117	749	
<b>ANGELO R FIRENZE</b>	GP1	195	210	154	110	138	138	135	244	1324	3.99%
<b>WEGA G FIRENZE</b>	GP1	156	183	139	96	125	108	126	207	1140	3.43%
<b>TOMMASINA ANNE OLSON</b>	GP1	142	182	128	92	151	106	129	197	1127	3.39%
<b>MARLENE A FLEWELLING</b>	GP1	160	162	118	91	119	111	123	203	1087	3.27%
<b>ELIZABETH K MAHONEY</b>	GP1	153	163	124	84	114	111	125	180	1054	3.17%
<b>LIZ ALLISON</b>	GP1	141	179	130	78	116	101	121	177	1043	3.14%
<b>GUY A CARBONE</b>	GP1	134	179	110	86	109	86	123	180	1007	3.03%
<b>JANICE M ELLARD</b>	GP1	130	141	113	82	140	97	116	176	995	3.00%
<b>FRANCIS J BONANNO</b>	GP1	128	150	114	101	113	88	115	177	986	2.97%
<b>WALTER L ALMOND</b>	GP1	132	155	112	83	117	84	118	179	980	2.95%
<b>PETER A MANCINI</b>	GP1	128	153	106	91	112	104	117	167	978	2.94%
<b>FRANCIS A LOMBARDO</b>	GP1	122	151	108	94	119	90	118	161	963	2.90%
<b>DOROTHY M BOYLE</b>	GP1	144	149	106	80	106	88	119	167	959	2.89%
<b>SUSAN S SMART</b>	GP1	126	154	111	76	103	88	112	168	938	2.82%
<b>PAUL J COUTINHO</b>	GP1	120	137	103	78	103	83	135	165	924	2.78%
<b>WILLIAM MUSSERIAN</b>	GP1	123	159	99	81	101	81	117	162	923	2.78%
<b>DIANE DETTA BARBIERI</b>	GP1	123	141	108	82	102	86	122	157	921	2.77%
<b>MARY A ZAMMITTI</b>	GP1	126	139	111	78	106	87	115	153	915	2.76%
<b>ROBERT E GRAY, III</b>	GP1	125	137	97	74	100	81	133	161	908	2.73%
<b>JANET H MacDONALD</b>	GP1	121	135	103	76	101	86	113	166	901	2.71%
<b>ANA H SILVIA CRUZ</b>	GP1	117	149	104	76	109	77	115	150	897	2.70%
<b>CLAIRE DONDIS</b>	GP1	119	134	101	85	106	82	114	153	894	2.69%
<b>CHRISTOPHER R HOWE</b>	GP1	120	132	100	76	118	78	112	156	892	2.69%
<b>LAURENCE P MacDONALD</b>	GP1	118	135	103	74	103	83	112	161	889	2.68%
<b>WILLIAM P DUNHAM, JR</b>	GP1	115	135	107	84	107	79	109	152	888	2.67%
<b>P. CONNELLY REGGIO</b>	GP1	120	140	100	77	100	78	106	167	888	2.67%
<b>RICHARD H ROSEN</b>	GP1	124	137	102	74	96	84	114	155	886	2.67%
<b>BRENDA L DZIERZESKI</b>	GP1	117	134	97	77	97	76	109	176	883	2.66%
<b>STANLEY J DZIERZESKI</b>	GP1	114	134	99	76	99	74	109	176	881	2.65%
<b>CATHERINE A UMINA</b>	GP1	114	133	102	75	101	82	110	150	867	2.61%
<b>JOHN T UMINA</b>	GP1	114	131	101	76	105	78	111	148	864	2.60%
<b>PAUL L MINOR</b>	GP1	115	133	103	72	102	74	112	150	861	2.59%
<b>JEFFREY L SPELLER</b>	GP1	111	143	103	73	95	73	109	147	854	2.57%
<b>LEO GENDRON</b>	GP1	112	135	103	73	97	74	109	146	849	2.56%
<b>HELEN A GENDRON</b>	GP1	113	134	98	74	96	74	108	148	845	2.54%

# 2016 Annual Report

PRECINCT	1	2	3	4	5	6	7	8	TOTAL	
<b>PRESIDENTIAL PREFERENCE</b>	GREEN RAINBOW									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	0	0	2	0	1	1	0	2	6	
Total Votes	0	0	2	0	1	1	0	2	6	100.00%
Times Blank Voted	0	0	0	0	0	0	0	0	0	
<b>JILL STEIN</b>	0	0	2	0	0	0	0	1	3	50.00%
SEDINAM CURRY	0	0	0	0	0	0	0	1	1	16.67%
WILLIAM P KREML	0	0	0	0	0	0	0	0	0	0.00%
KENT MESPLAY	0	0	0	0	0	0	0	0	0	0.00%
DARRYL CHERNEY	0	0	0	0	0	0	0	0	0	0.00%
NO PREF	0	0	0	0	1	1	0	0	2	33.33%
Write-in Votes	0	0	0	0	0	0	0	0	0	0.00%

STATE COMMITTEE MAN	GREEN RAINBOW									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	0	0	2	0	1	1	0	2	6	
Total Votes	0	0	0	0	0	0	0	0	0	100.00%
Times Blank Voted	0	0	2	0	1	1	0	2	6	
Write-in Votes	0	0	0	0	0	0	0	0	0	100.00%

STATE COMMITTEE WOMAN	GREEN RAINBOW									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	0	0	2	0	1	1	0	2	6	
Total Votes	0	0	0	0	0	0	0	0	0	100.00%
Times Blank Voted	0	0	2	0	1	1	0	2	6	
Write-in Votes	0	0	0	0	0	0	0	0	0	100.00%

## 2016 Annual Report

PRECINCT	1	2	3	4	5	6	7	8	TOTAL	
<b>TOWN COMMITTEE</b>	GREEN RAINBOW									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	0	0	2	0	1	1	0	2	6	
Total Votes	0	0	0	0	0	0	0	0	0	100.00%
Times Blank Voted	0	0	2	0	1	1	0	2	6	
Write-in Votes	0	0	0	0	0	0	0	0	0	100.00%

PRECINCT	1	2	3	4	5	6	7	8	TOTAL	
<b>PRESIDENTIAL PREFERENCE</b>	UNITED INDEPENDENT									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	1	0	3	1	1	3	1	0	10	
Total Votes	1	0	3	1	1	3	1	0	10	100.00%
Times Blank Voted	0	0	0	0	0	0	0	0	0	
NO PREF	0	0	1	1	0	0	1	0	3	30.00%
Write-in Votes	1	0	2	0	1	3	0	0	7	70.00%

PRECINCT	1	2	3	4	5	6	7	8	TOTAL	
<b>STATE COMMITTEE MAN</b>	UNITED INDEPENDENT									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	1	0	3	1	1	3	1	0	10	
Total Votes	0	0	1	0	1	0	0	0	2	100.00%
Times Blank Voted	1	0	2	1	0	3	1	0	8	
Write-in Votes	0	0	1	0	1	0	0	0	2	100.00%

## 2016 Annual Report

PRECINCT	1	2	3	4	5	6	7	8	TOTAL	
<b>STATE COMMITTEE WOMAN</b>	UNITED INDEPENDENT									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	1	0	3	1	1	3	1	0	10	
Total Votes	0	0	2	0	1	0	0	0	3	100.00%
Times Blank Voted	1	0	1	1	0	3	1	0	7	
Write-in Votes	0	0	2	0	1	0	0	0	3	100.00%

TOWN COMMITTEE	UNITED INDEPENDENT									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	1	0	3	1	1	3	1	0	10	
Total Votes	0	0	0	0	1	0	0	0	1	100.00%
Times Blank Voted	1	0	3	1	0	3	1	0	9	
Write-in Votes	0	0	0	0	1	0	0	0	1	100.00%



# 2016 Annual Report

**Election Summary Report  
ANNUAL TOWN ELECTION  
BELMONT, MA  
Summary For All Precincts, All Counters, All Races  
Official Results  
4/5/2016**

Registered Voters 17328 - Cards Cast 3907 22.55%	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total
Registered Voters	2197	2313	2147	1944	2156	2148	2121	2302	17328
Cards Cast	648	500	475	377	393	549	332	634	3908
Turnout	29.49%	21.62%	22.12%	19.39%	18.23%	25.56%	15.65%	27.54%	22.55%

		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>MODERATOR</b>											
	Elected	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts		1	1	1	1	1	1	1	1	8	
Precincts Reporting		1	1	1	1	1	1	1	1	8	
Total Votes		469	348	339	240	286	394	249	384	2709	
Times Blank Voted		179	152	136	137	107	155	83	250	1199	
<b>MICHAEL J WIDMER</b>	*	468	346	338	237	284	393	247	382	2695	99.48%
Write-in (All Others)Votes		1	2	1	3	2	1	2	2	14	0.52%

		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>BOARD OF SELECTMEN</b>											
	Elected	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts		1	1	1	1	1	1	1	1		
Precincts Reporting		1	1	1	1	1	1	1	1		
Total Votes		628	487	463	360	377	533	326	623	3797	
Times Blank Voted		20	13	12	17	16	16	6	11	111	
<b>MARK A PAOLILLO</b>	*	399	353	310	208	227	337	160	438	2432	64.05%
ALEXANDRA RUBAN		228	133	152	152	150	195	165	185	1360	35.82%
Write-in (All Others)Votes		1	1	1	0	0	1	1	0	5	0.13%

		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>TOWN CLERK</b>											
	Elected	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts		1	1	1	1	1	1	1	1		
Precincts Reporting		1	1	1	1	1	1	1	1		
Total Votes		481	380	355	276	313	401	260	426	2892	
Times Blank Voted		167	120	120	101	80	148	71	208	1015	
<b>E. O'BRIEN CUSHMAN</b>	*	481	380	354	275	313	401	258	424	2886	99.79%
Write-in (All Others)Votes		0	0	1	1	0	0	2	2	6	0.21%

# 2016 Annual Report

		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>BOARD OF ASSESSORS</b>											
	Elected	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts		1	1	1	1	1	1	1	1		
Precincts Reporting		1	1	1	1	1	1	1	1		
Total Votes		417	325	309	236	264	346	227	376	2500	
Times Blank Voted		231	175	166	141	129	203	105	258	1408	
<b>CHARLES LAVERTY, III</b>	*	417	325	308	233	262	345	221	374	2485	99.40%
Write-in (All Others)Votes		0	0	1	3	2	1	6	2	15	0.60%

		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>BD/CEM. COMMISSIONERS</b>											
	Elected	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts		1	1	1	1	1	1	1	1		
Precincts Reporting		1	1	1	1	1	1	1	1		
Total Votes		407	324	302	254	268	334	228	368	2485	
Times Blank Voted		241	176	173	123	125	215	104	266	1423	
<b>WILLIAM J CHEMELLI</b>	*	407	323	299	252	267	334	227	367	2476	99.64%
Write-in (All Others)Votes		0	1	3	2	1	0	1	1	9	0.36%

		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>BOARD OF HEALTH</b>											
	Elected	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts		1	1	1	1	1	1	1	1		
Precincts Reporting		1	1	1	1	1	1	1	1		
Total Votes		411	311	301	231	253	333	224	355	2419	
Times Blank Voted		237	189	174	146	140	216	108	279	1489	
<b>JULIE C LEMAY</b>	*	411	311	301	229	251	332	224	353	2412	99.71%
Write-in (All Others)Votes		0	0	0	2	2	1	0	2	7	0.29%

		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>HOUSING AUTHORITY 5yrs</b>											
	Elected	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts		1	1	1	1	1	1	1	1		
Precincts Reporting		1	1	1	1	1	1	1	1		
Total Votes		402	284	293	228	253	335	223	329	2347	
Times Blank Voted		246	216	182	149	140	214	109	305	1561	
<b>A. BARRINGTON MAHON</b>	*	394	281	289	221	238	331	219	321	2294	97.74%
MATTHEW J. SULLIVAN		3	0	0	0	12	0	0	0	15	0.64%
Write-in (All Others)Votes		5	3	4	7	3	4	4	8	38	1.62%

# 2016 Annual Report

		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>HOUSING AUTHORITY 3yrs</b>											
	Elected	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts		1	1	1	1	1	1	1	1		
Precincts Reporting		1	1	1	1	1	1	1	1		
Total Votes		548	390	373	309	343	458	278	510	3209	
Times Blank Voted		100	110	102	68	50	91	54	124	699	
<b>TOMMASINA A OLSON</b>	*	230	211	211	198	213	222	138	258	1681	52.38%
PAUL C RICKTER		317	179	162	109	129	236	139	252	1523	47.46%
Write-in (All Others)Votes		1	0	0	2	1	0	1	0	5	0.16%

		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>LIBRARY TRUSTEES - ELECT TWO</b>											
	Elected	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts		1	1	1	1	1	1	1	1		
Precincts Reporting		1	1	1	1	1	1	1	1		
Total Votes		783	560	523	380	444	629	400	606	4325	
Times Blank Voted		163	162	168	142	129	184	92	265	1305	
<b>MARK P CARTHY</b>	*	405	293	251	182	217	308	197	309	2162	49.99%
<b>M. DONAHUE STEARNS</b>	*	377	267	272	196	226	320	201	297	2156	49.85%
Write-in (All Others)Votes		1	0	0	2	1	1	2	0	7	0.16%

		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>SCHOOL COMMITTEE 3yrs -ELECT TWO</b>											
	Elected	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts		1	1	1	1	1	1	1	1		
Precincts Reporting		1	1	1	1	1	1	1	1		
Total Votes		977	684	638	520	586	804	511	846	5566	
Times Blank Voted		90	107	110	69	61	85	45	134	701	
<b>SABRI MURAT BICER</b>	*	401	242	214	137	190	309	185	281	1959	35.20%
<b>ANDREA H PRESTWICH</b>	*	357	246	217	153	199	272	163	325	1932	34.71%
KIMBERLY O'MAHONY		219	195	206	228	195	222	161	237	1663	29.88%
Write-in (All Others)Votes		0	1	1	2	2	1	2	3	12	0.22%

		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>SCHOOL COMMITTEE 1yr- ELECT ONE</b>											
	Elected	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts		1	1	1	1	1	1	1	1		
Precincts Reporting		1	1	1	1	1	1	1	1		
Total Votes		432	310	277	224	243	370	237	356	2449	
Times Blank Voted		216	190	198	153	150	179	95	278	1459	
<b>ELYSE B SHUSTER</b>	*	429	305	271	219	240	362	232	350	2408	98.33%
GANG ZHAO		3	5	0	3	2	7	2	4	26	1.06%
Write-in (All Others)Votes		0	0	6	2	1	1	3	2	15	0.61%

# 2016 Annual Report

<b>PCT 1 MTG MBRS 3yrs- ELECT TWELVE</b>			
	Elected	Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Total Votes		4694	
Times Blank Voted		34	
<b>DANIEL VERNICK</b>	*	339	7.22%
<b>MARK P CARTHY</b>	*	334	7.12%
<b>KAREN FREIDBERG</b>	*	328	6.99%
<b>JOCELYN C HAYES</b>	*	328	6.99%
<b>CHRISTINE M DOYLE</b>	*	320	6.82%
<b>GRETCHEN M McCLAIN</b>	*	301	6.41%
<b>ADRIANA POOLE</b>	*	300	6.39%
<b>KRISTEN F ZECCHI</b>	*	286	6.09%
<b>MICHAEL D LIBENSON</b>	*	285	6.07%
<b>ROBERT E McGAW</b>	*	283	6.03%
<b>DANIEL W HALSTON</b>	*	269	5.73%
<b>ALINA LISANKE</b>	*	256	5.45%
N. MADANIAN REPPUCCI		250	5.33%
C. McCUE OLMSTED		248	5.28%
BENJAMIN LUBETSKY		195	4.15%
JOANNE S BIRGE		191	4.07%
JOAN S TEEBAGY		177	3.77%
Write-in (All Others)Votes		4	0.09%

<b>PCT 2 MTG MBRS 3yrs- ELECT TWELVE</b>			
	Elected	Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Total Votes		3214	
Times Blank Voted		29	
<b>KATHLEEN KEOHANE</b>	*	265	8.25%
<b>MARYANN L SCALI</b>	*	263	8.18%
<b>ELIZABETH W PEW</b>	*	253	7.87%
<b>K BARMAKIAN HEROSIAN</b>	*	250	7.78%
<b>JOSEPH A SCALI</b>	*	247	7.69%
<b>JAMES BANKER</b>	*	233	7.25%
<b>ANNE K HELGEN</b>	*	233	7.25%
<b>PETER R MAGNI</b>	*	227	7.06%
<b>C. BING-YEN HUANG</b>	*	214	6.66%
<b>CINDY G PAPA</b>	*	211	6.57%
<b>E. HARMER DIONNE</b>	*	208	6.47%
<b>JOSEPH G DESTEFANO</b>	*	203	6.32%
DAVID C SKOLNICK		198	6.16%
RICHARD K MADDEN		192	5.97%
Write-in (All Others)Votes		17	0.53%

# 2016 Annual Report

<b>PCT 2 MTG MBR 2yrs - ELECT ONE</b>			
	Elected	Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Total Votes		366	
Times Blank Voted		134	
<b>SUSAN E BURGESS-COX</b>	*	218	59.56%
THOMAS JAY LOWERY		148	40.44%
Write-in (All Others)Votes		0	0.00%

<b>PCT 3 MTG MBRS 3yrs ELECT TWELVE</b>			
	Elected	Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Total Votes		3199	
Times Blank Voted		33	
<b>JANET M KRUSE</b>	*	255	7.97%
<b>HELI TOMFORD</b>	*	254	7.94%
<b>J. ANANIAN SARNO</b>	*	252	7.88%
<b>JOHN T DIECKMANN</b>	*	248	7.75%
<b>ELIZABETH KLIMASMITH</b>	*	239	7.47%
<b>CHARLES M HAMANN</b>	*	237	7.41%
<b>ROBERT L SARNO</b>	*	231	7.22%
<b>A. GOODMAN-BELKADI</b>	*	224	7.00%
<b>LISA ANN OTERI</b>	*	215	6.72%
<b>VERA L ISKANDARIAN</b>	*	200	6.25%
<b>RAFFI M MANJIKIAN</b>	*	196	6.13%
<b>MARTIN PLASS</b>	*	193	6.03%
JAMES PATRICK HERRON		187	5.85%
JJ ROHRER		153	4.78%
YANQIAO SHAWN XIANG		111	3.47%
Write-in (All Others)Votes		4	0.13%

<b>PCT 3 MTG MBR 2yrs - ELECT ONE</b>			
	Elected	Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Total Votes		260	
Times Blank Voted		215	
<b>LEO J GENDRON</b>	*	258	99.23%
Write-in (All Others)Votes		2	0.77%

# 2016 Annual Report

<b>PCT 3 MTG MBR 1yr - ELECT ONE</b>			
	Elected	Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Total Votes		258	
Times Blank Voted		217	
<b>LOT WEBSTER BATES</b>	*	256	99.22%
Write-in (All Others)Votes		2	0.78%

<b>PCT 4 MTG MBRS 3yrs -ELECT TWELVE</b>			
	Elected	Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Total Votes		2336	
Times Blank Voted		37	
<b>SHEILA M FLEWELLING</b>	*	205	8.78%
<b>DAVID R FLEWELLING</b>	*	192	8.22%
<b>KEVIN M CUNNINGHAM</b>	*	189	8.09%
<b>LISA M GIBALERIO</b>	*	188	8.05%
<b>LAURA JOY VANDERHART</b>	*	187	8.01%
<b>SANDRA M OCCHINO</b>	*	173	7.41%
<b>MICHAEL B CHESSON</b>	*	164	7.02%
<b>HELEN E BAKEMAN</b>	*	163	6.98%
<b>JOSEPH P WHITE</b>	*	160	6.85%
<b>JOHN B OCCHINO</b>	*	159	6.81%
<b>WILLIAM G MESSENGER</b>	*	153	6.55%
<b>JOHANNA M SWIFT HART</b>	*	153	6.55%
ALBERT DRUEDING		132	5.65%
OGDEN R SAWYER		114	4.88%
Write-in (All Others)Votes		4	0.17%

<b>PCT 4 MTG MBR 1yr - ELECT ONE</b>			
	Elected	Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Total Votes		186	
Times Blank Voted		191	
<b>MARCUS D PATTERSON</b>	*	186	100.00%
Write-in (All Others)Votes		0	0.00%

# 2016 Annual Report

<b>PCT 5 MTG MBRS 3yrs -ELECT TWELVE</b>			
	Elected	Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Total Votes		2475	
Times Blank Voted		55	
<b>LAURIE A CARLSON</b>	*	235	9.49%
<b>JANICE M ELLARD</b>	*	228	9.21%
<b>ANDRES T ROJAS</b>	*	224	9.05%
<b>ARTO N ASADOORIAN</b>	*	217	8.77%
<b>A.H. SILVIA CRUZ</b>	*	201	8.12%
<b>JUDITH D FEINS</b>	*	201	8.12%
<b>JOHN W POLLOCK</b>	*	199	8.04%
<b>LUCIA WILLE</b>	*	199	8.04%
<b>E.C. SANDERSON, III</b>	*	196	7.92%
<b>MARY BRADLEY</b>	*	191	7.72%
<b>JOHN M O'CONNOR</b>	*	191	7.72%
<b>AZRA NELSON</b>	*	180	7.27%
Write-in (All Others)Votes		13	0.53%

<b>PCT 5 MTG MBR 1yr - ELECT ONE</b>			
	Elected	Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Total Votes		31	
Times Blank Voted		362	
<b>ELAINE ALLIGOOD</b>	*	3	9.68%
Write-in (All Others)Votes		28	90.32%

# 2016 Annual Report

<b>PCT 6 MTG MBRS 3yrs -ELECT TWELVE</b>			
	Elected	Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Total Votes		3576	
Times Blank Voted		43	
<b>ELIZABETH GIBSON</b>	*	338	9.45%
<b>L. RUTHERFORD SLAP</b>	*	331	9.26%
<b>STEPHEN H KLIONSKY</b>	*	286	8.00%
<b>JOCELYN D RECORD</b>	*	283	7.91%
<b>ELIZABETH G LIPSON</b>	*	280	7.83%
<b>VIRGINIA JORDAN</b>	*	268	7.49%
<b>ROY EPSTEIN</b>	*	260	7.27%
<b>BRIAN S SAPER</b>	*	252	7.05%
<b>MARCIE S HIRSCH</b>	*	245	6.85%
<b>K. POULIN-KERSTIEN</b>	*	236	6.60%
<b>JENNIFER MARUSIAK</b>	*	229	6.40%
<b>MARY ANN KAZANJIAN</b>	*	228	6.38%
JULIA M KIRRAANE		201	5.62%
HENRY JOHN KOSIBA		129	3.61%
Write-in (All Others)Votes		10	0.28%
<b>PCT 7 MTG MBRS 3yrs -ELECT TWELVE</b>			
	Elected	Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Total Votes		1863	
Times Blank Voted		49	
<b>PENELOPE H SCHAFER</b>	*	211	11.33%
<b>MICHAEL MCNAMARA</b>	*	209	11.22%
<b>CAROL A MOYLES</b>	*	207	11.11%
<b>DEBORAH S LOCKETT</b>	*	205	11.00%
<b>SUSAN REBECCA TITUS</b>	*	193	10.36%
<b>PATRICIA A KELLEY</b>	*	185	9.93%
<b>PAUL J COUTINHO</b>	*	182	9.77%
<b>A. WHITLOW SENGUPTA</b>	*	178	9.55%
<b>MEGHAN PERLOW</b>	*	173	9.29%
<b>KATHLEEN LOWREY BONNIN</b>	*	26	1.40%
<b>SARAH ELIZABETH JACKSON</b>	*	25	1.34%
<b>PAUL S. NELSON</b>	*	22	1.18%
Write-in (All Others)Votes		47	2.52%



