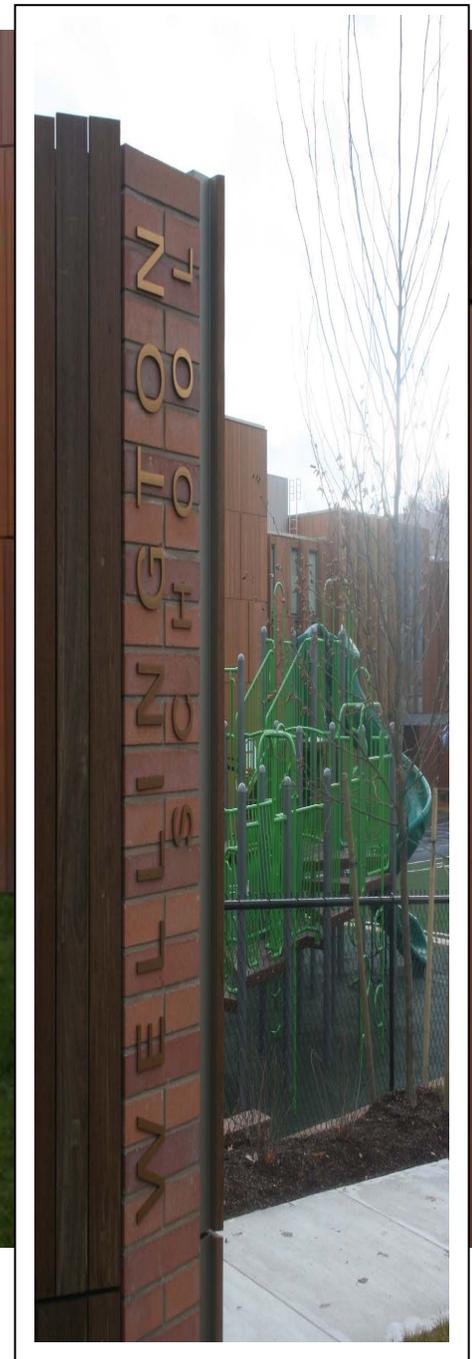


*TOWN  
OF  
BELMONT*

**2011**



**ANNUAL  
REPORT**

**Cover Photos Credit:** Heidi Sawyer,  
Wellington Building Committee



Copies of the  
2011 Belmont Annual Town Report  
can be found at:  
[www.belmont-ma.gov](http://www.belmont-ma.gov)

One may view a copy of the  
Town Report at the Belmont Library or  
the Town Clerk's office

Report compiled, edited and formatted by  
Sandra Curro, Office of the Selectmen  
Town of Belmont, Massachusetts 02478

*Every effort has been made to present accurate information and  
any errors or omissions are inadvertent.*



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## *About the Cover....*

The new Wellington Elementary School opened to about 580 students in September of 2012. The old building, which was formerly Belmont High School until a fire destroyed part of it in 1967, was razed in 2010.

Building design features include natural lighting for energy savings and more productive work environment; geothermal wells; two age-appropriate play areas; artificial turf field for year-round play; ADA compliance; classrooms designed for young children; a central core with skylight, cafeteria, gym, offices, dedicated art and music rooms; and materials and scale to fit the neighborhood.

The new building is 88,000 square feet, slightly smaller than the old one. The preschool program (76 children) moved to Wellington from Winn Brook.

Renovation and replacement had been considered since the 1990s, and the state's suspension of all school building funding around 2004 delayed progress for a few years.

Photo credit: Heidi Sawyer,  
Wellington Building Committee



**TOWN HALL  
BELMONT, MASSACHUSETTS 02478**

**TOWN WEBSITE:**  
[www.belmont-ma.gov](http://www.belmont-ma.gov)

**BELMONT STATISTICS**

**LOCATION:**

Belmont is located in Middlesex County, Massachusetts.  
It is 8 miles west of Boston and 4 miles west of Cambridge.

**HISTORICAL:**

First Settlers 1639  
Town Incorporated 1859

**GEOGRAPHIC LOCATION (TOWN HALL):**

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 2978.95  
Land Surface Acreage 2946.40  
Water Surface Acreage 32.55

**POPULATION:**

Federal Census, 1970 28,285  
Federal Census, 1980 26,100  
Federal Census, 1990 24,720  
Federal Census, 2000 24,194  
Town Census, 1995 25,741  
Town Census, 2000 26,000  
Town Census, 2003 25,956  
Town Census, 2004 25,754  
Town Census, 2005 23,973  
Town Census, 2006 25,641  
Town Census, 2007 25,395  
Town Census, 2008 25,493  
Town Census, 2009 25,387  
Town Census, 2010 26,170  
Town Census, 2011 23,790

**REAL ESTATE IN FY12:**

Real Estate Valuation (total) \$ 5,189,387,300.  
Personal Property \$ 44,123,190.  
Total Valuation \$ 5,233,510,490  
FY12 Tax Rate per Thousand \$ 13.35



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## A WORKING VISION FOR BELMONT'S FUTURE

Adopted by Town Meeting, April 23, 2001

Belmont is a desirable and welcoming community that retains a small-town atmosphere within a larger metropolitan area. Our town provides excellent educational opportunities and high quality town services. We protect the beauty and character of our natural settings and historic buildings. Thriving business centers contribute economic stability while offering places for residents to dine, shop, and socialize. The town government responds to the concerns of the residents, practices sound fiscal management and plans for future generations. We make a commitment to preserving and enhancing our strengths as a community while respecting our differences as individuals.

### OUR PRINCIPLES

To preserve and enhance the qualities that we value, we, the Belmont community, make a commitment to:

- ❖ Foster and maintain an open and inclusive decision-making process.
- ❖ Develop and use our human and financial resources wisely.
- ❖ Engage in comprehensive and integrated local and regional planning.

### OUR COMMON GOALS

#### *QUALITY OF LIFE*

- ❖ We will ensure an excellent school system as a cornerstone of our community, providing for the learning needs of all our children and all residents.
- ❖ We will manage traffic through and around town to ensure the tranquility of our neighborhoods and the safety of pedestrians and bicyclists.
- ❖ We will be an environmentally responsible community and conserve our natural habitats.

#### *CHARACTER OF OUR TOWN*

- ❖ We will maintain our libraries, public buildings, infrastructure and recreational facilities as investments in our future and our historic buildings as witnesses to our past.
- ❖ We will work with neighborhoods and residents to identify and support retail needs and opportunities.
- ❖ We will value cultural enrichment and encourage local talent and creativity.

#### *SENSE OF COMMUNITY*

- ❖ We will welcome newcomers and value diversity, while caring for our neighbors and for the needs of children, youth and seniors.
- ❖ We will promote the involvement of all residents in the life of our community, support citizen involvement in our town affairs, and rely on an effective, representative local government.
- ❖ We will preserve our small-town community atmosphere.

# BOARD OF SELECTMEN



Photo credit: Adam Dusenberry, Belmont Media Center

## THE 2011 BELMONT BOARD OF SELECTMEN

(left to right) Angelo R. Firenze; Ralph T. Jones, Chairman and Mark A. Paolillo, Vice Chairman

At the April 4, 2011 election, Ralph Jones was reelected to the Board of Selectmen. Ralph Jones was elected by the Board as Chairman and Mark Paolillo was elected Vice-Chairman.

2011 saw the activity of over 55 permanent and temporary committees with approximately 400 volunteer members. New committees formulated in 2011 were the Community Preservation Committee, and the Town Accountant Search Committee. The Selectmen are grateful to have such a qualified group of committee members, as well as a talented pool of volunteers upon which to draw when vacancies occur on committees. The amount of time and dedication put forth by these committee members is astounding!

During 2011, discussion about "Cushing Village," a proposed development in Cushing Square, continued. A town owned parking lot was sold to the developer of this project. The sale of this property will enable the developer to create a more cohesive plan. Development of other small private parcels around town took place, including the addition of housing on the pristine Underwood Estate. The new Wellington School on School Street opened its doors to students in September after two years in construction. It is featured on the cover of this Annual Report.

The Community Preservation Act passed by resident vote and it will study the needs, possibilities and resources of the Town regarding community preservation. Much discussion also took place in early 2011 about the town's current trash pickup. It was decided to award a contract with no changes to previous years' trash and recycling pickup. In 2011, the Town realized total revenue of \$39,951 from new and renewed alcohol licenses within town establishments. Belmont was one of the first communities to issue a newly legislated Agricultural Wine Permit to three different entities to sell agriculturally produced wine at the Belmont Farmers' Market. Another revenue producing opportunity came in the form of a "Zipcar," where the Town agreed to allow Zipcar, Inc. to use two spaces in a public lot in return for payment.

Staff at the Selectmen's office saw some changes in 2011. Early in 2011, Assistant Town Administrator Jeffrey Conti resigned after approximately 5 ½ years in that position. In the summer, a new Assistant Town Administrator, Kellie Hebert, began. However, shortly afterwards, Town Administrator Thomas Younger also resigned after about 6 years on the job. The Board thanks Jeff and Tom for all their hard work during their tenure. An Interim Town Administrator, Richard Kelliher, was hired on a part-time basis to assist with the Town Budget and to search for a new permanent Town Administrator. The Town will head into 2012 with Kellie Hebert acting as Interim Town Administrator.

To arrive at a balanced budget, the Selectmen held budget planning meetings with Department Heads, and joint meetings with the School Committee. The Selectmen asked Department Heads for recommendations for new or supplemental operational budget resources to possibly address key initiatives and goals, preliminary Capital Budget requests and to give a budget narrative and updates to performance measures.

The Selectmen thank the hard-working town employees for all that they do to serve the town's residents and carry out the *Working Vision for Belmont's Future*. Without these dedicated and professional employees, it would be impossible to tackle all the projects that are done within the Town each and every day.

# TOWN BOARDS AND OFFICIALS

As of February 15, 2012

## Belmont Emergency Management

### Agency

<i>Permanent</i>	<i>Appointed, Selectmen</i>
Alexander Corbett	
Matthew Davison	
Edward Davison	
Ernest Fay	
David Frizzell	
Keith McLean	
Richard Nohl	
Emily Saidnawey	
Leo Saidnawey	
John Steeves	
Cory Taylor	

## Belmont Energy Committee

<i>Permanent</i>	<i>Appointed, Selectmen</i>
Anthony Alcorn	2013
Roger Colton	2013
Christine McVay	2014
Ian Todreas	2014
Allan Vanderley	2012
Peter Castanino (Rep. Town Empl.)	2013
Glenn Clancy (Rep. Town Employee)	2012
Fred Domenici (Rep. School Dept.)	2012
Andrew Healy (Rep. Town Institutions)	2012
Jan Kruse (Rep. Sustainable Belmont)	2013
Stephen Mazzola (Rep. School Dept.)	2014

## Belmont Housing Trust

<i>Permanent</i>	<i>Appointed, Selectmen</i>
Helen Bakeman	2012
Judith Feins, Chair	2013
Alisa Gardner-Todreas	2012
Jonathan Jacoby	2013
Gloria Leipzig	2014
Ann Silverman	2013
Ann Verrilli	2012
Charles Laverty (Rep. Housing Auth.)	
Charles Clark (Rep. Planning Bd.)	

## Belmont Media Center Board of Directors

<i>Permanent</i>	<i>Appointed, Selectmen</i>
Jonathan Green	2013

## Belmont Vision 21 Implementation Committee

<i>Permanent</i>	<i>Appointed, Selectmen</i>
Timothy Bowman, Chair	2013
Vacancy	2014
Jane Feinberg-Kaplan	2013
Vacancy	2014
Sara Masucci	2012
Jennifer Page	2012
Wendy Rundle	2013
Michael Sattler	2013
Paul Solomon	2012
Jay Szklut, Mgt Liaison (non-voting)	

## Board of Assessors

<i>Permanent</i>	<i>Elected</i>
Charles Laverty, Secretary	2013
Martin Millane	2012
Robert Reardon	2014
Angelo Firenze, Liaison, Selectmen	

## Board of Cemetery Commissioners

<i>Permanent</i>	<i>Elected</i>
Alexander Corbett	2014
Charles Laverty, III	2013
Ellen O'Brien Cushman, Chair	2012

## Board of Health

<i>Permanent</i>	<i>Elected</i>
David Alper	2012
Donna David, Chair	2014
Robert Eisendrath	2013
Ralph Jones, Liaison, Selectmen	

## Board of Library Trustees

<i>Permanent</i>	<i>Elected</i>
Elaine Alligood	2012
Mark Carthy	2013
Mary Keenan	2014
Matthew Lowrie, Chair	2012
Sarah Phillips	2013
Matthew Sullivan	2014
Mark Paolillo, Liaison, Selectmen	

## Board of Selectmen

<i>Permanent, Elected</i>	
Angelo Firenze	2012
Ralph Jones, Chair	2014
Mark Paolillo	2013

## Bylaw Review Committee

<i>Permanent</i>	<i>Appointed, Town Moderator</i>
Robert Gallant	2008
Charles Hamann, Chair	2010
Ellen O'Brien Cushman, Ex-Officio	2013
Raymond Miyares	2009

## Cable Television Advisory Committee

<i>Permanent</i>	<i>Appointed, Selectmen</i>
Barry Blesser	2012
Mark Carthy	2010
Jonathan Green, Chair	2014

## Capital Budget Committee

<i>Permanent</i>	<i>Appointed, Town Moderator</i>
Mark Clark	2011
John Conte	2012
Anne Marie S. Mahoney	2013
Patricia Brusca, Chair, Ex-Officio	
Michael Battista, Ex-Officio	
Mark Paolillo, Ex-Officio	
Rebecca Vose, Ex-Officio	
Chitra Subramanian, Mgt Liaison	

## Community Preservation Committee

Donna Brescia	2013
Floyd Carman	2014
Joseph DeStefano	2014
Lisa Harrington	2013
Ralph Jones	2012
Anne Marie S. Mahoney	2013
John Owens	2014
Paul Solomon, Chair	2012
Margaret Velie	2012

## Conservation Commission

<i>Permanent</i>	<i>Appointed, Selectmen</i>
Tino Lichauco	2012
Jeffrey North	2013
William McCants	2013
Margaret Velie	2014
James Roth	2014
David Webster	2012
Miriam Weil, Chair	2013
Glenn Clancy, Mgt Liaison	
Ralph Jones, Liaison, Selectmen	
Associate Member, Vacancy	2011

## Constable

<i>Permanent</i>	<i>Appointed, Selectmen</i>
David Benoit	2014
William Chemelli	2013
John Ehler	2013
Donna Feeley	2014
Thomas Maguire	2014
Richard Picceri	2013
Philip Richmond	2014
James Tortola	2012

## Council on Aging

<i>Permanent</i>	<i>Appointed, Selectmen</i>
Michael Calahane	2012
Vincent DeNovellis	2014
Ethel Hamann	2014
Cornelius Hegarty	2012
Anne Lougee	2012
Angela Santoro Mullin	2014
Tommasina Olson	2014
Maryann Scali	2013
Joel Semuels, Chair	2013
Allan Morgan	2013
Penelope Schafer	2013
Leo Saidnawey, Liaison, BHA	
Nava Niv-Vogel, Mgt Liaison	
Ralph Jones, Liaison, Selectmen	

## Cultural Council

<i>Permanent</i>	<i>Appointed, Selectmen</i>
Sara Bruya	2012
Sarah Freiberg, Chair	2012
Jirair Hovsepian	2014
Anne Quirk	2012
Rebecca Richards	2012
Alessandra Loder	2014
Ilyse Robbins Mohr	2013
Christine Sandvik	2012
Anne Shullenberger-Levy	2013
Ken Stalberg	2012

## Disability Access Commission

<i>Permanent</i>	<i>Appointed, Selectmen</i>
Nancy Donald, Assoc. Member	2013
Vacancy	2013
Janet MacDonald, Chair	2013
Vacancy	2013
Vacancy	2011
Vacancy	2012
Vacancy, Mgt Liaison	

**Economic Development Committee***Formed in February, 2011**Appointed, Selectmen*

Vacancy	2013
Anthony Leccese	2013
Keith Andre	2013
Lalig Musserian	2013
Tommasina Olson	2013
Eric Rhodin	2013
Andres Rojas	2013
Steven Savarese	2013
Edmund Starzec	2013
Vacancy	2013
Angelo Firenze, Liaison, Selectmen	

**Education Scholarship Committee***Permanent Appointed, Selectmen*

Leslie Aitken	2013
Vacancy	2014
Robert Sullivan	2012
Carol Cohen	
Wega Firenze	2012
Floyd Carman, Chair/Mgt Liaison	

**Government Structure Review Committee***Temporary Appointed, Selectmen*

Henry Hall	
Ralph Jones	
Andrew Levin	
Anne Marie S. Mahoney	
Robert McLaughlin	
Paul Solomon, Chair	
Rebecca Vose	
Vacancy, Mgt Liaison	

**Highland Meadow Cemetery Building Committee***Temporary Appointed, Town Moderator*

Alexander Corbett	
Charles Johnson	
Ellen O'Brien Cushman, Chair	
Karen Pressey	

**Historic District Commission***Permanent Appointed, Selectmen*

Paul Bell, Co-chair	2012
Joseph Cornish	2013
Peter Gunness	2014
Lisa Harrington	2013
Arleyn Levee	2013
Lauren Meier	2013
Richard Pichette	2012
Edward Bing	2014
Michael Smith, Co-chair	2014
Richard Cheek, Chair emeritus	
Lydia Phippen Ogilby, Chair emeritus	

**Housing Authority***Permanent Elected*

Donald Becker	2012
Sallye Bleiberg	2013
Donna Brescia	2015
Leo Saidnawey, Chair	2011
Charles Laverty, III	2016

**Human Resource Consolidation Commission***Temporary Appointed, Selectmen*

Nancy Eagen	
William Kilzere	
Richard Kobayashi	

**Human Rights Commission***Permanent Appointed, Selectmen*

Carl Brauer	2012
Nan Donald	2013
Paul Solomon	2012
Vacancy	2010
Pallavi Khare	2012
Barbara Watson	2014
Julie Cicalese	2014
Jirair Hovsepian	2014
Fran Yuan, Co-chair	2012

**Information Technology Advisory Committee***Permanent Appointed, Selectmen/**School Comm./Lib. Trustees*

Michael Bair	2013
James Berets, Co-Chair	2010
Daniel Ellard	2013
David Goldberg	2011
Jonathan Green	2012
Philip Lawrence, Co-Chair	2012
Matthew McGovern	2013
Charles Smart	2013
Vacancy	2014
John Bowe, Mgt Liaison	

**Local Emergency Planning Committee***Permanent Appointed, Selectmen*

Rebecca Orfaly Cadigan	2013
Peter Castanino	2013
Edward Corsino	2012
Edward Davison, Chair	2013
John Farino	2014
David Frizzell	2012
Robert Gad, Recording Sec'y	
Andrew Healy	2014
Richard Lane	2014
Stefan Russakow	2013
Leo Saidnawey	2012
Michael Santoro	2012
Vacancy	2013
Vacancy	2013
Vacancy	2012
Vacancy	2014

**McLean Land Management Committee***Permanent Appointed, Selectmen*

Harlan Carere	2011
Vacancy, Ex-Officio	2010
Ellen O'Brien Cushman, Chair	2012
Vacancy, Ex-Officio	2012

**Minuteman Regional Vocational Tech. HS***Permanent Appointed, Town Moderator*

Jack Weis	2013
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**Municipal Light Department Advisory Board***Permanent Appointed, Selectmen*

Ashley Brown, Chair	2014
Patricia DiOrio	2013
Robert Forrester	2014
Timothy McCarthy	2013
Gretchen McClain	2013
Christine McVay	2012
Angelo Firenze, Liaison, Selectmen	

**MWRA Advisory Board***Permanent Appointed, Selectmen*

Peter Castanino	2012
-----------------	------

**Parking Clerk***Permanent Appointed, Selectmen*

Floyd Carman	2012
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**Permanent Audit Committee***Permanent Appointed, Selectmen*

Frank Caruso	2012
Ernest Fay, Chair	2012
James Finn	2013
Robert Keefe	2014
Ralph Jones, Ex-Officio	
Floyd Carman, Ex-Officio	
Chitra Subramanian, Ex-Officio	

**Permanent Building Committee***Permanent Appointed,**Town Moderator/Selectmen*

Patricia Brusck, Chair	2012
William Lovallo	2013
Robert McLaughlin	2014
Joel Mooney	2012
Stephen Sala (Selectmen)	2012
William Shea	2013

**Planning Board***Permanent Appointed, Selectmen*

Sami Baghdady, Chair	2012
Michael Battista	2013
Charles Clark	2013
Joseph DeStefano	2014
Karl Haglund	2014
Andres Rojas	2013
Jeffrey Wheeler, Mgt Liaison	
Angelo Firenze, Liaison, Selectmen	

**Property and Casualty****Insurance Advisory Committee***Permanent Appointed, Selectmen*

John Borelli	2012
Christopher Monaco	2014
Robert Masse	2012
June Roberts, Chair	2013
Robert Watson	2014
Vacant, Mgt Liaison (Non-Voting)	

**Recreation Commission***Permanent Appointed, Selectmen*

Ann Bere	2013
Laurie Carlson	2014
David Kane	2012
Vacancy	2014
Andrew Levin	2012
Vacancy	2012
John Owens, Chair	2014
Dennis Rocha	2013
Lee Slap	2013
June Howell, Mgt Liaison	
Mark Paolillo, Liaison, Selectmen	

**Registrars of Voters***Permanent Appointed, Selectmen*

William Hofmann, Chair	2012
Ellen O'Brien Cushman, Ex-Officio	2013
Robert McGaw	2014
James Staton	2013

**Retirement Board***Permanent Elected/Appointed, Selectmen*

Thomas Gibson	2012
Chitra Subramanian, Ex-Officio	
James Sloman	2014
Rosario Sacco, Chair	2013
Walter Wellman	2011

Town Boards and Officials

**School Committee**

<i>Permanent</i>	<i>Elected</i>
Laurie Graham, Chair	2014
Anne Lougee	2012
Kevin Cunningham	2014
Daniel Scharfman	2013
Laurie Slap	2013
Rebecca Vose	2012
Mark Paolillo, Liaison, Selectmen	

**Senior Center Building Committee**

<i>Temporary</i>	<i>Appointed, Town Moderator</i>
Susan Burgess	
Margaret Callanan	
Walter Guertin	
Cornelius Hegarty	
Mary Ann Johnson	
Robert Jones	
Paul Laffey	
William Lovallo	
Janet MacDonald	
Penelope Schafer, Chair	
Phyllis Solomon	
Nava Niv-Vogel, Mgt Liaison	

**Shade Tree Committee**

<i>Permanent</i>	<i>Appointed, Selectmen</i>
Nancy Forbes	2012
Ruth Foster	2013
Peter Gunness	2011
Laura Simmons, Chair	2012
DeNee Reiton Skipper	2013
Thomas Walsh, Tree Warden	
Peter Castanino, Mgt Liaison	

**Solid Waste/Recycling Committee**

<i>Temporary</i>	<i>Appointed, Selectmen</i>
Mary Beekman	
Joseph Curro	
Kristen Galfetti	
Douglas Koplou, Chair	
Donald Mercier	
Robert Ryan	
Laura Panos	
Peter Castanino, Mgt Liaison	

**Town Clerk**

<i>Permanent</i>	<i>Elected</i>
Ellen O'Brien Cushman	2013

**Town Moderator**

<i>Permanent</i>	<i>Elected</i>
Michael Widmer	2012

**Town Treasurer**

<i>Permanent</i>	<i>Elected</i>
Floyd Carman	2014

**Traffic Advisory Committee**

<i>Permanent</i>	<i>Appointed Selectmen</i>
Michael Bair	2013
Peter Curro	2012
Laurence MacDonald	2013
Donald Mercier	2013
Dana Miller	2012
Linda Nickens, Chair	2012
Tommasina Olson	2013
Matthew Sullivan	2013
Glenn Clancy, Mgt Liaison (Non-Voting)	

**Tree Warden**

<i>Permanent</i>	<i>Appointed, Selectmen</i>
Thomas Walsh	2012

**Warrant Committee**

<i>Permanent</i>	<i>Appointed, Town Moderator</i>
Elizabeth Allison, Chair	2014
Kimberly Becker	2012
Patricia Brusch	2014
Sami Baghdady	2014
Adam Dash	2012
Robert McLaughlin	2014
Elizabeth Grob	2012
Michael Libenson	2012
William Lynch	2013
Raffi Manjikian	2012
Mary McHugh	2013
Noreen Millane	2013
Robert Sarno	2013
Rebecca Vose, Ex-Officio	
Ralph Jones, Ex-Officio	
Chitra Subramanian, Mgt Liaison	