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<b>PCT 7 MTG MBRS 1yr - ELECT THREE</b>			
	Elected	Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Total Votes		26	
Times Blank Voted		313	
<b>CLARE G. CRAWFORD</b>	*	4	15.38%
<b>FAILURE TO ELECT - CAUCUS WILL BE HELD DUE TO TIE (ONE SEAT)</b>			
<b>FAILURE TO ELECT - CAUCUS WILL BE HELD DUE TO TIE (ONE SEAT)</b>			
Write-in (All Others)Votes		22	84.62%

<b>PCT 8 MTG MBRS 3yrs- ELECT TWELVE</b>			
	Elected	Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Total Votes		4156	
Times Blank Voted		34	
<b>DEBORAH M ROSALES</b>	*	316	7.60%
<b>FRANCES B NAPOLI</b>	*	282	6.79%
<b>ANNE-MARIE M LAMBERT</b>	*	276	6.64%
<b>PAUL C RICKTER</b>	*	260	6.26%
<b>ROGER H READ</b>	*	259	6.23%
<b>ANN M RITTENBURG</b>	*	257	6.18%
<b>CHRISTINE W KOCHER</b>	*	256	6.16%
<b>KATHLEEN COWING</b>	*	243	5.85%
<b>DIANE BECKLEY MILLER</b>	*	235	5.65%
<b>PAUL F ROBERTS</b>	*	232	5.58%
<b>MICHAEL F CROWLEY</b>	*	215	5.17%
<b>GI HYUN YOON-HUANG</b>	*	215	5.17%
MARTY BITNER		206	4.96%
ROBIN M WHITWORTH		203	4.88%
SONIA S HRAIZ		195	4.69%
MELISSA MACINTYRE		181	4.36%
STEVEN HERBERT SAAR		178	4.28%
COSMO CATERINO		141	3.39%
Write-in (All Others)Votes		6	0.14%

# 2016 Annual Report

**Statement of Votes Cast**  
**STATE PRIMARY**  
**BELMONT, MA**  
**Summary For All Precincts, All Counters, All Races**  
**OFFICIAL RESULTS**  
**9/8/2016**

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total
Registered Voters	2219	2309	2191	1985	2138	2173	2152	2311	17478
Total Cards Cast	308	205	230	193	215	286	197	253	1887
Democratic Cards Cast	289	184	217	182	191	269	183	228	1743
Republican Cards Cast	19	21	13	11	22	17	14	25	142
Green Rainbow Cards Cast	0	0	0	0	0	0	0	0	0
United Independent Party Cards Cast	0	0	0	0	2	0	0	0	2
Percent	13.88%	8.88%	10.50%	9.72%	10.06%	13.16%	9.15%	10.95%	10.80%

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>REP in CONGRESS</b>	DEMOCRATIC									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	289	184	217	182	191	269	183	228	1743	
Total Votes	239	154	187	156	159	227	163	178	1463	100.00%
Number of Uncast Votes	50	30	30	26	32	42	20	50	280	
<b>KATHERINE M CLARK</b>	238	151	187	155	156	225	163	175	1450	99.11%
Write-in Votes	1	3	0	1	3	2	0	3	13	0.89%

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>COUNCILLOR</b>	DEMOCRATIC									
	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Number of Precincts	1	1	1	1	1	1	1	1	1	
Precincts Reporting	1	1	1	1	1	1	1	1	1	
Times Counted	289	184	217	182	191	269	183	228	1743	
Total Votes	259	159	193	170	181	243	167	196	1568	100.00%
Number of Uncast Votes	30	25	24	12	10	26	16	32	175	
M.M. PETITTO DEVANEY	95	80	112	90	84	106	74	78	719	45.85%
PETER GEORGIU	63	37	33	34	34	48	32	55	336	21.43%
<b>WILLIAM B HUMPHREY</b>	101	42	48	46	63	89	61	62	512	32.65%
Write-in Votes	0	0	0	0	0	0	0	1	1	0.06%

# 2016 Annual Report

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>SEN in GENERAL COURT</b>										
DEMOCRATIC										
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	289	184	217	182	191	269	183	228	1743	
Total Votes	238	160	189	153	163	232	169	194	1498	100.00%
Number of Uncast Votes	51	24	28	29	28	37	14	34	245	
<b>WILLIAM BROWNSBERGER</b>	237	160	189	151	161	230	166	190	1484	99.07%
Write-in Votes	1	0	0	2	2	2	3	4	14	0.93%
<b>REP in GENERAL COURT</b>										
DEMOCRATIC										
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	289	184	217	182	191	269	183	228	1743	
Total Votes	231	152	184	152	159	226	156	175	1435	100.00%
Number of Uncast Votes	58	32	33	30	32	43	27	53	308	
<b>DAVID M ROGERS</b>	230	150	184	151	157	223	155	173	1423	99.16%
Write-in Votes	1	2	0	1	2	3	1	2	12	0.84%
<b>SHERIFF</b>										
DEMOCRATIC										
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	289	184	217	182	191	269	183	228	1743	
Total Votes	246	171	200	164	180	237	172	204	1574	100.00%
Number of Uncast Votes	43	13	17	18	11	32	11	24	169	
<b>PETER J KOUTOUJIAN</b>	211	154	183	140	157	204	143	179	1371	87.10%
<b>BARRY S KELLEHER</b>	33	17	17	24	23	33	29	25	201	12.77%
Write-in Votes	2	0	0	0	0	0	0	0	2	0.13%
<b>REP in CONGRESS</b>										
REPUBLICAN										
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	19	21	13	11	22	17	14	25	142	
Total Votes	10	7	4	1	9	3	5	7	46	100.00%
Number of Uncast Votes	9	14	9	10	13	14	9	18	96	
Write-in Votes	10	7	4	1	9	3	5	7	46	100.00%

# 2016 Annual Report

Precinct 1 Precinct 2 Precinct 3 Precinct 4 Precinct 5 Precinct 6 Precinct 7 Precinct 8 Total Percent

<b>COUNCILLOR</b>	REPUBLICAN									
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	19	21	13	11	22	17	14	25	142	
Total Votes	5	3	3	1	8	3	2	8	33	100.00%
Number of Uncast Votes	14	18	10	10	14	14	12	17	109	
Write-in Votes	5	3	3	1	8	3	2	8	33	100.00%

<b>SEN in GENERAL COURT</b>	REPUBLICAN									
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	19	21	13	11	22	17	14	25	142	
Total Votes	5	4	4	2	10	3	3	6	37	100.00%
Number of Uncast Votes	14	17	9	9	12	14	11	19	105	
Write-in Votes	5	4	4	2	10	3	3	6	37	100.00%

<b>REP in GENERAL COURT</b>	REPUBLICAN									
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	19	21	13	11	22	17	14	25	142	
Total Votes	6	4	3	1	8	3	3	7	35	100.00%
Number of Uncast Votes	13	17	10	10	14	14	11	18	107	
Write-in Votes	6	4	3	1	8	3	3	7	35	100.00%

<b>SHERIFF</b>	REPUBLICAN									
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	19	21	13	11	22	17	14	25	142	
Total Votes	4	5	4	0	7	5	0	2	27	100.00%
Number of Uncast Votes	15	16	9	11	15	12	14	23	115	
Angelo A. LaCivita	1	4	4	0	7	4	0	2	22	
Write-in Votes	3	1	0	0	0	1	0	0	5	100.00%

<b>REP in CONGRESS</b>	GREEN RAINBOW									
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	0	0	0	0	0	0	0	0	0	
Total Votes	0	0	0	0	0	0	0	0	0	100.00%
Number of Uncast Votes	0	0	0	0	0	0	0	0	0	
Write-in Votes	0	0	0	0	0	0	0	0	0	100.00%

# 2016 Annual Report

Precinct 1 Precinct 2 Precinct 3 Precinct 4 Precinct 5 Precinct 6 Precinct 7 Precinct 8 Total Percent

COUNCILLOR	GREEN RAINBOW									
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	0	0	0	0	0	0	0	0	0	
Total Votes	0	0	0	0	0	0	0	0	0	100.00%
Number of Uncast Votes	0	0	0	0	0	0	0	0	0	
Write-in Votes	0	0	0	0	0	0	0	0	0	100.00%

SEN in GENERAL COURT	GREEN RAINBOW									
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	0	0	0	0	0	0	0	0	0	
Total Votes	0	0	0	0	0	0	0	0	0	100.00%
Number of Uncast Votes	0	0	0	0	0	0	0	0	0	
Write-in Votes	0	0	0	0	0	0	0	0	0	100.00%

REP in GENERAL COURT	GREEN RAINBOW									
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	0	0	0	0	0	0	0	0	0	
Total Votes	0	0	0	0	0	0	0	0	0	100.00%
Number of Uncast Votes	0	0	0	0	0	0	0	0	0	
Write-in Votes	0	0	0	0	0	0	0	0	0	100.00%

SHERIFF	GREEN RAINBOW									
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	0	0	0	0	0	0	0	0	0	
Total Votes	0	0	0	0	0	0	0	0	0	100.00%
Number of Uncast Votes	0	0	0	0	0	0	0	0	0	
Write-in Votes	0	0	0	0	0	0	0	0	0	100.00%

REP in CONGRESS	UNITED INDEPENDENT PARTY									
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	0	0	0	0	2	0	0	0	2	
Total Votes	0	0	0	0	1	0	0	0	1	100.00%
Number of Uncast Votes	0	0	0	0	1	0	0	0	1	
Write-in Votes	0	0	0	0	1	0	0	0	1	100.00%

# 2016 Annual Report

Precinct 1 Precinct 2 Precinct 3 Precinct 4 Precinct 5 Precinct 6 Precinct 7 Precinct 8 Total Percent

COUNCILLOR	UNITED INDEPENDENT PARTY									
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	0	0	0	0	2	0	0	0	2	
Total Votes	0	0	0	0	2	0	0	0	2	100.00%
Number of Uncast Votes	0	0	0	0	0	0	0	0	0	
Write-in Votes	0	0	0	0	2	0	0	0	2	100.00%

SEN in GENERAL COURT	UNITED INDEPENDENT PARTY									
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	0	0	0	0	2	0	0	0	2	
Total Votes	0	0	0	0	1	0	0	0	1	100.00%
Number of Uncast Votes	0	0	0	0	1	0	0	0	1	
Write-in Votes	0	0	0	0	1	0	0	0	1	100.00%

REP in GENERAL COURT	UNITED INDEPENDENT PARTY									
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	0	0	0	0	2	0	0	0	2	
Total Votes	0	0	0	0	1	0	0	0	1	100.00%
Number of Uncast Votes	0	0	0	0	1	0	0	0	1	
Write-in Votes	0	0	0	0	1	0	0	0	1	100.00%

SHERIFF	UNITED INDEPENDENT PARTY									
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Times Counted	0	0	0	0	2	0	0	0	2	
Total Votes	0	0	0	0	2	0	0	0	2	100.00%
Number of Uncast Votes	0	0	0	0	0	0	0	0	0	
Write-in Votes	0	0	0	0	2	0	0	0	2	100.00%

# 2016 Annual Report

**Election Summary Report**  
**SPECIAL TOWN ELECTION**  
**BELMONT, MA**  
**Summary For All Precincts, All Counters, All Races**  
**OFFICIAL RESULTS**  
**9/20/2016**

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	
Registered Voters	2217	2309	2192	1980	2144	2172	2151	2293	17458	
Cards Cast	522	419	379	257	381	459	270	547	3234	
Turnout	23.46%	18.15%	17.29%	12.98%	17.77%	21.09%	12.55%	23.86%	18.52%	
	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>QUESTION 1</b>										
Times Counted	522	419	379	257	381	459	270	547	3234	100.00%
Total Votes	520	419	378	256	381	459	270	547	3230	
Times Blank Voted	2	0	1	1	0	0	0	0	4	
<b>NO</b>	378	341	269	163	241	355	163	418	2328	71.99%
<b>YES</b>	142	78	109	93	140	104	107	129	902	27.89%

# 2016 Annual Report

## Election Summary Report STATE ELECTION BELMONT, MA Summary For All Precincts, All Counters, All Races OFFICIAL RESULTS 11/8/2016

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
Registered Voters	2228	2337	2252	2030	2205	2200	2242	2332	17826	
Cards Cast	1841	1946	1822	1603	1791	1849	1868	1971	14691	
Turnout	82.63%	83.27%	80.91%	78.97%	81.22%	84.05%	83.32%	84.52%	82.41%	

### ELECTORS OF PRESIDENT/VICE PRESIDENT

	Total	Total	Total	Total	Total	Total	Total	Total	Total	Percent
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Total Votes	1806	1924	1800	1586	1754	1819	1849	1937	14475	100.00%
Times Blank Voted	35	22	22	17	37	30	19	34	216	
<b>CLINTON &amp; KAINE</b>	1326	1248	1317	1132	1275	1366	1339	1249	10252	70.83%
JOHNSON & WELD	73	85	57	74	69	52	74	77	561	3.88%
STEIN & BARAKA	27	17	21	28	32	36	48	28	237	1.64%
TRUMP & PENCE	339	501	366	322	350	339	345	544	3106	21.46%
All Other Write-in Votes	13	21	14	6	4	7	16	5	86	0.59%
MCMULLIN & JOHNSON	8	14	9	5	6	5	6	11	64	0.44%
ROMNEY	10	23	5	7	4	2	10	6	67	0.46%
SANDERS	6	5	5	11	12	9	8	9	65	0.45%
KASICH	3	6	4	1	1	2	3	3	23	0.16%
BLUMBERG	0	3	0	0	1	1	0	3	8	0.06%
RYAN	1	1	2	0	0	0	0	2	6	0.04%

### REP in CONGRESS

	Total	Total	Total	Total	Total	Total	Total	Total	Total	Percent
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Total Votes	1392	1397	1405	1262	1344	1429	1482	1339	11050	100.00%
Times Blank Voted	449	549	417	341	447	420	386	632	3641	
<b>KATHERINE M CLARK</b>	1376	1380	1392	1251	1330	1424	1472	1325	10950	99.10%
All Other Write-in Votes	16	17	13	10	8	5	10	9	88	0.80%
MATTHEW SULLIVAN	0	0	0	1	6	0	0	5	12	0.11%



# 2016 Annual Report

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>COUNCILLOR</b>										
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Total Votes	1230	1268	1283	1195	1247	1283	1398	1256	10160	100.00%
Times Blank Voted	611	678	539	408	544	566	470	715	4531	
<b>M.M. PETITTO DEVANEY</b>	1217	1253	1271	1186	1240	1277	1388	1248	10080	99.21%
Write-in Votes	13	15	12	9	7	6	10	8	80	0.79%
<b>SEN in GENERAL COURT</b>										
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Total Votes	1405	1384	1407	1261	1340	1414	1476	1376	11063	100.00%
Times Blank Voted	436	562	415	342	451	435	392	595	3628	
<b>WILLIAM BROWNSBERGER</b>	1394	1368	1399	1257	1328	1411	1464	1366	10987	99.31%
Write-in Votes	11	16	8	4	12	3	12	10	76	0.69%
<b>REP in GENERAL COURT</b>										
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Total Votes	1294	1303	1332	1209	1298	1343	1433	1284	10496	100.00%
Times Blank Voted	547	643	490	394	493	506	435	687	4195	
<b>DAVID M ROGERS</b>	1283	1292	1324	1200	1276	1342	1426	1281	10424	99.31%
All Other Write-in Votes	11	9	4	9	8	1	7	3	52	0.50%
<b>MATTHEW SULLIVAN</b>	0	2	4	0	14	0	0	0	20	0.19%
<b>SHERIFF</b>										
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Total Votes	1311	1393	1360	1247	1334	1375	1450	1352	10822	100.00%
Times Blank Voted	530	553	462	356	457	474	418	619	3869	
<b>PETER J KOUTOUJIAN</b>	1302	1380	1357	1237	1321	1372	1443	1343	10755	99.38%
Write-in Votes	9	13	3	10	13	3	7	9	67	0.62%

# 2016 Annual Report

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent
<b>QUESTION 1</b>										
	Total	Total	Total	Total	Total	Total	Total	Total		
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Total Votes	1777	1845	1722	1540	1712	1762	1796	1882	14036	100.00%
Times Blank Voted	64	101	100	63	79	87	72	89	655	
<b>YES</b>	353	390	422	474	397	348	450	475	3309	23.58%
<b>NO</b>	1424	1455	1300	1066	1315	1414	1346	1407	10727	76.42%

	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total
<b>QUESTION 2</b>										
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Total Votes	1806	1886	1766	1554	1753	1796	1824	1922	14307	100.00%
Times Blank Voted	35	60	56	49	38	53	44	49	384	
<b>YES</b>	687	891	745	529	589	586	638	682	5347	37.37%
<b>NO</b>	1119	995	1021	1025	1164	1210	1186	1240	8960	62.63%

	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total
<b>QUESTION 3</b>										
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Total Votes	1801	1904	1766	1568	1754	1803	1832	1906	14334	100.00%
Times Blank Voted	40	42	56	35	37	46	36	65	357	
<b>YES</b>	1414	1445	1425	1288	1448	1468	1488	1458	11434	79.77%
<b>NO</b>	387	459	341	280	306	335	344	448	2900	20.23%

	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total
<b>QUESTION 4</b>										
Number of Precincts	1	1	1	1	1	1	1	1		
Precincts Reporting	1	1	1	1	1	1	1	1		
Total Votes	1814	1916	1779	1577	1771	1819	1844	1933	14453	100.00%
Times Blank Voted	27	30	43	26	20	30	24	38	238	
<b>YES</b>	915	887	900	936	1008	971	1094	874	7585	52.48%
<b>NO</b>	899	1029	879	641	763	848	750	1059	6868	47.52%

# 2016 Annual Report

***TOWN OF BELMONT, MASSACHUSETTS***

***REPORT ON EXAMINATION OF  
BASIC FINANCIAL STATEMENTS***

***YEAR ENDED JUNE 30, 2016***

# 2016 Annual Report

## TOWN OF BELMONT, MASSACHUSETTS

### REPORT ON EXAMINATION OF BASIC FINANCIAL STATEMENTS

JUNE 30, 2016

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# 2016 Annual Report

Powers & Sullivan, LLC

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## **Independent Auditor's Report**

To the Honorable Board of Selectmen  
Town of Belmont, Massachusetts

## **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Belmont, Massachusetts, as of and for the year ended June 30, 2016 (except for the Belmont Contributory Retirement System which is as of and for the year ended December 31, 2015), and the related notes to the financial statements, which collectively comprise the Town of Belmont, Massachusetts' basic financial statements as listed in the table of contents.

## **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

## **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the Belmont Municipal Light Plant as of December 31, 2015, which represent 61.1%, 31.9%, and 62.4%, respectively, of the assets, net position, and revenues of the business-type activities. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the business-type activities of the Belmont Municipal Light Plant, is based solely on the report of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

# 2016 Annual Report

## **Opinions**

In our opinion, based on our audit and the report of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Belmont, Massachusetts, as of June 30, 2016 (except for the Belmont Contributory Retirement System and Municipal Light Plant which are as of and for the year ended December 31, 2015), and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We and other auditors have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated February 21, 2017, on our consideration of the Town of Belmont, Massachusetts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Belmont, Massachusetts' internal control over financial reporting and compliance.

*Powers + Sullivan, LLC*

February 21, 2017

***Management's Discussion and Analysis***

# 2016 Annual Report

## ***Management's Discussion and Analysis***

As management of the Town of Belmont, we offer readers of the Town's basic financial statements this narrative overview and analysis of the financial activities of the Town for the year ended June 30, 2016.

The Town provides general government services for the territory within its boundaries, including police and fire protection, public education, water and sewer maintenance, trash disposal, electricity transmission and parks and recreational facilities.

### ***Financial Summary***

- The Town's assets exceeded its liabilities at the close of 2016 by \$51.8 million.
- The Town's total net position increased by \$6.8 million.
- At the end of year 2016, the unassigned fund balance for the general fund was \$14.1 million or 14.0% of general fund expenditures.
- The Town has been recording an accrual for the liability associated with GASB Statement #45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. At year end, the postemployment benefit (OPEB) liability totaled \$93.7 million. Please see Note 13 in the financial statements for further details.
- To offset the impact of OPEB liability, the Town has established an Other Postemployment Benefits Trust Fund (Trust) to account for funds set aside to help meet future postemployment benefit costs for retirees. During 2016, the Town transferred \$367 thousand and the Trust received \$178 thousand in investment income, bringing the balance to \$2.6 million. The Town voted to transfer \$344 thousand into the fund during 2017.
- At year end, the balance in the Town's Internal Service Fund totaled \$7.2 million, a decrease of \$1.3 million from the prior year due to higher than expected claim payments.
- This is the second year of the Town recording the liability associated with GASB # 68, *Accounting and Financial Reporting for Pensions*. At year end, the pension liability totaled \$75.3 million. Please see Note 12 in the financial statements for further details.

### ***Overview of the Financial Statements***

Our discussion and analysis of the Town is intended to serve as an introduction to the Town of Belmont's basic financial statements. The Town's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This analysis also contains other required supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The *government-wide financial statements* are designed to provide readers with a broad overview of the Town's finances, in a manner similar to private-sector business.

The *statement of net position* presents information on all of the Town's assets and deferred outflows and liabilities and deferred inflows, with the difference between them reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The *statement of activities* presents information showing how the Town's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this



# 2016 Annual Report

statement for some items that will result in cash flows in future periods (e.g., uncollected taxes and earned but unused sick and vacation time).

Both of the government-wide statement of activities distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the Town include general government, public safety, education, public works, human services, culture and recreation, community preservation and interest. The business-type activities of the Town include the water, sewer and light plant.

The government-wide financial statements include not only the Town of Belmont itself (known as the *primary government*), but also a legally separate public employee retirement system for which the Town of Belmont is financially accountable. Financial information for this *component unit* is reported separately within the fiduciary fund statements.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

**Governmental funds.** The focus of the Town of Belmont's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town of Belmont's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the year.