**Water Advisory Board**

<i>Permanent</i>	<i>Appointed, Selectmen</i>
Frank French, Chair	2014
Joseph Barrell, Jr.	2012
William Shea	2013

**Wellington School Building Committee**

<i>Temporary</i>	<i>Appointed, Town Moderator</i>
Joseph Barrell	
John Bowe	
Patricia Brusch	
Philip Curtis	
Mark Haley, Chair	
William Lovallo	
Mary McHugh	
Joel Mooney	
Lucy Pullen	

**Zoning Board of Appeals**

<i>Permanent</i>	<i>Appointed, Selectmen</i>
William Chin, Chair	2012
Joseph DeStefano	2015
James-Ryan Fagan	2015
Chris Henry	2013
Nicholas Iannuzzi	2013
Arthur Kreiger	2012
Demetrios Zarkadas	2016
Eric Smith	2012
David Iaia, Associate Member	2014
Craig White, Associate Member	2014
Jeffrey Wheeler, Mgt Liaison	
Mark Paolillo, Liaison, Selectmen	

# TOWN MEETING MEMBERS

As of January 20, 2012

## AT LARGE MEMBERS

Brownsberger, William N. 120 Gilbert Rd  
 Carman, Floyd S. 184 Brighton St  
 Cushman, Ellen O'Brien 38 Scott Rd  
 Hall, George Anderson & Kreiger  
 Widmer, Michael J. 126 Gilbert Rd

## PRECINCT ONE

Alcock, John P. 42  
 Madison St  
 Bishop, Carolyn J. 7 Orchard St  
 Borelli, John A. 290 School St  
 Carthy, Mark 21 Stone Rd  
 Dash, Adam 12 Goden St  
 Donohue, Anne E. 175 Goden St  
 Doyle, Christine M. 15 Cedar Rd  
 Fallon, Jennifer M. 30 Richardson Rd  
 Freiberg, Karen 43 Douglas Rd  
 Gavin, Mary 12 Long Ave  
 Golding, Helen E. 18 Louise Rd  
 Hamann, Charles M. 28 Temple St  
 Hayes, Jocelyn C. 5 Colonial Ter  
 Kendall, Sandra J. 74 Fairmont St  
 King, Darrell J. 30 Long Ave  
 Libenson, Michael D. 74 Hillcrest Rd  
 Lind, Katherine A. 68 Fairmont St  
 McCarthy, Theresa F. 82 Lincoln St  
 McClain, Gretchen 87 School St  
 McGaw, Eloise See 23 Louise Rd  
 McGaw, Robert E. 23 Louise Rd  
 Miranda, Barbara E. 22 Myrtle St  
 Muson, Holly Hart 29 Louise Rd  
 Ogilby, Lydia Phippen 306 Washington St  
 Paulsen, Frederick S. 90 School St  
 Pierce, Lance 33 Temple St  
 Poole, Adriana 53 Louise Rd  
 Pullen, Lucy J. 83 School St  
 Reppucci, Nancy Madanian 21 Emerson St  
 Scharfman, Daniel D. 79 School St  
 Staton, James H. 92 Long Ave  
 Stievater, David 34 Long Ave  
 Teebagy, Joan 154 Washington St  
 Tenney, Yvette J. 70 Bow Rd  
 Tomczyk, Stephen 47 Hamilton Rd  
 Weis, John J. 30 Cheney Ter

## PRECINCT TWO

Aitken, Leslie 70 Evergreen Way  
 Banker, James 79 Scott Rd  
 Banker, Michele 79 Scott Rd  
 Berger, Rachel J. 33 Stella Rd  
 Bing, Edward A. 86 Juniper Rd  
 Brown, W. Sumner 35 Ross Rd  
 Bruschn, M. Patricia 52 Radcliffe Rd  
 Cooperstein, Florence A. 40 Woodfall Rd  
 Corbett, Julia 48 Stella Rd  
 Counselman, Eleanor F. 42 Crestview Rd  
 DeNovellis, Vincent 35 Clifton St  
 DeStefano, Joseph G. 25 Somerset St  
 Dreier, Katharine E. 11 Howells Rd  
 Geiger, Ronald H. 27 Stella Rd  
 Graves, Jim 593 Pleasant St  
 Huang, Caroline Bing-Yen 39 Howells Rd  
 Jones, Ralph T. 26 Prentiss Ln  
 Jones, Sherry 26 Prentiss Ln  
 Keohane, Kathleen 19 Rutledge Rd  
 Lynch, William 10 Dorset Rd

Magni, Peter R. 140 Radcliffe Rd  
 Malliris, Evanthia K. 618 Pleasant St  
 Masucci, Sara M. 5 Scott Rd  
 McAlpin, John B. 59 Winter St  
 McLaughlin, Robert E. 81 Wellesley Rd  
 McSwain, Judith A. 35 Ross Rd  
 Millane, Noreen M. 56 Radcliffe Rd  
 Moustakas, Demetri . 367 Pleasant 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 19 Prospect St  
 Skolnick, David C. 14 Crestview Rd  
 Valiant, Gayle L. 50 Tyler Rd  
 Weeks, Julia H. 585 Concord Ave

## PRECINCT THREE

Alcorn, Anthony J. 172 Waverley St  
 Allen, Anne C. 580 Concord Ave  
 Allison, Liz 69 Pinehurst Rd  
 Barton, Julie T. 16 Charles St  
 Bass, Suzanne 530 Concord Ave  
 Blake, Thomas K. 23 Centre Ave  
 Chase David R. 14 Waverley Ter  
 Cohen, Martin L. 21 Dunbarton Rd  
 D'Andrea, Mark M., Jr. 97 Waverley St  
 Delise, Robert M. 81 Pinehurst Rd  
 Dieckmann, John T. 47 Lorimer Rd  
 Firenze, Angelo R. 1 Clover St  
 Goodman-Belkadi, Ariane 12 Woodland St  
 Jansen, Ann M. 59 Lorimer Rd  
 Kennedy, Mary K. 11 Lorimer Rd  
 Kennedy, Robert V. 11 Lorimer Rd  
 Kerr, Rosalie O. 35 Summit Rd  
 Klimasmith, Elizabeth M. 17 Edward St  
 Kruse, Janet M. 13 Grant Ave  
 Madden, Richard K. 707 Pleasant St  
 Manjikian, Raffi M. 12 Pearl St  
 Mayer, John H. 194 Orchard St  
 McVay, Christine Marie 109 Brookside Ave  
 Moore, Martha 331 Waverley St  
 Murphy, John C. 168 Beech St  
 Murphy, Maria L. 36 Stanley Rd  
 O'Connor, John M. 28 Waverley St  
 Oteri, Lisa 31 Waverley Ter  
 Page, Jennifer A. 15 Stanley Rd  
 Parmett, Karen S. 86 Clark St  
 Sarno, Judith Ananian 30 Waverley Ter  
 Sarno, Robert L. 30 Waverley Ter  
 Stanton, Vincent P. 32 Royal Rd  
 Sullivan, Michael F. 30 C St  
 Tomford, Heli 72 Pinehurst Rd  
 Vose, Rebecca S. 48 Clark St

## PRECINCT FOUR

Baghdady, Sami S. 14 Loring St  
 Baghdady, Samir S. 92 Walnut St  
 Brown, Judith L. 18A Davis St  
 Chemelli, William J. 11 Ripley Rd  
 Clark, Charles L. 150 White St #2  
 Coté, Marion E. 37 Burnham St  
 Cowing, Kathleen 37 Thayer Rd  
 Cunningham, Kevin M. 20 Chandler St  
 Daxon, Thomas 50 Sycamore St  
 DiTommaso, Coralie N. 38 Jeanette Ave  
 Engerman, David 17 Ridge Rd

Fetter, Sybil B. 139 Bartlett Ave #2  
 Flewelling, David R. 36 Sycamore St  
 Flewelling, Sheila M. 36 Sycamore St  
 Frizzell, David M. 30 Thayer Rd  
 Frizzell, Linda A. 30 Thayer Rd  
 Gates, Lucia E. 11 Agassiz St  
 Graham, Laurie A. 28 Ripley Rd  
 Hovsepian, Jirair M. 44 Chandler St  
 Kazarian, Henry V. 22 Banks St  
 Keefe, Brian 195 Lexington St  
 Klein, Trey 201 Lexington St  
 Lawrence, Philip W. 68 Agassiz Ave  
 MacIsaac, James G. 25 Ripley Rd  
 Mahon, Anne 19 Alma Ave  
 Messenger, William G. 84 Lexington St  
 Occhino, John B. 18 Hull St  
 Occhino, Sandra M. 18 Hull St  
 Pazzanese, James G. 177 Lexington St  
 Powelstock, David 23 Alma Ave  
 Rono, Nathaniel A. 28 Loring St  
 Sacco, Rosario A. 133 White St  
 Smith, Sara W. 71 Bartlett Ave  
 Swift Hart, Johanna 92 Hull St  
 Webster, David M. 18 Holt St  
 White, Joseph P. 14 Maple Ter

## PRECINCT FIVE

Becker, Donald L. 35 Horne Rd  
 Bloore, Suzanne W. 37 Hastings Rd  
 Bowman, G. Timothy 74 Horace Rd  
 Brown, Devin B. 54 Horne Rd  
 Carlini, Stephan W. 31 Horne Rd  
 Carlson, Nancy A. 12 Poplar St  
 Coakley, Joanne E. 95 Horace Rd  
 Connolly, Joseph F. 31 Hammond Rd  
 Devasto, Rebecca 38 Horace Rd  
 Doblin, Lynne J. 3 Francis St  
 Donham, Thayer 77 Hammond Rd  
 Ellard, Janice M. 12 Horace Rd  
 Fay-Richard, Sandra 95 Bay State Rd  
 Feins, Judith D. 71 Bay State Rd  
 Firenze, Felix J. 22 Bay State Rd  
 Grosbaum, Laurence J.S. 26 Harding Ave  
 Kassaraba, Ellen 43 Hastings Rd  
 Kassaraba, Myron 43 Hastings Rd  
 Laughlin, Malcolm 19 Holden Rd  
 Olson, Tommasina Anne 10 Bay State Rd  
 Plunkett, Robert W. 66 Horace Rd  
 Polcari, Lynne Cook 44 Hastings Rd  
 Pollock, John W. 383 Common St  
 Pollock, Lois J. 383 Common St  
 Rojas, Andres T. 72 Drew Rd  
 Rundle, Wendy L. 17 Poplar St  
 Rushe, Kathleen 64 Horne Rd  
 Serra-Masciari, Andrea 51 Flett Rd  
 Steinert, Heidi Lodish 123 Gilbert Rd  
 Sullivan, John P., Jr 72 Palfrey Rd  
 Sullivan, John P., Sr 72 Palfrey Rd  
 Sullivan, Matthew J. 121 Hammond Rd  
 Wagner, Mark D. 21 Hastings Rd  
 Widmer, Jeanne 126 Gilbert Rd  
 Wright, Pegeen 61 Hammond Rd  
 Wrubel, Roger P. 165 Slade St

Town Meeting Members

**PRECINCT SIX**

Alper, David B. 1 Oak Ave  
 Becker, Kimberly 15 Warwick Rd  
 Bowe, John J. 20 Elizabeth Rd  
 Chin, William D. 261 Payson Rd  
 Clark, Mark F. 28 Oak Ave  
 Colton, Roger Duane 34 Warwick Rd  
 Decker, Margaret H. 55 Cushing Ave  
 Donner, Tara 47 Payson Rd  
 Dukas, Theodore 236 Payson Rd  
 Evans, Stephen A. 100 Van Ness Rd  
 Gibson, Elizabeth 15 Oakley Rd  
 Haley, Mark X. 8 Pine St  
 Hirsch, Marcie S. 64 Old Middlesex Rd  
 Johannet, Suzanne 45 Warwick Rd  
 Jordan, Virginia 34 Lawndale St  
 Kiser, Jacqueline 30 Hurd Rd  
 Kazanjian, Edward A. 355 School St  
 Kazanjian, Mary Ann 355 School St  
 Kirrane, Julia M. 23 Lawndale St  
 Klionsky, Stephen H. 196 Payson Rd  
 Kobayashi, Richard M. 47 Stults Rd  
 Kosiba, Henry J. 35 Jackson Rd  
 Larson, Teri 16 Preble Gardens Rd  
 Malone, John J. 18 Selwyn Rd  
 Mooney, Jeanne R. 60 Oak Ave  
 Oates, Linda N. 302 Payson Rd  
 Reardon, Robert P. 73 Van Ness Rd  
 Reardon, Robert Paul Jr. 73 Van Ness Rd  
 Saper, Brian S. 16 Old Middlesex Rd  
 Semuels, Joel M. 18 Bellevue Rd  
 Shuster, Elyse B. 29 Van Ness Rd  
 Singler, Judith R. 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

**PRECINCT SEVEN**

Betts, Richard B. 20 Woods Rd  
 Blatt, Julia 27 Skahan Rd  
 Callanan, Margaret M. 21 Sargent Rd  
 Casale, Alexander 179 Lewis Rd  
 Cohen, Robert F. 31 Audrey Rd  
 Coutinho, Carmen 23 Woods Rd  
 Coutinho, Paul J. 23 Woods Rd  
 Crapulli, Michael J. 47 Audrey Rd  
 Drevins, Joan A. 61 Betts Rd  
 Eysenbach, James M. 219 Washington St  
 Eysenbach, Margaret 219 Washington St  
 Giallongo, Steven 124 Dalton Rd  
 Green, William H. 85 Betts Rd  
 Grob, Elizabeth Pannier 21 Betts Rd  
 Haines, Marcia L. 360 School St  
 Harris, Garrett J. 21 Hartley Rd  
 Jacoby, Henry D. 106 Grove St  
 Jacoby, Martha Hughes 106 Grove St  
 John, Thomas Douglas 3 Livermore Rd  
 Kundrot, Steven A. 101 Fairview Ave  
 Lockett, Deborah S. 112 Dalton Rd  
 Looney, Paul 406 School St  
 Lowrie, Katherine B. 74 Shaw Rd  
 Lowrie, Matthew B. 74 Shaw Rd  
 Meier, Shelagh E. 82 Betts Rd  
 O'Donnell, Joan C. 39 Livermore Rd  
 Owens, John C. 10 Anis Rd  
 Palmer, David 134 Dalton Rd  
 Pisano, William C. 253 Washington St  
 Riley, Timothy M. 133 Dalton Rd  
 Ruvolo, Donna 36 Choate Rd  
 Schafer, Penelope H. 161 Lewis Rd  
 Sorenson, Brett C. 30 Woods Rd  
 Sullivan, David M. 42 Falmouth St  
 Titus, Susan R. 26 Livermore Rd

**PRECINCT EIGHT**

Allen, Monte 88 Farnham St  
 Baskin, Kathleen M. 73 Munroe St  
 Brauer, Carl M. 3 Dean St  
 Brosnan, Kevin P. 31 Tobey Rd  
 Bunyon, Carolyn 50 Albert Ave  
 Cella, David A. 29 Broad St  
 Corbett, Alexander E., III 114 Alexander Ave  
 Crowley, Michael J. 215 Channing Rd  
 Ferrante, Anthony A. 15 Westlund Rd  
 Gallant, Robert M. 55 Hill Rd, Apt. 706  
 Goldenberg, Anne Covino 36 Stearns Rd  
 Irion, Melissa Ann 132 Dean St  
 Kochem, Christine W. 21 Jason Rd  
 Kochem, Robert C. 21 Jason Rd  
 Lambert, Anne-Marie 79 Chilton St  
 Leabman, Scott H. 80 Munroe St  
 Massidda, Douglas J. 123 Cross St  
 Matson, Douglas 33 Sandrick Rd  
 McNeill, Erin 122 Alexander Ave  
 Mercier, Donald H. 96 Cross St  
 Natoli, Gerard L. 99 Oliver Rd  
 November, Martin T. 39 Dean St  
 Oaklander, Sara 88 Farnham St  
 Paolillo, Mark A. 42 Pilgrim Rd  
 Reed, Lynn Peterson 62 Munroe St  
 Richard, Edwin A. 76 Dean St  
 Rittenburg, Ann Marie 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  
 Swift, Anne H. 76 Tobey Rd  
 Wasserman, Neil 28 Coolidge Rd  
 Zevitas, Katherine 302 Cross St

# TOWN MEETINGS

**TOWN OF BELMONT  
WARRANT FOR 2011 ANNUAL TOWN MEETING  
APRIL 25, 2011  
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, APRIL 25, 2011, 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 when necessary.

Majority vote required for passage                      Yes \_\_\_\_\_                      No \_\_\_\_\_

**ARTICLE 2: Authorization to Represent 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 so to do, or in any way act thereon.*

This article is traditional and authorizes the Board of Selectmen to represent the Town's legal interests. This authority is clearly identified in the Massachusetts General Laws and the General By-laws of the Town of Belmont.

Majority vote required for passage                      Yes \_\_\_\_\_                      No \_\_\_\_\_

**ARTICLE 3: Authorization to Transfer Balances**

*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 article authorizes the transfer of balances from various sources necessary to achieve the Town's financial plan for Fiscal Year 2012 (the Budget) as contained in Article 4.

Majority vote required for passage                      Yes \_\_\_\_\_                      No \_\_\_\_\_

The Warrant Committee and Capital Budget Committee will report orally on this Article.

**ARTICLE 4: Budget Appropriation**

*To determine what sums of money shall be granted to pay Town expenses for the fiscal year beginning July 1, 2011 and to make the necessary appropriations for the same for the support of schools and for other Town purposes, determine how the same shall be raised, or in any way act thereon.*

*This article is the appropriation of the Town's Fiscal Year (FY) 2012 budget, commencing on July 1, 2011. Typically, the Budget is broken down into several major categories of expenditures, each requiring a separate vote of Town Meeting.*

Town Meetings

Majority vote(s) required for passage Yes \_\_\_\_\_ No \_\_\_\_\_

The Warrant Committee will report orally on this Article.

**ARTICLE 5: Salaries of Elected Officials**

*To see if the Town will vote to fix the salary and compensation of each and all the elective 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.*

This article fulfills the state law requiring Town Meeting to set the compensation of a town's elected officers. This article also appropriates the funds necessary to meet these compensation levels. For FY 2012, the recommended compensation levels are listed below. Please note that the Town Meeting establishes and appropriates the compensation of all other municipal employees under separate articles (Article 10 and Article 4).

Town Moderator	\$200
Chairman of the Board of Selectmen	\$5,000
Selectman (2)	\$4,500 each
Town Clerk	\$72,499
Town Treasurer	\$89,145
Chairman of the Board of Assessors	\$2,748
Assessor (1)	\$2,424
Assessor (1)	\$2,424

Majority vote required for passage Yes \_\_\_\_\_ No \_\_\_\_\_

The Warrant Committee will report orally on this Article.

**ARTICLE 6: Non-Contributory Pensions**

*To see if the Town will vote to appropriate a sum of money to provide non-contributory pensions for eligible employees of any and all of the Town Departments as provided in the applicable provisions of Chapter 32 of the General Laws, determine how the same shall be raised and by whom expended, or in any way act thereon.*

This article seeks an appropriation to fund the benefits of retirees of the Town who were employed prior to the establishment of the Massachusetts Contributory Retirement System. The recommended appropriation of \$22,500 covers the pension benefits of one person pursuant to a schedule established by state law.

Majority vote required for passage Yes \_\_\_\_\_ No \_\_\_\_\_

The Warrant Committee will report orally on this Article.

**ARTICLE 7: Contributory Pensions**

*To see if the Town will vote to appropriate a sum of money to provide for contributory pensions and expenses in connection therewith in accordance with the applicable provisions of Chapter 32 of the General Laws, determine how the same shall be raised and by whom expended, or in any way act thereon.*

This article seeks an appropriation to fund the benefits of retired Town employees (but not school teachers) administered by the Belmont Retirement Board. Massachusetts' cities and towns are not covered under the federal Social Security system, but under a state contributory retirement system. Currently, the Town is on an actuarially funded plan approved by the Public Employee Retirement Administration Commission (PERAC), the state agency in charge of the retirement system. The recommended appropriation of \$5,048,088 funds the costs of the plan for FY 2012.

Majority vote required for passage Yes \_\_\_\_\_ No \_\_\_\_\_

The Warrant Committee will report orally on this Article.

**ARTICLE 8: Appropriation of "Up Front" Funds for 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 article seeks an appropriation to provide "up front" money for state reimbursed highway aid. The state provides highway aid, referred to as Chapter 90, to all cities and towns on a reimbursement basis. This aid is authorized by the Legislature every two or three years through state transportation bond issues. Approximately \$400,000 to \$500,000 is anticipated to be apportioned for Belmont in FY 2012. The Town has used Chapter 90 funds for design purposes in order to "leverage" substantial federal transportation funding for major road projects (i.e., Trapelo Road).

Majority vote required for passage Yes\_\_\_\_\_ No\_\_\_\_\_

The Warrant Committee and Capital Budget Committee will report orally on this article.

**ARTICLE 9: 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 and by whom expended, or in any way act thereon.*

This is a standard article appearing on the Warrant to appropriate funds to support capital expenditures. While the article is general as to the categories of capital expenditures, the motion shall be explicit. The recommendations of the Capital Budget Committee for FY 2012 capital expenditures will be provided in advance of the Annual Town Meeting.

Majority vote required for passage (two-thirds if borrowing) Yes\_\_\_\_\_ No\_\_\_\_\_

The Warrant Committee and the Capital Budget Committee will report orally on this article.

**ARTICLE 10: Appropriation 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, determine by whom expended, or in any way act thereon.*

This is a standard article appearing on the Warrant to appropriate funds to support the operations of the Town's water and sewer functions. Each of these functions has an enterprise fund that receives revenues from user fees. These funds then are used to fund the utility's operations. These operations are entirely self-supporting from user fees and do not receive any funding from property taxes.

Majority vote required for passage (two-thirds for borrowing) Yes\_\_\_\_\_ No\_\_\_\_\_

The Warrant Committee will report orally on this Article.

**ARTICLE 11: Authorization of Expenditure from Revolving Funds**

*To see if the Town will vote, pursuant to Chapter 44, Section 53E½, of the General Laws, to establish and authorize the expenditure from revolving funds by various Town Departments, or in any way act thereon.*

This article seeks authorization to establish revolving funds for certain operations of the Town. A revolving fund allows the expenditure of user fees for program expenses without further Town Meeting appropriation. However, the Town Meeting must annually renew the funds. At this time, the Board of Selectmen and Warrant Committee are considering the use of revolving funds for the following programs:

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 and program fees	Program costs, including trip expenses	\$50,000
Art Gallery	Belmont Cultural Council	Percentage of art sales	Gallery exhibit and event expenses	\$15,000
Wetlands Protection	Conservation Commission	Filing fees collected under the Wetlands Protection Act	Administration and enforcement of the Wetlands Protection Act	\$10,000

Town Meetings

Rock Meadow Maintenance	Conservation Commission	Rental fees from garden plots	Restoration and maintenance of Rock Meadow Conservation Area	\$10,000
Copying/Lost Books	Board of Library Trustees	Lost book fees; printing and copying fees	Replacement of lost books; paper, ink, printer/copier maintenance and replacement	\$10,000
Ambulance	Fire Chief	Ambulance fees and revenue	Expenses related to the ambulance service	\$300,000 effective March 1, 2012

Majority vote required for passage Yes\_\_\_\_\_ No\_\_\_\_\_

The Warrant Committee will report orally on this Article.

**ARTICLE 12: Cemetery Balance Transfer**

*To see if the Town will authorize the transfer of certain balances relative to the Highland Meadow Cemetery on the Treasurer's books and Accountant's books, or in any way act thereon.*

This article authorizes the transfer of balances to apply proceeds from the sale of cemetery lots toward the cemetery's perpetual care.

Majority vote required for passage Yes\_\_\_\_\_ No\_\_\_\_\_

The Warrant Committee will report orally on this Article.

**ARTICLE 13: Butler School Boiler Replacement**

*To see if the Town will vote to appropriate, borrow or transfer from available funds, a sum of money to be expended under the direction of the School Building Committee for the replacement and removal of the boiler at the Butler Elementary School, 90 White Street, Belmont Massachusetts. The proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the town may be eligible for a school construction grant from the Massachusetts School Building Association ("MSBA"). The MSBA's grant program is a non-entitlement discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) 36.89 percent (%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA. or in any way act thereon.*

This article seeks an appropriation to fund the replacement of the Butler Elementary School Boiler with reimbursement from the Massachusetts School Building Association.