The Town has implemented GASB #54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The implementation of this standard changed the fund balance components to nonspendable, restricted, committed, assigned and unassigned. Additionally, under the new standard, the Town's general stabilization fund is reported within the general fund as unassigned while the Ash Landfill stabilization fund and the Special Education stabilization fund are reported within the general fund as committed.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, the wellington school construction fund and the community preservation fund, which are the Town's major governmental funds. Data from the other nonmajor governmental funds are combined into a single, aggregated presentation.

The Town of Belmont adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund as Required Supplementary Information fund to demonstrate compliance with this budget.

**Proprietary funds.** *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town uses enterprise funds to account for its water and sewer systems and light plant activities.

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Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water and sewer systems, the light plant activities and the internal service fund all of which are considered to be major funds of the Town.

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the Town's own programs.

Fiduciary fund reporting focuses on net position and changes in net position. The fiduciary fund category is split into four classifications: a pension trust fund, an other postemployment benefit trust, private purpose trust funds, and agency funds. Private purpose trust funds are used to account for trust arrangements that benefit individuals, private organizations, or other governments. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The Town's agency fund accounts for primarily police off-duty details and school student activity funds.

The Town is the trustee, or fiduciary, for its employees' pension plan and other postemployment benefit plan. The Town's fiduciary activities are reported in a separate statement of fiduciary net position and a statement of changes in fiduciary net position. These activities are excluded from the Town's government-wide financial statements because the Town cannot use these assets to finance its operations.

**Notes to the basic financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Other information.** In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the progress in funding its obligation to provide postemployment benefits to its employees.

## ***Government-wide Financial Analysis***

### ***Governmental Activities***

The Town is able to report positive balance in two out of three categories of net position. As noted below, assets exceeded liabilities by \$7.5 million at the close of the most recent year.

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	2016	2015
<b>Assets:</b>		
Current assets.....	\$ 66,918,550	\$ 60,302,682
Capital assets.....	144,023,558	140,101,602
<b>Total assets.....</b>	<b>210,942,108</b>	<b>200,404,284</b>
<b>Total deferred outflows of resources.....</b>	<b>10,212,172</b>	<b>934,739</b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	5,717,057	7,122,235
Noncurrent liabilities (excluding debt).....	161,740,251	143,305,998
Current debt.....	3,158,931	2,908,329
Noncurrent debt.....	39,239,752	40,472,534
<b>Total liabilities.....</b>	<b>209,855,991</b>	<b>193,809,096</b>
<b>Total deferred inflows of resources.....</b>	<b>3,829,519</b>	<b>1,410,687</b>
<b>Net Position:</b>		
Capital assets net of related debt.....	109,104,411	103,830,716
Restricted.....	5,828,372	5,712,285
Unrestricted.....	(107,464,013)	(103,423,761)
<b>Total net position.....</b>	<b>\$ 7,468,770</b>	<b>\$ 6,119,240</b>

A significant portion of the Town's net position, \$109.1 million, reflects its investment in capital assets (e.g., land, buildings, machinery, and equipment), less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the Town's investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Town's net position, \$5.8 million, represents resources that are subject to external restrictions on how they may be used. The remaining deficit balance of *unrestricted net position*, of \$107.5 million is due to the recognition of the liabilities associated with GASB Statement #45 Other Postemployment Benefits in the amount of \$87.1 million, as well as GASB Statement #68 Net Pension liability in the amount of \$65.7 million.

The governmental activities net position increased by \$1.3 million in the current year. The increase was primarily due to the receipt of \$1.7 million of capital grants, the gain on sale of land of \$1.7 million, a \$648 thousand surplus in the Community Preservation Fund, the timing of the expenditure of grant funds versus the actual receipt of the grant proceeds, and the Town's ability to fund capital additions (approximately \$4.9 million) from current year revenues. These increases were offset by a \$10.5 million increase in the other postemployment benefits liability.

# 2016 Annual Report

Key elements of the change in net position are as follows:

	<b>2016</b>	<b>2015</b>
<b>Program Revenues:</b>		
Charges for services.....	\$ 8,202,743	\$ 7,868,664
Operating grants and contributions.....	18,173,250	15,511,455
Capital grants and contributions.....	1,664,417	518,084
<b>General Revenues:</b>		
Real estate and personal property taxes.....	82,472,032	75,959,984
Tax liens.....	411,094	331,980
Motor vehicle and other excise taxes.....	3,575,660	3,467,076
Community preservation tax.....	1,084,117	970,713
Nonrestricted grants.....	2,943,794	2,546,466
Penalties and interest on taxes.....	295,848	427,131
Unrestricted investment income.....	1,713,254	479,466
Gain/(loss) on disposal of capital assets.....	1,741,369	776
Total revenues.....	<b>122,277,578</b>	<b>108,081,795</b>
<b>Expenses:</b>		
General government.....	9,229,962	7,626,030
Public safety.....	23,428,949	20,065,660
Education.....	72,433,026	66,732,538
Public works.....	10,595,244	15,430,071
Human services.....	1,646,230	1,435,129
Culture and recreation.....	3,118,152	3,446,940
Interest.....	1,419,485	1,284,634
Total expenses.....	<b>121,871,048</b>	<b>116,021,002</b>
<b>Change in net position before transfers.....</b>	<b>406,530</b>	<b>(7,939,207)</b>
<b>Transfers.....</b>	<b>943,000</b>	<b>937,125</b>
<b>Change in net position.....</b>	<b>1,349,530</b>	<b>(7,002,082)</b>
<b>Net position at beginning of year.....</b>	<b>6,119,240</b>	<b>13,121,322</b>
<b>Net position at end of year.....</b>	<b>\$ 7,468,770</b>	<b>\$ 6,119,240</b>

# 2016 Annual Report

## **Business-type activities**

The 2015 noncurrent liabilities and beginning net position have been revised by \$5.8 million in the light enterprise fund related to the implementation of GASB Statement #68. Please see Note 17 for more information.

Combined business-type activities net position increased by \$5.5 million in the current year. The following table identifies key elements of the enterprise operations:

	<u>2016</u>	<u>(As Revised) 2015</u>
<b>Assets:</b>		
Current assets.....	\$ 50,141,906	\$ 35,990,811
Noncurrent assets (excluding capital).....	8,336,135	6,373,002
Capital assets.....	74,914,504	59,354,323
Total assets.....	<u>133,392,545</u>	<u>101,718,136</u>
<b>Total deferred outflows of resources.....</b>	<u>1,001,674</u>	<u>359,162</u>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	2,856,109	2,232,802
Noncurrent liabilities (excluding debt).....	16,339,587	15,487,250
Current debt.....	28,959,823	2,374,131
Noncurrent debt.....	39,307,197	41,446,423
Total liabilities.....	<u>87,462,716</u>	<u>61,540,606</u>
<b>Total deferred inflows of resources.....</b>	<u>2,645,316</u>	<u>1,713,177</u>
<b>Net Position:</b>		
Capital assets net of related debt.....	33,060,462	29,525,498
Unrestricted.....	11,225,725	9,298,017
Total net position.....	<u>44,286,187</u>	<u>38,823,515</u>
<b>Program Revenues:</b>		
Charges for services.....	40,786,004	38,890,289
<b>General Revenues:</b>		
Unrestricted investment income.....	113,948	84,535
Total revenues.....	<u>40,899,952</u>	<u>38,974,824</u>
<b>Expenses:</b>		
Water.....	4,746,141	4,825,769
Sewer.....	7,520,958	7,233,825
Light.....	22,227,181	20,857,945
Total expenses.....	<u>34,494,280</u>	<u>32,917,539</u>
<b>Change in net position before transfers.....</b>	<b>6,405,672</b>	<b>6,057,285</b>
<b>Transfers.....</b>	<u><b>(943,000)</b></u>	<u><b>(937,125)</b></u>
<b>Change in net position.....</b>	<b>5,462,672</b>	<b>5,120,160</b>
<b>Net position at beginning of year (as revised).....</b>	<u><b>38,823,515</b></u>	<u><b>33,703,355</b></u>
<b>Net position at end of year.....</b>	<u><u><b>\$ 44,286,187</b></u></u>	<u><u><b>\$ 38,823,515</b></u></u>

# 2016 Annual Report

## ***Financial Analysis of the Town's Governmental Funds***

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The focus of the Town's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the Town's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the year.

As of the end of the current year, governmental funds reported combined ending fund balances of \$49.2 million comprised of \$23.2 million in the general fund, \$859 thousand in the Wellington School construction fund, \$2.5 million in the Community Preservation fund, and \$22.7 million in the nonmajor governmental funds. Overall fund balance increased by \$9.0 million in year 2016. This was primarily due to the issuance of \$1.9 million of long-term debt, the receipt of \$1.8 million for the sale of land, a \$1.7 million increase in the general stabilization fund, the receipt of a \$1.0 million capital grant from the MSBA related to the Wellington School construction project, and the timing of the expenditure of grant funds versus the actual receipt of grant proceeds and activity of the Community Preservation Fund.

The general fund is the chief operating fund. At the end of the current year, the unassigned fund balance of the general fund was \$14.1 million, while the total fund balance was \$23.2 million. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 14.0% of general fund budgetary expenditures, while total fund balance represents 23.1% of that same amount. During 2016, the fund balance of the general fund increased by \$3.2 million. The change was primarily due to positive budgetary results and a decrease in the liability in the Town's estimate for Appellate Tax Board cases of \$287 thousand.

The Wellington School construction fund is used to account for the activities related to the construction of the new school building. During 2016, the Town spent \$48 thousand on the project. At June 30, 2016, the fund has a balance of \$859 thousand due to receiving \$1.0 million of MSBA reimbursements in the current year.

The community preservation fund had a fund balance at June 30, 2016, of \$2.5 million, which is made up of \$1.1 million committed for future projects and \$1.4 million available for future appropriation. These funds are attributable to the Town's acceptance of the Community Preservation Act, which allows the Town to impose up to a 3% surcharge on property taxes, although currently the Town only charges 1.5%, and to receive matching state grant funds for specified uses related to the acquisition, creation, preservation and support of open space, historic resources, land for recreational use and community housing. The fund increased \$648 thousand during 2016 due to the receipt of both state grants and the tax surcharges, offset by \$714 thousand of expenditures.

## ***Financial Analysis of Proprietary Funds***

The Water, Sewer and Light funds maintained positive results of operations and demonstrated the ability to recover all costs from rates.

The net position of the water, sewer and electric light funds increased \$5.5 million in 2016. This performance was primarily the result of an increase in the revenues from the sale of electricity which increased by 6.99%. The light department experienced an overall increase in revenue due to an increase in rates implemented in 2014. The water and sewer funds experienced an overall flat revenue stream coupled with slight increases in sewer operating costs. Both the water and sewer funds are meeting their design of running self-sufficient as a result of having operating revenues be at a level to cover each respective fund operating costs.

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The internal service fund had an ending fund balance of \$7.2 million, which represents a decrease of \$1.3 million over the prior year. Claim payments exceeded contributions by \$1.4 million and the fund earned \$40 thousand in investment earnings.

## ***General Fund Budgetary Highlights***

There was a net increase of \$3.6 million between the original and final adopted budgets. This increase primarily relates to free cash appropriations for a transfer to the general stabilization fund and a transfer to the capital projects fund related to a modular classroom project.

## ***Capital Asset and Debt Administration***

### Capital Asset Administration

The Town of Belmont's investment in capital assets for its governmental and business type activities as of June 30, 2016, amounted to \$218.9 million (net of depreciation). This investment in capital assets includes land, construction in progress, land improvements, buildings, machinery and equipment, vehicles, and infrastructure assets. The Town's major capital projects relate to the Underwood Pool Construction, the purchase of public safety vehicles, paving, Belmont Center project, Wellington School project, and various other infrastructure projects.

In conjunction with the operating budget, the Town annually prepares a capital budget for the upcoming year and a five-year Capital Improvement Plan (CIP) that is used as a guide for future capital expenditures.

The Town annually budgets over \$2.0 million per year from current-year appropriations for capital projects.

### Light Department

The \$15.1 million increase in construction in progress was attributed to the 115KV substation project funded by both long-term and short-term debt. See debt administration note below for further information.

### Debt Administration

Outstanding governmental bonded long-term debt, as of June 30, 2016, totaled \$40.7 million of which \$23.1 million relates to various School construction projects and purchases, \$8.7 million of refunding bonds, \$1.9 million relates to the senior center project, \$1.1 million relates to the purchase of fire vehicles, \$760 thousand relates to Harris Field repairs, \$2.6 million relates to the Underwood Pool construction, \$1.3 million relates to Town center construction, leaving a balance of \$1.2 million for other CIP projects. The enterprise funds have \$4.3 million in water debt and \$10.8 million in sewer debt, all of which are fully supported by the rates.

The Town issued \$1.9 million of general obligation bonds related to Police Radio Equipment and School Fire Alarm Equipment.

The Town also issued \$500 thousand of Massachusetts Water Resource Authority related to ongoing Water projects.

The Town has an "Aaa" rating from Moody's for general obligation debt.

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## Light Department

On May 7, 2015, the Town issued a Bond Anticipation Note (BAN) in the aggregate amount of \$26,461,606. Proceeds are to be used to further finance the 115kv Transmission Service upgrade project. Bearing an interest rate of 0.7% the principal balance matures on May 6, 2016. Accrued interest for Belmont Light's share of this BAN amounted to \$123,323 as of December 31, 2015, which has been capitalized. The BAN included a bond premium of \$61,606 which will be amortized over the life of the BAN. As of December 31, 2015, the principal balance was \$26,400,000, and the remaining unamortized premium on the BAN was \$20,535. The BAN is expected to be refinanced as a general obligation taxable BAN in May of 2016. The refinanced BAN will include an additional \$1,200,000 of principal for a total issue of \$27,600,000.

## Town and Belmont Light Department Update

On February 8, 2012, Belmont Town Meeting authorized borrowing of \$53,700,000 to design and construct an electric substation facility at Blair Pond, and to install the associated transmission and distribution infrastructure. On April 24, 2014, the Town financed \$26,100,000 through long-term bonds to be repaid over a period of 20 years, by the rate payers of the Belmont Municipal Light Department (Belmont Light). During 2015/2016, a series of short term Bond Anticipation Notes (BANs) totaling \$26,400,000 were issued by the Town. On May 6, 2016, the BANs were rolled over, along with an additional \$1,200,000 of principal, for one year.

On December 8, 2016, under its 2013 Joint Development Agreement and 2016 Asset Purchase Agreement with Eversource, Inc., the Town transferred assets related to the Transmission Service upgrade project to Eversource and received \$45,060,270, the cost of the transferred assets, in return. The Town intends to use those proceeds to retire the BAN and accumulated interest in the amount of \$27,941,548 when they are due on May 5, 2017; the remaining \$17,118,722 will be used, with the review and oversight of the Belmont Board of Selectmen, acting as the Light Board, to complete the connectivity phase of the Transmission Service upgrade project and to repay funds advanced from Belmont Light's working capital during project development and implementation.

In the connectivity phase of the project, which will take place during 2017, connections will be established between the new Blair Pond substation and the three existing substations at Concord Avenue, Oakley Road and Hittinger Street, while the existing electrical supply lines between Eversource's Alewife substation and the three existing substations will be terminated. At the appropriate stage of that reconfiguration, the new lines will be energized and the Town's power will come from North Cambridge through the new transmission lines, the Blair Pond substation, and the three existing substations. Belmont Light then plans to convert voltages and equipment throughout the Town in order to provide power to its ratepayers directly through Blair Pond, and to return the three existing substations and the related land for use by the Town.

Please refer to notes 4, 7, and 8 for further discussion of the major capital and debt activity.

## ***Economic Factors and Next Year's Budget***

A statewide tax limitation statute known as "Proposition 2-1/2" limits the property tax levy to an amount equal to 2-1/2% of the value of all taxable property in the Town. A secondary limitation is that no levy in a year may exceed the preceding year's allowable tax levy by more than 2-1/2%, plus taxes levied on certain property newly added to the tax rolls. Certain Proposition 2-1/2 taxing limitations can be overridden by Town-wide referendum vote. The Town has taken advantage of this override capability to increase operating budgets and so-called "debt exclusions" that are not subject to the Proposition 2-1/2 limitations.

The Town collects 99% of its property tax billings in the year billed. Property taxes billed were \$82.9 million in 2016, which was a \$6.4 million increase from the prior year. \$615 thousand of this increase is the product of the



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certified new growth of the Town and \$4.5 million was the result of a Proposition 2-1/2 override. Within this levy approximately \$3.7 million of previous debt exclusions were paid off.

The Town continues to experience growth in residential renovation and development. In year 2016, 1,185 building permits were issued, resulting in \$56.6 million in taxable value. This activity has produced new growth tax revenue, which is exempt from the limitation imposed by Proposition 2 ½. For year 2016, the Town realized \$615 thousand in new taxes from this source.

The unemployment rate for Belmont as of November 2016 was 2.5% compared to the state figure of 2.9% and the nationwide figure of 4.9%.

## ***Requests for Information***

This financial report is designed to provide a general overview of the Town of Belmont's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Finance Department, Town Hall, 19 Moore Street, Belmont, MA 02478.

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## ***Basic Financial Statements***

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## TOWN OF BELMONT, MASSACHUSETTS STATEMENT OF NET POSITION

JUNE 30, 2016

	<i>Primary Government</i>		
	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
<b>CURRENT:</b>			
Cash and cash equivalents.....	\$ 45,360,010	\$ 41,290,738	\$ 86,650,748
Investments.....	16,966,460	-	16,966,460
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	739,287	-	739,287
Real estate tax deferrals.....	531,401	-	531,401
Tax liens.....	1,082,797	76,651	1,159,448
Motor vehicle excise taxes.....	164,699	-	164,699
User fees.....	-	6,465,905	6,465,905
Departmental and other.....	380,252	-	380,252
Intergovernmental.....	1,515,627	-	1,515,627
Inventory.....	178,017	517,901	695,918
Prepaid expenses.....	-	118,629	118,629
Purchased power advanced deposits.....	-	1,672,082	1,672,082
<b>NONCURRENT:</b>			
Restricted cash and cash equivalents.....	-	8,336,135	8,336,135
Capital assets, non depreciable.....	17,077,017	31,435,563	48,512,580
Capital assets, depreciable.....	<u>126,946,541</u>	<u>43,478,941</u>	<u>170,425,482</u>
<b>TOTAL ASSETS.....</b>	<u>210,942,108</u>	<u>133,392,545</u>	<u>344,334,653</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred outflows of resources related to pensions.....	9,944,519	1,001,674	10,946,193
Deferred loss on refunding.....	<u>267,653</u>	<u>-</u>	<u>267,653</u>
<b>TOTAL DEFERRED OUTFLOWS.....</b>	<u>10,212,172</u>	<u>1,001,674</u>	<u>11,213,846</u>
<b>LIABILITIES</b>			
<b>CURRENT:</b>			
Warrants payable.....	2,129,500	1,717,004	3,846,504
Accrued liabilities.....	-	434,242	434,242
Accrued payroll.....	323,761	23,671	347,432
Health claims payable.....	1,650,000	-	1,650,000
Tax refunds payable.....	361,000	-	361,000
Accrued interest.....	552,408	97,802	650,210
Other liabilities.....	452,512	399,235	851,747
Capital lease obligations.....	97,401	-	97,401
Landfill closure.....	75,000	-	75,000
Compensated absences.....	75,475	184,155	259,630
Notes payable.....	-	26,420,535	26,420,535
Bonds payable.....	3,158,931	2,539,288	5,698,219
<b>NONCURRENT:</b>			
Landfill closure.....	7,447,000	-	7,447,000
Compensated absences.....	1,434,030	130,104	1,564,134
Other postemployment benefits.....	87,145,923	6,595,633	93,741,556
Net pension liability.....	65,713,298	9,613,850	75,327,148
Bonds payable.....	<u>39,239,752</u>	<u>39,307,197</u>	<u>78,546,949</u>
<b>TOTAL LIABILITIES.....</b>	<u>209,855,991</u>	<u>87,462,716</u>	<u>297,318,707</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Advanced collections.....	1,714,708	-	1,714,708
Rate stabilization reserve.....	-	2,418,740	2,418,740
Deferred inflows of resources related to pensions.....	<u>2,114,811</u>	<u>226,576</u>	<u>2,341,387</u>
<b>TOTAL DEFERRED INFLOWS OF RESOURCES.....</b>	<u>3,829,519</u>	<u>2,645,316</u>	<u>6,474,835</u>
<b>NET POSITION</b>			
Net investment in capital assets.....	109,104,411	33,060,462	142,164,873
Restricted for:			
Permanent funds:			
Expendable.....	921,841	-	921,841
Nonexpendable.....	3,076,685	-	3,076,685
Other purposes.....	1,829,846	-	1,829,846
Unrestricted.....	<u>(107,464,013)</u>	<u>11,225,725</u>	<u>(96,238,288)</u>
<b>TOTAL NET POSITION.....</b>	<u>\$ 7,468,770</u>	<u>\$ 44,286,187</u>	<u>\$ 51,754,957</u>

See notes to basic financial statements.

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## TOWN OF BELMONT, MASSACHUSETTS STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2016

Functions/Programs	Program Revenues				Net (Expense)
Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Revenue	
<b>Primary Government:</b>					
<i>Governmental Activities:</i>					
General government.....	\$ 9,229,962	\$ 972,067	\$ 106,661	\$ 686	\$ (8,150,548)
Public safety.....	23,428,949	1,121,988	567,431	-	(21,739,530)
Education.....	72,433,026	3,502,245	17,210,225	791,865	(50,928,691)
Public works.....	10,595,244	1,323,279	3,475	534,891	(8,733,599)
Human services.....	1,646,230	273,209	224,582	-	(1,148,439)
Culture and recreation.....	3,118,152	1,009,955	60,876	-	(2,047,321)
Community preservation.....	-	-	-	336,975	336,975
Interest.....	1,419,485	-	-	-	(1,419,485)
Total Governmental Activities.....	121,871,048	8,202,743	18,173,250	1,664,417	<b>(93,830,638)</b>
<i>Business-Type Activities:</i>					
Water.....	4,746,141	6,534,221	-	-	1,788,080
Sewer.....	7,520,958	8,784,434	-	-	1,263,476
Light.....	22,227,181	25,467,349	-	-	3,240,168
Total Business-Type Activities.....	34,494,280	40,786,004	-	-	<b>6,291,724</b>
Total Primary Government.....	\$ <u>156,365,328</u>	\$ <u>48,988,747</u>	\$ <u>18,173,250</u>	\$ <u>1,664,417</u>	\$ <u><b>(87,538,914)</b></u>

See notes to basic financial statements.