Majority vote required for passage Yes\_\_\_\_\_ No\_\_\_\_\_

The Warrant Committee and Capital Budget Committee will report orally.

**ARTICLE 14: Pipeline Assistance Loan Program**

*To see if the Town will vote to appropriate a sum of money to allow the Water Division to participate in the Massachusetts Water Resources Authority "Local Water System Assistance Program" for the purpose of performing water main rehabilitation project, said sum to be raised by borrowing under the program, or in any way act thereon.*

This article seeks to borrow funds at 0% interest from the MWRA through their Local Water System Assistance Program. The funds would be repaid from water user fees.

Two-thirds vote required for passage Yes\_\_\_\_\_ No\_\_\_\_\_

The Warrant Committee and Capital Budget Committee will report orally on this article.

**ARTICLE 15: Authorization to Participate in the MWRA I/I Local Financial Assistance Program**

*To see if the Town will vote to appropriate a sum of money to allow the Office of Community Development to participate in the Massachusetts Water Resources Authority's Infiltration/Inflow Local Financial Assistance Program for the purpose of designing*

and constructing improvements to the sanitary sewer and storm drain system to mitigate the impacts of infiltration/inflow in the sanitary sewer system; said sum to be raised by borrowing under the program, or in any way act thereon.

This article is proposed by the Office of Community Development and seeks Town Meeting authorization to borrow funds at a 0% rate of interest from the Massachusetts Water Resources Authority in connection with their Infiltration/Inflow Local Financial Assistance Program. Funds for repayment of the loan would be raised through sewer user fees.

The Warrant Committee and the Capital Budget Committee will report orally on this Article.

Two-thirds vote required for passage Yes\_\_\_\_\_ No\_\_\_\_\_

**ARTICLE 16: Approval of Application by Library Trustees to the State’s Library Construction Grant Program**

*To see if the Town will vote to approve the concept of the preliminary design of a new main library, and authorize the Board of Library Trustees to apply for and accept any federal and/or state grants that may be available for the Belmont Public Library building project, such grants to be expended, together with other funds subsequently appropriated or made available for the project, by a building committee authorized at a future Town Meeting or in any way act thereon.*

This article, as required by the Commonwealth of Massachusetts Board of Library Commissioners (MBLC), seeks Town Meeting approval of a future library construction project and authorization to apply for an MBLC grant. This article requires no monetary commitment from the Town at this time. Through its Board of Library Trustees, the Town of Belmont has applied for an MBLC grant, which if awarded, as expected, would provide \$8.5 million for library construction. Among its many requirements, the MBLC grant application requires towns to complete a library needs analysis and an architectural feasibility study that results in a preliminary architectural design. Belmont has already completed these. This warrant article is the next step in the grant application process with wording as required by MBLC. A yes vote will allow Belmont to apply for and accept state funding. The ultimate approval of the future construction project, and the actual payment from the state, are contingent on later action by a future Town Meeting.

Majority vote required for passage Yes\_\_\_\_\_ No\_\_\_\_\_

The Warrant Committee and Capital Budget Committee will report orally on this Article.

**ARTICLE 17: Creating an Appointed Municipal Light Board**

*To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact legislation creating an appointed Municipal Light Board substantially in the form below, and further to authorize the selectmen to approve amendments to the bill before enactment by the General Court which shall be within the scope of the general public objectives of the petition, on in any way act thereon.*

AN ACT TO CREATE AN APPOINTED MUNICIPAL LIGHT BOARD IN THE TOWN OF BELMONT.

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

**SECTION 1.** Notwithstanding any general or special law to the contrary, the board of selectmen of the town of Belmont shall appoint a municipal light board to consist of four suitably qualified persons to serve for staggered three year terms, plus one member of the board of selectmen who shall be designated by a majority vote of said board of selectmen to serve until the next town election. If for any reason a vacancy occurs in the membership of the municipal light board, the vacancy shall be filled forthwith by said board of selectmen for the unexpired term. The members of the municipal light board appointed hereunder shall organize for the proper conduct of their duties and shall possess all of the powers and rights and shall be subject to all of the duties and liabilities conferred or imposed by law upon municipal light boards but, in the performance of their duties, they shall be subject to the general supervision and direction of said board of selectmen. Before entering upon the duties of their office, members of the municipal light board shall be sworn to the faithful performance thereof by the town clerk or a justice of the peace.

**SECTION 2.** This act shall take effect upon its passage.

This article would authorize the Board of Selectmen to seek the passage of “home rule” legislation permitting the Town to establish a Municipal Light Board appointed by the Board of Selectmen and would replace the Selectmen who currently serve in that role with the support of an advisory committee.

Majority vote required for passage Yes\_\_\_\_\_ No\_\_\_\_\_

The Warrant Committee will report orally.

**ARTICLE 18: Addressing Standards & Regulations**

To see if the Town will vote to amend the General By-laws of the Town in Article 4, "Board of Selectmen" as follows:

By inserting after Section 4.13 the following new Sections:

*"4.13.1 The Board of Selectmen shall have the sole authority to assign and modify addresses for all taxable and non-taxable properties. The Board may designate an official to act as the Board's agent in exercising this authority.*

*4.13.2 The Board of Selectmen shall have the authority to promulgate regulations establishing addressing standards and governing the numbering of properties, and the naming of roads in conformity with Massachusetts General Laws Chapter 85, Sections 3 and 3A, and Chapter 41 Section 74. No address shall be considered valid unless it is in conformity with these regulations.*

*4.13.3 All public or private roads that provide legal frontage to a structure shall be named. The Board of Survey will recommend road names, in accordance with the regulations, to the Board of Selectmen or its designated agent. A road name assigned or approved by the Town shall not constitute or imply acceptance of the road as a public way.*

*4.13.4 All properties, buildings and structures are required to have a valid address. The Board of Selectmen or its designated agent shall assign address numbers to all properties.*

*4.13.5 The Town will maintain an up-to-date Master Address Table using the addresses assigned by the Board of Selectmen or its designated agent and parcel identification numbers for all taxable and non-taxable properties. No one may publicly use or list an address for a property, building, or structure located within the Town of Belmont, for any purpose, unless that address is included in the Master Address Table.*

*4.13.6 No property owner, lessor, or licensee may apply for any permit or license within the Town unless the property, building, or structure has a valid address which is included in the Master Address Table. Those applicants who do not possess a valid address included in the Master Address Table must a) Demonstrate and provide documentation to prove that an existing address is valid according to the regulations established by the Board of Selectmen, or b) Provide necessary information required to allow the Board of Selectmen or its designated agent to assign a valid address consistent with the regulations."*

*4.13.7 Upon approval of a final plan, which requires new or modified addresses for buildings, roads, or other structures, final addresses must be assigned by the Board of Selectmen or its designated agent prior to applying for a building permit."*

or in any way act thereon.

This article would give the Selectmen authority to make regulations governing the naming of roads and the assignment of addresses, and to assign addresses to all properties in Town. All addresses would be standardized and stored in a Master Address Table. This would ensure that every property in Belmont has a single, unique address.

Majority vote required for passage      Yes \_\_\_\_\_      No \_\_\_\_\_

The Warrant Committee and By-Law Review Committee will report orally on this Article.

**ARTICLE 19: Tree Preservation and Maintenance By-Law**

To see if the Town will vote to adopt a new by law regulating the preservation of existing trees and the promotion of new tree planting, or in any way act thereon.

**Tree Preservation and Maintenance By-Law**

**Section 1. Preamble.**

The Town of Belmont finds that the preservation of existing trees and the promotion of new tree planting is a public purpose that protects the public health, welfare, environment and aesthetics of the Town of Belmont and its citizens. The urban forest serves a wide variety of functions, which promote the health, safety and welfare of residents. These functions include:

- (a) conserving energy, by providing shade and evaporative cooling through transpiration;
- (b) improving local and global air quality by absorbing carbon dioxide, absorbing particulate matter, and producing oxygen;
- (c) reducing wind speed and directing air flow;
- (d) reducing noise pollution;
- (e) providing habitat for birds, small mammals, and other wildlife;

- (f) reducing storm runoff;
- (g) increasing real property values; and
- (h) enhancing visual and aesthetic qualities that attract visitors and businesses.

## **Section 2. Intent and Purpose.**

This by-law is enacted for the purpose of preserving and protecting certain defined trees.

## **Section 3: Definitions**

When used in this by-law, the following definitions shall apply:

3.1 Certified arborist: An arborist certified by the Massachusetts Arborists Association, or any successor organization.

3.2 Demolition: Any act of pulling down, destroying, removing or razing a building or commencing the work of total or substantial destruction with the intent of completing the same.

3.3 Diameter: The diameter (in inches) of the trunk of a tree (or, for multiple trunk trees, the aggregate diameters of the multiple trunks) measured four feet six inches from the existing grade at the base of the tree.

3.4 Mitigation period: For purposes of replanting trees pursuant to Section 5.3(a) of this by-law, a period ending 365 days from the completion of construction. For purposes of making a payment to the Tree Replacement Fund pursuant to Section 5.3(b) of this by-law, a period ending 365 days from the grant of the building or demolition permit.

3.5 Person: Any person, firm, partnership, association, corporation, company or organization of any kind including any public utility or municipal department.

3.6 Protected Tree: Any tree with a diameter of eight inches or greater, or any multiple trunk tree with an aggregate diameter of 15 inches or greater on land which is subject to the provisions of this by-law.

3.7 Building: A combination of any materials, whether portable or fixed, having a roof, to form a building for the shelter of persons, animals or property. For the purpose of this definition "roof" shall include an awning or any similar covering, whether or not permanent in nature. The word "building" shall be construed where the context allows as though followed by the words "or part or parts thereof".

3.8 Tree Removal: Any act that will cause a tree to die within a one (1) year period, including but not limited to cutting down, damaging, poisoning, or other direct or indirect actions resulting in the death of a protected tree.

The Planning Board may provide other such definitions of terms in rules and regulations deemed useful to implement this by-law.

## **Section 4: Applicability of the By-law**

4.1 Applicability: The circumstances under which the tree removal and replacement mitigation process delineated in this by-law shall apply are as follows:

(a) the proposed demolition of an existing residential or non-residential building and its replacement with a new dwelling or building.

(b) the proposed construction of an addition to an existing non-residential building that constitutes a 10% or greater increase in the building footprint.

(c) the proposed new construction of a residential or non-residential building on any lot.

4.2 Nothing herein is intended to conflict with the General Laws, Chapter 87 and to the extent that any provision hereof conflicts with said Chapter 87, such provisions shall not be valid.

## **Section 5: Regulation of Protected Trees**

5.1 Scope: The removal of protected trees is prohibited unless authorized as set forth below.

5.2 Procedures.

(a) In all circumstances identified in Section 4.1(a) – 4.1(c), the owner of the property shall submit to the Inspector of Buildings a site plan drawn and stamped by a registered land surveyor or landscape architect showing all existing Protected Trees. The owner shall state at the time of filing this site plan whether any protected trees have been removed from the site during the 12 months prior to the application and shall certify the accuracy of that statement, to the best of his/her personal knowledge, under the pains and penalty of perjury.

(b) If any Protected Trees will be removed in connection with the circumstances set forth in Section 4.1(a) – 4.1(c), the owner of the property shall submit a proposal for tree removal and mitigation to the Inspector of Buildings with the application for a building or demolition permit. In addition, if any Protected Trees were removed during the 12 months preceding the application for the building or demolition permit, a tree removal and mitigation proposal regarding the Protected Trees already removed shall be submitted to the Inspector of Buildings. The proposal shall satisfy the mitigation requirements set forth below. The Selectmen may set an application fee which shall be adequate to compensate the Town for all costs incurred in administering this by-law.

(c) If any Protected Trees will be removed in connection with the circumstances set forth in Section 4.1(a) – 4.1(c), the owner of the property shall post with the Town a financial guarantee, as defined in Rules and Regulations as promulgated pursuant to Section 8, of \$2,000. The financial guarantee required in this section shall include provisions relative to forfeiture for failure to complete work specified in Section 5.3. The financial guarantee shall be released 365 days after the last day of the mitigation period for Section 5.3(a) or at such other time as authorized by the Inspector of Buildings.

(d) The Inspector of Buildings shall refer the tree proposal to the Tree Warden. If the Tree Warden determines that applicant's proposal is consistent with the mitigation requirements herein and the rules, regulations or manuals issued pursuant to Section 8, the Tree Warden will issue a tree permit to authorize the tree work. If the proposal does not meet or satisfy these requirements, the Tree Warden shall so notify the applicant and deny the tree permit.

5.3 Mitigation

A Protected Tree shall not be removed unless at least one of the following provisions is satisfied:

(a) A commitment is made to replant trees. Such replanting shall be on the basis of one (1.0) inch diameter of new tree(s) for each one (1.0) inch diameter of Protected Tree(s) removed. The replanting shall occur on or before the last day of the mitigation period, either on the site from which the tree was removed or on another site in Belmont with the written permission of the owner of the alternative site. The replacement tree shall be required to survive for a minimum of one year from the date it is planted; or

(b) A payment is made to the Tree Replacement Fund equal to \$100 per each inch of diameter of Protected Tree removed not already mitigated as per section 5.3(a). The payment shall occur on or before the last day of the mitigation period. The payment amount may from time to time be modified in accordance with regulations adopted pursuant to Section 8.

5.4 Tree Replacement Fund

(a) There is hereby established a Tree Replacement Fund which shall be held by the Town Treasurer, providing that such fund is annually reauthorized. Any payments made pursuant to §5.3(b) shall be deposited in said Tree Replacement Fund.

(b) The Director of the Department of Public Works shall have sole discretion concerning the use of funds from the Tree Replacement Fund, provided that such funds shall be disbursed exclusively for the purpose of buying, planting and maintaining trees in Belmont.

## **Section 6. Emergencies and Exemptions.**

Provisions of this by-law shall not apply to:

(a) emergency projects necessary for public safety, health and welfare as determined by the Director of the Department of Public Works; or

(b) trees that are a threat to life and/or property as determined in writing by a certified arborist; or

(c) trees identified by the Commonwealth that pose a risk due to insect/disease infestation.

## Section 7. Verification and Enforcement.

7.1 The penalty for each violation of this by-law will be a fine in an amount equal to \$150 per each inch of diameter of Protected Tree removed not already mitigated as per section 5.3(a).

7.2 Each instance in which a Protected Tree is removed without the mitigation required by this by-law shall constitute a separate violation of this by-law.

7.3 If mitigation is not completed by the end of the mitigation period as determined by the Inspector of Buildings, each day beyond the date on which the mitigation period ends shall constitute a new and separate violation.

## Section 8. Rules and Regulations

The Planning Board may promulgate, after public notice and hearing, Rules and Regulations to effectuate the purposes and intent of this by-law. Failure by the Planning Board to promulgate such Rules and Regulations shall not act to suspend or invalidate the effect of this by-law.

## Section 9. Severability

If any section, paragraph or part of this by-law is for any reason declared invalid or unconstitutional by any court, every other section, paragraph and part shall continue in full force.

## Section 10. Relationship to Other By-laws

Nothing in this by-law shall be construed to restrict, amend, repeal, or otherwise limit the application or enforcement of existing Town of Belmont By-laws or Commonwealth of Massachusetts laws.

## Section 11. Effective Date

This by-law shall take effect immediately upon enactment.

Majority vote required for passage            Yes \_\_\_\_\_            No \_\_\_\_\_

The Warrant Committee and By-Law Review Committee will report orally on this Article.

## ARTICLE 20:            Adoption of the Stretch Energy Code

*To see if the Town will vote to enact Chapter 32 of the Town of Belmont General Bylaws, entitled "Stretch Energy Code," for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 120 AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including amendments or modifications thereto, a copy of which is on file with the Town Clerk, or in any way act thereon.*

### Chapter 32 STRETCH ENERGY CODE

#### 32.1 Definitions

#### 32.2 Purpose

#### 32.3 Applicability

#### 32.4 Authority

#### 32.5 Stretch Code

#### 32.1 Definitions

**International Energy Conservation Code (IECC) 2009** - The International Energy Conservation Code (IECC) is a building code created by the [International Code Council](#). It is a model code adopted by many state and municipal governments in the [United States](#) for the establishment of minimum design and construction requirements for energy efficiency. Commencing July 1, 2010, the baseline energy conservation requirements of the MA State Building Code will default to IECC 2009 and MA amendments.

**Stretch Energy Code** - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, the Stretch Energy Code is the International Energy Conservation Code (IECC) 2009 with amendments contained herein.







Full transcripts may be obtained for a modest fee from the Selectmen's Office or the Town Clerk's Office. All requests must be in writing.

**TRANSCRIPT  
TOWN OF BELMONT  
ANNUAL TOWN MEETING  
Monday, April 25, 2011**

[The First Session of the Annual Town Meeting of the Town of Belmont was called to order in the Auditorium of the Belmont High School on April 25, 2011, at 7:09 p.m., by the Moderator, Michael J. Widmer.]

Tribute to Donna Moultrup thanking her for many years of service to the Town of Belmont and wishing her well on her retirement. (by Dr. David Alper)

Proclamation  
Mass. House of Representatives (By William N. Brownsberger)

Presentation by Commissioner John Auerbach, State Department of Health

Proclamation by the Board of Selectmen

Motion to accept the reports of the Selectmen, Town officials, departments and committees for the 2011 year.

**ARTICLE 1** Motion that Article 1 be laid on the table.

The motion was unanimously adopted.

**ARTICLE 2** Motion that the Board of Selectmen be authorized to bring and defend actions for and against the Town.

The motion was unanimously adopted.

**ARTICLE 16** Motion to approve the application by the Library Trustees to the state's Library Construction Grant Program.

The motion was approved.

**ARTICLE 17** Motion to dismiss.

The motion was unanimously approved.

**ARTICLE 18** Motion to amend the General By-Laws of the Town in Article 4, "Board of Selectmen" by inserting after Section 4.13 the new Sections 4.13.1 through 4.13.3.

The motion was unanimously adopted.

**ARTICLE 19** Motion to dismiss.

The motion was unanimously approved.

**ARTICLE 20** Motion that Article 20 be laid on the table.

The motion was unanimously adopted as amended.

**ARTICLE 21** Motion to postpone Article 21 until Town Meeting of April 27, 2011.

The motion was unanimously approved.

**ARTICLE 22** Motion to amend the Town's General By-Laws in Article 2 "Town Meeting" by allowing the option of electronically distributing the Town Meeting Warrant and any attachments.

The motion was unanimously adopted.

Town Meetings

**ARTICLE 23** Motion to authorize the Board of Selectmen and the School Committee to consolidate both of their facility maintenance functions into one department.

The motion was unanimously adopted.

**ARTICLE 24** Motion to authorize the Board of Selectmen to sell or dispose of the Town's right in a parcel of property shown on Assessors' Map 32, Parcel 3.

The motion was defeated by a voice vote – less than required 2/3.

**ARTICLE 25** Motion to authorize the Board of Selectmen to sell or dispose of the Town's right in a parcel of property shown on Assessors' Map 32 (adjacent to parcel 20).

The motion was defeated by a voice vote – less than required 2/3.

Full transcripts may be obtained for a modest fee from the Selectmen's Office or the Town Clerk's Office. All requests must be in writing.

**TRANSCRIPT  
TOWN OF BELMONT  
ANNUAL TOWN MEETING  
Wednesday, April 27, 2011**

[The Second Session of the Annual Town Meeting of the Town of Belmont was called to order in the Auditorium of the Belmont High School on April 27, 2011, at 7:18 p.m., by the Moderator, Michael J. Widmer.]

**ARTICLE 1** Motion to lay Article 1 on the table.

The motion was unanimously adopted.

**ARTICLE 21** Motion to vote to enact Chapter 33 of the Town of Belmont General By-Laws entitled "Community Preservation Committee."

The motion was approved as amended.

**ARTICLE 24** Motion to reconsider action taken on Article 24 at the Annual Town Meeting, Monday, April 25, 2011.

The Reconsideration was adopted. Main Motion was defeated by standing vote: YES – 74; NO – 146.

**ARTICLE 25** Motion to reconsider action taken on Article 25 at the Annual Town Meeting, Monday, April 25, 2011.

The Reconsideration was adopted. Main motion was defeated by standing vote: YES – 88; NO – 128.

Full transcripts may be obtained for a modest fee from the Selectmen's Office or the Town Clerk's Office. All requests must be in writing.

**TRANSCRIPT  
TOWN OF BELMONT  
ANNUAL TOWN MEETING  
Monday, May 9, 2011**

[The Third Session of the Annual Town Meeting of the Town of Belmont was called to order in the Auditorium of the Belmont High School on Monday, May 9, 2011, at 7:11 p.m., by the Moderator, Michael J. Widmer.]

Moment of silence in memory of Janet Geggis, Town Meeting member from 1965 – 2003.

**ARTICLE 1** Motion to lay Article 1 on the table.

The motion was unanimously adopted.

**ARTICLE 13** This article seeks an appropriation to fund the replacement of the Butler Elementary School Boiler with reimbursement from the Massachusetts School Building Association.

Motion to dismiss.

The motion was unanimously dismissed.

**ARTICLE 14** Motion to appropriate \$3,477,000 allowing the Water Division to participate in the Massachusetts Water Resources Authority "Local Water System Assistance Program" for water main rehabilitation.

The motion was unanimously adopted by more than required 2/3 vote.

**ARTICLE 15** Motion to appropriate \$559,405.55 for designing and constructing improvements to the sanitary sewer and storm drain system mitigating the impacts of infiltration/inflow in the sanitary sewer system.

The motion was unanimously adopted by more than required 2/3 vote.

**ARTICLE 11** Motion to establish and authorize revolving funds for various Town departments, pursuant to Chapter 44, Section 53E 1/2 of the General Laws.

The motion was unanimously adopted as amended.

**ARTICLE 6** Motion to appropriate \$22,500 to provide non-contributory pensions for eligible employees of any and all Town Departments per the applicable sections of Chapter 32 of the General Laws.

The motion was unanimously adopted.

**ARTICLE 7** Motion to appropriate \$5,048,088 for contributory pensions and expenses per the applicable provisions of Chapter 32 of the General Laws.

The motion was unanimously adopted.

**ARTICLE 8** Motion to appropriate \$532,410 to repair, improve and construct Town highways, to be offset by state reimbursement provided under Chapter 90 of the General Laws.

The motion was unanimously adopted.

**ARTICLE 5** Motion to appropriate a sum of money for the elected Town officer's salaries.

The motion was approved as amended.

**ARTICLE 12** Motion to transfer \$150,000 from the sale of cemetery lots account to the Cemetery Perpetual Care Fund.

The motion was unanimously adopted.

**ARTICLE 10** Motion to appropriate \$4,887,576 from "Water Enterprise Fund," pursuant to Chapter 44, Section 53F 1/2 of the General Laws for water service.

The motion was unanimously adopted.

**ARTICLE 10** Motion to appropriate \$7,585,485 from "Sewer and Stormwater Enterprise Fund," pursuant to Chapter 44, Section 53F 1/2 of the General Laws for sewer and stormwater service.

The motion was unanimously adopted.

**ARTICLE 9** Motion to appropriate \$2,087,760 for Capital Expenditures.

The motion was unanimously adopted.

Full transcripts may be obtained for a modest fee from the Selectmen's Office or the Town Clerk's Office. All requests must be in writing.

**TRANSCRIPT  
TOWN OF BELMONT  
ANNUAL TOWN MEETING  
Wednesday, May 11, 2011**

[The Fourth Session of the Annual Town Meeting of the Town of Belmont was called to order in the Auditorium of the Belmont High School on Wednesday, May 11, 2011, at 7:05 p.m., by the Moderator, Michael J. Widmer.]

**ARTICLE 4**            Budget

All motions approved:    General Government, Employee Retirement & Pensions, Public Safety, Public Schools (adopted as amended), Minuteman Regional School District (adopted as amended), Public Services (adopted as amended), Human Services, Culture and Recreation, Debt & Interest on Debt.

**ARTICLE 3**            Budget Appropriations

The motion was unanimously adopted.

**ARTICLE 20**          Motion to adopt the Stretch Energy Code.

The motion unanimously adopted as amended.



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Angelo R. Firenze

Full transcripts may be obtained for a modest fee from the Selectmen's Office or the Town Clerk's Office. All requests must be in writing.

**TRANSCRIPT  
TOWN OF BELMONT  
SPECIAL TOWN MEETING  
Monday, May 9, 2011**

[The First Session of the Special Town Meeting of the Town of Belmont was called to order in the Auditorium of the Belmont High School on Monday, May 9, 2011, at 7:17 p.m., by the Moderator, Michael J. Widmer.]