(Continued)

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## TOWN OF BELMONT, MASSACHUSETTS STATEMENT OF ACTIVITIES (Continued)

YEAR ENDED JUNE 30, 2016

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
<b>Changes in net position:</b>			
Net (expense) revenue from previous page.....	\$ <b>(93,830,638)</b>	\$ <b>6,291,724</b>	\$ <b>(87,538,914)</b>
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	82,472,032	-	82,472,032
Tax liens.....	411,094	-	411,094
Motor vehicle and other excise taxes.....	3,575,660	-	3,575,660
Community preservation tax.....	1,084,117	-	1,084,117
Penalties and interest on taxes.....	295,848	-	295,848
Grants and contributions not restricted to specific programs.....	2,943,794	-	2,943,794
Unrestricted investment income.....	1,713,254	113,948	1,827,202
Gain on sale of capital assets.....	1,741,369	-	1,741,369
<i>Transfers, net</i> .....	943,000	(943,000)	-
Total general revenues and transfers.....	95,180,168	(829,052)	94,351,116
Change in net position.....	1,349,530	5,462,672	6,812,202
<i>Net Position:</i>			
Beginning of year (as revised).....	6,119,240	38,823,515	44,942,755
End of year.....	\$ 7,468,770	\$ 44,286,187	\$ 51,754,957

(Concluded)

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## GOVERNMENTAL FUNDS BALANCE SHEET

JUNE 30, 2016

	General Fund	Wellington School Construction Fund	Community Preservation Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>					
Cash and cash equivalents.....	\$ 21,609,533	\$ 859,318	\$ 51,512	\$ 13,986,391	\$ 36,506,754
Investments.....	5,147,643	-	2,450,973	9,367,844	16,966,460
Receivables, net of uncollectibles:					
Real estate and personal property taxes.....	732,015	-	7,272	-	739,287
Real estate tax deferrals.....	531,401	-	-	-	531,401
Tax liens.....	1,082,797	-	-	-	1,082,797
Motor vehicle excise taxes.....	164,699	-	-	-	164,699
Departmental and other.....	363,827	-	-	16,425	380,252
Intergovernmental.....	-	-	214,000	1,301,627	1,515,627
<b>TOTAL ASSETS.....</b>	<b>\$ 29,631,915</b>	<b>\$ 859,318</b>	<b>\$ 2,723,757</b>	<b>\$ 24,672,287</b>	<b>\$ 57,887,277</b>
<b>LIABILITIES</b>					
Warrants payable.....	\$ 1,088,771	\$ -	\$ -	\$ 1,040,337	\$ 2,129,108
Accrued payroll.....	316,659	-	-	7,102	323,761
Tax refunds payable.....	361,000	-	-	-	361,000
Other liabilities.....	452,512	-	-	-	452,512
<b>TOTAL LIABILITIES.....</b>	<b>2,218,942</b>	<b>-</b>	<b>-</b>	<b>1,047,439</b>	<b>3,266,381</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Unavailable revenue.....	4,236,201	-	245,972	955,345	5,437,518
<b>FUND BALANCES</b>					
Nonspendable.....	-	-	-	3,076,685	3,076,685
Restricted.....	-	859,318	2,477,785	19,592,818	22,929,921
Committed.....	3,470,509	-	-	-	3,470,509
Assigned.....	5,646,713	-	-	-	5,646,713
Unassigned.....	14,059,550	-	-	-	14,059,550
<b>TOTAL FUND BALANCES.....</b>	<b>23,176,772</b>	<b>859,318</b>	<b>2,477,785</b>	<b>22,669,503</b>	<b>49,183,378</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES.....</b>	<b>\$ 29,631,915</b>	<b>\$ 859,318</b>	<b>\$ 2,723,757</b>	<b>\$ 24,672,287</b>	<b>\$ 57,887,277</b>

See notes to basic financial statements.

# 2016 Annual Report

## RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION

YEAR ENDED JUNE 30, 2016

Total governmental fund balances.....	\$	49,183,378
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....		144,023,558
Accounts receivable are not available to pay for current-period expenditures and, therefore, are unavailable in the funds.....		3,722,810
Certain changes in the net pension liability are required to be included in pension expense over future periods. These changes are reported as deferred outflows of resources or (deferred inflows of resources) related to pensions.....		7,829,708
Internal service funds are used by management to account for retirees' health insurance and workers' compensation activities.		
The assets and liabilities of the internal service funds are included in the governmental activities in the statement of net position.....		7,202,864
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.....		(552,408)
Inventory is capitalized in the Statement of Activities.....		178,017
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds.		
Bonds payable.....	(42,398,683)	
Capital lease obligations.....	(97,401)	
Landfill closure.....	(7,522,000)	
Other postemployment benefits payable.....	(87,145,923)	
Net pension liability.....	(65,713,298)	
Compensated absences.....	<u>(1,509,505)</u>	
Net effect of reporting long-term liabilities.....		(204,386,810)
In the statement of activities, deferred losses are reported for refundings of debt, which are amortized over the shorter of the remaining life of the refunding bonds or refunded bonds. In governmental funds, defeasances of debt are expensed when the refunding bonds are issued.....		<u>267,653</u>
Net position of governmental activities.....	\$	<u><u>7,468,770</u></u>

See notes to basic financial statements.

# 2016 Annual Report

## GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

YEAR ENDED JUNE 30, 2016

	General Fund	Wellington School Construction Fund	Community Preservation Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>REVENUES:</b>					
Real estate and personal property taxes, net of tax refunds.....	\$ 82,600,849	\$ -	\$ -	\$ -	\$ 82,600,849
Tax liens.....	262,099	-	-	-	262,099
Motor vehicle and other excise taxes.....	3,593,904	-	-	-	3,593,904
Charges for services.....	2,376,304	-	-	-	2,376,304
Penalties and interest on taxes.....	295,848	-	-	-	295,848
Licenses and permits.....	1,406,559	-	-	-	1,406,559
Fines and forfeitures.....	436,496	-	-	-	436,496
Intergovernmental.....	15,765,734	1,036,494	288,337	5,156,979	22,247,544
Departmental and other.....	-	-	-	4,517,330	4,517,330
Community preservation tax.....	-	-	1,063,519	-	1,063,519
Contributions.....	-	-	-	212,627	212,627
Investment income.....	362,401	-	9,350	1,301,362	1,673,113
Miscellaneous.....	-	-	-	2,403	2,403
<b>TOTAL REVENUES.....</b>	<b>107,100,194</b>	<b>1,036,494</b>	<b>1,361,206</b>	<b>11,190,701</b>	<b>120,688,595</b>
<b>EXPENDITURES:</b>					
Current:					
General government.....	3,983,317	-	632,847	2,056,827	6,672,991
Public safety.....	12,747,100	-	-	1,911,030	14,658,130
Education.....	50,439,714	47,717	60,988	6,867,361	57,415,780
Public works.....	8,487,397	-	-	3,141,039	11,628,436
Human services.....	874,137	-	-	173,808	1,047,945
Culture and recreation.....	2,648,784	-	19,770	1,038,895	3,707,449
Pension benefits.....	13,154,999	-	-	-	13,154,999
Employee benefits.....	2,022,032	-	-	-	2,022,032
State and county charges.....	1,728,161	-	-	-	1,728,161
Debt service:					
Principal.....	2,738,533	-	-	-	2,738,533
Interest.....	1,571,512	-	-	-	1,571,512
<b>TOTAL EXPENDITURES.....</b>	<b>100,395,686</b>	<b>47,717</b>	<b>713,605</b>	<b>15,188,960</b>	<b>116,345,968</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....</b>	<b>6,704,508</b>	<b>988,777</b>	<b>647,601</b>	<b>(3,998,259)</b>	<b>4,342,627</b>
<b>OTHER FINANCING SOURCES (USES):</b>					
Proceeds from bonds and notes.....	-	-	-	1,886,000	1,886,000
Premium from issuance of bonds.....	81,991	-	-	-	81,991
Sale of capital assets.....	-	-	-	1,750,000	1,750,000
Transfers in.....	1,312,325	-	-	5,369,261	6,681,586
Transfers out.....	(4,929,365)	-	-	(809,221)	(5,738,586)
<b>TOTAL OTHER FINANCING SOURCES (USES).....</b>	<b>(3,535,049)</b>	<b>-</b>	<b>-</b>	<b>8,196,040</b>	<b>4,660,991</b>
<b>NET CHANGE IN FUND BALANCES.....</b>	<b>3,169,459</b>	<b>988,777</b>	<b>647,601</b>	<b>4,197,781</b>	<b>9,003,618</b>
<b>FUND BALANCES AT BEGINNING OF YEAR.....</b>	<b>20,007,313</b>	<b>(129,459)</b>	<b>1,830,184</b>	<b>18,471,722</b>	<b>40,179,760</b>
<b>FUND BALANCES AT END OF YEAR.....</b>	<b>\$ 23,176,772</b>	<b>\$ 859,318</b>	<b>\$ 2,477,785</b>	<b>\$ 22,669,503</b>	<b>\$ 49,183,378</b>

See notes to basic financial statements.



# 2016 Annual Report

## RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2016

Net change in fund balances - total governmental funds.....	\$	9,003,618
<p>Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.</p>		
Capital outlay.....		8,330,842
Depreciation expense.....		<u>(4,400,255)</u>
Net effect of reporting capital assets.....		3,930,587
<p>In the Statement of Activities, only the gain (loss) on the sale of capital assets is reported, whereas in the governmental funds the entire proceeds of the sale are reported as financial resources. As a result, the change in net position differs from the change in fund balance by the cost of the capital assets sold.....</p>		
		(8,631)
<p>Governmental funds report inventories as expenditures. However in the Statement of Activities the cost of those assets is capitalized and expensed when depleted.....</p>		
		19,780
<p>Revenues in the Statement of Activities that do not provide current financial resources are unavailable in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in unavailable revenue.....</p>		
		(192,527)
<p>The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.</p>		
Amortization of bond premiums.....		129,647
Amortization of deferred charges.....		(76,080)
Principal payments on capital leases.....		306,552
Proceeds from bonds and notes.....		(1,886,000)
Debt service principal payments.....		<u>2,738,533</u>
Net effect of reporting long-term debt.....		1,212,652
<p>Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.</p>		
Net change in compensated absences accrual.....		(47,984)
Net change in accrued interest on long-term debt.....		16,469
Net change in landfill closure accrual.....		(174,000)
Net change in deferred outflow/(inflow) of resources related to pensions.....		7,238,702
Net change in net pension liability.....		(7,879,933)
Net change in other postemployment benefits.....		<u>(10,455,136)</u>
Net effect of recording long-term liabilities.....		(11,301,882)
<p>Internal service funds are used by management to account for health insurance and workers' compensation activities.</p>		
The net activity of internal service funds is reported with Governmental Activities.....		<u>(1,314,067)</u>
Change in net position of governmental activities.....		<u>\$ 1,349,530</u>

See notes to basic financial statements.

# 2016 Annual Report

## PROPRIETARY FUNDS STATEMENT OF NET POSITION

JUNE 30, 2016

	Business-type Activities - Enterprise Funds				Governmental Activities - Internal Service Funds
	Water	Sewer	Electric Light (as of December 31, 2015)	Total	
<b>ASSETS</b>					
<b>CURRENT:</b>					
Cash and cash equivalents.....	\$ 4,655,058	\$ 4,138,919	\$ 32,496,761	\$ 41,290,738	\$ 8,853,256
Receivables, net of allowance for uncollectibles:					
Tax liens.....	27,143	49,508	-	76,651	-
User fees.....	2,158,445	2,911,611	1,395,849	6,465,905	-
Inventory.....	114,168	20,464	383,269	517,901	-
Prepaid expenses.....	-	-	118,629	118,629	-
Purchased power advanced deposits.....	-	-	1,672,082	1,672,082	-
Total current assets.....	<u>6,954,814</u>	<u>7,120,502</u>	<u>36,066,590</u>	<u>50,141,906</u>	<u>8,853,256</u>
<b>NONCURRENT:</b>					
Restricted cash and cash equivalents.....	-	-	8,336,135	8,336,135	-
Capital assets, non depreciable.....	386,690	60,280	30,988,593	31,435,563	-
Capital assets, depreciable.....	14,218,491	23,176,718	6,083,732	43,478,941	-
Total noncurrent assets.....	<u>14,605,181</u>	<u>23,236,998</u>	<u>45,408,460</u>	<u>83,250,639</u>	<u>-</u>
<b>TOTAL ASSETS.....</b>	<u><u>21,559,995</u></u>	<u><u>30,357,500</u></u>	<u><u>81,475,050</u></u>	<u><u>133,392,545</u></u>	<u><u>8,853,256</u></u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>					
Deferred outflows related to pensions.....	278,216	199,489	523,969	1,001,674	-
<b>LIABILITIES</b>					
<b>CURRENT:</b>					
Warrants payable.....	190,328	154,562	1,372,114	1,717,004	392
Accrued liabilities.....	-	-	434,242	434,242	-
Accrued payroll.....	13,046	10,625	-	23,671	-
Health claims payable.....	-	-	-	-	1,650,000
Accrued interest.....	-	97,802	-	97,802	-
Compensated absences.....	3,355	3,000	177,800	184,155	-
Notes payable.....	-	-	26,420,535	26,420,535	-
Bonds payable.....	696,358	737,992	1,104,938	2,539,288	-
Total current liabilities.....	<u>903,087</u>	<u>1,003,981</u>	<u>29,509,629</u>	<u>31,416,697</u>	<u>1,650,392</u>
<b>NONCURRENT:</b>					
Compensated absences.....	63,744	57,002	9,358	130,104	-
Other liabilities.....	-	-	399,235	399,235	-
Other postemployment benefits.....	1,645,824	1,380,764	3,569,045	6,595,633	-
Net pension liability.....	2,027,144	1,349,752	6,236,954	9,613,850	-
Bonds payable.....	3,577,952	10,015,856	25,713,389	39,307,197	-
Total noncurrent liabilities.....	<u>7,314,664</u>	<u>12,803,374</u>	<u>35,927,981</u>	<u>56,046,019</u>	<u>-</u>
<b>TOTAL LIABILITIES.....</b>	<u><u>8,217,751</u></u>	<u><u>13,807,355</u></u>	<u><u>65,437,610</u></u>	<u><u>87,462,716</u></u>	<u><u>1,650,392</u></u>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Rate stabilization reserve.....	-	-	2,418,740	2,418,740	-
Deferred inflows related to pensions.....	194,217	32,359	-	226,576	-
Total deferred inflows of resources.....	<u>194,217</u>	<u>32,359</u>	<u>2,418,740</u>	<u>2,645,316</u>	<u>-</u>
<b>NET POSITION</b>					
Net investment in capital assets.....	11,303,163	13,342,198	8,415,101	33,060,462	-
Unrestricted.....	2,123,080	3,375,077	5,727,568	11,225,725	7,202,864
<b>TOTAL NET POSITION.....</b>	<u><u>\$ 13,426,243</u></u>	<u><u>\$ 16,717,275</u></u>	<u><u>\$ 14,142,669</u></u>	<u><u>\$ 44,286,187</u></u>	<u><u>\$ 7,202,864</u></u>

See notes to basic financial statements.

# 2016 Annual Report

## PROPRIETARY FUNDS STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

YEAR ENDED JUNE 30, 2016

	Business-type Activities - Enterprise Funds				Governmental Activities - Internal Service Funds
	Water	Sewer	Electric Light (as of December 31, 2015)	Total	
<b>OPERATING REVENUES:</b>					
Employee contributions .....	\$ -	\$ -	\$ -	\$ -	\$ 3,189,589
Employer contributions .....	-	-	-	-	10,072,245
Charges for services .....	6,534,221	8,784,434	25,237,886	40,556,541	-
Other .....	-	-	230,354	230,354	473,870
<b>TOTAL OPERATING REVENUES .....</b>	<b>6,534,221</b>	<b>8,784,434</b>	<b>25,468,240</b>	<b>40,786,895</b>	<b>13,735,704</b>
<b>OPERATING EXPENSES:</b>					
Cost of services and administration .....	4,402,363	6,732,919	20,872,488	32,007,770	-
Depreciation .....	319,856	528,011	1,354,517	2,202,384	-
Employee benefits .....	-	-	-	-	15,089,912
<b>TOTAL OPERATING EXPENSES .....</b>	<b>4,722,219</b>	<b>7,260,930</b>	<b>22,227,005</b>	<b>34,210,154</b>	<b>15,089,912</b>
<b>OPERATING INCOME (LOSS) .....</b>	<b>1,812,002</b>	<b>1,523,504</b>	<b>3,241,235</b>	<b>6,576,741</b>	<b>(1,354,208)</b>
<b>NONOPERATING REVENUES (EXPENSES):</b>					
Investment income .....	8,438	3,156	102,354	113,948	40,141
Interest expense .....	(23,922)	(260,028)	(176)	(284,126)	-
Other expenses .....	-	-	(891)	(891)	-
<b>TOTAL NONOPERATING REVENUES (EXPENSES), NET .....</b>	<b>(15,484)</b>	<b>(256,872)</b>	<b>101,287</b>	<b>(171,069)</b>	<b>40,141</b>
<b>INCOME (LOSS) BEFORE TRANSFERS .....</b>	<b>1,796,518</b>	<b>1,266,632</b>	<b>3,342,522</b>	<b>6,405,672</b>	<b>(1,314,067)</b>
<b>TRANSFERS:</b>					
Transfers out .....	(163,000)	(130,000)	(650,000)	(943,000)	-
<b>CHANGE IN NET POSITION .....</b>	<b>1,633,518</b>	<b>1,136,632</b>	<b>2,692,522</b>	<b>5,462,672</b>	<b>(1,314,067)</b>
<b>NET POSITION AT BEGINNING OF YEAR (as revised) .....</b>	<b>11,792,725</b>	<b>15,580,643</b>	<b>11,450,147</b>	<b>38,823,515</b>	<b>8,516,931</b>
<b>NET POSITION AT END OF YEAR .....</b>	<b>\$ 13,426,243</b>	<b>\$ 16,717,275</b>	<b>\$ 14,142,669</b>	<b>\$ 44,286,187</b>	<b>\$ 7,202,864</b>

See notes to basic financial statements.

# 2016 Annual Report

## PROPRIETARY FUNDS STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2016

	Business-type Activities - Enterprise Funds				Governmental Activities - Internal Service Funds
	Water	Sewer	Electric Light (as of December 31, 2015)	Total	
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>					
Receipts from customers and users.....	\$ 6,213,081	\$ 8,445,514	\$ 26,174,165	\$ 40,832,760	\$ -
Receipts from interfund services provided.....	-	-	-	-	13,735,704
Payments to vendors.....	(3,172,817)	(5,307,704)	(16,172,794)	(24,653,315)	-
Payments to employees.....	(1,325,677)	(1,271,391)	(4,207,619)	(6,804,687)	-
Payments in lieu of taxes.....	-	-	(650,000)	(650,000)	-
Payments for interfund services used.....	-	-	-	-	(15,089,520)
<b>NET CASH FROM OPERATING ACTIVITIES.....</b>	<b>1,714,587</b>	<b>1,866,419</b>	<b>5,143,752</b>	<b>8,724,758</b>	<b>(1,353,816)</b>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</b>					
Transfers out.....	(163,000)	(130,000)	-	(293,000)	-
Grant income.....	-	-	120,125	120,125	-
Grant expense.....	-	-	(121,016)	(121,016)	-
<b>NET CASH FROM NONCAPITAL FINANCING ACTIVITIES.....</b>	<b>(163,000)</b>	<b>(130,000)</b>	<b>(891)</b>	<b>(293,891)</b>	<b>-</b>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>					
Proceeds from the issuance of bonds and notes.....	500,000	-	26,461,606	26,961,606	-
Acquisition and construction of capital assets.....	(1,271,886)	(677,126)	(15,394,606)	(17,343,618)	-
Principal payments on bonds and notes.....	(650,958)	(733,173)	(990,000)	(2,374,131)	-
Interest expense.....	(23,922)	(262,719)	(176)	(286,817)	-
<b>NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....</b>	<b>(1,446,766)</b>	<b>(1,673,018)</b>	<b>10,076,824</b>	<b>6,957,040</b>	<b>-</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>					
Investment income.....	8,438	3,156	78,652	90,246	40,141
<b>NET CASH FROM INVESTING ACTIVITIES.....</b>	<b>8,438</b>	<b>3,156</b>	<b>78,652</b>	<b>90,246</b>	<b>40,141</b>
<b>NET CHANGE IN CASH AND CASH EQUIVALENTS.....</b>	<b>113,259</b>	<b>66,557</b>	<b>15,298,337</b>	<b>15,478,153</b>	<b>(1,313,675)</b>
<b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....</b>	<b>4,541,799</b>	<b>4,072,362</b>	<b>25,534,559</b>	<b>34,148,720</b>	<b>10,166,931</b>
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR.....</b>	<b>\$ 4,655,058</b>	<b>\$ 4,138,919</b>	<b>\$ 40,832,896</b>	<b>\$ 49,626,873</b>	<b>\$ 8,853,256</b>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES:</b>					
Operating income (loss).....	\$ 1,812,002	\$ 1,523,504	\$ 3,241,235	\$ 6,576,741	\$ (1,354,208)
Adjustments to reconcile operating income (loss) to net cash from operating activities:					
Depreciation.....	319,856	528,011	1,354,517	2,202,384	-
Payment in lieu of taxes.....	-	-	(650,000)	(650,000)	-
Rate stabilization reserve.....	-	-	705,563	705,563	-
Deferred outflows/(inflows) related to pensions.....	(63,539)	(155,228)	(197,169)	(415,936)	-
Changes in assets and liabilities:					
Tax liens.....	(2,353)	(8,346)	-	(10,699)	-
User fees.....	(318,787)	(429,042)	7,012	(740,817)	-
Intergovernmental.....	-	98,468	-	98,468	-
Inventory.....	75,395	(4,508)	(33,709)	37,178	-
Prepaid expenses.....	-	-	(26,047)	(26,047)	-
Purchased power advance deposits.....	-	-	5,842	5,842	-
Other postemployment benefits obligation.....	126,481	158,043	388,380	672,904	-
Net pension liability.....	43,831	166,029	145,186	355,046	-
Warrants payable.....	(268,090)	(4,604)	179,718	(92,976)	392
Accrued liabilities.....	-	-	20,268	20,268	-
Customer deposits.....	-	-	(6,650)	(6,650)	-
Accrued payroll.....	(9,587)	(6,748)	-	(16,335)	-
Accrued compensated absences.....	(622)	840	9,606	9,824	-
<b>Total adjustments.....</b>	<b>(97,415)</b>	<b>342,915</b>	<b>1,902,517</b>	<b>2,148,017</b>	<b>392</b>
<b>NET CASH FROM OPERATING ACTIVITIES.....</b>	<b>\$ 1,714,587</b>	<b>\$ 1,866,419</b>	<b>\$ 5,143,752</b>	<b>\$ 8,724,758</b>	<b>\$ (1,353,816)</b>

See notes to basic financial statements.