**ARTICLE 1** Motion to lay Article 1 on the table.

The motion was unanimously tabled.

**ARTICLE 2** Motion to transfer \$361,945 from Unreserved Fund Balance "Free Cash" to Department 4230, Snow Removal.

The motion was unanimously adopted.

**ARTICLE 3** Motion to transfer \$167,464.45 from leftover capital expenditures voted under Article 2 of the November 17, 2003 Special Town Meeting to meet capital expenses for fiscal year 2012.

The motion was unanimously adopted.

# ELECTION RESULTS

**Election Summary Report  
ANNUAL TOWN ELECTION APRIL 4, 2011  
BELMONT, MA  
Summary For All Precincts, All Counters, All Races  
OFFICIAL RESULTS**

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent of Votes Cast
<b>MODERATOR</b>										
Number of Uncast Votes	Total 190	Total 122	Total 125	Total 94	Total 99	Total 139	Total 86	Total 199	1054	
<b>MICHAEL J WIDMER</b>	401	285	260	172	283	324	187	307	2219	99.06%
Write-in Votes	3	2	4	1	3	4	0	4	21	0.94%

	Total									
<b>BOARD OF SELECTMEN</b>										
Number of Uncast Votes	195	117	126	87	109	143	97	200	1074	
<b>RALPH T JONES</b>	393	287	258	173	272	318	171	302	2174	97.93%
Write-in Votes	6	5	5	7	4	6	5	8	46	2.07%

	Total									
<b>TREASURER</b>										
Number of Uncast Votes	204	126	127	88	113	149	89	178	1074	
<b>FLOYD S CARMAN</b>	388	282	262	179	271	317	182	329	2210	99.55%
Write-in Votes	2	1	0	0	1	1	2	3	10	0.45%

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent of Votes Cast
<b>BOARD OF ASSESSORS 3yrs</b>										
Number of Uncast Votes	Total 237	Total 164	Total 154	Total 97	Total 127	Total 169	Total 111	Total 212	1271	
<b>ROBERT P REARDON</b>	357	244	235	169	257	297	160	296	2015	99.65%
Write-in Votes	0	1	0	0	1	1	2	2	7	0.35%

	Total									
<b>BOARD OF ASSESSORS 1yr</b>										
Number of Uncast Votes	253	158	168	105	145	193	124	231	1377	
<b>MARTIN B MILLANE</b>	341	249	219	161	238	273	149	277	1907	99.53%
Write-in Votes	0	2	2	0	2	1	0	2	9	0.47%

<b>BD/CEM. COMMISSIONERS</b>										
Number of Uncast Votes	Total	1139								
	207	143	137	77	119	181	111	164		
<hr/>										
<b>ALEXANDER E. CORBETT, III</b>	385	265	250	190	265	285	162	345	2147	99.63%
Write-in Votes	2	1	2	0	1	1	0	1	8	0.37%

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent of Votes Cast
<b>BOARD OF HEALTH</b>										
Number of Uncast Votes	Total	1241								
	218	144	151	92	125	190	103	218		
<hr/>										
<b>DONNA S DAVID</b>	374	264	236	174	258	276	169	288	2039	99.37%
Write-in Votes	2	1	2	0	2	1	1	4	13	0.63%

<b>HOUSING AUTHORITY</b>										
Number of Uncast Votes	Total	1317								
	231	169	155	103	132	182	117	228		
<hr/>										
<b>CHARLES LAVERTY, III</b>	361	240	233	163	251	283	156	282	1969	99.65%
Write-in Votes	2	0	1	0	2	2	0	0	7	0.35%

<b>PUBLIC LIBRARY TRUSTEES</b>										
Number of Uncast Votes	Total	1472								
	248	195	180	149	165	182	105	248		
<hr/>										
<b>MARY E KEENAN</b>	402	237	241	144	230	309	168	277	2008	39.25%
<b>MATTHEW J SULLIVAN</b>	223	214	187	162	217	200	144	292	1639	32.04%
<b>HAL SHUBIN</b>	313	172	170	79	157	240	127	201	1459	28.52%
Write-in Votes	1	1	0	0	1	3	2	2	10	0.20%

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	Percent of Votes Cast
<b>SCHL COMM MEMBERS</b>										
Number of Uncast Votes	Total 249	Total 174	Total 147	Total 130	Total 154	Total 169	Total 100	Total 233	1356	
<b>KEVIN M CUNNINGHAM</b>	321	286	262	211	265	265	164	329	2103	40.20%
<b>LAURIE A GRAHAM</b>	352	201	215	118	216	286	160	253	1801	34.43%
<b>ANN M RITTENBURG</b>	262	158	151	74	134	209	121	202	1311	25.06%
Write-in Votes	2	0	3	1	1	5	1	3	16	100.00%

**TOWN MEETING MEMBER RESULTS BY PRECINCT**

<b>PCT 1 MTG MBRS 3yrs</b>		
Vote for Twelve	Total	Percent
Total Number of Votes Cast	3882	
<b>FREDERICK S PAULSEN</b>	362	9.33%
<b>KATHERINE A LIND</b>	349	8.99%
<b>JOHN P ALCOCK</b>	348	8.96%
<b>CHARLES M HAMANN</b>	316	8.14%
<b>JENNIFER M FALLON</b>	313	8.06%
<b>BARBARA E MIRANDA</b>	311	8.01%
<b>CAROLYN J BISHOP</b>	299	7.70%
<b>YVETTE J TENNEY</b>	299	7.70%
<b>ELOISE SEE McGAW</b>	288	7.42%
<b>THERESA F MCCARTHY</b>	281	7.24%
<b>HOLLY HART MUSON</b>	278	7.16%
<b>MICHAEL D LIBENSON</b>	220	5.67%
<b>PAUL WOLF</b>	213	5.49%
Write-in Votes	5	0.13%

<b>PCT 1 MTG MBRS 2yrs</b>		
Vote for Two	Total	Percent
Total Number of Votes Cast	722	
<b>CHRISTINE M DOYLE</b>	288	39.89%
<b>DAVID N STIEVATER</b>	223	30.89%
<b>LANCE P PIERCE</b>	208	28.81%
Write-in Votes	3	0.42%

<b>PCT 2 MTG MBRS 3yrs</b>		
<b>Vote for Twelve</b>	Total	Percent
Total Number of Votes Cast	2650	
<b>JULIA H WEEKS</b>	247	9.32%
<b>RALPH T JONES</b>	242	9.13%
<b>ROBERT E McLAUGHLIN</b>	223	8.42%
<b>JOHN B McALPIN</b>	220	8.30%
<b>M. PATRICIA BRUSCH</b>	218	8.23%
<b>RONALD H GEIGER</b>	206	7.77%
<b>EDWARD A BING</b>	205	7.74%
<b>WILLIAM M LYNCH</b>	201	7.58%
<b>JOHN S ROBOTHAM</b>	196	7.40%
<b>RACHEL J BERGER</b>	192	7.25%
<b>NOREEN M MILLANE</b>	187	7.06%
<b>JULIA F CORBETT</b>	159	6.00%
DAVID O KERSHAW	138	5.21%
DEMETRI MOUSTAKAS	13	0.49%
Write-in Votes (Other)	3	0.11%

<b>PCT 2 MTG MBR 1yr</b>		
<b>Vote for One</b>	Total	Percent
Total Number of Votes Cast	50	
<b>DEMETRI MOUSTAKAS</b>	27	54.00%
Write-in Votes (Other)	23	46.00%

<b>PCT 3 MTG MBRS 3yrs</b>		
<b>Vote for Twelve</b>	Total	Percent
Total Number of Votes Cast	2689	
<b>REBECCA S VOSE</b>	237	8.81%
<b>SUZANNE R BASS</b>	236	8.78%
<b>MARTHA C MOORE</b>	224	8.33%
<b>MARK M D'ANDREA, JR</b>	217	8.07%
<b>CHRISTINE M McVAY</b>	213	7.92%
<b>JENNIFER A PAGE</b>	213	7.92%
<b>LIZ ALLISON</b>	209	7.77%
<b>MARTIN L COHEN</b>	205	7.62%
<b>ANNE C ALLEN</b>	204	7.59%
<b>DAVID R CHASE</b>	202	7.51%
<b>JULIE T BARTON</b>	199	7.40%
<b>ANN M JANSEN</b>	189	7.03%
ERICA CARERE	137	5.09%
Write-in Votes	4	0.15%

<b>PCT 3 MTG MBR 2yrs</b>		
<b>Vote For One</b>	<b>Total</b>	<b>Percent</b>
Total Number of Votes Cast	211	
<b>RAFFI M MANJIKIAN</b>	208	98.58%
Write-in Votes	3	1.42%

<b>PCT 4 MTG MBRS 3yrs</b>		
<b>Vote for Twelve</b>	<b>Total</b>	<b>Percent</b>
Total Number of Votes Cast	1561	
<b>WILLIAM J CHEMELLI</b>	152	9.74%
<b>ANNE B MAHON</b>	152	9.74%
<b>LAURIE A GRAHAM</b>	149	9.55%
<b>MARION E COTE'</b>	148	9.48%
<b>BRIAN KEEFE</b>	148	9.48%
<b>PHILIP W LAWRENCE</b>	137	8.78%
<b>DAVID M FRIZZELL</b>	132	8.46%
<b>LINDA A FRIZZELL</b>	130	8.33%
<b>NATHANIEL A RONO</b>	125	8.01%
<b>DAVID POWELSTOCK</b>	117	7.50%
<b>JUDITH L BROWN</b>	113	7.24%
<b>TO BE ELECTED AT CAUCUS 4/27/11</b>		0.00%
Write-in Votes	58	3.72%

<b>PCT 4 MTG MBRS 1yr</b>		
<b>Vote for Two</b>	<b>Total</b>	<b>Percent</b>
Total Number of Votes Cast	37	
<b>Charles L. Clark</b>	10	27%
<b>Sara W. Smith</b>	6	16.22%
Other Write-in Votes	21	100.00%

<b>PCT 5 MTG MBRS 3yrs</b>		
<b>Vote for Twelve</b>	Total	Percent
Total Number of Votes Cast	2594	
<b>JEANNE WIDMER</b>	238	9.18%
<b>JOHN P SULLIVAN</b>	235	9.06%
<b>LYNNE C POLCARI</b>	226	8.71%
<b>DONALD L BECKER</b>	223	8.60%
<b>LOIS J POLLOCK</b>	221	8.52%
<b>PEGEEN M WRIGHT</b>	220	8.48%
<b>MARK D WAGNER</b>	218	8.40%
<b>LYNNE J DOBLIN</b>	215	8.29%
<b>JOANNE E COAKLEY</b>	209	8.06%
<b>WENDY L RUNDLE</b>	205	7.90%
<b>NANCY A CARLSON</b>	203	7.83%
<b>SANDRA L FAY-RICHARD</b>	176	6.78%
Write-in Votes	5	0.19%

<b>PCT 5 MTG MBR 1yr</b>		
<b>Vote for One</b>	Total	Percent
Total Number of Votes Cast	292	
<b>REBECCA S DEVASTO</b>	150	51.37%
<b>HOWARD MARK FINE</b>	141	48.29%
Write-in Votes	1	0.34%

<b>PCT 6 MTG MBRS 3yr</b>		
<b>Vote for Twelve</b>	Total	Percent
Total Number of Votes Cast	2831	
<b>DAVID B ALPER</b>	285	10.07%
<b>JEANNE R MOONEY</b>	274	9.68%
<b>ELYSE B SHUSTER</b>	274	9.68%
<b>WILLIAM D CHIN</b>	264	9.33%
<b>LINDA N OATES</b>	240	8.48%
<b>MICHAEL A SMITH</b>	228	8.05%
<b>RICHARD M KOBAYASHI</b>	227	8.02%
<b>ROBERT P REARDON, JR</b>	227	8.02%
<b>JACQUELINE KAISER</b>	224	7.91%
<b>EDWARD A KAZANJIAN</b>	221	7.81%
<b>TARA DONNER</b>	217	7.67%
<b>SUZANNE JOHANNET</b>	46	1.62%
<b>ROY EPSTEIN</b>	32	1.13%
<b>JAMIE SHEA</b>	29	1.02%
Write-in Votes (Other)	43	1.52%

<b>PCT 7 MTG MBRS 3yrs</b>		
<b>Vote for Twelve</b>	<b>Total</b>	<b>Percent</b>
Total Number of Votes Cast	1799	
<b>ELIZABETH P GROB</b>	167	9.28%
<b>RICHARD B BETTS</b>	165	9.17%
<b>MARGARET EYSENBACH</b>	165	9.17%
<b>MARGARET M CALLANAN</b>	164	9.12%
<b>MARTHA HUGHES JACOBY</b>	159	8.84%
<b>HENRY D JACOBY</b>	155	8.62%
<b>TIMOTHY M RILEY</b>	150	8.34%
<b>JULIA R BLATT</b>	147	8.17%
<b>BRETT C SORENSON</b>	135	7.50%
<b>DONNA L RUVOLO</b>	134	7.45%
<b>CARMEN D COUTINHO</b>	121	6.73%
<b>STEVEN KUNDROT</b>	107	5.95%
Write-in Votes	30	1.67%

<b>PCT 7 MTG MBR 1yr</b>		
<b>Vote for One</b>	<b>Total</b>	<b>Percent</b>
Total Number of Votes Cast	150	
<b>JOHN C OWENS</b>	143	95.33%
Write-in Votes	7	4.67%

<b>PCT 8 MTG MBRS 3Yrs</b>		
<b>Vote for Twelve</b>	<b>Total</b>	<b>Percent</b>
Total Number of Votes Cast	2970	
<b>ALEXANDER E CORBETT,III</b>	290	9.76%
<b>STEPHEN B ROSALES</b>	285	9.60%
<b>CAROLYN A BUNYON</b>	280	9.43%
<b>MONTE ALLEN</b>	244	8.22%
<b>SCOTT D STRATFORD</b>	243	8.18%
<b>KATHERINE ZEVITAS</b>	241	8.11%
<b>ROBERT C KOCHER</b>	234	7.88%
<b>DOUGLAS J MASSIDDA</b>	208	7.00%
<b>MELISSA ANN IRION</b>	200	6.73%
<b>A. COVINO GOLDENBERG</b>	196	6.60%
<b>DOUGLAS M MATSON</b>	193	6.50%
<b>ELLEN F SCHREIBER</b>	175	5.89%
<b>RUDY R MONTOYA</b>	160	5.39%
Write-in Votes	21	0.71%

**Election Summary Report  
SPECIAL STATE PRIMARY - DECEMBER 13, 2011**

**Belmont - All Precincts Counted  
OFFICIAL RESULTS**

Eligible Registered Voters: 16,687  
Voters : 5,131 = 30.75%

PRECINCTS	1	2	3	4	5	6	7	8	Total	Percent
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**SENATOR IN GENERAL COURT - DEMOCRATIC**

Uncast (Blank) Votes	1	0	0	0	0	0	0	0	1	
William Brownsberger	561	413	398	244	384	541	320	445	3306	68.12%
Jonathan Hecht	96	93	55	26	44	48	52	62	476	9.81%
Robert B. McCarthy	77	64	118	126	112	102	97	175	871	17.95%
Timothy N. Schofield	26	14	20	26	22	33	34	21	196	4.04%
<i>Write In Votes, All Others</i>	0	0	0	0	1	0	1	2	4	0.08%
<b>Total Democratic Ballots Cast</b>	<b>760</b>	<b>584</b>	<b>591</b>	<b>422</b>	<b>563</b>	<b>724</b>	<b>504</b>	<b>705</b>	<b>4853</b>	<b>100.00%</b>

Total Democratic Voters 761 584 591 422 563 724 504 705 4854

PRECINCTS	1	2	3	4	5	6	7	8	Total	Percent
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**SENATOR IN GENERAL COURT - REPUBLICAN**

Uncast (Blank) Votes	19	40	16	13	10	8	11	25	142	
<i>Write In Votes:</i>										
William Brownsberger	6	8	9	4	5	7	7	12	58	43.61%
Jonathan Hecht	2	2	1	0	2	1	1	0	9	6.77%
Robert B. McCarthy	5	4	2	2	5	3	5	6	32	24.06%
Timothy N. Schofield	0	0	0	0	0	0	0	0	0	0.00%
All Others	5	7	6	4	2	1	2	7	34	25.56%
<b>Total Republican Ballots Cast</b>	<b>18</b>	<b>21</b>	<b>18</b>	<b>10</b>	<b>14</b>	<b>12</b>	<b>15</b>	<b>25</b>	<b>133</b>	<b>100.00%</b>

Total Republican Voters 37 61 34 23 24 20 26 50 275

PRECINCTS	1	2	3	4	5	6	7	8	Total	Percent
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**SENATOR IN GENERAL COURT - GREEN RAINBOW**

Uncast (Blank) Votes	0	0	0	0	0	0	0	0	0	
<i>Write In Votes:</i>										
Jonathan Hecht	0	0	0	0	0	0	1	0	1	50.00%
All Others	0	0	0	0	0	0	0	1	1	50.00%
<b>Total Green Rainbow Ballots Cast</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>100.00%</b>

Total Green Rainbow Voters 0 0 0 0 0 0 1 1 2

# GENERAL GOVERNMENT

## BOARD OF REGISTRARS

The Board of Registrars, working in conjunction with the Town Clerk's Office, conducted two elections for Belmont during calendar 2011: The April Annual Town election and the December 13th Special State Primary to fill a vacancy created by the resignation of Senator Steven Tolman. An additional Special Election will be held in January. The voter participation rate ranged from less than 10% in the local to 30% for the Special State Primary. In addition to those voting in person, 473 absentee ballots were processed throughout the year, compared to the 3000 in 2010 and the thousands expected for 2012. For each election, the Registrars were available and assisted the voters who reside at Belmont Manor Nursing Center or were admitted to hospital within five days of the election. Special voter registration sessions were held at Belmont High School, the "Meet Belmont" event, in addition to late evening registration hours at Town Hall. All polling places are on Town property and are fully accessible.

There were three caucuses held during the year to fill vacancies by Town Meeting Members who resigned or relocated out of Belmont, only two resulted in the election of new members; the third did not achieve quorum.

In addition to certifying nomination papers and ballot questions for these and the upcoming elections for the 2012 Presidential year, the Town Clerk's office and Board of Registrars have embarked on several new activities:

1. October of 2011, more than 4000 registered voters of Belmont were designated as "inactive" voters because their household census for 2011 had not been returned. Working with the Secretary of the Commonwealth Elections office, each voter was notified by postcard with a return postage paid card requiring a signature and current address to reactivate. This activity, now required by law, has not previously been a routine practice, accounting for the large number of "inactivated" voters. To date, the response rate is lower than we had originally estimated, reinforcing the reason that the practice should be performed yearly.
2. The Town Clerk's office has been actively recruiting and training new election poll workers, a necessary activity as we look forward to the 2012 Presidential year, with additional required sessions scheduled for early 2012.
3. Streamlining processes and better documentation for our election workers, led by precinct wardens and clerks, have been put in place by the Town Clerk's office resulting in even tighter results reporting as required by law.

We wish to thank all the personnel in the Town Clerk's office for their day to day assistance with election issues. The Town also owes gratitude to the many individuals who work the long hours at the polls to make the elections run smoothly.

Respectfully submitted,  
William F. Hofmann, III, Chairman

## BY-LAW REVIEW COMMITTEE

The By-Law Review Committee did not submit a 2011 Town Report.

## CONTRIBUTORY RETIREMENT BOARD

The Belmont, Mass. Contributory Retirement Board respectfully submits its report for the year ending December 31, 2011.

During 2011 twelve employees were granted retirement allowances. Seventeen retirees passed away in 2011. Of those deaths, four retirees provided for their spouses to receive a monthly allowance. There were 337 retired members.

There is no Non-Contributory Retiree receiving a monthly retirement allowance. The last retiree passed away in 2011.

The Annual Rate of Return on Investments for the year 2011 was +2.3%. The Retirement Board oversees assets of approximately \$61,500,000.00 for current employees, retirees and survivors.

During 2011, the Retirement Board Members and staff attended educational seminars and workshops. The Board held monthly meetings and special meetings when necessary. They met with the Town Administrator and the Warrant Committee. On a regular basis they met with their investment Consultant, Managers and Actuarial Consultant and the Massachusetts Public Employee Retirement Administration Commission.

In 2011 the Retirement Board voted to grant a 3% Cost of Living to eligible retirees, calculated on their allowance up to \$12,000, a maximum of \$360.00 annually. Many of the retirees do not receive \$12,000 per year and they received less than the maximum of \$360.00. This became effective July 1, 2011.

The Retirement Board will hire an Actuary to perform an Actuarial for the year ending December 31, 2011. The Board does this every two years. The results of this actuarial have to be approved by the PERAC (Public Employee Retirement Administration Commission) Actuary to determine the amount to be appropriated for the next several years. The Retirement Board will work with the Town Administration and Warrant Committee. The Public Employee Retirement Administration Commission (PERAC) has approved the Appropriation for Fiscal Year 2013.

On February 28, 2011, the Retirement Board voted to hire PIMCO All Asset Fund Manager to be funded in the near future at \$4M. At their July 27<sup>th</sup> meeting, the Board voted to fund PIMCO for \$4M. The Board voted on April 29<sup>th</sup> to transfer \$2M from Atlanta Capital Domestic Equities account to the PRIT Real Estate Fund. A Real Estate search was conducted by our Consultants and at the August 31<sup>st</sup> meeting eight firms responded, and after lengthy review, the Board voted to invite three Managers to present their firms to the Board. The Board met with the three firms in September and voted to hire AEW Core Property Trust to be funded in 2012. At their December 28, 2011 meeting the Board voted to commit \$500,000. to the Pension Reserves Investment Trust 2012 Vintage Year Alternative Investment Program.

The Retirement Board offers information on Social Security and its impact on pensions received from the Public Retirement Systems. The Belmont public employees are not covered by Social Security. If a retiree is eligible for Social Security from another job prior to joining the Town's retirement system, Social Security payments are reduced by a formula based on the amount of a public pension received.

The Belmont Retirement Administrator met with active employees as requested to provide information regarding retirement options and the value of their pensions. Education was provided to all interested members and retirees. The Administrator was part of the Annual Town Benefits Fair, which was available to all active employees and Retirees.

On December 31, 2010 there were	460 Members (active and inactive)
During 2011 there were	12 Employees who retired
During 2011 there were	19 New Employees added
During 2011 there were	13 Withdrawals and Transfers to other Systems
On December 31, 2011 there were	454 Members (actives and inactive)
On December 31, 2011 there were	338 Retired Members
During 2011 there were	12 New Retirees
During 2011 there were	5 New Survivors/Beneficiaries
During 2011 there were	17 Retiree deaths
On December 31, 2011 there were	338 Retired Members

Respectfully submitted,  
Rosario Sacco, Chairman  
Thomas F. Gibson Vice-Chairman  
Chitra Subramanian, Ex-Officio  
Walter Wellman, Elected Member  
James Sloman, Appointed Member  
Marion Cote, Retirement Administrator

### **GOVERNMENT STRUCTURE REVIEW COMMITTEE**

The Committee members are Ralph Jones, Andrew Levin, Anne Marie Mahoney, Robert McLaughlin, Paul Solomon and Rebecca Vose.

During its meetings on January 20, February 24, October 13 and November 10, 2011, the Committee continued to discuss the appropriate time to present to Town Meeting the Committee's two remaining recommendations: changing the governance of the Belmont Municipal Light Department, and increasing the responsibilities of the Town Administrator.

The Committee decided to defer the presentation to Town Meeting until 2012.

Respectfully submitted,  
Paul Solomon, Chairman

## POSITION CLASSIFICATION AND COMPENSATION PLAN

### Town of Belmont

#### Position Classification and Compensation Plan

July 1, 2011 (FY 12)

Title Changes through December, 2011

#### MANAGEMENT SCHEDULE FY 12 - 2% Range Movement

<u>Position</u>	<u>Classification</u>	<u>Min Salary</u>	<u>Mid Salary</u>	<u>Max Salary</u>
Assistant Town Clerk	13	\$56,611	\$67,933	\$79,255
Assistant Town Accountant	13	\$56,611	\$67,933	\$79,255
DPW Business Manager	13	\$56,611	\$67,933	\$79,255
Assistant Health Director	14	\$59,515	\$71,418	\$83,322
Public Safety Operations Manager	14	\$59,515	\$71,418	\$83,322
Information Systems Manager	15	\$62,420	\$74,904	\$87,387
Planning Coordinator	15	\$62,420	\$74,904	\$87,387
Parks and Cemetery Division Manager	16	\$65,296	\$78,356	\$91,415
Council on Aging Director	16	\$65,296	\$78,356	\$91,415
Recreation Director	16	\$65,296	\$78,356	\$91,415
Assistant Fire Chief	17	\$68,201	\$81,842	\$95,482
Assistant Police Chief	17	\$68,201	\$81,842	\$95,482
Assistant Town Administrator	17	\$68,201	\$81,842	\$95,482
Assessing Administrator	18	\$71,105	\$85,327	\$99,547
Town Accountant	18	\$71,105	\$85,327	\$99,547
Library Director	18	\$71,105	\$85,327	\$99,547
Manager, Buildings and Facilities	18	\$71,105	\$85,327	\$99,547
Water Division Manager	18	\$71,105	\$85,327	\$99,547
Health Director	19	\$74,051	\$88,812	\$103,615
Highway Division Manager	19	\$74,051	\$88,812	\$103,615
Economic Development and Planning Mgr	19	\$74,051	\$88,812	\$103,615
Human Resource Director	20	\$76,892	\$92,297	\$107,680
Director of Community Development	22	\$82,695	\$99,236	\$115,774
DPW Director*	22	\$82,695	\$99,236	\$115,774
Fire Chief*	22	\$82,695	\$99,236	\$115,774
General Manager, Light Department*	22	\$82,695	\$99,236	\$115,774
Police Chief*	22	\$82,695	\$99,236	\$115,774

\*Base Rate (not including educational incentives, differentials, and holiday pay)

#### NON-UNION STAFF SCHEDULE FY 12 - 2% Range Movement

<u>Position</u>	<u>Classification</u>	<u>Min Salary</u>	<u>Mid Salary</u>	<u>Max Salary</u>	<u>Schedule</u>
Office Assistant	3	\$24,168	\$29,001	\$33,834	A
Library Assistant	4	\$26,709	\$32,050	\$37,392	A
Administrative Secretary	5	\$29,053	\$34,432	\$40,297	A
Accounting/Computer Technician	7	\$34,334	\$41,201	\$47,963	A
COA Volunteer Coordinator	7	\$34,334	\$41,201	\$47,963	A
Administrative Assistant II	7	\$34,334	\$41,201	\$47,963	A
Animal Control Officer	8	\$42,115	\$50,539	\$58,961	B
Technical Assistant	8	\$42,115	\$50,539	\$58,961	B
Human Resources Assistant	9	\$39,393	\$47,270	\$55,149	A
Public Health Nurse	9	\$39,393	\$47,270	\$55,149	A
Sanitarian	9	\$45,020	\$54,024	\$63,028	B
Administrative Coordinator Selectmen's	10	\$41,910	\$50,292	\$58,673	A
Social Wrk/Coord.of Youth & Family Services	10	\$41,910	\$50,292	\$58,673	A
Public Safety Communications Supervisor	11	\$50,802	\$60,962	\$71,122	B
IT Specialist I	11	\$50,802	\$60,962	\$71,122	B
GIS and Database Administrator	12	\$53,701	\$64,448	\$75,188	B

**NON-UNION PROFESSIONAL LIBRARIANS SCHEDULE FY 11 -0% range movement**

<u>Position</u>	<u>Classification</u>	<u>Min Salary</u>	<u>Max Salary</u>	<u>Schedule</u>
Pre-Professional Children's Librarian	9	\$38,620	\$46,343	A
Pre-Professional Reference Librarian	9	\$38,620	\$46,343	A

**NON-UNION PUBLIC SAFETY SCHEDULE FY 12 -2% range movement**

<u>Position</u>	<u>Classification</u>	<u>Min Salary</u>	<u>Mid Salary</u>	<u>Max Salary</u>	<u>Schedule</u>
Parking Control Officer	3	\$24,167.89	\$29,000.72	\$33,834.80	A
Reserve Public Safety Dispatcher	7	\$18.87	\$20.76	\$22.64	A
Crossing Guard	1	\$10.50	\$12.58	\$14.68	

**UNION ADMINISTRATIVE AND CLERICAL SCHEDULE (SEIU) FY 11 - 0%**

<u>Position</u>	<u>Classification</u>	<u>Min Salary</u>	<u>Max Salary</u>	<u>Schedule</u>
Office Assistant	3	\$25,308.37	\$30,375.80	A
Clerk I --Assessors	4	\$27,970.12	\$33,560.80	A
Library Assistant I	4	\$27,970.12	\$33,560.80	A
Administrative Secretary	5	\$35,007.44	\$42,016.00	B
Administrative Secretary	5	\$30,631.51	\$36,764.00	A
Clerk II - Accounts Payable	5	\$35,007.44	\$42,016.00	A
Clerk II--Billing	5	\$30,631.51	\$36,764.00	A
Clerk II - Cashier	5	\$30,631.51	\$36,764.00	A
Clerk II--Dispatch	5	\$30,631.51	\$36,764.00	A
Clerk II--Excise	5	\$30,631.51	\$36,764.00	A
Clerk II--Parking	5	\$30,631.51	\$36,764.00	A
Library Assistant II	5	\$30,631.51	\$36,764.00	A
Library Assistant II--Technical Services	5	\$30,631.51	\$36,764.00	A
Administrative Assistant I	6	\$33,292.90	\$39,949.00	A
Administrative Assistant I	6	\$38,048.92	\$45,656.00	B
Recreation Program Coordinator	6	\$33,292.90	\$39,949.00	A
Administrative Assistant II	7	\$41,090.40	\$49,316.80	B
Administrative Assistant II	7	\$35,954.28	\$43,152.20	A
Assessment Technician	7	\$35,954.28	\$43,152.20	A
Account Analyst - Property Tax	8	\$44,103.28	\$52,936.00	B
Administrative Assistant III	8	\$38,590.37	\$46,319.00	A
Administrative Assistant III	8	\$44,103.28	\$52,936.00	B
Billing Supervisor	8	\$44,103.28	\$52,936.00	B
Circulation Supervisor	8	\$38,590.37	\$46,319.00	A
Office Supervisor	8	\$38,590.37	\$46,319.00	A
Payroll Coordinator	8	\$38,590.37	\$46,319.00	A
Transportation Coordinator	8	\$38,590.37	\$46,319.00	A
Senior Center Coordinator	9	\$38,590.37	\$46,319.00	A
Recreation Program Supervisor	9	\$41,251.76	\$49,504.00	A
Administrative Coordinator - Bldg Services	10	\$43,888.21	\$52,670.80	A
Administrative Coord. - Com. Development	10	\$50,158.16	\$60,195.20	B
Public Health Assistant	10	\$43,888.21	\$52,670.80	A
Inspection & Enforcement Officer	12	\$56,241.12	\$67,496.00	B
Assistant Assessing Administrator	13	\$51,872.37	\$62,244.00	A
Assistant Town Treasurer/Collector	13	\$51,872.37	\$62,244.00	A
Parks and Cemetary Division Manager	13	\$59,282.60	\$71,136.00	B
Meter Supervisor	13	\$59,282.60	\$71,136.00	B
Shop Foreman	13	\$59,282.60	\$71,136.00	B
Waterworks Construction Supervisor	13	\$59,282.60	\$71,136.00	B
Resident Engineer	14	\$62,324.28	\$74,796.80	B
Electrical Insp./Chief Substation Operator	15	\$65,366.08	\$78,436.00	B
Highway Operations Manager	15	\$65,366.08	\$78,436.00	B
Assistant Water Superintendent	16	\$68,378.96	\$82,056.00	B
Line Superintendent	16	\$68,378.96	\$82,056.00	B
Engineer/Operations Manager	18	\$74,461.92	\$89,356.80	B

**UNION LABORER SCHEDULE (AFSCME) FY 11 - 0%**

<b>Position</b>	<b>Classification</b>	<b>Min Salary</b>	<b>Max Salary</b>	<b>Schedule</b>
Custodian	3	\$28,912.00	\$34,715.20	B
Laborer	3	\$28,912.00	\$34,715.20	B
Building Services Custodian	4	\$31,948.80	\$38,396.80	B
Driver	4	\$31,948.80	\$38,396.80	B
Meter Reader/Laborer	4	\$31,948.80	\$38,396.80	B
HMEO	5	\$35,006.40	\$42,036.80	B
HMEO/Garage Attendant	5	\$35,006.40	\$42,036.80	B
Maintenance Craftsperson	6	\$38,043.20	\$45,697.60	B
SHMEO/Laborer	6	\$38,043.20	\$45,697.60	B
Stockkeeper/Department Service Worker	6	\$38,043.20	\$45,697.60	B
Lead Custodian	7	\$41,080.00	\$49,337.60	B
Lead Custodian/Maintenance Worker	7	\$41,080.00	\$49,337.60	B
Mason	7	\$41,080.00	\$49,337.60	B
Mechanic	9	\$47,132.80	\$56,617.60	B
Working Foreman	10	\$50,169.60	\$60,236.80	B

**UNION PROFESSIONAL LIBRARIANS SCHEDULE (Professional Librarians Assn.) FY 11 - 0%**

<b>Position</b>	<b>Classification</b>	<b>Min Salary</b>	<b>Max Salary</b>	<b>Schedule</b>
Children's Librarian	10	\$43,888.00	\$52,699.40	A
Reference Librarian	10	\$43,888.00	\$52,699.40	A
Young Adult/Reference Librarian	10	\$43,888.00	\$52,699.40	A
Library Generalist	11	\$46,549.36	\$55,895.32	A
Chief of Children's Services	13	\$51,872.60	\$62,286.64	A
Technology Librarian	13	\$51,872.60	\$62,286.64	A
Coordinator of Public Services	14	\$54,533.96	\$65,482.56	A
Coordinator of Technical Services	14	\$54,533.96	\$65,482.56	A

**UNION FIRE SCHEDULE (IAFF, Local 1637) FY 11 - 0%**

<b>Position</b>	<b>Base Min</b>	<b>Base Max</b>	<b>Schedule</b>
Firefighter	\$790.18	\$1,008.50	E
Lieutenant	\$1,114.14	\$1,216.68	E
Captain	\$1,387.02	\$1,447.85	E

**UNION PATROLMAN SCHEDULE (BPPA)FY 10 - 3.5%**

<b>Position</b>	<b>Base Min</b>	<b>Base Max</b>	<b>Schedule</b>
Police Officer	\$837.99	\$1,019.56	D

**UNION POLICE SUPERIORS SCHEDULE FY 11 - 0%**

<b>Position</b>	<b>Base Min</b>	<b>Base Max</b>	<b>Schedule</b>
Police Sergeant	\$1,144.57	\$1,302.64	D
Police Lieutenant	\$1,339.13	\$1,524.10	D
Police Captain	\$1,566.86	\$1,783.18	D

**UNION PUBLIC SAFETY DISPATCH SCHEDULE (IAFF, Local 1637) FY 11 - 0%**

<b>Position</b>	<b>Base Min</b>	<b>Base Max</b>	<b>Schedule</b>
Public Safety Dispatcher	\$733.48	\$914.24	C

A=35 hr wk  
 B=40 hr wk  
 C=37.5 hr wk  
 D=37 hr wk  
 E=42 hr wk

## TOWN CLERK

The Town Clerk respectfully submits the following report of activities for the year ending December 31, 2011.

The elected, full-time Town Clerk is Ellen O'Brien Cushman. The Town Clerk's office consists of 3.5 full-time employees, including the elected Town Clerk and one part-time employee, four appointed members of the Board of Registrars of Voters and the elected Town Moderator, bringing the total full-time equivalent employees to 4.

The activities/costs for the Town Clerk's office fall into three categories, Elections & Registrations, Legislative and Town Clerk.

### Elections & Registrations:

Two elections were held in Belmont during calendar 2011: April Annual Town Election and December 13<sup>th</sup> Special State Primary Election to fill the vacancy caused by the resignation of State Senator Steven Tolman.

There were several contested town-wide races in the Annual Town Election, voter participation was 20% and the hotly contested Special State Primary in December brought 30% of Belmont voters to the polls. A total of 473 absentee ballots were processed throughout the year, compared to three thousand in 2010, and the many thousands we expect in 2012. We sincerely thank and depend upon the dedication, commitment and accuracy of our precinct poll workers. Recruiting, training and retaining enough qualified poll workers to comply with the Commonwealth's election laws has been a focus of our efforts this year to gear up for the State and Presidential 2012 year. We are pleased to report that more than 25 additional poll workers have been recruited, trained and been deployed in a shadow program during the December election to great success. In addition, we've effectively recruited and trained an additional pool of qualified competent election wardens and clerks to be available throughout the year. Election costs are driven primarily by the number and type of elections required as well as the number of voting precincts, as determined by the Commonwealth laws. Bearing the costs of additional special state elections in 2011 and 2012, not reimbursed by the State, will be a funding challenge for the current fiscal year. Other activities include the annual town census, preparation of the annual resident book and managing the campaign finance filings. In October of 2011, more than 4000 registered voters of Belmont were designated as "inactive" voters because their household census for 2011 had not been returned. Working with the Secretary of the Commonwealth Elections office, each voter was notified by postcard with a return postage paid card requiring a signature and current address to re-activate. This activity, now required by law, has not previously been a routine practice, accounting for the large number of "inactivated" voters. To date, the response rate is lower than we had originally estimated, reinforcing the reason that the practice should be performed yearly to keep the voting list as trim as possible.

Belmont's eight voting precincts remained intact as a result of the 2010 federal census, the State process was arduous.

We continue to streamline and standardize our communications and practices for running elections and always look for continuous improvements to guarantee tight results.

### Legislative:

The Annual Town Meeting was convened April 25<sup>th</sup>, continuing three additional nights; One Special Town Meeting was held May 9th. Three caucuses were held throughout the year to fill vacant Town Meeting seats due to resignations. Each change to the Town's By-Laws requires additional activities to gain the approval of the Attorney General. During 2011, we implemented on-line submittals for the Attorney General review, resulting in shorter approval times. All activities must comply with the laws of the Commonwealth. During 2011, we created a Town Meeting Member database and asked each of the nearly 300 Town Meeting Members to provide email and phone contact information as well as designate the conditions of use, public or private. We have been utilizing the email method of communication this year, and the reviews of the Town Meeting Members continue to be overwhelmingly positive. The Town Clerk, working with the Moderator and the Assistant Town Administrator, led efforts to develop a schedule for activities leading to the vote and publishing of the warrant and to Town Meeting itself for the January 2012 Special Town Meeting. The result appears to be a vast improvement and will require additional review and discipline to fully enact and benefit. A By-Law change allows the Town Clerk to transmit the warrant to Town Meeting Members electronically, the amendment to the Acts of 1926 is required to enact. Small service operations management changes have allowed us to improve our registrations to Town Meeting by focusing on throughput. Capital budget request continues to be the audience response system for use at Town Meetings.

### Town Clerk:

The Town Clerk provides a variety of services to those who walk in, call or write. Most of the services are mandated by the Commonwealth; many of which are provided for fees though many are not. The Town Clerk also acts as recording officer, registrar of vital records and statistics, public records officer, pet and business licensing officer and is the point of general information to Belmont's inhabitants. In addition, the Town Clerk's office issues business certificates, public meeting notices and meeting minutes for compliance with the MA Open Meeting Law, Zoning Board of Appeals decisions, underground fuel storage registrations, raffle permits, administers oath of office and maintains the records of the State-mandated conflict of interest laws, public records requests and sold State Hunting & Fishing licenses. The US State Dept has changed their requirements for Passport Acceptance Agents, eliminating all offices that create or issue birth certificates, sadly we can no longer perform this worthwhile service. The Town Clerk's office created, printed and distributed a new resource guide for those new to Belmont,

titled "Get to Know Belmont" which was first made available at Meet Belmont and has been exceptionally well received by both newcomers and longtimers; it is available on the website.

Major Initiatives of the Office

Continued implementation of a "one touch" system for our records, using existing database tools in 2011 was the focus of many of our improvements, such as:

- During 2011, the Commonwealth instituted online registration for births; all of the Town Clerk's staff are trained and are actively utilizing this new Vital Information Partnership. A new module for recording deaths will be implemented during 2012 or 2013.
- Technology changes made to the pet database by our own staff have already resulted in hours of labor savings, better record-keeping and real-time access to information by involved departments in Town. January of 2012 we'll begin the on-line payment of pet licenses. In addition, we have implemented a new pet license structure in 2012 with a discount for renewal licensing before April, increased price after April 15<sup>th</sup>; our database, now containing email addresses for most pet owners, allows us to communicate effectively with the owners at virtually no additional cost.
- Created a completely new process to the way meetings are legally posted, ultimately requiring all meeting notices and minutes to be on the town's website, showing the timestamp of the Town Clerk
- Created new method for keeping track of our 800+ volunteers and committee members and the 106 committees on which they serve, all using the open software we employ for tracking our pet licenses
- Created a new method and database for recording and managing the State's significant Ethics requirements for all of the town's employees, school and town side alike as well as every volunteer on every board, committee or commission. One objective of this work is to have one database to serve the Selectmen's office to track individuals up to the time they are appointed and the Town Clerk's office from the time of appointment during service and through retirement from the governmental body. Again, we are using the same open software mentioned above.
- We embarked on a two year codification project for Belmont's By-Laws. The objective is to make the By-Laws more usable, searchable and standard and to eliminate any conflicts within the By-Laws and the General Laws of the Commonwealth. Working with the expertise of the By-Law Review Committee and with the input, comments and participation of the involved boards and all department heads, we look forward to seeing a major work product early in 2012 ultimately requiring a vote of Town Meeting to enact in or after 2013.

The Town Clerk's Office continues to benefit from the generosity of our volunteers who expertly lend a hand preparing the "In" and "Out" Books used for elections as well as opening and collating the returned census forms of the 12,000 sent out.

Vital Statistics for Belmont

	<u>2009</u>	<u>2010</u>	<u>2011</u>
# Births	296	287	259
# Deaths	186	201	233
# Marriages License Issued	103	113	117

**Town Clerk Fees Collected Calendar 2011**

\$88,000

**# of Transactions for which fees were collected**

5867 at an average transaction fee of \$15

**# Pet Licenses Issued 2011**

1336 Dogs & 750 Cats

It is with pride and appreciation that I submit the annual report for the Town Clerk's office. The office staff consisting of Meg Piccione, Peter Harrington and Nancy Casale have demonstrated their commitment to innovations and customer service. We are excited by the planning and expect great things!

Respectfully submitted,  
Ellen O'Brien Cushman, Town Clerk

**TOWN HISTORIAN**

For this year's report I thought it might be of interest to provide a brief history of the activities that go along with the title *Town Historian* and to highlight some of the more interesting requests that have been researched over the years. It was back in October of 1984 that the Board of Selectmen appointed me official *Town Historian* and since that time, what at first seemed to be perhaps an honorary title, has grown into what is more like a full time job!

Over the years I have answered hundreds of inquiries, written countless letters and had quality conversations with people from all across the United States, Canada and even Europe. It is amazing and inspiring to know how deep the history of this community lies, within its current and former residents.

I have been honored to represent Belmont as Marshall of both the 125th Jubilee Parade and the country's Bicentennial Parade and more recently to reenact Sesquicentennial events, which took place 150 years to the day as the Town won the battle for incorporation. On March 18th 2009 I rang the bell at the First Unitarian Church on Concord Avenue. My interest in the community has prompted me to serve as a longtime member of Town Meeting, and the Belmont Historical Society and as a former member of the Historic District Commission. I was professionally employed by the Town for 43 years in the Engineering

General Government

Department beginning in 1946. It was while I was in high school however, that I started my first job with the Town of Belmont. At that time it seemed that there was a shortage of men due to the war and no one was left to read meters. The Electric Light Department came to the school and selected 6 boys to report on the routes.

Out of all the historical inquiries I have received over the past 28 years, the most popular request seems to be concerned with finding information about the homes where individuals or families lived.

As a lifelong resident I grew up on Slade Street. My father bought one of the only 4 houses that were built in the area known as the Chenery orchards. At that time this farm land was mostly undeveloped and there were fruit trees everywhere. From the back porch you could see all the way out to Trapelo Road and watch the Trolley Cars making their way between Waverley and Cambridge. It was later, after my service in the Navy, that I returned to Belmont to marry and settle in my current home at 20 Woods Road. This area had been under development since 1939 and house lots were being laid out on the track of land that was formerly part of the large Hittinger Farm and Fruit Company which stretched from School Street to Grove Street. It was in 1940 that a revised plan of this subdivision was approved with a total of 101 lots covering a 26 acre parcel. Most of the Streets in the area are named for various family members including Woods Road named for Charles Hittinger's wife Myra Woods. When I bought the house in 1952 there was still the foundation of one of the old greenhouses left behind in the back yard. I later removed it by hand.

Other connections to Belmont have come from local residents who continue to inquire about a variety of subjects including: side walk markers, the former Chenery racetrack on top of Wellington Hill, 1888 High School graduation photos and early farms. From across the country I have had requests from New Mexico about an interesting family history, from Utah about a book written and published by a former Belmont resident, from California about the son of David Parker who personally carried dispatches directly from General Grant to President Lincoln and from New York about the inventor Thomas Brown who patented the egg beater.

From Scotland I have researched a request about longtime assessor and local businessman, Thomas Stewart, an early immigrant, and from France about the Farm at Fresh Pond.

The above history highlights have kept the past three decades interesting and I am honored to serve as your *Town Historian*.

Respectfully submitted,  
Richard B. Betts  
Town Historian

# FINANCE

## BOARD OF ASSESSORS

The Board of Assessors submits the following report of its activities for the year ending December 31, 2011.

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 2012, with a tax rate of \$13.35 per thousand, in December 2011, to ensure proper financial management for the Town by avoiding unnecessary borrowing costs.

The assessed value tax roll for the Town of Belmont contains 8,167 real property accounts and 518 personal property accounts with an annual total assessed value of \$5,233,510,490.00 for Fiscal Year 2012.

The office staff processed approximately 596 transfers of real and personal property, of which approximately 44% of the transfers were determined "valid" sales. There were 20,948 motor vehicle excise tax bills with a total excise tax of \$2,746,831.46 committed to the Tax Collector. A total of 702 motor vehicle excise tax bills with a value of \$59,680.28 were abated, 202 applications for statutory exemptions were granted resulting in \$285,745.48 being exempted.

The Annual Town Meeting appropriated \$97,539,296.45, leaving \$2,423,406.26 non-appropriated to be raised for the total revenue of \$99,962,702.71 required for the operation of Town Government. Estimated receipts and available funds totaled \$30,095,337.67, leaving \$69,867,365.04 be raised by taxation.

The Board successfully defended 6 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 mass appraisal system, otherwise known as the "CAMA" system. During 2011, 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 \$38,969,844.00 in new growth for an increase in tax levy of \$515,961.00 for Fiscal Year 2012. The Assessing Administrator continued visiting homes that sold for Fiscal Year 2012, for sales that occurred between January 1, 2011 and December 31, 2011 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 Assessors 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 Assessors' Office page of the Town's website received a somewhat major update as far as the forms for the taxpayers are concerned. These forms, from a simple request to change a mailing address to an abatement application, were updated using a form filler program using Adobe software.

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 2013 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 Assessors' Office instituted the Community Preservation Act (CPA) Surcharge tax which became effective on the third quarter FY2012 real estate tax bill, as a result of the November 2, 2010, town elections. The Board of Assessors also maintained the Payment-In-Lieu-of-Taxes (PILOT) Program with the continuation of requesting voluntary payments from approximately 40 tax exempt properties for use of several essential services from the Town.

The Town of Belmont's Board of Assessors Office continues being the most designated in the Commonwealth. These designations held by individual members of the Board and staff include: two Certified Assessment Evaluators (CAE) and one Administrative Assessment Specialist (AAS), awarded by the IAAO, one RA (Residential Appraiser) awarded by the MBREA and SRA (Senior Residential Appraiser), awarded by the Appraisal Institute, two Certified Massachusetts Assessors (CMA), awarded by the Massachusetts Association of Assessing Officers (MAAO), as well as numerous other professional designations from both the public and private sectors.

Finance

Robert P. Reardon was re-elected as Chairman of the Board in April 2011, with Charles R. Laverty, Jr., as Vice Chairman, and Martin B. Millane, Jr., as Secretary.

Respectfully submitted,  
Robert P. Reardon, Chairman

**CAPITAL BUDGET COMMITTEE**

The Capital Budget Committee did not submit a 2011 Annual Report.

**CAPITAL ENDOWMENT FUND**

The advisors for the Capital Endowment Fund are: Dalton J. Avery, Margaret L. Eagle, Jonathan B. Treat, Ernest E. Fay, S. Warren Farrell, Jr., Walter McLaughlin, Jr., Daniel C. Leclerc, Ex-Officio, and Floyd S. Carman, Ex-Officio.