# 2016 Annual Report

## FIDUCIARY FUNDS STATEMENT OF FIDUCIARY POSITION

JUNE 30, 2016

	Pension Trust Fund (as of December 31, 2015)	Other Postemployment Benefit Trust	Private Purpose Trust Funds	Agency Funds
<b>ASSETS</b>				
<b>CURRENT:</b>				
Cash and cash equivalents.....	\$ 2,241,958	\$ 14,736	\$ 357,865	\$ 281,116
Investments.....	82,643,986	2,559,381	504,466	-
Receivables, net of allowance for uncollectibles:				
Due from general fund.....	3,953,111	-	-	-
Other assets.....	-	-	-	128,913
<b>TOTAL ASSETS.....</b>	<b>88,839,055</b>	<b>2,574,117</b>	<b>862,331</b>	<b>410,029</b>
<b>LIABILITIES</b>				
Warrants payable.....	33,043	-	-	-
Accrued liabilities.....	-	-	-	9,860
Liabilities due depositors.....	-	-	-	271,287
Deferred revenue.....	-	-	-	128,882
<b>TOTAL LIABILITIES.....</b>	<b>33,043</b>	<b>-</b>	<b>-</b>	<b>410,029</b>
<b>NET POSITION</b>				
Restricted for pensions.....	88,806,012	-	-	-
Held in trust for OPEB and other purposes.....	-	2,574,117	862,331	-
	<b>\$ 88,806,012</b>	<b>\$ 2,574,117</b>	<b>\$ 862,331</b>	<b>\$ -</b>

See notes to basic financial statements.

# 2016 Annual Report

## FIDUCIARY FUNDS STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

YEAR ENDED JUNE 30, 2016

	Pension Trust Fund (as of December 31, 2015)	Other Postemployment Benefit Trust	Private Purpose Trust Funds
<b>ADDITIONS:</b>			
Contributions:			
Employer.....	\$ 7,877,960	\$ 366,738	\$ -
Employee.....	2,460,974	-	-
Miscellaneous.....	-	-	64,627
Total contributions.....	10,338,934	366,738	64,627
Net investment income (loss):			
Net change in fair value of investments.....	(439,608)	177,528	-
Interest.....	1,845,898	-	29,321
Total investment income (loss).....	1,406,290	177,528	29,321
Less: investment expense.....	(472,047)	-	-
Net investment income (loss).....	934,243	177,528	29,321
Intergovernmental.....	125,470	-	-
Transfers from other systems.....	300,450	-	-
TOTAL ADDITIONS.....	11,699,097	544,266	93,948
<b>DEDUCTIONS:</b>			
Administration.....	154,097	-	-
Transfers to other systems.....	372,855	-	-
Retirement benefits and refunds.....	10,088,430	-	-
Educational scholarships.....	-	-	63,779
TOTAL DEDUCTIONS.....	10,615,382	-	63,779
CHANGE IN NET POSITION.....	1,083,715	544,266	30,169
NET POSITION AT BEGINNING OF YEAR.....	87,722,297	2,029,851	832,162
NET POSITION AT END OF YEAR.....	\$ 88,806,012	\$ 2,574,117	\$ 862,331

See notes to basic financial statements.

# 2016 Annual Report

## **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accompanying basic financial statements of the Town of Belmont, Massachusetts have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant Town accounting policies are described herein.

### A. Reporting Entity

The Town of Belmont, Massachusetts (Town) is a municipal corporation that is governed by a Town-wide elected three member Board of Selectmen with staggered three year terms. The Selectmen have the general direction and management of the property and affairs of the Town in all matters not otherwise provided by Federal, State, or local laws and regulations. They are assisted by a Town Administrator who has responsibility for general supervision over certain general government operating departments and provides coordination with other Town-wide elected positions (e.g. including, but not limited to the Town Clerk, the Treasurer, the Board of Assessors, and the School Committee) and all other Officials, Boards, Commissions, and Committees. A principal duty of the Administrator and Town Administration is Town-wide coordination of the Town's annual fiscal budget. The legislative body of the Town is a representative Town Meeting which consists of 288 precinct elected members with staggered three year terms in addition to certain ex-officio members. The Town Meeting assembles annually to legislate policy and budgets for the local government.

For financial reporting purposes, the Town has included reporting on Government Activities (i.e. general government), Business-type Activities (i.e. Water, Sewer, and Light services), and Fiduciary Activities (i.e. Trusteeships for the Pension and Other Postemployment Benefits funds, which are restricted to their intended purposes). The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the primary government) and its component units. One entity has been included as a component unit in the reporting entity, because of the significance of its operational and/or financial relationship.

*Component Unit Presented as a Fiduciary Fund* – The following component unit is presented as a fiduciary fund of the primary government due to the nature and significance of relationship between the Town and the component unit.

In the Fiduciary Funds:

- (1) The Belmont Contributory Retirement System (System) was established to provide retirement benefits to Town employees, the Belmont Housing Authority employees and their beneficiaries. The System is governed by a five-member board comprised of the Town Accountant (ex-officio), two members elected by the System's participants, one member appointed by the Board of Selectmen and one member appointed by the Board members. The System is presented using the accrual basis of accounting and is reported as a pension trust fund in the fiduciary fund financial statements.

### **Availability of Financial Information for Component Units**

The System issues a publicly available audited financial report in accordance with guidelines established by the Commonwealth of Massachusetts' (Commonwealth) Public Employee Retirement Administration Commission (PERAC). That report may be obtained by contacting the System located at Town Hall, 455 Concord Ave, Belmont, MA 02478.

# 2016 Annual Report

## B. Government-Wide and Fund Financial Statements

### *Government-Wide Financial Statements*

The government-wide financial statements (i.e., statement of net position and the statement of changes in net position) report information on all of the non-fiduciary activities of the primary government and its component units.

*Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

### *Fund Financial Statements*

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Non-major funds are aggregated and displayed in a single column.

### *Major Fund Criteria*

Major funds must be reported if the following criteria are met:

- If the total assets and deferred outflows, liabilities and deferred inflows, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets and deferred outflows, liabilities and deferred inflows, etc.) for all funds of that category or type (total governmental or total enterprise funds), *and*
- If the total assets and deferred outflows, liabilities and deferred inflows, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Internal service funds and fiduciary funds are reported by fund type.

## C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

### *Government-Wide Financial Statements*

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:



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- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues. For the most part, the effect of interfund activity has been removed from the government-wide financial statements. However, the effect of interfund services provided and used between functions is not eliminated as the elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

## *Fund Financial Statements*

**Governmental** fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days after year-end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental funds are reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund.

The *wellington school construction fund* accounts for activity related to the construction of the new Wellington School.

The *community preservation fund* is used to account for funds held for uses restricted by law for community preservation purposes. These funds are attributable to the Town's acceptance of the Community Preservation Act, which allows the Town to impose up to a 3% surcharge, (currently Town only charges 1.5%), on property taxes and to receive matching state grant funds for specified uses related to the acquisition, creation, preservation and support of open space, historic resources, land for recreational use and community housing.

The nonmajor governmental funds consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

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The *special revenue fund* is used to account for the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than permanent funds or capital projects.

The *capital projects fund* is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets of the governmental funds.

The *permanent fund* is used to account for and report financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

**Proprietary** fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

The following major proprietary funds are reported:

The *water enterprise fund* is used to account for the water activities.

The *sewer enterprise fund* is used to account for the sewer activities.

The *light enterprise fund* is used to account for the Town's electric light department activities.

The *internal service fund* is used to account for the financing of services provided by one department to other departments or governmental units. This fund is used to account for risk financing activities related to the self-insured employee health program.

**Fiduciary** fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity by the Town for others that cannot be used to support the governmental programs.

The following fiduciary fund types are reported:

The *pension trust fund* is used to account for the activities of the System, which accumulates resources to provide pension benefits to eligible retirees and their beneficiaries.

The *other postemployment benefit trust fund* is a new fund established under special legislation to accumulate resources to provide funding for future OPEB (other postemployment benefits) liabilities.

The *private-purpose trust fund* is used to account for trust arrangements that exclusively benefit individuals, private organizations, or other governments. Some of these trusts have donor restrictions and trustee policies that do not allow the endowment portion and any unrealized appreciation to be spent. The donor restrictions and trustee policies only allows the trustees to authorize spending of the realized investment earnings. The Town's educational scholarship trusts are accounted for in this fund.

The *agency fund* is used to account for assets held in a purely custodial capacity by the Town.

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## D. Cash and Investments

### *Government-Wide and Fund Financial Statements*

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. Investments are carried at fair value.

## E. Fair Value Measurements

The Town reports required types of financial instruments in accordance with the fair value standards. These standards require an entity to maximize the use of observable inputs (such as quoted prices in active markets) and minimize the use of unobservable inputs (such as appraisals or valuation techniques) to determine fair value. Fair value standards also require the government to classify these financial instruments into a three-level hierarchy, based on the priority of inputs to the valuation technique or in accordance with net asset value practical expedient rules, which allow for either Level 2 or Level 3 depending on lock up and notice periods associated with the underlying funds.

Instruments measured and reported at fair value are classified and disclosed in one of the following categories:

Level 1 – Quoted prices are available in active markets for identical instruments as of the reporting date. Instruments, which are generally included in this category, include actively traded equity and debt securities, U.S. government obligations, and mutual funds with quoted market prices in active markets.

Level 2 – Pricing inputs are other than quoted in active markets, which are either directly or indirectly observable as of the reporting date, and fair value is determined through the use of models or other valuation methodologies. Certain fixed income securities, primarily corporate bonds, are classified as Level 2 because fair values are estimated using pricing models, matrix pricing, or discounted cash flows.

Level 3 – Pricing inputs are unobservable for the instrument and include situations where there is little, if any, market activity for the instrument. The inputs into the determination of fair value require significant management judgment or estimation.

In some instances the inputs used to measure fair value may fall into different levels of the fair value hierarchy and is based on the lowest level of input that is significant to the fair value measurement.

Market price is affected by a number of factors, including the type of instrument and the characteristics specific to the instrument. Instruments with readily available active quoted prices generally will have a higher degree of market price observability and a lesser degree of judgment used in measuring fair value. It is reasonably possible that change in values of these instruments will occur in the near term and that such changes could materially affect amounts reported in these financial statements. For more information on the fair value of the Town's financial instruments, see Note 2 for further details.

## F. Accounts Receivable

### *Government-Wide and Fund Financial Statements*

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and the proprietary funds and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

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## ***Real Estate, Personal Property Taxes and Tax Liens***

Real estate and personal property taxes are levied and based on values assessed on January 1<sup>st</sup> of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup> and May 1<sup>st</sup> and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the year of the levy.

Real estate tax liens are processed during the year on delinquent properties and are recorded as receivables in the year they are processed.

Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

## ***Motor Vehicle Excise***

Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

## ***Water and Sewer***

User fees are levied quarterly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Water and Sewer liens are processed every year and included as a lien on the property owner's tax bill. Water and Sewer charges and liens are recorded as receivables in the year of the levy.

Since the receivables are secured via the lien process they are considered 100% collectible and therefore do not report an allowance for uncollectibles.

## ***Departmental and Other***

Departmental and other receivables are recorded as receivables in the year accrued. The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

## ***Intergovernmental***

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recorded as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, receivables are recorded when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

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## G. Inventories

### Government-Wide and Fund Financial Statements

Inventories are recorded as expenditures at the time of purchase in the fund financial statements. Such inventories are capitalized in the government-wide financial statements and carried at cost. Inventories of the Light Fund are carried at average cost.

## H. Capital Assets

### Government-Wide and Proprietary Fund Financial Statements

Capital assets, which include land, construction in progress, land improvements, buildings, machinery and equipment, vehicles and infrastructure (e.g., roads, water mains, sewer mains, and similar items), are reported in the applicable governmental or business-type activity column of the government-wide financial statements, and the proprietary fund financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation. Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets.

All purchases and construction costs in excess of \$25,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

Capital assets (excluding land) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

<u>Capital Asset Type</u>	<u>Estimated Useful Life (in years)</u>
Land improvements.....	20
Buildings.....	40-50
Machinery and equipment.....	5-20
Vehicles.....	5-15
Infrastructure.....	15-100

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

The fixed assets of the municipal light enterprise fund are capitalized upon purchase and depreciated at a rate of 5% of the cost of plant in service at the beginning of the calendar year, exclusive of land and land rights. The municipal light enterprise fund charges maintenance to expense when incurred. Replacements and betterments are charged to fixed assets.

### Governmental Fund Financial Statements

Capital asset costs are recorded as expenditures in the acquiring fund in the year of the purchase.

# 2016 Annual Report

## I. Deferred Outflows/Inflows of Resources

### *Government-Wide Financial Statements (Net Position)*

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/ expenditure) until then. In 2016, the Town reported a deferred loss on refunding and deferred outflows related to pensions as deferred outflows of resources.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. In 2016, the Town reported advanced collections, deferred inflows related to pensions, and the light plant rate stabilization reserve as deferred inflows of resources.

### *Governmental Fund Financial Statements*

In addition to liabilities, the governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents assets that have been recorded in the governmental fund financial statements but the revenue is not available and so will not be recognized as an inflow of resources (revenue) until it becomes available. The Town has recorded unavailable revenue as deferred inflows of resources in the governmental funds balance sheet.

## J. Unavailable Revenue

Unavailable revenue at the governmental fund financial statement level represents billed receivables that do not meet the availability criterion in accordance with the current financial resources measurement focus and the modified accrual basis of accounting. Unavailable revenue is recognized as revenue in the conversion to the entity-wide (full accrual) financial statements.

## K. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

### *Government-Wide Financial Statements*

Transactions of a buyer/seller nature between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net position as "internal balances".

### *Fund Financial Statements*

Transactions of a buyer/seller nature between and within funds are not eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as "Due from other funds" or "Due to other funds" on the balance sheet.

# 2016 Annual Report

## L. Interfund Transfers

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as transfers in and transfers out.

### *Government-Wide Financial Statements*

Transfers between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as "Transfers, net".

### *Fund Financial Statements*

Transfers between and within funds are not eliminated from the individual fund statements and are reported as transfers in and transfers out.

## M. Net Position and Fund Equity

### *Government-Wide Financial Statements (Net position)*

Net position reported as "net investment in capital assets" includes capital assets, net of accumulated depreciation, less the principal balance of outstanding debt used to acquire capital assets. Unspent proceeds of capital related debt are not considered to be capital assets. Outstanding debt related to future reimbursements from the state's school building program is not considered to be capital related debt.

Net position is reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net position has been "restricted for" the following:

"Permanent funds – expendable" represents the amount of realized and unrealized investment earnings of donor restricted trusts. The donor restrictions and trustee policies only allows the trustees to approve spending of the realized investment earnings that support governmental programs.

"Permanent funds – nonexpendable" represents the endowment portion of donor restricted trusts that support governmental programs.

"Other purposes" represents restrictions placed on assets from outside parties.

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

### *Fund Financial Statements (Fund Balances)*

Governmental fund balances are classified as nonspendable, restricted, committed, assigned, or unassigned based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

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The governmental fund balance classifications are as follows:

“Nonspendable” fund balance includes amounts that cannot be spent because they are either not in spendable form or they are legally or contractually required to be maintained intact.

“Restricted” fund balance includes amounts subject to constraints placed on the use of resources that are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or that are imposed by law through constitutional provisions or enabling legislation.

“Committed” fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision-making authority. Town meeting is the highest level of decision making authority for the government that can, by adoption of an ordinance prior to the end of the year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

“Assigned” fund balance includes amounts that are constrained by the Town’s intent to be used for specific purposes, but are neither restricted nor committed. The Board of Selectmen has by resolution authorized the Town Accountant to assign fund balance. The Board may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year’s budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment.

“Unassigned” fund balance includes the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund.

Sometimes the Town will fund outlays for a particular purpose from different components of fund balance. In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balances in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. When different components of fund balance can be used for the same purpose, it is the Town’s policy to consider restricted fund balance to have been depleted first, followed by committed fund balance, and assigned fund balance. Unassigned fund balance is applied last.

## N. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of both the Belmont Contributory Retirement System and the Massachusetts Teachers Retirement System and additions to/deductions from the Systems fiduciary net position have been determined on the same basis as they are reported by the Systems. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

## O. Long-term debt

### *Government-Wide and Proprietary Fund Financial Statements*

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net position. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.



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## *Governmental Fund Financial Statements*

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

### P. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL).

Investment income from proprietary funds, trust funds, and internal service funds is retained within the respective fund.

### Q. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

## *Government-Wide and Proprietary Fund Financial Statements*

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred. Sick leave though accrued is expensed as incurred. There is no obligation to pay for sick time upon termination of employment.

## *Governmental Fund Financial Statements*

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities upon maturity of the liability.

### R. Use of Estimates

## *Government-Wide and Fund Financial Statements*

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the year. Actual results could vary from estimates that were used.

### S. Total Column

## *Government-Wide Financial Statements*

The total column presented on the government-wide financial statements represents consolidated financial information.

## *Fund Financial Statements*

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

# 2016 Annual Report

## NOTE 2 - CASH AND INVESTMENTS

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "Cash and Cash Equivalents". The deposits and investments of the trust funds are held separately from those of other funds.

Statutes authorize the investment in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (Pool). The Treasurer may also invest trust funds in securities, other than mortgages or collateral loans, which are legal for the investment of funds of savings banks under the laws of the Commonwealth.

The Pool meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth who serves as Trustee. The fair value of the position in the Pool is the same as the value of the Pool shares.

### Custodial Credit Risk - Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. The Town does not have a formal policy for custodial credit risk. At year-end, the carrying amount of deposits totaled \$77,319,255 and the bank balance totaled \$78,954,090. Of the bank balance, \$2,202,429 was covered by Federal Depository Insurance, \$55,874,375 was covered by the Depositors Insurance Fund, \$3,875,133 was collateralized, and \$17,002,153 was exposed to custodial credit risk because it was uninsured and uncollateralized.

At December 31, 2015, the carrying amount of the Retirement System's deposits totaled \$2,241,958 and the bank balance totaled \$2,363,033. All of the bank balance was covered by Federal Depository Insurance.

### Investments

Following are the investments of the Town as of June 30, 2016, and the Retirement System as of December 31, 2015.

#### **Town's Investments:**

Investment Type	Fair Value	Maturity			Quality Rating
		Under 1 Year	1-5 Years	6-10 Years	
<u>Debt Securities</u>					
U.S. Government Securities.....	\$ 1,058,676	\$ 314,314	\$ 744,362	\$ -	AAA
U.S. Treasury Note.....	229,489	120,829	108,660	-	AAA
Corporate Bonds.....	1,535,066	50,102	1,336,291	148,673	A/AA/BBB+/NR
Federal National Mortgage Association.....	102,778	102,778	-	-	AAA
Federal Home Loan Mortgage Corp.....	108,079	-	108,079	-	AAA
Total Debt Securities.....	3,034,088	\$ 588,023	\$ 2,297,392	\$ 148,673	
<u>Other Investments</u>					
Equity Securities.....	5,126,677				
Negotiable Certificates of Deposit.....	11,765,842				
Equity Mutual Funds.....	103,700				
Money Market Mutual Funds.....	6,246,004				
MMDT.....	12,075,341				
Total Investments.....	\$ 38,351,652				

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**Retirement System's Investments:**

	<u>Fair Value</u>	Maturity		<u>Quality Rating</u>
		<u>1-5 Years</u>	<u>6-10 Years</u>	
<u>Debt Securities</u>				
Scout Core Plus Bond Fund.....	\$ 8,273,694	\$ -	\$ 8,273,694	AA
Loomis Sayles Multisector.....	<u>7,988,683</u>	<u>-</u>	<u>7,988,683</u>	BBB
 Total Debt Securities.....	 16,262,377	 <u>\$ -</u>	 <u>\$ 16,262,377</u>	
 <u>Other Investments</u>				
Equity Mutual Funds.....	22,361,939			
Equity Securities.....	4,660,379			
PRIT Hedge Fund Account.....	9,438,612			
PRIT Alternative Fund.....	8,869,268			
PRIT Real Estate Fund.....	9,767,293			
PRIT International Equity Fund.....	9,309,466			
PRIT Fund.....	<u>1,974,652</u>			
 Total Investments.....	 <u>\$ 82,643,986</u>			

\* Duration of underlying holdings in Scout Core Plus Bond Fund is 5.41 years and the Loomis Sayles Multisector is 5.06 years.

Custodial Credit Risk – Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral security that are in possession of an outside party. Investments in external investment pools and in open-end mutual funds are not exposed to custodial credit risks because their existence is not evidenced by securities that exist in physical or book entry form. Of the Town's investments in U.S. Treasury Notes, corporate bonds, asset backed securities, and equity securities, as detailed on the previous page the Town has a custodial credit risk exposure of \$8,160,765 because the related securities are uninsured, unregistered and held by the counterparty.

The Town's investment policy states that before conducting any business with a brokerage house that the Town must obtain a copy of their latest audited financial statement, proof of National Association of Security Dealers certification, and proof of credit worthiness, which the Town defines as at least five years in operation and minimum capital of \$10 million.

The Retirement System has custodial credit risk exposure of \$4,660,379 because the related debt and equity securities are uninsured, unregistered and held by the counterparty.

The Retirement System limits its custodial credit risk by utilizing an institutional custodial bank, currently State Street Bank, to custody all separately held securities which are registered under a nominee name that is specific to the Retirement System. Assets held in commingled fund accounts are also held in a similar fashion, with individual fund securities held in the fund's name at their custodian bank. A small percentage of the Retirement System's assets (typically less than 5%) may be held from time to time in commingled cash equivalent vehicles where the assets are subject to counterparty risk.

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## Interest Rate Risk

The Town's investment policy states that safety of principal is the foremost objective, followed by liquidity and then yield. Investments shall be made to achieve the best rate of return, taking into account safety and liquidity constraints, as well as, legal requirements while not explicitly limiting the maturities of allowable investments.

The Retirement System's fixed income assets are held in professionally managed, institutional commingled funds. The Retirement System limits its effective exposure to interest rate risk by benchmarking its commingled fixed income investment accounts to an intermediate duration benchmark (LB Aggregate) with a duration of 4-5 years. Further, the Retirement System's current fixed income investments are diversified by sector (corporate, government, asset-backed, mortgage, non-US dollar) to provide additional protection in various interest rate environments.

The Town participates in MMDT, which maintains a cash portfolio and a short-term bond fund with combined average maturities of approximately 2 months.

The System participates in PRIT. The effective weighted duration rate for PRIT investments ranged from 0.14 to 24.23 years.

## Credit Risk

The Town's investment policy seeks to lessen the credit risk associated with certain types of investments through diversification and prudent selection of investments in line with MGL CH 44 Sec. 55B.

The Retirement System has a policy that states no more than 20% of the fixed income assets may be invested in below investment grade securities (rated BBB by Standard & Poor's) and the average duration of the fixed income portfolio cannot be more than 20% higher than the market as measured by Lehman Aggregate Index.

## Concentration of Credit Risk

The Town places a limit of 10% on the amount the Town may invest in any one issuer. The Town does not have more than 10% of its investments with any one issuer as of June 30, 2016.

For the Retirement System, no fixed income security, except issues of the U. S. Government, can comprise more than 5% of the Retirement Systems assets, measured at market; and no individual portfolio can hold more than 5% of its assets in securities of any single entity, except issues of the U. S. Government. Further, no equity security can comprise more than 5% of the equity portfolio measured at book value. The Retirement System does have investments in individual commingled mutual funds and trusts that represent more than 5% of the Retirement System's assets, but in each case these investments are in institutional commingled funds that are invested in diversified portfolios of between 50 and 200 individual securities.

## Foreign Currency Risk

The Retirement System's exposure to foreign currency risk is attributable to its investments in individual commingled mutual funds and trusts that are invested in diversified (by country and security) portfolios on international stocks and bonds that are denominated in foreign currencies. The Retirement System's combined policy target allocation to all non-US securities is currently 20% of the Retirement System's total assets (12% international equities and 8% international bonds).

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## Fair Market Value of Investments

The Town holds investments that are measured at fair value on a recurring basis. Because investing is not a core part of the Town's mission, the Town determines that the disclosures related to these investments only need to be disaggregated by major type. The Town chooses a tabular format for disclosing the levels within the fair value hierarchy.

The Town categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The Town has the following recurring fair value measurements as of June 30, 2016:

Investment Type	6/30/16	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
<b>Investments by fair value level</b>				
<u>Debt Securities:</u>				
United States Treasury.....	\$ 1,288,165	\$ 1,288,165	\$ -	-
Federal National Mortgage Association.....	102,778	102,778	-	-
Federal Home Loan Mortgage Corp.....	108,079	108,079	-	-
Corporate bonds.....	1,535,066	-	1,535,066	-
Total debt securities.....	3,034,088	1,499,022	1,535,066	-
<u>Other investments:</u>				
Equity securities.....	5,126,677	5,126,677	-	-
Negotiable Certificates of Deposit.....	11,765,842	11,765,842	-	-
Equity Mutual funds.....	103,700	103,700	-	-
Money market mutual funds.....	6,246,004	6,246,004	-	-
Total other investments.....	23,242,223	23,242,223	-	-
Total investments measured at fair value.....	26,276,311	\$ 24,741,245	\$ 1,535,066	\$ -
<b>Investments measured at amortized cost</b>				
MMDT.....	12,075,341			
Total investments.....	\$ 38,351,652			

U.S. government treasuries and government sponsored enterprises, equity securities, negotiable certificates of deposit, equity mutual funds, and money market mutual funds classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Corporate bonds classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

# 2016 Annual Report

MMDT investments are valued at amortized cost. Under the amortized cost method, an investment is valued initially at its cost and adjusted for the amount of interest income accrued each day over the term of the investment to account for any difference between the initial cost and the amount payable at its maturity. If amortized cost is determined not to approximate fair value, the value of the portfolio securities will be determined under procedures established by the Advisor.

## Retirement System

The retiree pension defined benefit plan holds significant amounts of investments that are measured at fair value on a recurring basis. Because investing is a key part of the plan's activities, the plan shows greater disaggregation in its disclosures. The plan chooses a tabular format for disclosing the levels within the fair value hierarchy.

The System categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles.

The System has the following recurring fair value measurements as of December 31, 2015:

Investment Type	12/31/15	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
<b>Investments by fair value level</b>				
<u>Debt Securities:</u>				
Scout Core Plus Bond Fund.....	\$ 8,273,694	\$ -	\$ 8,273,694	\$ -
Loomis Sayles Multisector.....	7,988,683	-	7,988,683	-
Total debt securities.....	<u>16,262,377</u>	-	<u>16,262,377</u>	-
<u>Other investments:</u>				
Equity mutual funds.....	22,361,939	22,361,939	-	-
Equity securities.....	4,660,379	4,660,379	-	-
Total other investments.....	<u>27,022,318</u>	<u>27,022,318</u>	-	-
Total investments measured at fair value.....	43,284,695	<u>\$ 27,022,318</u>	<u>\$ 16,262,377</u>	<u>\$ -</u>
<b>Investments measured at net asset value</b>				
PRIT Investments.....	<u>39,359,291</u>			
Total investments.....	<u>\$ 82,643,986</u>			

Equity mutual funds and equity securities classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Debt mutual funds classified in level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

# 2016 Annual Report

PRIT Investments are valued using the net asset value method. This investment pool was established by the Treasurer of the Commonwealth of Massachusetts, who serves as Trustee. PRIT is administered by the Pension Reserves Investment Management Board (PRIM). The fair values of the positions in each investment Pool are the same as the value of each Pool's shares. The System does not have the ability to control any of the investment decisions relative to its funds in PRIT.

### NOTE 3 – RECEIVABLES

At June 30, 2016, receivables for the individual major and nonmajor governmental funds, including the applicable allowances for uncollectible accounts, are as follows:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Real estate and personal property taxes.....	\$ 741,924	\$ (2,637)	\$ 739,287
Real estate tax deferrals.....	531,401	-	531,401
Tax liens.....	1,082,797	-	1,082,797
Motor vehicle and other excise taxes.....	412,466	(247,767)	164,699
Departmental and other.....	622,198	(241,946)	380,252
Intergovernmental.....	1,515,627	-	1,515,627
 Total.....	 \$ 4,906,413	 \$ (492,350)	 \$ 4,414,063

At June 30, 2016, receivables for the enterprise funds consist of the following:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Water user fees.....	\$ 2,158,445	\$ -	\$ 2,158,445
Water enterprise tax liens.....	27,143	-	27,143
Sewer user fees.....	2,911,611	-	2,911,611
Sewer enterprise tax liens.....	49,508	-	49,508
Light user fees.....	1,395,849	-	1,395,849
 Total.....	 \$ 6,542,556	 \$ -	 \$ 6,542,556

Governmental funds report unavailable revenue in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current year, the various components of unavailable revenue reported in the governmental funds were as follows:

	General Fund	Community Preservation Fund	Nonmajor Governmental Funds	Total
<u>Receivable and other asset type:</u>				
Real estate, personal property and tax deferrals.....	\$ 2,624,878	\$ 31,972	\$ -	\$ 2,656,850
Tax liens.....	1,082,797	-	-	1,082,797
Motor vehicle and other excise.....	164,699	-	-	164,699
Intergovernmental.....	-	214,000	938,920	1,152,920
Departmental.....	363,827	-	16,425	380,252
 Total.....	 \$ 4,236,201	 \$ 245,972	 \$ 955,345	 \$ 5,437,518

# 2016 Annual Report

## NOTE 4 – CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2016, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities:</b>				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 16,230,210	\$ -	\$ (8,631)	\$ 16,221,579
Construction in progress.....	226,125	745,130	(115,817)	855,438
Total capital assets not being depreciated.....	16,456,335	745,130	(124,448)	17,077,017
<u>Capital assets being depreciated:</u>				
Land improvements.....	9,217,571	1,597,137	-	10,814,708
Buildings.....	131,828,764	941,953	-	132,770,717
Machinery and equipment.....	13,911,777	1,378,034	-	15,289,811
Vehicles.....	6,411,344	233,222	-	6,644,566
Infrastructure.....	37,273,835	3,551,183	-	40,825,018
Total capital assets being depreciated.....	198,643,291	7,701,529	-	206,344,820
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(2,701,021)	(442,899)	-	(3,143,920)
Buildings.....	(44,884,195)	(1,956,722)	-	(46,840,917)
Machinery and equipment.....	(12,392,832)	(853,402)	-	(13,246,234)
Vehicles.....	(4,335,437)	(320,154)	-	(4,655,591)
Infrastructure.....	(10,684,539)	(827,078)	-	(11,511,617)
Total accumulated depreciation.....	(74,998,024)	(4,400,255)	-	(79,398,279)
Total capital assets being depreciated, net.....	123,645,267	3,301,274	-	126,946,541
Total governmental activities capital assets, net.....	\$ 140,101,602	\$ 4,046,404	\$ (124,448)	\$ 144,023,558



# 2016 Annual Report

Notes to Basic Financial Statements

Year Ended June 30, 2016

**Business-Type Activities:**

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Water:</b>				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 3,138	\$ -	\$ -	\$ 3,138
Construction in progress.....	272,219	111,333	-	383,552
Total capital assets not being depreciated.....	275,357	111,333	-	386,690
<u>Capital assets being depreciated:</u>				
Land improvements.....	7,822	-	-	7,822
Buildings.....	519,034	-	-	519,034
Machinery and equipment.....	551,499	-	-	551,499
Vehicles.....	919,642	104,729	-	1,024,371
Infrastructure.....	31,851,965	1,167,157	-	33,019,122
Total capital assets being depreciated.....	33,849,962	1,271,886	-	35,121,848
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(7,822)	-	-	(7,822)
Buildings.....	(177,599)	(7,700)	-	(185,299)
Machinery and equipment.....	(570,873)	(44,311)	-	(615,184)
Vehicles.....	(798,673)	(45,630)	-	(844,303)
Infrastructure.....	(19,028,534)	(222,215)	-	(19,250,749)
Total accumulated depreciation.....	(20,583,501)	(319,856)	-	(20,903,357)
Total capital assets being depreciated, net.....	13,266,461	952,030	-	14,218,491
Total business-type activities capital assets, net.....	\$ 13,541,818	\$ 1,063,363	\$ -	\$ 14,605,181
	Beginning Balance	Increases	Decreases	Ending Balance
<b>Sewer:</b>				
<u>Capital assets not being depreciated:</u>				
Construction in progress.....	\$ -	\$ 60,280	\$ -	\$ 60,280
<u>Capital assets being depreciated:</u>				
Machinery and equipment.....	1,252,918	180,989	-	1,433,907
Vehicles.....	705,191	-	-	705,191
Infrastructure.....	26,041,419	496,137	-	26,537,556
Total capital assets being depreciated.....	27,999,528	677,126	-	28,676,654
<u>Less accumulated depreciation for:</u>				
Machinery and equipment.....	(166,359)	(51,343)	-	(217,702)
Vehicles.....	(1,098,901)	(124,868)	-	(1,223,769)
Infrastructure.....	(3,706,665)	(351,800)	-	(4,058,465)
Total accumulated depreciation.....	(4,971,925)	(528,011)	-	(5,499,936)
Total capital assets being depreciated, net.....	23,027,603	149,115	-	23,176,718
Total business-type activities capital assets, net.....	\$ 23,027,603	\$ 209,395	\$ -	\$ 23,236,998

# 2016 Annual Report

Notes to Basic Financial Statements

Year Ended June 30, 2016

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Light:</b>				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 9,349	\$ -	\$ -	\$ 9,349
Construction in progress.....	15,908,558	15,070,686	-	30,979,244
Total capital assets not being depreciated.....	15,917,907	15,070,686	-	30,988,593
<u>Capital assets being depreciated:</u>				
Distribution Plant.....	18,150,658	460,171	(427,689)	18,183,140
General Plant.....	8,946,100	111,403	(67,730)	8,989,773
Total capital assets being depreciated.....	27,096,758	571,574	(495,419)	27,172,913
<u>Less accumulated depreciation for:</u>				
Distribution Plant.....	(14,639,913)	(908,466)	427,689	(15,120,690)
General Plant.....	(5,589,850)	(446,371)	67,730	(5,968,491)
Total accumulated depreciation.....	(20,229,763)	(1,354,837)	495,419	(21,089,181)
Total capital assets being depreciated, net.....	6,866,995	(783,263)	-	6,083,732
Total business-type activities capital assets, net.....	\$ 22,784,902	\$ 14,287,423	\$ -	\$ 37,072,325

Depreciation expense was charged to functions/programs of the primary government as follows:

**Governmental Activities:**

General government.....	\$ 570,881
Public safety.....	781,321
Education.....	1,793,146
Public works.....	863,773
Human services.....	18,846
Culture and recreation.....	372,288
Total depreciation expense - governmental activities.....	\$ 4,400,255

**Business-Type Activities:**

Water.....	\$ 319,856
Sewer.....	528,011
Light.....	1,354,837
Total depreciation expense - business-type activities.....	\$ 2,202,704

**NOTE 5 – CAPITAL LEASES**

The Town entered into a lease agreement to finance the acquisition of energy conservation equipment and also a lease agreement to finance the acquisition of an ambulance and other public safety related equipment. These lease agreements qualify as capital leases for accounting purposes, and therefore, have been recorded at the present value of the future minimum lease payments as of the inception date.

# 2016 Annual Report

The following identifies the asset value acquired through the capital lease agreement:

<u>Asset:</u>	<u>Governmental Activities</u>
Machinery and equipment.....	\$ 2,141,096
Less: accumulated depreciation.....	<u>(2,000,434)</u>
Total.....	<u>\$ 140,662</u>

The future minimum lease obligation and the net present value of the minimum lease payments at June 30, 2016, follows:

<u>Year Ending June 30</u>	<u>Governmental Activities</u>
2017.....	\$ 99,069
Less: amounts representing interest.....	<u>(1,668)</u>
Present value of minimum lease payments.....	<u>\$ 97,401</u>

## NOTE 6 – INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS

Interfund transfers for the year ended June 30, 2016, are summarized as follows:

<u>Transfers Out:</u>	<u>Transfers In:</u>		
	<u>General Fund</u>	<u>Non-Major Governmental Funds</u>	<u>Total</u>
General Fund.....	\$ -	\$ 4,929,365	\$ 4,929,365 (1)
Nonmajor Governmental Funds....	369,325	439,896	809,221 (2)
Water Enterprise Fund.....	163,000	-	163,000 (3)
Sewer Enterprise Fund.....	130,000	-	130,000 (3)
Light Enterprise Fund.....	<u>650,000</u>	<u>-</u>	<u>650,000 (4)</u>
Total.....	<u>\$ 1,312,325</u>	<u>\$ 5,369,261</u>	<u>\$ 6,681,586</u>

- (1) Transfers represent amounts voted to fund various capital projects.
- (2) Transfers represent amounts voted from receipts reserved for appropriation to fund the operating budget.
- (3) Transfers represent the reimbursement of indirect costs from the Water and Sewer enterprise funds.
- (4) Transfers represent amounts voted for a payment in lieu of taxes from the Light enterprise fund.

# 2016 Annual Report

**NOTE 7 – SHORT-TERM FINANCING**

Short-term debt may be authorized and issued to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the general fund and enterprise funds.

Short-term debt outstanding as of June 30, 2016, was as follows:

Type	Purpose	Rate (%)	Due Date	Balance at June 30, 2015	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2016
BAN	Light - Bond Anticipation Note.....	0.50%	05/06/16	\$ -	\$ 5,000,000	\$ -	\$ 5,000,000
BAN	Light - Bond Anticipation Note.....	0.75%	05/06/16	-	21,400,000	-	21,400,000
Total short-term debt.....				-	26,400,000	-	26,400,000
Add: unamortized premium.....				-	61,606	41,071	20,535
Total.....				\$ -	\$ 26,461,606	\$ 41,071	\$ 26,420,535

The Light Plant reports on a calendar year basis, these notes were rolled over at May 6, 2016, and will be reported as short-term debt in the Light Plant's December 31, 2016, financial statements.

**NOTE 8 - LONG-TERM DEBT**

Under the provisions of Chapter 44, Section 10, Municipal Law authorizes indebtedness up to a limit of 5% of the equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit". In addition, however, debt may be authorized in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

In prior years, the sewer enterprise defeased general obligation sewer enterprise bonds by placing the proceeds of the new bonds in an irrevocable trust account to provide for all future debt service payments on the old bonds. Accordingly, the trust account assets and the liability for the defeased bonds are not included in the government's financial statements. At June 30, 2016, \$1,215,000 of defeased bonds remain outstanding.

# 2016 Annual Report

Details related to the outstanding indebtedness at June 30, 2016, and the debt service requirements follow.

## Bonds Payable Schedule – Governmental Funds

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2015	Issued	Redeemed	Outstanding at June 30, 2016
Septic Loan 97-2002.....	2020	\$ 60,160	0.00	\$ 15,670	\$ -	\$ 3,135	\$ 12,535
Fire Station Construction.....	2026	2,030,000	3.00-5.00	100,000	-	100,000	-
Land Acquisition.....	2025	780,000	4.00-6.00	40,000	-	40,000	-
Senior Center.....	2026	3,310,000	5.00	2,140,000	-	195,000	1,945,000
Wellington Elementary School.....	2035	26,700,000	2.00-3.00	23,075,000	-	775,000	22,300,000
2012 Debt Refunding.....	2024	9,956,000	3.00-5.00	8,400,000	-	1,000,000	7,400,000
School Department Vehicle.....	2020	30,000	3.00-4.00	25,000	-	5,000	20,000
Ladder Truck.....	2024	890,000	3.00-5.00	800,000	-	90,000	710,000
Fire Engine.....	2024	500,000	3.00-5.00	450,000	-	50,000	400,000
Harris Field Repairs.....	2024	960,000	3.00-5.00	860,000	-	100,000	760,000
Fire Station.....	2018	115,398	3.00	115,398	-	40,398	75,000
Town Center.....	2025	1,450,000	3.00	1,450,000	-	145,000	1,305,000
Underwood Pool.....	2030	2,790,000	2.00-3.00	2,790,000	-	190,000	2,600,000
2015 Debt Refunding.....	2026	1,330,050	2.00-3.00	1,330,050	-	5,000	1,325,050
Police Radio Equipment.....	2026	1,086,000	2.00-4.00	-	1,086,000	-	1,086,000
School Fire Alarm Equipment.....	2021	800,000	2.25-4.00	-	800,000	-	800,000
<b>Total Bonds Payable.....</b>				<b>41,591,118</b>	<b>1,886,000</b>	<b>2,738,533</b>	<b>40,738,585</b>
Add: unamortized premium.....				1,789,745	-	129,647	1,660,098
<b>Total.....</b>				<b>\$ 43,380,863</b>	<b>\$ 1,886,000</b>	<b>\$ 2,868,180</b>	<b>\$ 42,398,683</b>

Debt service requirements for principal and interest for governmental bonds payable in future years are as follows:

Year	Principal	Interest	Total
2017.....	\$ 3,029,284	\$ 1,540,444	\$ 4,569,728
2018.....	3,043,134	1,419,572	4,462,706
2019.....	3,038,134	1,306,028	4,344,162
2020.....	3,063,133	1,195,205	4,258,338
2021.....	3,075,000	1,074,037	4,149,037
2022.....	2,955,000	960,810	3,915,810
2023.....	2,990,000	848,898	3,838,898
2024.....	2,500,000	739,523	3,239,523
2025.....	1,855,000	650,773	2,505,773
2026.....	1,714,900	583,173	2,298,073
2027.....	1,375,000	527,900	1,902,900
2028.....	1,425,000	475,676	1,900,676
2029.....	1,475,000	421,450	1,896,450
2030.....	1,530,000	365,226	1,895,226
2031.....	1,400,000	306,800	1,706,800
2032.....	1,465,000	250,800	1,715,800
2033.....	1,530,000	192,200	1,722,200
2034.....	1,600,000	131,000	1,731,000
2035.....	1,675,000	67,000	1,742,000
<b>Total.....</b>	<b>\$ 40,738,585</b>	<b>\$ 13,056,515</b>	<b>\$ 53,795,100</b>

# 2016 Annual Report

Notes to Basic Financial Statements

Year Ended June 30, 2016

## Bonds Payable Schedule – Enterprise Funds

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2015	Issued	Redeemed	Outstanding at June 30, 2016
MWRA Water.....	2018	\$ 714,000	0.00	\$ 214,200	-	\$ 71,400	\$ 142,800
MWRA Water.....	2019	872,000	0.00	348,800	-	87,200	261,600
MWRA Water.....	2021	1,977,570	0.00	1,087,666	-	197,756	889,910
MWRA Water.....	2022	1,000,000	0.00	700,000	-	100,000	600,000
MWRA Water.....	2023	500,000	0.00	400,000	-	50,000	350,000
MWRA Water.....	2024	500,000	0.00	450,000	-	50,000	400,000
General Obligation Bonds of 2015....	2034	482,000	2.75-4.00	455,000	-	25,000	430,000
General Obligation Bonds of 2016....	2035	269,602	2.00-3.25	269,602	-	19,602	250,000
MWRA Water.....	2025	500,000	0.00	500,000	-	50,000	450,000
MWRA Water.....	2026	500,000	0.00	-	500,000	-	500,000
<b>Total Water.....</b>				<b>4,425,268</b>	<b>500,000</b>	<b>650,958</b>	<b>4,274,310</b>
Sewer & Surface Drains.....	2027	2,479,000	4.10-5.00	250,000	-	125,000	125,000
MCWT Sewer.....	2031	7,226,667	2.00	6,002,889	-	321,551	5,681,338
MCWT Sewer.....	2017	559,406	0.00	223,763	-	111,881	111,882
MCWT Sewer.....	2033	1,579,600	2.00	1,450,419	-	66,704	1,383,715
2016 Debt Refunding.....	2027	1,259,950	2.00-3.00	1,259,950	-	15,000	1,244,950
MCWT Sewer.....	2035	2,300,000	2.00	2,300,000	-	93,037	2,206,963
<b>Total Sewer.....</b>				<b>11,487,021</b>	<b>-</b>	<b>733,173</b>	<b>10,753,848</b>
Light Plant Construction.....	2032	14,000,000	2.75-5.00	14,000,000	-	565,000	13,435,000
Light Plant Construction.....	2034	12,100,000	2.75-5.00	12,100,000	-	425,000	11,675,000
<b>Total Light.....</b>				<b>26,100,000</b>	<b>-</b>	<b>990,000</b>	<b>25,110,000</b>
Add: unamortized premium.....				1,808,265	-	99,938	1,708,327
<b>Total Light.....</b>				<b>27,908,265</b>	<b>-</b>	<b>1,089,938</b>	<b>26,818,327</b>
<b>Total Enterprise.....</b>				<b>\$ 43,820,554</b>	<b>\$ 500,000</b>	<b>\$ 2,474,069</b>	<b>\$ 41,846,485</b>

# 2016 Annual Report

Debt service requirements for principal and interest for enterprise fund bonds payable in future years are as follows:

*Water Enterprise*

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017.....	\$ 696,358	\$ 23,464	\$ 719,822
2018.....	696,356	22,264	718,620
2019.....	624,958	20,814	645,772
2020.....	537,759	19,364	557,123
2021.....	438,879	17,914	456,793
2022.....	340,000	16,464	356,464
2023.....	240,000	15,014	255,014
2024.....	190,000	13,564	203,564
2025.....	140,000	11,864	151,864
2026.....	90,000	10,664	100,664
2027.....	40,000	9,676	49,676
2028.....	40,000	8,300	48,300
2029.....	35,000	7,176	42,176
2030.....	35,000	5,926	40,926
2031.....	30,000	4,676	34,676
2032.....	30,000	3,550	33,550
2033.....	30,000	2,576	32,576
2034.....	30,000	1,450	31,450
2035.....	10,000	326	10,326
<b>Total.....</b>	<b>\$ 4,274,310</b>	<b>\$ 215,046</b>	<b>\$ 4,489,356</b>

*Sewer Enterprise*

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017.....	\$ 737,992	\$ 274,527	\$ 1,012,519
2018.....	636,434	206,999	843,433
2019.....	641,819	192,839	834,658
2020.....	652,421	178,618	831,039
2021.....	663,242	164,185	827,427
2022.....	674,286	149,441	823,727
2023.....	680,560	120,215	800,775
2024.....	692,067	119,703	811,770
2025.....	698,815	104,518	803,333
2026.....	705,904	89,246	795,150
2027.....	698,044	75,030	773,074
2028.....	615,535	60,493	676,028
2029.....	628,288	48,082	676,370
2030.....	641,303	35,412	676,715
2031.....	654,591	22,482	677,073
2032.....	225,331	13,709	239,040
2033.....	230,229	9,183	239,412
2034.....	137,005	5,540	142,545
2035.....	139,982	2,800	142,782
<b>Total.....</b>	<b>\$ 10,753,848</b>	<b>\$ 1,873,022</b>	<b>\$ 12,626,870</b>

# 2016 Annual Report

*Light Enterprise*

Year	Principal	Interest	Total
2017.....	\$ 1,005,000	\$ 922,376	\$ 1,927,376
2018.....	1,045,000	887,176	1,932,176
2019.....	1,080,000	849,026	1,929,026
2020.....	1,120,000	805,026	1,925,026
2021.....	1,170,000	759,026	1,929,026
2022.....	1,215,000	711,226	1,926,226
2023.....	1,260,000	661,626	1,921,626
2024.....	1,310,000	610,026	1,920,026
2025.....	1,365,000	548,626	1,913,626
2026.....	1,430,000	494,776	1,924,776
2027.....	1,475,000	453,258	1,928,258
2028.....	1,520,000	401,112	1,921,112
2029.....	1,580,000	347,962	1,927,962
2030.....	1,625,000	290,512	1,915,512
2031.....	1,685,000	224,112	1,909,112
2032.....	1,755,000	155,112	1,910,112
2033.....	1,825,000	91,150	1,916,150
2034.....	805,000	65,800	870,800
2035.....	840,000	33,600	873,600
Total.....	<u>\$ 25,110,000</u>	<u>\$ 9,311,528</u>	<u>\$ 34,421,528</u>

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit.