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 7/01/2010	\$2,786,527
Tax Check-Off Donations by 77 Residents	3,189
Withdrawal	-100,000
Fees	-30
Income Earned	<u>432,610</u>
<b>Closing Balance 6/30/2011</b>	<b>\$3,122,296</b>

**Capital Endowment Fund Asset Allocation  
As of 6/30/2011**

Cash /Money Funds	\$15,774
Fixed Income	1,208,401
Equities	775,307
Mutual Funds/CEF/UIT	1,113,289
Estimated Accrued Interest	9,525
<b>Closing Balance 6/30/2011</b>	<b>\$3,122,296</b>

Respectfully submitted,  
Floyd S. Carman, Town Treasurer

**EDUCATION SCHOLARSHIP COMMITTEE**

The members of the Education Scholarship Committee are Leslie Aitken, Robert Sullivan, Carol Cohen, Wega Firenze and Town Treasurer Floyd S. Carman.

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 2011 Town of Belmont Scholarship was awarded to the following recipients totaling \$6,000 (FY12)**

Recipient	College/University	City and State	Award Amount
ROBERT POWERS	HARVARD UNIVERSITY	CAMBRIDGE, MA	600.00
WHAN LEE	HARVARD UNIVERSITY	CAMBRIDGE, MA	600.00
BRENNA MULHERN	BABSON COLLEGE	BABSON PARK, MA	600.00
VICTORIA MCKAY	UNIVERSITY OF MARYLAND	COLLEGE PARK, MD	600.00
DANA MACDONALD	WHEATON COLLEGE	NORTON, MA	600.00
MARK ALBANO	UNIVERSITY OF S. CALIFORNIA	LOS ANGELES, CA	600.00
MICHAEL MACDONALD	BABSON COLLEGE	BABSON PARK, MA	600.00
LEA LEVY	INDIANA UNIVERSITY	TERRE HAUTE, IN	600.00
ALEXANDER WEICK	BRANDEIS UNIVERSITY	WALTHAM, MA	600.00
SARA SHAHANAGHI	BRANDEIS UNIVERSITY	WALTHAM, MA	600.00

**Activity Report for the Town of Belmont Scholarship Check-Off Fund for Fiscal Year 2011**

Opening Balance 7/1/10	\$ 277,109.33	
Plus Tax Check-Off Donations	2,577.24	
Plus Income Earned	4,383.33	
Less Scholarship 2010-mailed Dec 2011	(9,600.00)	
Less 2- 2009 Scholarships returned in 2010	(1,200.00)	deferred to September 2010
Less Helen Finnick Book Award	(200.00)	
Less Dollar for Scholars Expenses	(1,297.66)	
<b>Closing Balance 6/30/2011</b>	<b>\$ 277,772.24</b>	

*In Fiscal Year 2011, Seventy-six residents contributed to the Town of Belmont Scholarship Check-Off Program.*

**Activity Report for the Town of Belmont Education Check-Off Fund for Fiscal Year 2010**

Opening Balance 7/1/10	\$ 82,274.07
Plus Tax Check-Off Donations	5,011.67
Plus Income Earned	1,366.52
<b>Closing Balance 6/30/2011</b>	<b>\$ 88,652.26</b>

*In Fiscal Year 2011, one hundred and seven residents contributed to the Town of Belmont Education Check-Off Program.*

Respectfully submitted,  
Floyd S. Carman, Town Treasurer

**PERMANENT AUDIT COMMITTEE**

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, monitor the work of the auditor, and participate 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. The Aaa rating was last affirmed on December 7, 2011. The Town is 1 of 14 out of 351 cities and towns in the Commonwealth that have been assigned an Aaa rating.

The Town's general financial statements for the fiscal year ending June 30, 2011 were audited by Powers & Sullivan CPA's. The Town received an unqualified opinion on its financial statements. The auditor's report noted that the Town complies with Governmental Accounting, Auditing and Reporting Standards. The final report also stated that the Town was in compliance with the requirements of the Federal Single Audit Act of 1984. Copies of these financial statements are included and may be obtained from the Town Accountant and they are posted on the Town Treasurer's web site.

The fiscal year 2011 audit was the first year of our third three-year contract with Powers & Sullivan CPA's. The Committee expresses its sincere appreciation to former Town Accountant, Barbara Hagg, for her work, and to Town Treasurer, Floyd Carman, who also serves as Clerk of the Committee. The Committee also thanks Selectman Ralph Jones for his participation on this Committee and welcomes Mark Paolillo as our new representative from the Board of Selectmen. The Committee welcomes Chitra Subramanian as our new Town Accountant and looks forward to working with her.

The financial statements of the Belmont Contributory Retirement System for the year ending December 31, 2010 were audited by Powers & Sullivan CPA's. 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 ending December 31, 2010 were audited by Goulet, Salvidio & Associates, PC. The financial statements for December 31, 2010 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- (meaning Stable) rating was last affirmed on December 19, 2011. The committee wishes to thank Department Accountant John Dunleavy and Municipal Light Board Advisory Committee Member Robert Forrester for all of their hard work and participation. We also thank James Palmer, General Manager for the expertise he has brought to the Town.

Respectfully submitted,  
Ernest E. Fay, Chair, Frank A. Caruso, Robert A. Keefe, James J. Finn, III, Esq. and Ex-officio members Mark Paolillo, Chitra Subramanian and Floyd Carman

### **INDEPENDENT AUDITORS REPORT**

A full copy of the following Independent Auditors Report may be obtained from the Selectmen's Office or the Town Accountant.

**TOWN OF BELMONT, MASSACHUSETTS**

**REPORT ON EXAMINATION OF BASIC FINANCIAL STATEMENTS**

**JUNE 30, 2011**

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**TOWN OF BELMONT, MASSACHUSETTS**  
**REPORT ON EXAMINATION OF**  
**BASIC FINANCIAL STATEMENTS**  
**FISCAL YEAR ENDED JUNE 30, 2011**



Independent Auditors' Report  
To the Honorable Board of Selectmen  
Town of Belmont, Massachusetts

100 Quampanonic Parkway  
Suite 101  
Woburn, MA 01880  
T: 781-914-1700  
F: 781-914-1701  
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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 fiscal year ended June 30, 2011 (except for the Belmont Contributory Retirement System and Municipal Light Enterprise which are as of December 31, 2010), which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town of Belmont, Massachusetts' management. Our responsibility is to express an opinion on these financial statements based on our audit. We did not audit the financial statements of the Belmont Municipal Light Department, a major enterprise fund, which represents 31% and 65%, respectively, of the assets 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 Belmont Municipal Light Department, 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

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, 2011 (except for the Belmont Contributory Retirement System and Municipal Light Enterprise which are as of December 31, 2010) and the respective changes in financial position and cash flows, where applicable, thereof for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated December 7, 2011 on our consideration of the Town of Belmont, Massachusetts' internal control over financial reporting and 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 the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

Management's discussion and analysis, located on the following pages, and schedule of revenues, expenditures and changes in fund balance - general fund - budgetary basis, other postemployment benefit plan schedule of funding progress and other postemployment benefit plan actuarial methods and assumptions, located after the notes to the basic financial statements, are not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

December 7, 2011

### 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 fiscal year ended June 30, 2011.

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 Highlights

- The Town's assets exceeded its liabilities at the close of fiscal year 2011 by \$124.3 million.
- The Town's total net assets increased by \$4.1 million.
- At the end of fiscal year 2011, unassigned fund balance for the general fund was \$9.1 million or 10.3% of total general fund expenditures.
- This is the third year since the Town implemented GASB Statement #45, *Accounting and Financial Reporting by Employers for Postemployment Benefits: Other Than Pensions* which resulted in the recognition of a postemployment benefit (OPEB) liability totaling \$35.4 million. See note 13 in the financial statements for further details.
- The Town established an Other Postemployment Benefits Trust Fund (OPEB) to account for funds set aside to help offset future post-retirement benefit costs for retirees, as a result of the implementation of GASB Statement #45. \$200,000 was transferred to the fund during fiscal year 2011 bringing the balance to \$1.2 million.
- At fiscal year end the Town's Internal Service fund balance was \$4.1 million after taking into consideration \$1.9 million of "incurred but not Reported" liability.

#### 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 assets* presents information on all of the Town's assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets 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 assets changed during the most recent fiscal year. All changes in net assets 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 statement for some items that will result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused sick and vacation time).

Both of the government-wide financial statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to

### Management's Discussion and Analysis

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 administration, public safety, education, public works, human services, and cultural development. The business-type activities of the Town include water and sewer systems and electricity transmission activities.

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 fiscal year.

Fiscal year 2011 was the Town's initial year of implementation of GASB #54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The implementation of this standard has changed the fund balance components into 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, and the Ash Landfill stabilization fund is 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 Reserve for Appropriation Fund and the Wellington School Construction 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 accepts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided as Required Supplementary Information for the general 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 electricity transmission activities.

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 electricity transmission activities, and the internal service fund all of which are considered to be major funds of the Town.

Town of Belmont, Massachusetts

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Management's Discussion and Analysis

**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 these funds are not available to support the Town's own programs.

Fiduciary fund reporting focuses on net assets and changes in net assets. The fiduciary fund category is split into two classifications: a pension trust fund and agency funds. 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 activity funds.

The Town is the trustee, or fiduciary, for its employees' pension plan. The Town's fiduciary activities are reported in a separate statement of fiduciary net assets and a statement of changes in fiduciary net assets. These activities are excluded from the Town's government-wide financial statements because the Town cannot use these assets to finance its operations.

The Town established an Other Postemployment Benefits Trust Fund (OPEB) to account for funds set aside to help offset future post-retirement benefits for retirees. The Town contributed \$200,000 to the fund during fiscal year 2011. 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.

**Government-wide Financial Analysis**

**Governmental Activities**

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. As noted below, assets exceeded liabilities by \$58.1 million at the close of the most recent fiscal year.

	Governmental Financial Highlights	
	FY2011 Governmental Activities	FY2010 Governmental Activities
<b>Assets:</b>		
Current assets.....	\$ 49,515,903	\$ 60,787,777
Noncurrent assets (excluding capital).....	1,223,440	1,716,143
Capital assets.....	131,773,712	111,632,758
<b>Total assets.....</b>	<b>182,513,055</b>	<b>174,136,688</b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	7,302,277	7,532,885
Noncurrent liabilities (excluding debt).....	37,295,376	27,682,726
Current debt.....	3,553,191	3,898,191
Noncurrent debt.....	46,285,244	49,838,435
<b>Total liabilities.....</b>	<b>94,436,088</b>	<b>88,952,237</b>
<b>Net Assets:</b>		
Capital assets net of related debt.....	92,482,345	83,587,466
Restricted.....	3,639,341	3,597,351
Unrestricted.....	(8,244,719)	(1,994,385)
<b>Total net assets.....</b>	<b>\$ 88,076,967</b>	<b>\$ 85,184,451</b>

Town of Belmont, Massachusetts

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Management's Discussion and Analysis

A significant portion of the Town's net assets, \$92.5 million (104.6%), 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 assets, \$3.8 million (4.3%), represents resources that are subject to external restrictions on how they may be used. The remaining deficit balance of unrestricted net assets of (\$5.2) million (-9.4%) is due to the recognition of the liability associated with GASB Statement #45. It indicates that the Town does not have enough reserves to meet its ongoing short-term and long-term obligation to its citizens and creditors.

The governmental activities net assets increased by \$2.9 million during the current fiscal year. This was primarily due to the recognition capital grants related to the Wellington and Chantry School Projects of \$6.6 million, the Senior Center Project of \$133 thousand and Mass Highway Chapter 90 grants of \$332 thousand. Other attributes of this increase related to an operating surplus in the Internal Service fund of \$1.2 million, a decrease in the Appellate Tax Board liability of \$128 thousand, an overall positive budgetary surplus of \$1.4 million, and the Town's ability to fund capital additions from current year revenues.

These increases were offset by the increase in the liability related to GASB Statement #45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. This statement requires a systematic, actuarial basis measurement and recognition of other postemployment benefits (OPEB) cost over a period that approximates employees' years of service and (b) providing information about actuarial accrued liabilities associated with OPEB and whether and to what extent progress is being made in funding the plan. In fiscal year 2011 the Town, based on its actuarial valuation, recognized an accrual of \$30.7 million for its portion of the liability that was not paid; this represented an increase of \$9.5 million over the prior year, an increase in the benefit liability of \$34.9 thousand, and the fact that depreciation exceeded principal payments by \$462 thousand. Key elements of change in net assets are as follows:

	FY2011 Governmental Activities	FY2010 Governmental Activities
<b>Program revenues:</b>		
Charges for services.....	\$ 5,980,961	\$ 5,320,226
Operating grants and contributions.....	19,033,114	18,969,554
Capital grants and contributions.....	7,266,799	2,009,419
<b>General Revenues:</b>		
Real estate and personal property taxes.....	67,564,177	63,702,242
Tax liens.....	50,077	327,624
Motor vehicle and other excise taxes.....	2,824,885	2,532,627
Nonrestricted grants.....	2,238,188	2,339,596
Penalties and interest on taxes.....	2,111,690	176,854
Unrestricted investment income.....	596,943	734,426
Gain/(loss) on disposal of capital assets.....		(1,573,039)
Total revenues.....	<b>104,646,424</b>	<b>94,470,794</b>
<b>Expenses:</b>		
General government.....	6,048,960	5,991,488
Public safety.....	17,039,919	17,521,971
Education.....	63,632,283	60,117,403
Public works.....	10,028,713	10,007,539
Human services.....	1,151,671	1,236,132
Culture and recreation.....	2,911,439	1,387,139
Interest.....	2,911,439	1,387,139
Total expenses.....	<b>102,551,951</b>	<b>99,560,976</b>
Transfers.....	997,873	1,285,604
Change in net assets.....	<b>\$ 2,892,516</b>	<b>\$ (4,131,810)</b>

Town of Belmont, Massachusetts

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Management's Discussion and Analysis

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 fiscal 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 99.3% of its property tax billings in the year billed. Property taxes billed were \$87.7 million in fiscal year 2011. \$1.525 million of this increase was the allowable increase under Proposition 2-1/2, \$512 thousand of this increase is the product of the certified new growth of the Town. Within this levy approximately \$4.817 million of previous debt exclusions were paid off.

**Business-type activities**

Combined business-type activities net assets increased by \$1.2 million in the current year. The following table identifies key elements of the enterprise operations:

	FY2011 Business-type Activities	FY2010 Business-type Activities
<b>Assets:</b>		
Current assets.....	\$ 18,320,524	\$ 18,195,670
Capital assets.....	37,905,709	30,730,995
Total assets.....	<b>56,226,233</b>	<b>48,926,665</b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	4,468,048	5,211,001
Noncurrent liabilities (excluding debt).....	2,768,729	2,131,580
Current debt.....	978,270	1,985,587
Noncurrent debt.....	11,789,746	4,532,554
Total liabilities.....	<b>19,982,793</b>	<b>13,860,732</b>
<b>Net Assets:</b>		
Capital assets net of related debt.....	25,157,893	24,272,837
Reserve.....	60,000	120,000
Unrestricted.....	11,025,747	10,733,089
Total net assets.....	<b>36,243,440</b>	<b>35,125,926</b>
<b>Program revenues:</b>		
Charges for services.....	35,190,566	32,877,779
Capital grants and contributions.....	58,560	959,483
<b>General Revenues:</b>		
Unrestricted investment income.....	63,604	102,566
Total revenues.....	<b>35,310,730</b>	<b>33,744,818</b>
<b>Expenses:</b>		
Water.....	4,597,549	3,993,848
Sewer.....	6,460,065	6,080,967
Light.....	22,058,799	20,597,388
Total expenses.....	<b>33,084,113</b>	<b>30,682,203</b>
Transfers.....	(997,873)	(932,873)
Change in net assets.....	<b>\$ 1,228,764</b>	<b>\$ 2,149,742</b>

Town of Belmont, Massachusetts

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Management's Discussion and Analysis

**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 fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$30.9 million. Of this amount \$15.7 million relates to the general fund, \$4.6 million relates to the Wellington School Construction fund, \$3.5 million relates to receipts reserved for appropriation, and \$7.1 million for nonmajor governmental funds. Overall fund balance decreased by \$13.3 million in fiscal year 2011. This was primarily due to \$21.8 million of expenditures related to the Wellington School project, offset by the receipt of \$8.3 million from the Massachusetts School Building Authority, a general fund surplus of \$1.6 million and the timing of grant and capital project expenditures (i.e. the expenditures occurred in the prior year).

The general fund is the chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was \$9.1 million, while total fund balance was \$15.7 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 10.3% of total general fund expenditures while total fund balance represents 17.9% of that same amount. During fiscal year 2011, the fund balance of the general fund increased by approximately \$1.6 million. The increase was due to better than expected revenue collections combined with the Town's ability to control budgetary spending, offset by the use of reserves to fund current year capital projects.

The Wellington School construction fund is used to account for the activities related to the construction of the new school building. During fiscal year 2011, the Town received \$6.3 million of Massachusetts School Building Authority reimbursements and spent \$21.8 million on the project. At June 30, 2011, the fund has a balance of \$4.6 million.

The receipts reserved for appropriation had an ending fund balance of approximately \$3.5 million, a decrease of \$900,000 over the prior year. The decrease is primarily due to the net effect of contributions and investment income offset by transfers to other funds.

The Internal services fund had an ending fund balance of \$4.1 million. Contributors to the fund exceeded claim payments by \$1.2 million and the fund earned \$18.1 thousand in investment earnings.

Town of Belmont, Massachusetts

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Management's Discussion and Analysis

**Financial Analysis of Proprietary Funds**

The Water, Sewer and Light activities funds maintained positive results of operations and demonstrated the ability to recover all costs from rates.

The net assets of the water, sewer and electric light funds increased \$1.2 million in fiscal year 2011. This performance was primarily the result of an increase in water rates of an average of 9.1% and increase in sewer rates of an average of 3.5%. The light department experienced an overall 5.5% increase in revenue derived from the sale of electricity due to the warmer summer weather which was offset by a \$797 thousand charge to operations for the abandonment of construction in progress.

**General Fund Budgetary Highlights**

There was a change of approximately \$362 thousand between the original and final adopted budgets. Increases in public safety, education and public works were offset by decreases in general government, employee benefits and interest expense.

**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, 2011 amounted to \$169.7 million (net of depreciation). This investment in capital assets includes land, buildings, improvements to land and buildings, machinery and equipment, vehicles, roads, sidewalks, bridges and water and sewer lines.

The Town's major capital projects relate to the Wellington School project, a MWPAT Sewer project and various other infrastructure projects.

In conjunction with the operating budget, the Town annually prepares a capital budget for the upcoming fiscal 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.

Debt Administration

Outstanding governmental long-term debt, as of June 30, 2011, totaled \$49.8 million of which \$30.7 million relates to various School construction projects, \$7.2 million relates to the Town Hall renovation project, \$2.9 million relates to the senior center project and \$9 million relates to the Fire Station construction, leaving a balance of \$1 million for other CIP projects.

The enterprise funds have \$3.3 million in water debt, \$9.4 million in sewer debt and \$60,000 in light debt, all of which are fully supported by the rates.

The Town has a "AAA" rating from Moody's for general obligation debt.

Please refer to notes 4, 7, and 8 for further discussion of the major capital and debt activity.

Town of Belmont, Massachusetts

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Management's Discussion and Analysis

**Economic Factors and Next Year's Budget**

The Town continues to experience growth in residential renovation and development. In fiscal year 2011, 788 building permits were issued, resulting in \$36.5 million in taxable value. This is a slight decrease in the number of permits issued however it resulted in an overall increase in taxable value from the 2010 value levels, which generated 894 permits resulting in \$33.8 million in value. This activity has produced new growth tax revenue, which is exempt from the limitation imposed by Proposition 2 1/2. For fiscal year 2011, the Town realized \$512,519 in new taxes from this source.

The unemployment rate for Belmont as of September 2011 was 5.3%, compared to the state figure of 7.2% and the nationwide figure of 9.2%. The Town collected 99.3% of all tax billings by year end.

**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.

**Basic Financial Statements**

Town of Belmont, Massachusetts

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Management's Discussion and Analysis

Town of Belmont, Massachusetts

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Basic Financial Statements

STATEMENT OF NET ASSETS

JUNE 30, 2011

	Primary Government		Total
	Governmental Activities	Business-Type Activities	
<b>ASSETS</b>			
CURRENT:			
Cash and cash equivalents	\$ 39,439,916	\$ 4,193,220	\$ 43,633,136
Investments	3,940,293	-	3,940,293
Prepaid expenses and allowances for nondepreciable	-	-	-
Real estate tax deferrals	746,783	-	746,783
Tax liens	641,750	91,488	733,238
Motor vehicle excise taxes	680,989	-	680,989
User fees	119,943	5,132,811	5,252,754
Departmental and other	380,818	301,630	682,448
Intergovernmental	4,206,548	4,588,076	8,794,624
Inventory	729,542	489,489	1,219,031
Prepaid expenses	22,910	22,910	45,820
Financial power advance deposits	-	1,651,424	1,651,424
NONCURRENT:			
Prepaid bond issue costs	29,112	-	29,112
Retained cash and cash equivalents	-	1,481,871	1,481,871
Receivables, net of allowance for noncollectible:			
Intergovernmental	\$ 830,000	-	\$ 830,000
Unamortized bond issue costs	293,440	-	293,440
Capital assets, net of depreciation	45,867,975	2,330,386	48,198,361
Capital assets, not depreciable	68,708,837	38,578,583	107,287,420
Capital assets, depreciable	-	-	-
<b>TOTAL ASSETS</b>	<b>162,519,355</b>	<b>59,229,233</b>	<b>221,748,588</b>
<b>LIABILITIES</b>			
CURRENT:			
Warrants payable	\$ 3,892,835	\$ 3,087,082	\$ 6,980,917
Accrued liabilities	1,800,000	16,619	1,816,619
Tax sharing payable	989,000	-	989,000
Accrued interest	643,465	68,753	712,218
Other liabilities	440,342	1,120,078	1,560,420
Capital lease obligations	165,783	-	165,783
Compensated absences	73,402	204,516	277,918
Unamortized premium on bonds payable	-	50,059	50,059
Bonds payable	3,553,191	978,270	4,531,461
NONCURRENT:			
Capital lease obligations	819,844	-	819,844
Landfill closure	3,774,000	-	3,774,000
Compensated absences	1,594,644	121,458	1,716,102
Unamortized premium on bonds payable	666,342	-	666,342
Other postemployment benefits	30,710,548	2,645,273	33,355,821
Bonds payable	49,285,544	11,789,746	61,075,290
<b>TOTAL LIABILITIES</b>	<b>94,429,888</b>	<b>18,982,793</b>	<b>113,412,681</b>
<b>NET ASSETS</b>			
Investment in capital assets, net of related debt	\$ 2,482,245	\$ 25,157,883	\$ 27,640,128
Reserve for			
Debt service	-	60,000	60,000
Permanent funds	708,384	-	708,384
Expendable	2,083,818	-	2,083,818
Nonexpendable	1,647,329	-	1,647,329
Other purposes	8,244,719	11,025,747	19,270,466
Unrestricted	-	-	-
<b>TOTAL NET ASSETS</b>	<b>68,079,567</b>	<b>36,242,440</b>	<b>104,322,007</b>

See notes to basic financial statements.

Town of Belmont, Massachusetts

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Basic Financial Statements

STATEMENT OF ACTIVITIES

FISCAL YEAR ENDED JUNE 30, 2011

	Expenses	Program Revenues			Net (Expense) Revenue
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
<b>Expenses/Programs</b>					
<b>Primary Government</b>					
Governmental Activities:					
General government	\$ 6,048,300	\$ 628,391	\$ 36,020	\$ 3,189	\$ (5,380,229)
Public safety	17,099,919	637,987	196,148	-	(16,265,805)
Education	63,832,238	2,709,299	17,471,273	6,597,859	(88,563,862)
Public works	10,026,115	911,438	71,298	832,585	(8,512,834)
Human services	1,161,871	194,282	193,871	-	(823,899)
Culture and recreation	2,911,249	778,954	82,889	-	(1,949,165)
Interest	1,920,184	-	72,000	-	(1,848,184)
Total Governmental Activities	102,751,781	5,860,881	18,003,114	7,295,789	(71,594,107)
Business-Type Activities:					
Water	4,987,549	5,284,310	-	-	696,931
Sewer	6,460,895	6,888,573	-	-	489,488
Light	22,059,299	23,012,853	-	-	976,854
Total Business-Type Activities	33,084,113	35,190,586	-	58,580	2,163,033
Total Primary Government	\$ 135,835,894	\$ 41,951,427	\$ 18,003,114	\$ 7,233,989	\$ (69,421,964)

See notes to basic financial statements.