At June 30, 2016, the Town had the following authorized and unissued debt:

Purpose	Amount
Wellington school.....	\$ 1,602,091
Water.....	3,375,398
Communication equipment.....	350
Fire alarm system.....	255,000
Total.....	<u>\$ 5,232,839</u>



# 2016 Annual Report

## Changes in Long-Term Liabilities

During the year ended June 30, 2016, the following changes occurred in long-term liabilities:

	Balance June 30, 2015	Additions	Reductions	Balance June 30, 2016	Current Portion
<b>Governmental Activities:</b>					
Long-Term Bonds.....	\$ 41,591,118	\$ 1,886,000	\$ (2,738,533)	\$ 40,738,585	\$ 3,029,284
Add: unamortized premium.....	1,789,745	-	(129,647)	1,660,098	129,647
Total Bonds Payable.....	43,380,863	1,886,000	(2,868,180)	42,398,683	3,158,931
Other Postemployment Benefits.....	76,690,787	15,321,678	(4,866,542)	87,145,923	-
Landfill Closure.....	7,348,000	226,000	(52,000)	7,522,000	75,000
Compensated Absences.....	1,461,521	121,060	(73,076)	1,509,505	75,475
Net Pension Liability.....	57,833,365	14,599,232	(6,719,299)	65,713,298	-
Capital Leases.....	403,953	-	(306,552)	97,401	97,401
Total governmental activity long-term liabilities.....	\$ 187,118,489	\$ 32,153,970	\$ (14,885,649)	\$ 204,386,810	\$ 3,406,807
<b>Business-Type Activities:</b>					
Long-Term Bonds.....	\$ 42,012,289	\$ 500,000	\$ (2,374,131)	\$ 40,138,158	\$ 2,439,350
Add: unamortized premium.....	1,808,265	-	(99,938)	1,708,327	99,938
Total Bonds Payable.....	43,820,554	500,000	(2,474,069)	41,846,485	2,539,288
Other Postemployment Benefits.....	5,939,232	1,290,963	(634,562)	6,595,633	-
Compensated Absences.....	304,435	25,045	(15,221)	314,259	184,155
Net Pension Liability.....	9,258,804	1,376,404	(1,021,358)	9,613,850	-
Total business type activity long-term liabilities.....	\$ 59,323,025	\$ 3,192,412	\$ (4,145,210)	\$ 58,370,227	\$ 2,723,443

The long-term liabilities will be liquidated in the future by the general fund and enterprise funds.

## NOTE 9 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS

The Town classifies fund balance according to constraints imposed on the uses of those resources.

GASB 54 provides for two major types of fund balances, which are nonspendable and spendable. Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and principal (corpus) of an endowment fund. The Town has reported principal portions of endowment funds as nonspendable.

Massachusetts General Law Ch.40 §5B allows for the establishment of Stabilization funds for one or more different purposes. The creation of a fund requires a two-thirds vote of the legislative body and must clearly define the purpose of the fund. Any change to the purpose of the fund along with any additions to or appropriations from the fund requires a two-thirds vote of the legislative body.

At year end, the balance of the General Stabilization Fund is \$1,692,979 and is reported as unassigned fund balance within the general fund; the balance of the Ash Landfill Stabilization Fund is \$3,467,272 and the balance of the Special Education Stabilization Fund is \$3,237, both of these are reported as committed fund balance within the general fund.

# 2016 Annual Report

In addition to the Nonspendable fund balance, GASB 54 has provided a hierarchy of Spendable fund balances, based on a hierarchy of spending constraints.

- Restricted: fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.
- Committed: fund balances that contain self-imposed constraints of the government from its highest level of decision making authority.
- Assigned: fund balances that contain self-imposed constraints of the government to be used for a particular purpose.
- Unassigned: fund balance of the general fund that is not constrained for any particular purpose

The Town has classified its fund balances with the following hierarchy:

	General	Wellington School Construction	Community Preservation Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>FUND BALANCES</b>					
Nonspendable:					
Permanent fund principal.....	\$ -	\$ -	\$ -	\$ 3,076,685	\$ 3,076,685
Restricted for:					
Wellington school construction.....	-	859,318	-	-	859,318
Community Preservation Fund.....	-	-	2,477,785	-	2,477,785
Nonmajor governmental funds.....	-	-	-	19,592,818	19,592,818
Committed to:					
Ash Landfill Stabilization Fund.....	3,467,272	-	-	-	3,467,272
Special Education Stabilization Fund.....	3,237	-	-	-	3,237
Assigned to:					
General government.....	1,235,007	-	-	-	1,235,007
Public safety.....	63,604	-	-	-	63,604
Education.....	205,648	-	-	-	205,648
Public works.....	450,053	-	-	-	450,053
Human services.....	1,504	-	-	-	1,504
Culture and recreation.....	99,106	-	-	-	99,106
Debt service interest.....	52,500	-	-	-	52,500
Free cash used for 2017 appropriations.....	1,705,000	-	-	-	1,705,000
Release of overlay for 2017 budget.....	235,000	-	-	-	235,000
Free cash used to offset 2017 property tax debt exclusion.....	20,127	-	-	-	20,127
Free cash used for 2017 transfer to general stabilization fund.....	1,100,000	-	-	-	1,100,000
Free cash used to offset future property tax debt exclusion principal and interest.....	162,634	-	-	-	162,634
Free cash used for the 2017 OPEB contribution...	316,530	-	-	-	316,530
Unassigned to:					
Kendall School Fire.....	3,042,955	-	-	-	3,042,955
Other unassigned.....	<u>11,016,595</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>11,016,595</u>
<b>TOTAL FUND BALANCES.....</b>	<b>\$ <u>23,176,772</u></b>	<b>\$ <u>859,318</u></b>	<b>\$ <u>2,477,785</u></b>	<b>\$ <u>22,669,503</u></b>	<b>\$ <u>49,183,378</u></b>

## NOTE 10 – LANDFILL CLOSURE

State and federal laws and regulations require the Town to close its old landfill site when it stops accepting waste and to perform certain maintenance and monitoring functions at the site after closure. The Town operated a solid waste landfill that ceased operations in 1973. The Town has reflected \$7.5 million as the estimate of the landfill closure liability at June 30, 2016. This amount is based on estimates of what it would cost to perform all future closure and post closure care in year 2016.

# 2016 Annual Report

Actual costs may be higher due to inflation, changes in technology, or changes in regulations. Town meeting has voted a special purpose stabilization fund for this liability, which had a balance of \$3.5 million at year end.

## NOTE 11 – RISK FINANCING

The Town is self-insured for its health insurance activities. The health insurance activities are accounted for in the internal service fund where revenues are recorded when earned and expenses are recorded when the liability is incurred.

Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported (IBNR). The result of the process to estimate the claims liability is not an exact amount as it depends on many factors. Accordingly, claims are reevaluated periodically to consider the effects of inflation, recent claims settlement trends, and other economic and social factors.

### *Health Insurance*

The Town estimates Incurred But Not Reported (IBNR) claims based on an approximate two month claims paid average. The Town purchases individual stop loss insurance for claims in excess of the \$100,000 coverage provided by the Town. At June 30, 2016, the amount of the liability for health insurance claims totaled \$1,650,000.

Changes in the reported liability since July 1, 2014, are as follows:

	Balance at Beginning of Year		Current Year Claims and Changes in Estimate		Claims Payments	Balance at Year-End
2016..... \$	1,650,000	\$	15,089,520	\$	(15,089,520)	\$ 1,650,000
2015.....	1,650,000		12,427,770		(12,427,770)	1,650,000

### *Insurance*

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance.

### *Workers' Compensation*

The Town participates in a premium based workers' compensation insurance plan for its employees, except for police officers and firefighters for which the Town is self-insured. The Town's liability related to incurred but not reported claims for police officers and/or firefighters workers compensation is not material at June 30, 2016, and is therefore not reported.

### *General Liability*

The Town is self-insured for its general liability insurance. MGL Chapter 258 limits the liability to a maximum of \$100,000 per claim in all matters except actions relating to federal/civil rights, eminent domain, and breach of contract.

# 2016 Annual Report

## **NOTE 12 - PENSION PLAN**

### *Plan Descriptions*

The Town is a member of the Belmont Contributory Retirement System (BCRS), a cost-sharing multiple-employer defined benefit pension plan covering eligible employees of the 2 member units. The BCRS is administered by five board members (Board) on behalf of all current employees and retirees except for current teachers and retired teachers. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. The BCRS is a component unit and is reported as a pension trust fund in the fiduciary fund financial statements.

The Town is a member of the Massachusetts Teachers' Retirement System (MTRS), a cost-sharing multi-employer defined benefit plan. MTRS is managed by the Commonwealth of Massachusetts (Commonwealth) on behalf of municipal teachers and municipal teacher retirees. The Commonwealth is a nonemployer contributor and is responsible for 100% of the contributions and future benefit requirements of the MTRS. The MTRS covers certified teachers in cities (except Boston), towns, regional school districts, charter schools, educational collaboratives and Quincy College. The MTRS is part of the Commonwealth's reporting entity and the audited financial report may be obtained by visiting <http://www.mass.gov/osc/publications-and-reports/financial-reports/>.

### *Special Funding Situation*

The Commonwealth is a nonemployer contributor and is required by statute to make 100% of all actuarially determined employer contributions on behalf of the Town to the MTRS. Therefore, the Town is considered to be in a special funding situation as defined by GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* and the Commonwealth is a nonemployer contributor in MTRS. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. The total of the Commonwealth provided contributions have been allocated based on each employer's covered payroll to the total covered payroll of employers in MTRS as of the measurement date of June 30, 2015. The Town's portion of the collective pension expense, contributed by the Commonwealth, of \$6,654,268 is reported in the general fund as intergovernmental revenue and pension benefits in the current fiscal year. The portion of the Commonwealth's collective net pension liability associated with the Town is \$82,041,160 as of the measurement date.

### *Benefits Provided*

Both Systems provide retirement, disability, survivor and death benefits to plan members and beneficiaries. Massachusetts Contributory Retirement System benefits are, with certain minor exceptions, uniform from system to system. The Systems provide retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. For persons who became members on or after April 2, 2012, average salary is the average annual rate of regular compensation received during the five consecutive years that produce the highest average, or, if greater, during the last five years (whether or not consecutive) preceding retirement. Benefit payments are based upon a member's age, length of creditable service, level of compensation, and group classification. Members become vested after ten years of creditable service.

Employees who resign from service and who are not eligible to receive a retirement allowance or are under the age of 55 are entitled to request a refund of their accumulated total deductions. Survivor benefits are extended to eligible beneficiaries of members whose death occurs prior to or following retirement.

Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Board and are borne by the System.

# 2016 Annual Report

At December 31, 2015, the BCRS membership consists of the following:

	<u>2015</u>
Active members.....	482
Inactive members.....	242
Retirees and beneficiaries currently receiving benefits.....	<u>349</u>
Total.....	<u><u>1,073</u></u>

### Contributions

Chapter 32 of the MGL governs the contributions of plan members and member units. Active plan members are required to contribute at rates ranging from 5% to 9% of gross regular compensation with an additional 2% contribution required for compensation exceeding \$30,000. The percentage rate is keyed to the date upon which an employee's membership commences. The member units are required to pay into the System a legislatively mandated actuarial determined contribution that, when combined with plan member contributions, is expected to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. The total member units' contribution for the year ended December 31, 2015, was \$7,877,960, 30.13% of covered payroll, actuarially determined as an amount that, when combined with plan member contributions, is expected to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. The Town's proportionate share of the required contribution was \$7,064,592 which equaled its actual contribution.

### Pension Liabilities

The components of the net pension liability of the participating member units at June 30, 2016, were as follows:

Total pension liability.....	\$ 165,850,771
The pension plan's fiduciary net position.....	<u>(88,806,012)</u>
The net pension liability.....	<u><u>\$ 77,044,759</u></u>
The pension plan's fiduciary net position as a percentage of the total pension liability.....	53.55%

At June 30, 2016, the Town reported a liability of \$75.3 million for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2015, and December 31, 2014, for the Electric Light Plant. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2016. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members. At December 31, 2015 (inclusive of the Electric Light Plant), the Town's proportion was 98.26%, which changed from its proportion measured at December 31, 2014, of 98.07%.

### Pension Expense

For the year ended June 30, 2016, the Town recognized pension expense of \$7,696,916. At June 30, 2016, the Town and the Electric Light Plant reported net deferred outflows/(inflows) of resources related to pensions of \$8,080,837 and \$523,969, respectfully, from the net difference between projected and actual investment earnings

# 2016 Annual Report

Notes to Basic Financial Statements

Year Ended June 30, 2016

on pension plan investments, changes in assumptions, changes in proportion and differences between employer contributions and proportionate share of contributions, and differences between expected and actual experience.

The balances of deferred outflows and inflows at June 30, 2016 for the Town, excluding the municipal light plant are as follows:

Deferred category	Deferred Outflows of Resources	Deferred Inflows of Resources	Total
Differences between expected and actual experience.....	\$ -	\$ (1,656,388)	\$ (1,656,388)
Changes of assumptions.....	4,794,991	-	4,794,991
Difference between projected and actual earnings.....	4,670,058	-	4,670,058
Changes in proportionate share of contributions.....	957,175	(684,999)	272,176
Total Deferred Outflows/(Inflows) of Resources.....	\$ 10,422,224	\$ (2,341,387)	\$ 8,080,837

The balances of deferred outflows and inflows at June 30, 2016 for the municipal light plant are as follows:

Deferred category	Deferred Outflows of Resources
Difference between projected and actual earnings.....	\$ 185,936
Contributions made subsequent to the measurement date.....	338,033
Total Deferred Outflows/(Inflows) of Resources.....	\$ 523,969

The deferred outflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	Town	Light Plant	Total
2017.....	\$ 2,059,376	\$ 384,517	\$ 2,443,893
2018.....	2,059,376	46,484	2,105,860
2019.....	2,059,372	46,484	2,105,856
2020.....	1,902,713	46,484	1,949,197
Total.....	\$ 8,080,837	\$ 523,969	\$ 8,604,806

# 2016 Annual Report

*Actuarial Assumptions* - The total pension liability in the January 1, 2016, actuarial valuation was determined using the following actuarial assumptions:

Valuation date.....	January 1, 2016
Actuarial cost method.....	Entry Age Normal Cost Method.
Amortization method.....	Level payments on the 2002 ERI liability, payments increasing 4.5% per year for the 2003 ERI liability, and remaining liability amortized so that total payment increases 6.97% annually.
Remaining amortization period.....	As of July 1, 2016, 2 years for the 2002 ERI liability, 9 years for the 2003 ERI liability and 13 years for the remaining unfunded liability.
Asset valuation method.....	Market value of assets less unrecognized returns in each of the last five years. Unrecognized return is equal to the difference between the actual and expected return on a market value basis, and is recognized over a five-year period at 20% per year, further adjusted, if necessary, to be within 20% of the market value.
Inflation rate.....	3.00%
Projected salary increases.....	Varies by length of service with ultimate rates of 3.75% for Groups 1 and 2, and 4.25% for Group 4.
Cost of living adjustments.....	3.0% of the first \$12,000 of retirement income.
Rates of retirement.....	Varies based upon age for general employees, police and fire employees.
Rates of disability.....	For general, police and fire employees, it was assumed that 10% of all disabilities are ordinary (90% are service connected).
Mortality Rates:	
Pre-Retirement.....	The RP-2000 Employee Mortality Table projected generationally using Scale BB2D from 2009.
Healthy Retiree.....	The RP-2000 Healthy Annuitant Mortality Table projected generationally using Scale BB2D from 2009.
Disabled Retiree.....	The RP-2000 Healthy Annuitant Mortality Table projected generationally using Scale BB2D from 2015.
Investment rate of return/Discount rate.....	7.50%

### *Investment policy*

The pension plan's policy in regard to the allocation of invested assets is established and may be amended by the Board. Plan assets are managed on a total return basis with a long-term objective of achieving and maintaining a fully funded status for the benefits provided through the pension plan.

# 2016 Annual Report

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of January 1, 2016, are summarized in the following table:

Asset Class	Long-Term Expected Real Rate of Return	Target Allocation
Domestic equity.....	6.49%	28.00%
International developed markets equity.....	7.16%	8.00%
International emerging markets equity.....	9.46%	4.00%
Core fixed income.....	1.68%	10.00%
High-yield fixed income.....	4.76%	11.00%
Real estate.....	4.37%	12.00%
Hedge fund, GTAA, Risk parity, Commodities.....	7.73%	20.00%
Private equity.....	11.04%	7.00%
Cash.....	1.11%	0.00%
Total.....		100.00%

*Rate of return*

For the year ended December 31, 2015, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 1.32%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

*Discount rate*

The discount rate used to measure the total pension liability was 7.50%. The projection of cash flows used to determine the discount rate assumed plan member contributions will be made at the current contribution rate and that contributions will be made at rates equal to the actuarially determined contribution rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

*Sensitivity of the net pension liability to changes in the discount rate*

The following presents the net pension liability, calculated using the discount rate of 7.50%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50%) or 1-percentage-point higher (8.50%) than the current rate:

	1% Decrease (6.50%)	Current Discount (7.50%)	1% Increase (8.50%)
The Town's proportionate share of the net pension liability.....	\$ <u>93,193,584</u>	\$ <u>75,701,965</u>	\$ <u>60,867,619</u>
BCRS total net pension liability.....	\$ <u>94,846,642</u>	\$ <u>77,044,759</u>	\$ <u>61,947,283</u>



# 2016 Annual Report

The Town and the Belmont Municipal Light Plant report their figures on different year ends and as a result, there will always be a variance between the figures reported in the footnotes and the required supplementary information to the actual amount reported in the financial statements.

## NOTE 13 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

*Plan Description* – The Town of Belmont administers a single-employer defined benefit healthcare plan (“the Plan”). The Plan provides lifetime healthcare and life insurance for eligible retirees and their spouses through the Town’s group health and life insurance plans, which cover both active and retired members. Chapter 32B of the MGL assigns authority to establish and amend benefit provisions of the plan. Benefit provisions are negotiated between the Town and the unions representing Town employees and are renegotiated each bargaining period. The Retiree Health Plan does not issue a publicly available financial report.

*Funding Policy* – Contribution requirements are also negotiated between the Town and union representatives. The required contribution is based on a pay-as-you-go financing requirement. Retired plan members and beneficiaries currently receiving benefits are required to contribute 20% of the costs of benefits for the HMO and 50% of cost of benefits for the PPO plans if they are not participating in the Medicare Plan. Medicare eligible retirees and their spouses contribute 50% of the cost of the Medicare Enhance Supplement plan and the First Seniority. For year 2016, the Town contributed \$5.3 million to the plan.

*Annual OPEB Cost and Net OPEB Obligation* – The Town’s annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years.

The components of the Town’s annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Town’s net OPEB obligation are summarized in the following table.

Annual required contribution.....	\$ 17,769,827
Interest on net OPEB obligation.....	3,718,351
Adjustment to annual required contribution.....	<u>(5,072,438)</u>
Annual OPEB cost (expense).....	16,415,740
Contributions made.....	<u>(5,304,203)</u>
Increase in net OPEB obligation.....	11,111,537
Net OPEB obligation - beginning of year.....	<u>82,630,019</u>
Net OPEB obligation - end of year.....	<u>\$ 93,741,556</u>

# 2016 Annual Report

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for year 2016 was as follows:

<u>Year Ended</u>	<u>Annual OPEB Cost</u>	<u>Percentage of Annual OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
6/30/2016	\$ 16,415,740	32%	\$ 93,741,556
6/30/2015	15,852,448	31%	82,630,019
6/30/2014	19,360,077	28%	71,645,768

*Funded Status and Funding Progress* – As of July 1, 2014, the most recent actuarial valuation date, the actuarial accrued liability for benefits was \$172.7 million, of which was the Town has funded approximately \$1.7 million. The covered payroll (annual payroll of active employees covered by the plan) was \$49.6 million, and the ratio of the UAAL to the covered payroll was 345.1%.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

*Actuarial Methods and Assumptions* – Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2014, actuarial valuation, actuarial liabilities were determined using the projected unit credit cost method. The actuarial assumptions included a 4.5% investment return assumption, which is based on the expected yield on the assets of the Town, calculated based on the funded level of the plan at the valuation date, and an annual medical/drug cost trend rate of 10% initially, graded to 5% over 5 years. The UAAL is being amortized using level dollar open method over the maximum acceptable period of 30 years. The remaining amortization period at June 30, 2016 is 30 years.

## NOTE 14 - COMMITMENTS

The Town has entered into, or is planning to enter into contracts totaling approximately \$5.2 million related to water infrastructure upgrades, for public safety equipment upgrades, and for construction of the new Wellington School.

## NOTE 15 - CONTINGENCIES

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, these programs are

# 2016 Annual Report

still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

Various legal actions and claims are pending. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2016, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2016.

**NOTE 16 – SUBSEQUENT EVENTS**

Management has evaluated subsequent events through February 21, 2017, which is the date the financial statements were available to be issued.

**NOTE 17 – REVISION OF NET POSITION**

Beginning net position of business-type activities, and the Light enterprise fund have been revised to reflect the implementation of GASB Statement #68. The revised balances are summarized in the following table:

Description	6/30/2015 Previously Reported Balances	Implementation of GASBS 68 & 71	6/30/2016 Revised Balances
<b>Government-Wide Financial Statements</b>			
Business-type activities.....	\$ 44,588,483	\$ (5,764,968)	\$ 38,823,515
<b>Proprietary Fund Financial Statements</b>			
Light enterprise.....	\$ 17,215,115	\$ (5,764,968)	\$ 11,450,147

**NOTE 18 – FUTURE IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS**

During 2016, the following GASB pronouncements were implemented:

- GASB Statement #72, *Fair Value Measurement and Application*. Notes to the basic financial statements were changed to provide additional disclosure on fair value measurement.
- GASB Statement #73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68*. This pronouncement did not impact the basic financial statements.
- GASB Statement #76, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*. This pronouncement did not impact the basic financial statements.
- GASB Statement #79, *Certain External Investment Pools and Pool Participants*. The basic financial statements and related notes were updated to be in compliance with this pronouncement.

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The following GASB pronouncements will be implemented in the future:

- The GASB issued Statement #74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, which is required to be implemented in 2017.
- The GASB issued Statement #75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, which is required to be implemented in 2018.
- The GASB issued Statement #77, *Tax Abatement Disclosures*, which is required to be implemented in 2017.
- The GASB issued Statement #78, *Pensions Provided through Certain Multiple-Employer Defined Benefit Pension Plans*, which is required to be implemented in 2017.
- The GASB issued Statement #80, *Blending Requirements for Certain Component Units – an amendment of GASB Statement #14*, which is required to be implemented in 2017.
- The GASB issued Statement #81, *Irrevocable Split-Interest Agreements*, which is required to be implemented in 2018.
- The GASB issued Statement #82, *Pension Issues – an amendment of GASB Statements #67, #68, and #73*, which is required to be implemented in 2018.

Management is currently assessing the impact the implementation of these pronouncements will have on the basic financial statements.

***Required Supplementary Information***

# 2016 Annual Report

## GENERAL FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

YEAR ENDED JUNE 30, 2016

	Budgeted Amounts		
	Amounts Carried forward From Prior Year	Original Budget	Final Budget
<b>REVENUES:</b>			
Real estate and personal property taxes, net of tax refunds.....	\$ -	\$ 80,399,960	\$ 82,069,729
Tax liens.....	-	-	-
Motor vehicle and other excise taxes.....	-	3,205,000	3,213,515
Charges for services.....	-	2,107,042	2,066,042
Penalties and interest on taxes.....	-	220,000	220,000
Licenses and permits.....	-	1,022,000	1,033,000
Fines and forfeitures.....	-	185,000	185,000
Intergovernmental.....	-	8,906,968	8,916,056
Investment income.....	-	150,000	150,000
TOTAL REVENUES.....	-	96,195,970	97,853,342
<b>EXPENDITURES:</b>			
Current:			
General government.....	155,873	4,590,439	4,618,024
Public safety.....	89,238	12,906,528	13,173,715
Education.....	189,643	50,681,238	50,681,238
Public works.....	127,425	9,148,131	9,175,504
Human services.....	-	957,729	965,790
Culture and recreation.....	91,102	3,081,088	3,098,852
Pension benefits.....	-	6,502,635	6,502,635
Employee benefits.....	546,491	3,323,866	3,310,728
State and county charges.....	-	1,733,129	1,737,816
Debt service:			
Principal.....	-	2,680,471	2,738,532
Interest.....	-	1,720,448	1,662,387
TOTAL EXPENDITURES.....	1,199,772	97,325,702	97,665,221
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	(1,199,772)	(1,129,732)	188,121
<b>OTHER FINANCING SOURCES (USES):</b>			
Premium from issuance of bonds.....	-	-	-
Transfers in.....	-	1,312,325	1,312,325
Transfers out.....	-	(3,367,365)	(6,603,434)
TOTAL OTHER FINANCING SOURCES (USES).....	-	(2,055,040)	(5,291,109)
NET CHANGE IN FUND BALANCE.....	(1,199,772)	(3,184,772)	(5,102,988)
BUDGETARY FUND BALANCE, Beginning of year.....	-	13,914,178	13,914,178
BUDGETARY FUND BALANCE, End of year.....	\$ (1,199,772)	\$ 10,729,406	\$ 8,811,190

See notes to required supplementary information.

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Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance To Final Budget
\$ 82,252,764	\$ -	\$ 183,035
262,099	-	262,099
3,593,904	-	380,389
2,376,304	-	310,262
295,848	-	75,848
1,406,559	-	373,559
436,496	-	251,496
9,111,466	-	195,410
305,474	-	155,474
<u>100,040,914</u>	<u>-</u>	<u>2,187,572</u>
3,983,317	164,007	470,700
12,747,100	63,604	363,011
50,439,714	205,648	35,876
8,487,397	450,053	238,054
874,137	1,504	90,149
2,648,784	99,106	350,962
6,500,731	-	1,904
2,022,032	1,071,000	217,696
1,728,161	-	9,655
2,738,532	-	-
<u>1,571,513</u>	<u>52,500</u>	<u>38,374</u>
<u>93,741,418</u>	<u>2,107,422</u>	<u>1,816,381</u>
<u>6,299,496</u>	<u>(2,107,422)</u>	<u>4,003,953</u>
81,991	-	81,991
1,312,325	-	-
<u>(6,603,434)</u>	<u>-</u>	<u>-</u>
<u>(5,209,118)</u>	<u>-</u>	<u>81,991</u>
1,090,378	(2,107,422)	4,085,944
<u>13,914,178</u>	<u>-</u>	<u>-</u>
<u>\$ 15,004,556</u>	<u>\$ (2,107,422)</u>	<u>\$ 4,085,944</u>

## ***Pension Plan Schedules – Retirement System***

The Pension Plan's Schedule of Changes in the Net Pension Liability presents multi-year trend information on the net pension liability and related ratios.

The Pension Plan's Schedule of Contributions presents multi-year trend information on the required and actual contributions to the pension plan and related ratios.

The Pension Plan's Schedule of Investment Return presents multi-year trend information on the money-weighted investment return on retirement assets, net of investment expense.

These schedules are intended to present information for ten years. Until a ten year trend is compiled, information is presented for those years for which information is available.



# 2016 Annual Report

## SCHEDULE OF CHANGES IN THE NET PENSION LIABILITY AND RELATED RATIOS BELMONT CONTRIBUTORY RETIREMENT SYSTEM

	<u>2015</u>	<u>2014</u>
<b>Total pension liability:</b>		
Service cost.....	\$ 3,422,586	\$ 3,290,948
Interest.....	11,975,171	11,576,179
Changes in benefit terms.....	-	-
Differences between expected and actual experience.....	(2,308,867)	-
Changes in assumptions.....	6,683,815	-
Benefit payments, including refunds of employee contributions.....	<u>(10,035,365)</u>	<u>(9,665,616)</u>
Net change in total pension liability.....	9,737,340	5,201,511
Total pension liability, beginning.....	<u>156,113,431</u>	<u>150,911,920</u>
Total pension liability, ending <b>(a)</b> .....	<u>\$ 165,850,771</u>	<u>\$ 156,113,431</u>
<b>Plan fiduciary net position:</b>		
Employer contributions.....	\$ 7,877,960	\$ 7,364,523
Member contributions.....	2,460,974	2,378,296
Net investment income (loss).....	934,243	5,521,768
Retirement benefits and refunds.....	(10,035,365)	(9,665,616)
Administrative expenses.....	<u>(154,097)</u>	<u>(182,627)</u>
Net increase (decrease) in fiduciary net position.....	1,083,715	5,416,344
Fiduciary net position at beginning of year.....	<u>87,722,297</u>	<u>82,305,953</u>
Fiduciary net position at end of year <b>(b)</b> .....	<u>\$ 88,806,012</u>	<u>\$ 87,722,297</u>
<b>Net pension liability - ending (a) - (b)</b> .....	<u>\$ 77,044,759</u>	<u>\$ 68,391,134</u>
Plan fiduciary net position as a percentage of the total pension liability.....	53.55%	56.19%
Covered-employee payroll.....	\$ 25,031,508	\$ 25,142,886
Net pension liability as a percentage of covered-employee payroll.....	307.79%	272.01%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

# 2016 Annual Report

## SCHEDULE OF CONTRIBUTIONS BELMONT CONTRIBUTORY RETIREMENT SYSTEM

	2015	2014
Actuarially determined contribution.....	\$ 7,877,960	\$ 7,364,523
Contributions in relation to the actuarially determined contribution.....	7,877,960	7,364,523
Contribution deficiency (excess).....	\$ -	\$ -
Covered-employee payroll.....	\$ 25,031,508	\$ 25,142,886
Contributions as a percentage of covered- employee payroll.....	31.47%	29.29%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those  
years for which information is available.

See notes to required supplementary information.

# 2016 Annual Report

## SCHEDULE OF INVESTMENT RETURN BELMONT CONTRIBUTORY RETIREMENT SYSTEM

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	<u>2015</u>	<u>2014</u>
Annual money-weighted rate of return, net of investment expense.....	1.32%	6.69%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those  
years for which information is available.

The annual money-weighted rate of return has been calculated by  
PERAC.

See notes to required supplementary information.

***Pension Plan Schedules – Town &  
Electric Light Plant***

The Schedule of the Town's Proportionate Share of the Net Pension Liability presents multi-year trend information on the Town's net pension liability and related ratios.

The Schedule of the Electric Light Plant's Proportionate Share of the Net Pension Liability presents multi-year on the Light's net pension liability and related ratios.

The Schedule of Town's Contributions presents multi-year trend information on the Town's required and actual contributions to the pension plan and related ratios.

The Schedule of the Special Funding Amounts of the Net Pension Liability for the Massachusetts Teachers Contributory Retirement System presents multi-year trend information on the liability and expense assumed by the Commonwealth of Massachusetts on behalf of the Town along with related ratios.

These schedules are intended to present information for ten years. Until a ten year trend is compiled, information is presented for those years for which information is available.

# 2016 Annual Report

## SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY BELMONT CONTRIBUTORY RETIREMENT SYSTEM

	December 31, 2015	December 31, 2014
Town's proportion of the net pension liability (asset).....	89.68%	89.19%
Town's proportionate share of the net pension liability (asset)..... \$	69,090,194	\$ 61,000,401
Town's covered employee payroll..... \$	23,496,527	\$ 22,592,814
Town's net pension liability as a percentage of Town covered-employee payroll.....	294.04%	270.00%
Plan fiduciary net position as a percentage of the total pension liability.....	53.55%	56.19%

Note: this schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

Except for the Town's Electric Light Plant, the Town implemented GASB 68 in fiscal year 2015 and used the measurement date of December 31, 2014. This schedule does not include the Electric Light Plant which is presented on its own schedule.

See notes to required supplementary information.

# 2016 Annual Report

## SCHEDULE OF THE ELECTRIC LIGHT'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY BELMONT CONTRIBUTORY RETIREMENT SYSTEM

	<u>December 31, 2014</u>
Electric Light's proportion of the net pension liability (asset).....	8.87%
Electric Light's proportionate share of the net pension liability (asset)..... \$	6,236,954
Electric Light's covered employee payroll..... \$	2,193,362
Electric Light's net pension liability as a percentage of Light covered-employee payroll.....	284.36%
Plan fiduciary net position as a percentage of the total pension liability.....	53.55%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for  
which information is available.

The Town's Electric Light Enterprise Fund's year end is December 31st while the Town is  
June 30. The Electric Light Enterprise Fund's initial implementation of GASB 68 was for the  
year ended December 31, 2015, and used the measurement date of December 31, 2014.  
This schedule provides only the Electric Light Fund's information.

See notes to required supplementary information.

# 2016 Annual Report

## SCHEDULE OF TOWN'S CONTRIBUTIONS BELMONT CONTRIBUTORY RETIREMENT SYSTEM

	December 31, 2015	December 31, 2014
Actuarially determined contribution.....	\$ 7,740,657	\$ 7,222,270
Contributions in relation to the actuarially determined contribution.....	7,740,657	7,222,270
Contribution deficiency (excess).....	\$ -	\$ -
Town covered-employee payroll.....	\$ 23,496,527	\$ 22,592,814
Contributions as a percentage of covered- employee payroll.....	32.94%	31.97%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those  
years for which information is available.

See notes to required supplementary information.

# 2016 Annual Report

## SCHEDULE OF THE SPECIAL FUNDING AMOUNTS OF THE NET PENSION LIABILITY MASSACHUSETTS TEACHERS' RETIREMENT SYSTEM

The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. This schedule discloses the Commonwealth's 100% share of the collective net pension liability that is associated with the Town; the portion of the collective pension expense as both a revenue and pension expense recognized by the Town; and the Plan's fiduciary net position as a percentage of the total liability.

Fiscal Year	Commonwealth's 100% Share of the Net Pension Liability Associated with the Town	Town's Expense and Revenue Recognized for the Commonwealth's Support	Plan Fiduciary Net Position as a Percentage of the Total Liability
2015.....	\$ 64,046,291	\$ 4,449,603	61.64%
2016.....	82,041,160	6,654,268	55.38%

Note: this schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.



***Other Postemployment Benefit  
Plan Schedules***

The Schedule of Funding progress compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets.

The Schedule of Employer Contributions presents, over time, the ratio of the actual annual employer contributions to the annual required contribution.

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.

# 2016 Annual Report

## OTHER POSTEMPLOYMENT BENEFIT PLAN SCHEDULE OF FUNDING PROGRESS AND EMPLOYER CONTRIBUTIONS

JUNE 30, 2016

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
7/1/2014	\$ 1,720,389	\$ 172,745,213	\$ 171,024,824	1.00%	\$ 49,551,000	345.1%
7/1/2012	1,316,700	195,943,349	194,626,649	0.67%	44,045,000	441.9%
7/1/2010	1,009,894	184,907,102	183,897,208	0.55%	39,766,311	462.4%
7/1/2008	501,409	166,550,323	166,048,914	0.30%	33,252,323	499.4%

### Schedule of Employer Contributions

Year Ended	Annual Required Contribution	Actual Contributions Made	Percentage Contributed
2016	\$ 17,769,827	\$ 5,304,203	30%
2015	17,026,532	4,868,197	29%
2014	20,304,505	5,345,819	26%
2013	19,375,232	4,581,828	24%
2012	18,970,005	7,905,784	42%
2011	18,153,513	7,387,738	41%

See notes to required supplementary information.

# 2016 Annual Report

## OTHER POSTEMPLOYMENT BENEFIT PLAN ACTUARIAL METHODS AND ASSUMPTIONS

YEAR ENDED JUNE 30, 2016

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Actuarial Methods:

Valuation date	July 1, 2014
Actuarial cost method	Projected Unit Credit
Amortization method	Level Dollar, Open
Remaining amortization period	30 Years as of June 30, 2016
Asset valuation method	Market

Actuarial Assumptions:

Investment rate of return	4.5%
Medical/drug cost trend rate	10% graded to 5% over 5 years

Plan Membership:

Current retirees, beneficiaries, and dependents	691
Current active members	<u>801</u>
Total	<u><u>1,492</u></u>

See notes to required supplementary information.

# 2016 Annual Report

## **NOTE A - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

### A. Budgetary Information

Municipal Law requires the adoption of a balanced budget that is approved by the Board of Selectmen (the "Board"). The Board presents an annual budget to the representative Town meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. The representative town meeting, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

Increases or transfers between voted functions subsequent to the approval of the annual budget, requires a vote at a special Town meeting.

The majority of appropriations are non-continuing which lapse at the end of each year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior year be carried forward and made available for spending in the current year. These carry forwards are included as part of the subsequent year's original budget.

Generally, expenditures may not exceed the legal level of spending (salaries, expenses and capital) authorized for an appropriation account. However, the payment of debt service is statutorily required, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by two-thirds majority vote of the Town meeting.

An annual budget is adopted for the general fund in conformity with the guidelines described above. The original year 2016 approved budget authorized approximately \$101 million in appropriations and other amounts to be raised. Town meeting authorized an additional \$3.6 million increase in appropriations.

The Town Accountant's office has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the accounting system.

### B. Budgetary - GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the year ended June 30, 2016, is presented below:

# 2016 Annual Report

Notes to Required Supplementary Information

Year Ended June 30, 2016

Excess (deficiency) of revenues and other financing sources (uses) over expenditures - budgetary basis.....	\$	1,090,378
 <u>Perspective difference:</u>		
Activity of the Stabilization Funds recorded in the General Fund for GAAP.....		1,730,996
 <u>Basis of accounting differences:</u>		
Net change in recording tax refunds payable.....		287,000
Net change in recording 60-day receipts accrual.....		61,085
Recognition of revenue for on-behalf payments.....		(6,654,268)
Recognition of expenditures for on-behalf payments.....		<u>6,654,268</u>
 Excess (deficiency) of revenues and other financing sources (uses) over expenditures - GAAP basis.....	 \$	 <u><u>3,169,459</u></u>

**NOTE B – PENSION PLAN**

***Pension Plan Schedules – Retirement System***

A. Schedule of Changes in the Net Pension Liability and Related Ratios

The Schedule of Changes in the Net Pension Liability and Related Ratios includes the detailed changes in the systems total pension liability, changes in the systems net position, and the ending net pension liability. It also demonstrates the plan’s net position as a percentage of the total pension liability and the net pension liability as a percentage of covered payroll.

B. Schedule of Contributions

Governmental employers are required to pay an annual appropriation as established by PERAC. The total appropriation includes the amounts to pay the pension portion of each member’s retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the system’s funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The total appropriations are payable on July 1 and January 1. Employers may choose to pay the entire appropriation in July at a discounted rate. Accordingly, actual employer contributions may be less than the “total appropriation”. The pension fund appropriations are allocated amongst employers based on covered payroll.

C. Schedule of Investment Return

The money weighted rate of return is calculated as the internal rate of return on pension plan investments, net of pension plan investment expense. A money weighted rate of return expresses investment performance, net of pension plan investment expense, adjusted for the changing amounts actually invested. Inputs to the money weighted rate of return calculation are determined monthly.

***Pension Plan Schedules - Town***

A. Schedule of the Town’s Proportionate Share of the Net Pension Liability

The Schedule of the Town’s Proportionate Share of the Net Pension Liability details the allocated percentage of the net pension liability (asset), the proportionate share of the net pension liability, and the covered employee payroll. It also demonstrates the net position as a percentage of the pension liability and the net pension liability as a percentage of covered payroll.

# 2016 Annual Report

## B. Schedule of Town's Contributions

Governmental employers are required to pay an annual appropriation as established by PERAC. The appropriation includes the amounts to pay the pension portion of each member's retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the system's funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The appropriations are payable on July 1 and January 1. The Town may choose to pay the entire appropriation in July at a discounted rate. Accordingly, actual contributions may be less than the "total appropriation". The pension fund appropriation is allocated to the Town based on covered payroll.

# 2016 Annual Report

## C. Schedule of the Special Funding Amounts of the Net Pension Liabilities

The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. This schedule discloses the Commonwealth's 100% share of the collective net pension liability that is associated with the Town; the portion of the collective pension expense as both revenue and pension expense recognized by the Town; and the Plan's fiduciary net position as a percentage of the total liability.

## D. Changes in Assumptions:

The investment return assumption was lowered from 7.75% to 7.50%.

The mortality assumption for employees was changed from the RP-2000 Employee Mortality Table projected 27 years using Scale AA to the RP-2000 Employee Mortality Table projected generationally using Scale BB2D from 2009.

The mortality assumption for non-disabled retirees was changed from the RP-2000 Healthy Annuitant Mortality Table projected 19 years using Scale AA to the RP-2000 Health Annuitant Mortality Table projected generationally using Scale BB2D from 2009.

The mortality assumption for disabled retirees was changed from the RP-2000 Healthy Annuitant Mortality Table set forward 3 years projected 19 years with Scale AA to the RP-2000 Healthy Annuitant Mortality Table projected generationally using Scale BB2D from 2015.

The administrative expense assumption was increased from \$175,000 for 2014, increasing 4% annually, to \$290,000 for 2016, increasing 3% annually.

The allowance for net 3(8)(c) reimbursements was changed from \$200,000 for 2014, increasing 4% per year, to \$200,000 for 2016, increasing 3% per year.

## E. Changes in Plan Provisions:

Members hired on or after April 2, 2012, are covered by the provisions of Chapter 32 as amended by Chapter 176 of the Acts of 2011 and Chapter 139 of the Acts of 2012.

## **NOTE C – OTHER POSTEMPLOYMENT BENEFITS**

The Town administers a single-employer defined benefit healthcare plan ("The Retiree Health Plan"). The plan provides lifetime healthcare and life insurance for eligible retirees and their spouses through the Town's group health and life insurance plans, which cover both active and retired members.

The Town currently finances its other postemployment benefits (OPEB) on a pay-as-you-go basis, but has established an Other Postemployment Benefit Trust fund to accumulate assets to help mitigate the costs of these benefits. As of the most recent actuarial report dated July 1, 2014, the Town had contributed approximately \$1.7 million to the fund. As a result, the funded ratio (actuarial value of assets expressed as a percentage of the actuarial accrued liability) is 1.0%. In accordance with Governmental Accounting Standards, the Town has recorded its OPEB cost equal to the actuarial determined annual required contribution (ARC) which includes the normal cost of providing benefits for the year and a component for the amortization of the total unfunded actuarial accrued liability of the plan.

# 2016 Annual Report

The Schedule of Funding Progress presents multi-year trend information which compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets.

The Schedule of Employer Contributions presents, over time, the ratio of the actual annual employer contributions to the annual required contribution.

Projections of benefits for financial reporting purposes are based on the substantive plan and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations. The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.





# **Town of Belmont, Massachusetts**

## **Calendar Year 2016 Annual Town Report**

**Report Compiled by  
Office of the Town Administrator / Board of Selectmen**

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