(Continued)

Town of Belmont, Massachusetts

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Basic Financial Statements

STATEMENT OF ACTIVITIES (Continued)

FISCAL YEAR ENDED JUNE 30, 2011

	Primary Government		Total
	Governmental Activities	Business-Type Activities	
<b>Changes in net assets:</b>			
Net (expense) revenue from previous page	<u>\$ (71,591,017)</u>	<u>\$ 2,163,093</u>	<u>\$ (69,427,924)</u>
General revenues:			
Real estate and personal property taxes	67,594,177	-	67,594,177
net of tax refunds payable	50,077	-	50,077
Tax liens	2,824,685	-	2,824,685
Motor vehicle and other excise taxes	211,690	-	211,690
Penalties and interest on taxes	-	-	-
Grants and contributions not restricted to specific programs	2,238,188	-	2,238,188
Unrestricted investment income	599,843	63,804	663,647
Transfers, net	997,873	(997,873)	-
Total general revenues and transfers	74,483,533	(934,269)	73,549,264
Changes in net assets	2,892,516	1,228,784	4,121,280
Net Assets:			
Beginning of year (as restated)	85,184,451	35,014,676	120,199,127
End of year	<u>\$ 88,076,967</u>	<u>\$ 36,243,440</u>	<u>\$ 124,320,407</u>

(Concluded)

Town of Belmont, Massachusetts

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Basic Financial Statements

GOVERNMENTAL FUNDS BALANCE SHEET

JUNE 30, 2011

ASSETS	Primary Government				Total
	General	Multifunction School	Reserved for Appropriation	Management Funds	
Cash and cash equivalents	161,386,850	7,694,951	411,617	4,187,791	30,422,439
Investments	6,804	-	3,098,997	2,844,882	5,948,283
Receivables, net of uncollectibles	746,733	-	-	-	746,733
Real estate and personal property taxes	641,750	-	-	-	641,750
Real estate tax delinquents	680,099	-	-	-	680,099
Tax liens	119,043	-	-	-	119,043
Motor vehicle excise taxes	570,644	-	-	-	570,644
Departmental and other	3,283,000	-	-	-	3,283,000
Impregovernmental	-	-	-	-	-
TOTAL ASSETS	<u>\$ 263,388,883</u>	<u>\$ 7,694,951</u>	<u>\$ 3,508,614</u>	<u>\$ 6,753,244</u>	<u>\$ 44,335,782</u>
LIABILITIES AND FUND BALANCES					
LIABILITIES					
Warrants payable	720,889	3,094,949	-	60,161	3,875,799
Tax refunds payable	166,000	-	-	-	166,000
Other liabilities	440,942	-	-	-	440,942
Deferred revenues	7,386,850	-	-	1,583,974	8,970,824
TOTAL LIABILITIES	8,694,681	3,094,949	-	1,583,974	13,422,213
FUND BALANCES					
Nonspendable	-	-	-	2,883,916	2,883,916
Restricted	-	4,590,012	-	3,598,614	8,188,626
Committed	4,128,617	-	-	-	4,128,617
Assigned	2,487,671	-	-	-	2,487,671
Unassigned	8,080,494	-	-	-	8,080,494
TOTAL FUND BALANCES	15,724,682	4,590,012	-	3,598,614	20,913,308
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 24,389,363</u>	<u>\$ 7,684,961</u>	<u>\$ 3,508,614</u>	<u>\$ 6,753,244</u>	<u>\$ 44,335,782</u>

See notes to these financial statements.

Town of Belmont, Massachusetts

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Basic Financial Statements

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TOTAL FUND BALANCES TO THE STATEMENT OF NET ASSETS

FISCAL YEAR ENDED JUNE 30, 2011

Total governmental fund balances.....	\$ 30,907,547
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....	131,773,712
Accounts receivable are not available to pay for current-period expenditures and, therefore, are deferred in the funds.....	8,945,524
Internal service funds are used by management to account for reinsurance 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 assets.....	4,097,811
In the statement of activities, interest is accrued on outstanding long-term debt whereas in governmental funds interest is not reported until due.....	(643,485)
Inventory is capitalized in the Statement of Activities.....	128,542
Bond issue costs are capitalized in the Statement of Activities.....	322,552
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds.....	
Bonds and notes payable.....	(49,838,425)
Capital lease obligations.....	(995,637)
Leasehold closure.....	(3,704,000)
Unamortized premium on bonds payable.....	(716,382)
Other postemployment benefits payable.....	(30,710,548)
Compensated absences.....	(1,488,048)
Net effect of reporting long-term liabilities.....	(87,423,055)
Net assets of governmental activities.....	\$ 89,078,987

See notes to basic financial statements.

Town of Belmont, Massachusetts

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Basic Financial Statements

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FISCAL YEAR ENDED JUNE 30, 2011

	General	Walden School Construction	Reserved for Appropriation	Minority for Funds	Total Governmental Funds
<b>REVENUES:</b>					
Real estate and personal property taxes.....	\$ 67,600,489	-	-	-	\$ 67,600,489
Net of tax refunds.....	73,475	-	-	-	73,475
Tax fees.....	2,357,672	-	-	-	2,357,672
Motor vehicle and other excise taxes.....	1,676,182	-	-	-	1,676,182
Charges for services.....	211,990	-	-	-	211,990
Fees and interest on loans.....	823,283	-	-	-	823,283
Licenses and permits.....	207,055	-	-	-	207,055
Fees and forfeitures.....	18,558,894	6,311,161	-	-	24,870,055
Intergovernmental.....	-	-	224,347	-	224,347
Grants and other.....	-	-	333,832	-	333,832
Investment income (loss).....	246,096	-	297,456	-	543,552
Miscellaneous.....	-	-	-	1,287	1,287
<b>TOTAL REVENUES.....</b>	<b>\$ 90,433,762</b>	<b>\$ 6,311,161</b>	<b>\$ 511,983</b>	<b>\$ 6,032,941</b>	<b>\$ 104,179,823</b>
<b>EXPENDITURES:</b>					
Current:					
General government.....	2,890,449	-	-	278,138	3,168,587
Public safety.....	11,079,614	-	-	262,779	11,342,393
Education.....	46,005,715	21,751,796	-	6,284,694	74,042,305
Public works.....	8,538,084	-	-	1,801,780	10,339,864
Human services.....	704,278	-	-	54,682	758,960
Culture and recreation.....	2,382,429	-	-	-	2,382,429
Capital projects.....	-	-	-	-	-
Financial services.....	1,828,551	-	-	-	1,828,551
State and county charges.....	1,462,220	-	-	-	1,462,220
Debt service.....	3,886,191	-	-	-	3,886,191
Interest.....	1,894,214	-	-	-	1,894,214
<b>TOTAL EXPENDITURES.....</b>	<b>\$ 88,010,286</b>	<b>\$ 21,751,796</b>	<b>\$ -</b>	<b>\$ 864,150</b>	<b>\$ 110,626,232</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES.....</b>	<b>\$ 2,423,476</b>	<b>\$ (15,440,637)</b>	<b>\$ 511,983</b>	<b>\$ (1,781,209)</b>	<b>\$ (14,286,411)</b>
<b>OTHER FINANCING SOURCES (USES):</b>					
Transfers in.....	1,390,337	-	29,143	2,544,995	4,264,475
Transfers out.....	(2,217,200)	-	(630,000)	(1,063,070)	(3,910,270)
<b>TOTAL OTHER FINANCING SOURCES (USES).....</b>	<b>\$ (826,863)</b>	<b>\$ -</b>	<b>\$ (520,857)</b>	<b>\$ 2,381,925</b>	<b>\$ 97,273</b>
<b>NET CHANGE IN FUND BALANCES.....</b>	<b>\$ 1,596,613</b>	<b>\$ (15,440,637)</b>	<b>\$ (8,324)</b>	<b>\$ 544,334</b>	<b>\$ (13,271,558)</b>
<b>FUND BALANCES AT BEGINNING OF YEAR (AS REVISED).....</b>	<b>\$ 14,111,213</b>	<b>\$ 20,030,949</b>	<b>\$ 3,577,533</b>	<b>\$ 6,519,635</b>	<b>\$ 44,179,025</b>
<b>FUND BALANCES AT END OF YEAR.....</b>	<b>\$ 15,707,826</b>	<b>\$ 4,590,312</b>	<b>\$ 3,569,209</b>	<b>\$ 7,064,069</b>	<b>\$ 30,907,547</b>

See notes to basic financial statements.

Town of Belmont, Massachusetts

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Basic Financial Statements

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FISCAL YEAR ENDED JUNE 30, 2011

Net change in fund balances - total governmental funds.....	\$ (13,271,588)
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is recorded over their estimated useful lives and reported as depreciation expense.	
Capital outlay.....	24,525,897
Depreciation expense.....	(4,529,750)
Net effect of reporting capital assets.....	20,196,947
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 revenues. As a result, the change in net assets differs from the change in net balances by the cost of the capital asset sold.....	(24,703)
Governmental funds report inventories as expenditures. However in the Statement of Activities the cost of those assets is capitalized and expensed when depleted.....	53,114
Revenues in the Statement of Activities that do not provide current financial resources are fully deferred 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 deferred revenue.....	448,485
The balance of long-term debt (i.e., bonds and leased provide 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 assets. 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.....	
Amortization of insurance costs.....	(2,875)
Amortization of bond premiums.....	50,050
Capital lease financing.....	180,258
Debt service principal payments.....	3,386,191
Net effect of reporting long-term debt.....	4,108,224
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.....	
Net changes in compensated absences accrual.....	(5,133)
Net changes in accrued interest on long-term debt.....	53,082
Net changes in landfill closure accrual.....	(849,000)
Net changes in other postemployment benefits.....	(9,499,252)
Net effect of recording long-term liabilities and amortizing deferred taxes.....	(9,800,293)
Internal service funds are used by management to account for health insurance and workers compensation activities.....	
The net activity of internal service funds is reported with Governmental Activities.....	1,215,870
Change in net assets of governmental activities.....	\$ 2,880,516

See notes to basic financial statements.

Town of Belmont, Massachusetts

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Basic Financial Statements

PROPRIETARY FUNDS STATEMENT OF NET ASSETS

JUNE 30, 2011

	Business-type Activities - Enterprise Funds				
	Water	Sewer	Light (as of December 31, 2010)	Total	Governmental Activities - Internal Service Funds
<b>ASSETS</b>					
<b>CURRENT:</b>					
Cash and cash equivalents.....	2,795,080	3,395,963	3,016,987	9,179,220	5,954,487
Receivables, net of allowance for uncollectible.....	37,094	80,095	2,028,863	9,116,89	-
Inventory.....	1,382,929	1,723,279	-	5,132,811	-
Prepaid expenses.....	-	307,650	-	307,650	-
Other.....	119,881	11,979	320,209	459,889	13,134
Prepaid expenses.....	-	-	22,910	22,910	-
Prepaid power and/or meter deposits.....	-	-	1,951,424	1,951,424	-
Total current assets.....	4,234,884	5,491,976	7,007,713	16,838,555	5,997,611
<b>NONCURRENT:</b>					
Restricted cash and cash equivalents.....	-	-	1,481,871	1,481,871	-
Capital assets, not depreciable.....	3,138	1,319,451	1,007,787	2,330,986	-
Capital assets, depreciable.....	9,837,589	17,627,881	7,829,913	35,375,533	-
Total noncurrent assets.....	9,840,897	19,247,332	10,299,551	39,477,980	-
<b>TOTAL ASSETS</b> .....	14,198,692	24,799,308	17,347,264	56,236,533	5,997,611
<b>LIABILITIES</b>					
<b>CURRENT:</b>					
Accounts payable.....	38,872	1,290,339	1,951,071	3,657,322	-
Accrued liabilities.....	-	-	18,819	18,819	-
Health claims payable.....	-	89,753	-	89,753	1,900,000
Accrued interest.....	2,873	3,189	184,874	204,816	-
Compensated absences.....	421,385	488,914	80,000	978,279	-
Bonds payable.....	489,701	1,838,175	1,028,384	4,336,260	1,900,000
Total current liabilities.....	982,731	3,699,607	3,243,148	12,064,739	3,800,000
<b>NONCURRENT:</b>					
Compensated absences.....	50,798	80,203	10,457	141,458	-
Other postemployment benefits.....	988,847	433,183	1,510,989	2,932,979	-
Bonds payable.....	2,880,725	8,020,017	-	11,799,746	-
Total noncurrent liabilities.....	3,989,478	9,413,977	2,546,888	15,856,555	-
<b>TOTAL LIABILITIES</b> .....	4,060,179	11,332,552	4,570,082	19,842,793	1,900,000
<b>NET ASSETS</b>	6,998,606	9,630,407	6,797,880	25,179,888	-
Restricted for.....	-	-	80,000	80,000	-
Debt service.....	3,339,278	3,829,349	3,959,522	11,025,747	4,927,911
Unrestricted.....	-	-	-	-	-
<b>TOTAL NET ASSETS</b> .....	10,109,432	13,389,756	12,777,202	26,144,888	4,927,911

See notes to basic financial statements.

Town of Belmont, Massachusetts

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Basic Financial Statements

PROPRY FUND  
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS  
FISCAL YEAR ENDED JUNE 30, 2011

	Business-type Activities - Enterprise Funds				Governmental Activities - Internal Service Funds
	Water	Sewer	Light (as of December 31, 2010)	Total	
<b>OPERATING REVENUES</b>					
Enterprise contributions	\$ -	\$ -	\$ -	\$ -	\$ 3,981,590
Enterprise charges for services	5,981,500	6,883,373	22,719,196	34,884,069	9,307,853
Other	2,810	-	293,497	296,287	388,388
<b>TOTAL OPERATING REVENUES</b>	<b>5,984,310</b>	<b>6,883,373</b>	<b>23,012,693</b>	<b>35,180,366</b>	<b>13,417,821</b>
<b>OPERATING EXPENSES</b>					
Cost of services and administration	4,432,975	\$ 985,004	19,891,268	30,110,682	-
Depreciation	212,814	315,163	1,242,260	1,569,237	12,219,988
Employee salaries	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>4,645,789</b>	<b>1,300,167</b>	<b>21,133,528</b>	<b>32,049,078</b>	<b>12,219,988</b>
<b>OPERATING INCOME (LOSS)</b>	<b>1,338,521</b>	<b>5,583,206</b>	<b>1,879,165</b>	<b>3,148,487</b>	<b>1,197,833</b>
<b>NONOPERATING REVENUES/EXPENSES:</b>					
Investment income	9,214	26,181	4,138	39,533	18,108
Interest expense	-	(28,878)	(4,381)	(33,259)	-
Impairment loss	-	56,580	-	56,580	-
Other expense	-	-	(92,785)	(92,785)	-
<b>TOTAL NONOPERATING REVENUES/EXPENSES, NET</b>	<b>9,214</b>	<b>27,303</b>	<b>(88,647)</b>	<b>(51,030)</b>	<b>18,108</b>
<b>INCOME (LOSS) BEFORE TRANSFERS</b>	<b>1,347,735</b>	<b>5,610,509</b>	<b>1,790,518</b>	<b>3,097,457</b>	<b>1,215,941</b>
<b>TOTAL NONOPERATING REVENUES/EXPENSES, NET</b>	<b>31,314</b>	<b>(785,147)</b>	<b>(788,017)</b>	<b>(841,850)</b>	<b>(81,808)</b>
<b>TRANSFERS</b>					
Transfers out	(157,823)	(125,000)	(715,000)	(997,823)	-
<b>CHANGE IN NET ASSETS</b>	<b>570,112</b>	<b>380,489</b>	<b>266,103</b>	<b>1,206,704</b>	<b>1,215,970</b>
<b>NET ASSETS AT BEGINNING OF YEAR (AS RESTATED)</b>	<b>\$ 8,538,388</b>	<b>\$ 9,964,117</b>	<b>\$ 12,511,728</b>	<b>\$ 31,014,876</b>	<b>\$ 2,651,941</b>
<b>NET ASSETS AT END OF YEAR</b>	<b>\$ 9,108,500</b>	<b>\$ 10,344,606</b>	<b>\$ 12,777,831</b>	<b>\$ 32,221,580</b>	<b>\$ 3,867,911</b>

See notes to basic financial statements.

Town of Belmont, Massachusetts

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Basic Financial Statements

PROPRY FUND  
STATEMENT OF CASH FLOWS  
FISCAL YEAR ENDED JUNE 30, 2011

	Business-type Activities - Enterprise Funds				Governmental Activities - Internal Service Funds
	Water	Sewer	Light (as of December 31, 2010)	Total	
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>					
Receipts from enterprise operations	\$ 5,984,310	\$ 6,883,373	\$ 22,719,196	\$ 34,884,069	\$ 9,307,853
Payments to enterprise operations	(4,645,789)	(1,300,167)	(21,133,528)	(32,049,078)	(12,219,988)
Receipts from investment activities	9,214	27,303	(88,647)	(51,030)	18,108
Payments for investment activities	-	-	-	-	-
Receipts from financing activities	-	-	-	-	-
Payments for financing activities	-	-	-	-	-
<b>NET CHANGE IN CASH AND CASH EQUIVALENTS</b>	<b>1,347,735</b>	<b>5,610,509</b>	<b>1,790,518</b>	<b>3,097,457</b>	<b>1,215,941</b>
<b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR (AS RESTATED)</b>	<b>\$ 3,380,198</b>	<b>\$ 3,386,593</b>	<b>\$ 4,500,452</b>	<b>\$ 11,267,243</b>	<b>\$ 1,215,941</b>
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<b>\$ 4,727,933</b>	<b>\$ 8,997,102</b>	<b>\$ 6,290,970</b>	<b>\$ 20,016,005</b>	<b>\$ 2,431,882</b>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES</b>					
Operating income (loss) from operations (as reported)	\$ 1,338,521	\$ 5,583,206	\$ 1,879,165	\$ 3,148,487	\$ 1,197,833
Adjustments to reconcile operating income (loss) to net cash from operations:					
Change in receivables and other assets	273,871	316,743	1,342,259	1,932,873	-
Change in payables and other liabilities	(192,708)	(42,450)	(82,158)	(317,316)	-
Use of non-current assets	(64,877)	(15,685)	(88,439)	(169,001)	-
Depreciation	114,142	382	(9,219)	105,305	-
Impairment loss	-	56,580	-	56,580	-
Provision for doubtful accounts	-	-	-	-	-
Other adjustments	22,553	762,712	20,376	285,641	-
Other adjustments	(4,381)	(8,309)	(4,381)	(17,071)	-
Accrued interest	-	-	4,382	4,382	-
Other adjustments	3,201	6,811	(44,582)	(34,570)	-
Accrued compensation	-	-	-	-	-
<b>Total adjustments</b>	<b>\$ 310,214</b>	<b>\$ 983,547</b>	<b>\$ 998,037</b>	<b>\$ 1,991,808</b>	<b>(288)</b>
<b>NET CASH FROM OPERATING ACTIVITIES</b>	<b>\$ 1,648,735</b>	<b>\$ 6,566,753</b>	<b>\$ 2,877,202</b>	<b>\$ 11,088,095</b>	<b>\$ 1,197,833</b>

See notes to basic financial statements.

Town of Belmont, Massachusetts

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Basic Financial Statements

FINANCIAL FUNDS  
STATEMENT OF FIDUCIARY NET ASSETS

JUNE 30, 2011

	Pension Trust Fund (as of December 31, 2010)	Other Postemployment Benefit Trust	Private Purpose Trust Funds	Agency Funds
<b>ASSETS</b>				
<b>CURRENT</b>				
Cash and cash equivalents	\$ 592,905	\$ 1,213,166	\$ 308,820	\$ 209,995
Investments	61,999,841	-	484,191	-
Interest and dividends	93	-	-	-
Due from general fund	2,776,202	-	-	91,073
<b>TOTAL ASSETS</b>	<b>65,368,841</b>	<b>1,213,166</b>	<b>793,111</b>	<b>300,998</b>
<b>LIABILITIES</b>				
Warrants payable	62,108	-	-	16,933
Liabilities due depositors	-	-	-	192,962
Deferred revenue	-	-	-	91,073
<b>TOTAL LIABILITIES</b>	<b>62,108</b>	<b>-</b>	<b>-</b>	<b>300,998</b>
<b>NET ASSETS</b>				
Held in trust for retirement, OPEB benefits, and other purposes	\$ 65,306,733	\$ 1,213,166	\$ 793,111	\$ -

See notes to basic financial statements

Town of Belmont, Massachusetts

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Basic Financial Statements

FINANCIAL FUNDS  
STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS

FISCAL YEAR ENDED JUNE 30, 2011

	Pension Trust Fund (as of December 31, 2010)	Other Postemployment Benefit Trust	Private Purpose Trust Funds
<b>ADDITIONS</b>			
Contributions			
Employer	\$ 5,265,388	\$ 200,000	\$ -
Employee	2,077,640	-	44,797
Market income	-	-	-
Total contributions	7,343,028	200,000	44,797
Net investment income (loss)			
Net change in fair value of investments	5,820,592	-	-
Interest	1,742,386	3,272	13,935
Total investment income (loss)	7,572,978	3,272	13,935
Less: Investment expense	(863,801)	-	-
Net investment income (loss)	7,209,177	3,272	13,935
Net investment income (loss)	184,343	-	-
Intergovernmental	200,575	-	-
Transfers from other systems	15,197,123	202,272	58,132
<b>TOTAL ADDITIONS</b>	<b>15,197,123</b>	<b>202,272</b>	<b>58,132</b>
<b>DEDUCTIONS</b>			
Administrative	180,434	-	-
Transfers to other systems	368,958	-	-
Retirement benefits and refunds	8,820,777	-	59,998
Educational scholarships	-	-	-
<b>TOTAL DEDUCTIONS</b>	<b>9,369,169</b>	<b>-</b>	<b>59,998</b>
<b>CHANGE IN NET ASSETS</b>	<b>5,820,954</b>	<b>202,272</b>	<b>(1,269)</b>
<b>NET ASSETS AT BEGINNING OF YEAR</b>	<b>59,477,779</b>	<b>1,009,894</b>	<b>794,977</b>
<b>NET ASSETS AT END OF YEAR</b>	<b>\$ 65,306,732</b>	<b>\$ 1,213,166</b>	<b>\$ 793,111</b>

See notes to basic financial statements

Town of Belmont, Massachusetts

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Basic Financial Statements

<p><u>Notes to Basic Financial Statements</u> <span style="float: right;"><u>Fiscal Year Ended June 30, 2011</u></span></p> <p><b>NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</b></p> <p>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.</p> <p><b>A. Reporting Entity</b></p> <p>The Town of Belmont, Massachusetts (Town) is a municipal corporation that is governed by an elected three member Board of Selectmen. They in turn appoint a Town Administrator who has general supervision of and control over the Town's boards, commissions, officers and departments. The legislative body of the Town is the elected Town Meeting members which consist of 298 members elected for a three-year term in addition to some ex-officio members.</p> <p>For financial reporting purposes, the Town has included all funds, organizations, agencies, boards, commissions and institutions. 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.</p> <p><i>Blended Component Units</i> – Blended component units are entities that are legally separate from the Town, but are so related that they are, in substance, the same as the Town or entities providing services entirely or almost entirely for the benefit of the Town. The following component unit is blended within the primary government:</p> <p>In the Fiduciary Funds:</p> <p>(1) The Belmont Contributory Retirement System (the System) was established to provide retirement benefits to Town 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.</p> <p><b>Availability of Financial Information for Component Units</b></p> <p>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.</p> <p><b>B. Government-Wide and Fund Financial Statements</b></p> <p><i>Government-Wide Financial Statements</i></p> <p>The government-wide financial statements (i.e., statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of the primary government and its component units.</p> <p><b>Town of Belmont, Massachusetts</b> <span style="float: right;">25</span> <span style="float: right;"><b>Basic Financial Statements</b></span></p>	<p><u>Notes to Basic Financial Statements</u> <span style="float: right;"><u>Fiscal Year Ended June 30, 2011</u></span></p> <p><i>Governmental activities</i>, which are primarily supported by taxes and intergovernmental revenues, are reported separately from <i>business-type activities</i>, which are supported primarily by user fees and charges.</p> <p><b>Fund Financial Statements</b></p> <p>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.</p> <p><b>Major Fund Criteria</b></p> <p>Major funds must be reported if the following criteria are met:</p> <ul style="list-style-type: none"> <li>• If the total assets, liabilities, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets, liabilities, etc.) for all funds of that category or type (total governmental or total enterprise funds); and</li> <li>• If the total assets, liabilities, 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.</li> </ul> <p>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.</p> <p>Internal service funds and fiduciary funds are reported by fund type.</p> <p><b>C. Measurement Focus, Basis of Accounting and Financial Statement Presentation</b></p> <p><i>Government-Wide Financial Statements</i></p> <p>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 fiscal 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.</p> <p>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:</p> <ul style="list-style-type: none"> <li>• Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.</li> <li>• Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.</li> <li>• Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.</li> </ul> <p><b>Town of Belmont, Massachusetts</b> <span style="float: right;">26</span> <span style="float: right;"><b>Basic Financial Statements</b></span></p>
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Notes to Basic Financial Statements	Fiscal Year Ended June 30, 2011	Notes to Basic Financial Statements	Fiscal Year Ended June 30, 2011
<p>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.</p> <p><i>Fund Financial Statements</i></p> <p><b>Governmental</b> 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.</p> <p>Real estate and personal property tax revenues are considered available if they are collected within 60 days after fiscal 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.</p> <p>Enditements 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.</p> <p>The following major governmental funds are reported:</p> <p>The <i>General Fund</i> 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.</p> <p>The <i>Wilmington School/Construction Fund</i> accounts for activity related to the construction of the new Wilmington School.</p> <p>The <i>Reserved for Appropriation Fund</i> accounts for specific revenue sources that by law must be accounted for separately and spent by appropriation.</p> <p>The nonmajor governmental funds consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the <i>nonmajor governmental funds</i> column on the governmental funds financial statements. The following describes the general use of these fund types:</p> <p>The <i>special revenue fund</i> 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.</p> <p>The <i>capital projects fund</i> 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.</p>	27	Basic Financial Statements	28
<p>The <i>permanent fund</i> 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.</p> <p><b>Proprietary</b> 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.</p> <p>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.</p> <p>The following major proprietary funds are reported:</p> <p>The <i>water enterprise fund</i> is used to account for the water activities.</p> <p>The <i>sewer enterprise fund</i> is used to account for the sewer activities.</p> <p>The <i>light enterprise fund</i> is used to account for the Town's electric light department activities.</p> <p>The <i>internal service fund</i> 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.</p> <p><b>Fiduciary</b> 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.</p> <p>The following fiduciary fund types are reported:</p> <p>The <i> pension trust fund</i> is used to account for the activities of the System, which accumulates resources to provide pension benefits to eligible retirees and their beneficiaries.</p> <p>The <i>other postemployment benefit trust fund</i> is a new fund established under special legislation to accumulate resources to provide funding for future OPEB (other postemployment benefits) liabilities.</p> <p>The <i>private-purpose trust fund</i> 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.</p> <p>The <i>agency fund</i> is used to account for assets held in a purely custodial capacity by the Town.</p> <p><i>Government-Wide and Fund Financial Statements</i></p> <p>For the government-wide financial statements, and proprietary and fiduciary fund accounting, all applicable Financial Accounting Standards Board (FASB) pronouncements issued on or prior to November 30, 1989, are applied, unless those pronouncements conflict with or contradict GASB pronouncements.</p>	28	Basic Financial Statements	27
Notes to Basic Financial Statements	Fiscal Year Ended June 30, 2011	Notes to Basic Financial Statements	Fiscal Year Ended June 30, 2011

<p><u>Notes to Basic Financial Statements</u> <span style="float: right;"><u>Fiscal Year Ended June 30, 2011</u></span></p> <p><b>D. Cash and Investments</b></p> <p><i>Government-Wide and Fund Financial Statements</i></p> <p>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.</p> <p><b>E. Accounts Receivable</b></p> <p><i>Government-Wide and Fund Financial Statements</i></p> <p>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.</p> <p><b>Real Estate, Personal Property Taxes and Tax Liens</b></p> <p>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 fiscal year of the levy.</p> <p>Real estate tax liens are processed during the year on delinquent properties and are recorded as receivables in the fiscal year they are processed.</p> <p>Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.</p> <p>Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.</p> <p><b>Motor Vehicle Excise</b></p> <p>Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the fiscal 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.</p> <p>The allowance for uncollectibles is estimated based on historical trends and specific account analysis.</p> <p><b>Water and Sewer</b></p> <p>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 fiscal year of the levy.</p> <p>Since the receivables are secured via the lien process, these accounts are considered 100% collectible and therefore do not report an allowance for uncollectibles.</p> <p style="text-align: right;"><b>Town of Belmont, Massachusetts</b>      29      <b>Basic Financial Statements</b></p>	<p><u>Notes to Basic Financial Statements</u> <span style="float: right;"><u>Fiscal Year Ended June 30, 2011</u></span></p> <p><b>Departmental and Other</b></p> <p>Departmental and other receivables are recorded as receivables in the fiscal year accrued. The allowance for uncollectibles is estimated based on historical trends and specific account analysis.</p> <p><b>Intergovernmental</b></p> <p>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.</p> <p>These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.</p> <p><b>F. Inventories</b></p> <p><i>Government-Wide and Fund Financial Statements</i></p> <p>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. Inventories of the Light Fund are carried at average cost.</p> <p><b>G. Capital Assets</b></p> <p><i>Government-Wide and Proprietary Fund Financial Statements</i></p> <p>Capital assets, which include land, land improvements, buildings, machinery and equipment, 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.</p> <p>All purchases and construction costs in excess of \$10,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.</p> <p>Capital assets (excluding land) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Capital Asset Type</th> <th style="text-align: center;">Estimated Useful Life (in years)</th> </tr> </thead> <tbody> <tr> <td>Land improvements.....</td> <td style="text-align: center;">20</td> </tr> <tr> <td>Buildings.....</td> <td style="text-align: center;">40-50</td> </tr> <tr> <td>Machinery and equipment.....</td> <td style="text-align: center;">5-20</td> </tr> <tr> <td>Infrastructure.....</td> <td style="text-align: center;">15-100</td> </tr> </tbody> </table> <p style="text-align: right;"><b>Town of Belmont, Massachusetts</b>      30      <b>Basic Financial Statements</b></p>	Capital Asset Type	Estimated Useful Life (in years)	Land improvements.....	20	Buildings.....	40-50	Machinery and equipment.....	5-20	Infrastructure.....	15-100
Capital Asset Type	Estimated Useful Life (in years)										
Land improvements.....	20										
Buildings.....	40-50										
Machinery and equipment.....	5-20										
Infrastructure.....	15-100										



<p><u>Notes to Basic Financial Statements</u> <span style="float: right;"><u>Fiscal Year Ended June 30, 2011</u></span></p> <p><b>L. Long-term debt</b></p> <p><i>Government-Wide and Proprietary Fund Financial Statements</i></p> <p>Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net assets. 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.</p> <p><i>Governmental Fund Financial Statements</i></p> <p>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> <p><b>M. Investment Income</b></p> <p>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).</p> <p>Investment income from proprietary funds, trust funds, and internal service funds is retained within the respective fund.</p> <p><b>N. Compensated Absences</b></p> <p>Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.</p> <p><i>Government-Wide and Proprietary Fund Financial Statements</i></p> <p>Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred. Sick leave through accrued is expensed as incurred. There is no obligation to pay for sick time upon termination of employment.</p> <p><i>Governmental Fund Financial Statements</i></p> <p>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.</p> <p><b>O. Use of Estimates</b></p> <p><i>Government-Wide and Fund Financial Statements</i></p> <p>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 fiscal year. Actual results could vary from estimates that were used.</p> <p style="text-align: right;"><b>Town of Belmont, Massachusetts</b>      33      <b>Basic Financial Statements</b></p>	
	<p><u>Notes to Basic Financial Statements</u> <span style="float: right;"><u>Fiscal Year Ended June 30, 2011</u></span></p> <p><b>P. Individual Fund Deficits</b></p> <p>Various fund deficits exist within the Capital Projects Non-Major Governmental Fund. These deficits are expected to be funded through the issuance of long term debt or available funds appropriated at Town Meeting.</p> <p><b>Q. Restatement</b></p> <p>The Belmont Electric Light financial statements were restated due to 1) a customer being over billed in a previous period in which the Light Department had recorded a receivable and revenue in error and 2) a modification to the calculation of its OPEB liability. This resulted in a decrease of \$111,250 in beginning net assets.</p> <p><b>R. Trial Column</b></p> <p><i>Government-Wide Financial Statements</i></p> <p>The total column presented on the government-wide financial statements represents consolidated financial information.</p> <p><i>Fund Financial Statements</i></p> <p>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.</p> <p><b>NOTE 2 - CASH AND INVESTMENTS</b></p> <p>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.</p> <p>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 (the 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.</p> <p>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.</p> <p><b>Custodial Credit Risk - Deposits</b></p> <p>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 fiscal year-end, the carrying amount of deposits totaled \$31,275,372 and the bank balance totaled \$34,670,149. Of the bank balance, \$2,025,299 was covered by Federal Depository Insurance, \$7,001,217 was covered by the Depositors Insurance Fund, \$4,968,225 was collateralized and \$20,675,408 was exposed to custodial credit risk because it was uninsured and uncollateralized.</p> <p>At December 31, 2010, the carrying amount of the Retirement System's deposits totaled \$153,885 and the bank balance totaled \$197,615. All of the bank balance was covered by Federal Depository Insurance.</p> <p style="text-align: right;"><b>Town of Belmont, Massachusetts</b>      34      <b>Basic Financial Statements</b></p>

Investments

Listed below are the investments of the Town as of June 30, 2011 and the Retirement System as of December 31, 2010.

Town's investment balances at June 30, 2011:

Investment Type	Fair Value	Under 1 Year	Maturity		Quality Rating
			1-5 Years	6-10 Years	
<b>Debt Securities</b>					
U.S. Treasury Note.....	\$ 721,063	\$ -	\$ 627,700	\$ 98,983	AAA
Corporate Bonds.....	499,067	-	499,067	-	AA/AMR
Federal Home Loan Bank.....	600,456	600,456	-	-	AAA
Federal National Mortgage Association.....	216,605	-	216,605	-	AAA
Federal Home Loan Mortgage Corp.....	109,840	-	1,424	108,536	AAA
<b>Total Debt Securities.....</b>	<b>2,147,131</b>	<b>600,456</b>	<b>1,333,802</b>	<b>206,889</b>	
<b>Other Investments</b>					
Equity Securities.....	1,262,703	-	-	-	
Negotiable Certificate of Deposit.....	1,909,961	-	-	-	
Mutual Funds.....	1,132,288	-	-	-	
Money Market Mutual Funds.....	987,711	-	-	-	
MMDT.....	16,866,005	-	-	-	
<b>Total Investments.....</b>	<b>\$ 23,997,700</b>				

Retirement System's investment balances at December 31, 2010:

	Fair Value	Maturity			Quality Rating
		1-5 Years	6-10 Years		
<b>Debt Securities</b>					
Frontier Total Return Bond Fund.....	\$ 11,811,890	\$ 11,811,890	\$ -	-	AA
Delaware Pooled Global Fixed Income Fund.....	2,319,999	-	2,319,999	-	AA
<b>Total Debt Securities.....</b>	<b>14,131,889</b>	<b>11,811,890</b>	<b>2,319,999</b>		
<b>Other Investments</b>					
Equity Mutual Funds.....	9,507,367	-	-	-	
Equity Securities.....	17,653,103	-	-	-	
International Equity Mutual Funds.....	7,614,347	-	-	-	
PRTI Hedge Fund Account.....	6,393,841	-	-	-	
PRTI Alternative Fund.....	1,304,357	-	-	-	
Short Term Investment Fund.....	439,020	-	-	-	
PRTI Real Estate Fund.....	4,015,398	-	-	-	
PRTI Fund.....	1,403,349	-	-	-	
<b>Total Investments.....</b>	<b>\$ 62,428,561</b>				

\* Duration of underlying holdings in Frontier Total Return Bond Fund is 4.6 years and Delaware Pooled Global Fixed Income Fund is 5.4 years.

Town of Belmont, Massachusetts

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Basic Financial Statements

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 risk 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, U.S. Government Securities, corporate bonds, asset backed securities, and equity securities, as detailed above, the Town has a custodial credit risk exposure of \$3,409,824 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 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 \$17,053,103 because the related 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.

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 3 months.

The System participates in PRTI. The effective weighted duration rate for PRTI investments ranged from .08 to 11.6 years.

Credit Risk

The Town's investment policy seeks to lessen the credit risk associated with certain through diversification and prudent selection of investments in line with MGL CH 44 Sec. 59B.

Town of Belmont, Massachusetts

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Basic Financial Statements

Notes to Basic Financial Statements Fiscal Year Ended June 30, 2011

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, 2011.

For the Retirement System, no fixed income security, except issues of the U. S. Government, can comprise more than 5% of the Retirement System's 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).

NOTE 3 – RECEIVABLES

At June 30, 2011, 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
<b>Receivables:</b>			
Real estate and personal property taxes.....	\$ 749,661	(2,878)	\$ 746,783
Real estate tax deferrals.....	641,750	-	641,750
Tax liens.....	680,099	(209,320)	680,099
Motor vehicle and other excise taxes.....	328,363	(191,588)	119,043
Departmental and other.....	772,387	-	580,819
Intergovernmental.....	5,136,546	-	5,136,546
	<u>\$ 8,308,806</u>	<u>\$ (403,768)</u>	<u>\$ 7,905,040</u>

Town of Belmont, Massachusetts

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Basic Financial Statements

Notes to Basic Financial Statements Fiscal Year Ended June 30, 2011

At June 30, 2011, receivables for the enterprise funds consist of the following:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<b>Receivables:</b>			
Water user fees.....	\$ 1,382,929	-	\$ 1,382,929
Water enterprise tax liens.....	31,094	-	31,094
Sewer user fees.....	1,723,279	-	1,723,279
Sewer enterprise tax liens.....	60,095	-	60,095
Light user fees.....	2,026,603	-	2,026,603
	<u>\$ 5,224,000</u>	<u>\$ -</u>	<u>\$ 5,224,000</u>

Governmental funds report deferred 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 fiscal year, the various components of deferred revenue reported in the governmental funds were as follows:

	General Fund	Nonmajor Governmental Funds	Total
<b>Receivable and other asset type:</b>			
Real estate, personal property and tax deferrals.....	\$ 2,560,764	-	\$ 2,560,764
Tax liens.....	680,099	-	680,099
Motor vehicle and other excise.....	119,043	-	119,043
Intergovernmental.....	3,426,000	1,578,799	5,004,799
Departmental.....	570,624	10,175	580,819
	<u>\$ 7,356,550</u>	<u>\$ 1,588,974</u>	<u>\$ 8,945,524</u>

Town of Belmont, Massachusetts

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**NOTE 4 – CAPITAL ASSETS**

Capital asset activity for the fiscal year ended June 30, 2011, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities:</b>				
<u>Capital assets not being depreciated:</u>				
Land .....	\$ 18,194,930	\$ -	\$ -	\$ 18,194,930
Construction in progress .....	7,720,258	21,751,889	-	29,472,147
Total capital assets not being depreciated .....	23,315,188	21,751,889	-	45,067,075
<u>Capital assets being depreciated:</u>				
Land improvements .....	3,481,002	67,979	-	3,548,981
Buildings .....	93,594,978	146,881	-	93,741,857
Machinery and equipment .....	11,155,624	788,674	-	11,944,298
Vehicles .....	4,381,007	80,719	(148,509)	4,275,217
Infrastructure .....	29,382,120	1,729,465	-	31,091,575
Total capital assets being depreciated .....	144,924,929	2,773,908	(148,509)	144,551,228
<u>Less accumulated depreciation for:</u>				
Land improvements .....	(2,021,287)	(104,133)	-	(2,125,420)
Buildings .....	(35,463,174)	(1,842,024)	-	(37,245,198)
Machinery and equipment .....	(5,745,420)	(1,883,300)	-	(7,398,750)
Vehicles .....	(2,394,750)	(283,822)	121,908	(2,394,750)
Infrastructure .....	(7,532,789)	(936,447)	-	(8,039,177)
Total accumulated depreciation .....	(53,807,247)	(4,389,750)	121,908	(57,845,291)
Total capital assets being depreciated, net .....	88,917,382	(1,389,842)	(24,703)	86,798,637
Total governmental activities capital assets, net .....	\$ 111,832,788	\$ 20,185,847	\$ (24,703)	\$ 131,773,712

Town of Belmont, Massachusetts

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**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 .....	225,050	-	(225,050)	-
Total capital assets not being depreciated .....	228,188	-	(225,050)	3,138
<u>Capital assets being depreciated:</u>				
Land improvements .....	7,822	-	-	7,822
Buildings .....	182,487	305,338	-	487,823
Machinery and equipment .....	432,716	4,000	-	436,716
Vehicles .....	792,718	74,270	-	866,928
Infrastructure .....	25,817,687	1,780,025	-	27,377,692
Total capital assets being depreciated .....	27,033,410	2,145,671	-	29,179,081
<u>Less accumulated depreciation for:</u>				
Land improvements .....	(7,822)	-	-	(7,822)
Buildings .....	(136,152)	(3,800)	-	(139,952)
Machinery and equipment .....	(282,249)	(63,788)	-	(346,017)
Vehicles .....	(488,313)	(68,507)	-	(556,814)
Infrastructure .....	(18,153,072)	(137,805)	-	(18,290,817)
Total accumulated depreciation .....	(19,068,549)	(273,874)	-	(19,399,422)
Total capital assets being depreciated, net .....	7,964,861	1,889,897	-	9,854,758
Total business-type activities capital assets, net .....	\$ 3,196,050	\$ 1,889,897	\$ (225,050)	\$ 3,940,897

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Basic Financial Statements

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2011

	Beginning Balance	Increase	Decrease	Ending Balance
<b>Sewer:</b>				
Capital assets not being depreciated:				
Construction in progress.....	\$ 1,349,529	\$ 1,319,451	\$ (1,349,529)	\$ 1,319,451
Capital assets being depreciated:				
Machinery and equipment.....	944,859	-	-	944,859
Vehicles.....	177,063	210,294	-	387,357
Infrastructure.....	13,731,256	5,989,782	-	19,890,038
Total capital assets being depreciated.....	14,853,998	6,177,036	-	21,030,034
Less accumulated depreciation for:				
Machinery and equipment.....	(524,589)	(128,252.4)	-	(652,859)
Infrastructure.....	(2,261,787)	(187,531.0)	-	(2,449,318)
Total accumulated depreciation.....	(2,786,370)	(315,783)	-	(3,102,153)
Total capital assets being depreciated, net.....	12,067,628	5,861,253	-	17,927,881
Total business-type activities capital assets, net.....	\$ 13,416,157	\$ 7,180,704	\$ (1,349,529)	\$ 19,247,332
<b>Light:</b>				
Capital assets not being depreciated:				
Land.....	1,045,661	769,671	(797,761)	1,007,571
Capital assets being depreciated:				
Distribution Plant.....	18,593,940	562,655	(2,595,589)	16,561,006
General Plant.....	7,776,131	468,297	(465,300)	7,779,128
Total capital assets being depreciated.....	26,369,771	1,030,952	(2,999,910)	24,399,813
Less accumulated depreciation for:				
Distribution Plant.....	(14,177,568)	(983,562)	2,595,589	(12,565,541)
General Plant.....	(4,059,053)	(388,807)	485,330	(3,962,530)
Total accumulated depreciation.....	(18,236,621)	(1,342,369)	2,999,910	(16,588,100)
Total capital assets being depreciated, net.....	8,133,129	(323,207)	-	7,809,913
Total business-type activities capital assets, net.....	\$ 9,178,781	\$ 436,884	\$ (797,761)	\$ 8,817,900

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Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2011

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities:	
General government.....	\$ 734,808
Public safety.....	701,996
Education.....	2,238,680
Public works.....	546,672
Human services.....	24,100
Culture and recreation.....	113,494
Total depreciation expense - governmental activities.....	\$ 4,359,750
<b>Business-Type Activities:</b>	
Water.....	\$ 273,574
Sewer.....	315,783
Light.....	1,342,559
Total depreciation expense - business-type activities.....	\$ 1,932,016

NOTE 5 - CAPITAL LEASES

During fiscal year 2007, the Town entered into a lease agreement to finance the acquisition of energy conservation equipment. The lease agreement qualifies as a capital lease for accounting purposes, and therefore, has been recorded at the present value of the future minimum lease payments as of the inception date.

The following identifies the asset value acquired through the capital lease agreement:

Asset	Governmental Activities
Machinery and equipment.....	\$ 1,693,000
Less: accumulated depreciation.....	(761,850)
Total.....	\$ 931,150

Town of Belmont, Massachusetts

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Basic Financial Statements

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2011

The future minimum lease obligation and the net present value of the minimum lease payment at June 30, 2011, follows:

Fiscal Years Ending June 30	Governmental Activities
2012	\$ 198,138
2013	198,138
2014	198,138
2015	198,138
2016 - 2017	297,207
Total minimum lease payments	1,089,759
Less: amounts representing interest	(104,122)
Present value of minimum lease payments	\$ 985,637

NOTE 6 - INTERFUND TRANSFERS

Interfund transfers for the fiscal year ended June 30, 2011, are summarized as follows:

Transfers Out:	Transfers In:			
	General Fund	Reserved for Appropriation	Non-Major Governmental Funds	Total
General Fund	\$ -	\$ -	\$ 2,217,200	\$ 2,217,200
Reserved for Appropriation	225,000	-	325,000	550,000
Nonmajor Governmental Funds	167,464	29,143	2,766	199,373
Water Enterprise Fund	157,873	-	-	157,873
Sewer Enterprise Fund	125,000	-	-	125,000
Light Enterprise Fund	715,000	-	-	715,000
	\$ 1,390,337	\$ 29,143	\$ 2,544,966	\$ 3,964,446

Transfers represent amounts voted to fund the fiscal year 2011 operating budget and also amounts transferred to fund various capital projects.

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).

Town of Belmont, Massachusetts

Basic Financial Statements

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2011

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.

The Town had the following short-term debt activity in fiscal year 2011:

Type	Purpose	Rate (%)	Due Date	Balance at June 30, 2010	Renewed 2010	Issued	Retired	Repayment	Balance at June 30, 2011
BAN	MWAPT Interim Loan	2.00	12/31/10	\$ 1,394,272	\$ -	\$ 1,394,272	\$ -	\$ -	\$ -

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 previous fiscal years, certain general obligation bonds were defeased by placing the proceeds of the bonds in an irrevocable trust to provide for all future debt service payments on the refunded bonds. Accordingly, the trust account's assets and liabilities for the defeased bonds are not included in the basic financial statements. At June 30, 2011, \$1,090,000 of Governmental Fund bonds outstanding from the advance refunding are considered defeased.

Details related to the outstanding indebtedness at June 30, 2011, and the debt service requirements follow.

Bonds and Notes Payable Schedule - Governmental Funds

Project	Interest Rate (%)	Outstanding at June 30, 2010	Issued	Retire/Redeemed	Outstanding at June 30, 2011
Septic Loan 97-2002	0.00	\$ 31,626	\$ -	\$ 3,191	\$ 28,435
Town Hall Renovations	4.20-4.65	200,000	-	200,000	-
Town Hall Renovation	3.00-4.75	7,750,000	-	600,000	7,150,000
Outdoor Athletic Facility	3.00-3.75	660,000	-	220,000	440,000
Fire Station Construction	3.00-5.00	5,950,000	-	425,000	5,525,000
Fire Land Acquisition	3.00-5.00	1,050,000	-	75,000	975,000
Communications Tower	3.00-5.00	40,000	-	10,000	30,000
Fire Station Construction	4.00-6.00	1,610,000	-	105,000	1,505,000
Land Acquisition	4.00-6.00	600,000	-	40,000	560,000
Skating Rink	4.00-6.00	35,000	-	35,000	-
Computer Software	5.00	180,000	-	180,000	-
Senior Center	3.50	3,115,000	-	195,000	2,920,000
High School HVAC	2.70	480,000	-	120,000	360,000
FY10 Refunding	2.00-3.00	5,355,000	-	1,025,000	4,330,000
Wellington Elementary School	3.00-4.00	26,700,000	-	665,000	26,035,000
Total		\$ 53,736,626	\$ -	\$ 3,898,191	\$ 49,838,435

Town of Belmont, Massachusetts

Basic Financial Statements

Notes to Basic Financial Statements Fiscal Year Ended June 30, 2011

Debt service requirements for principal and interest for governmental bonds payable in future fiscal years are as follows:

Fiscal Year	Principal	Interest	Total
2012.....	\$ 3,553,191	\$ 2,085,841	\$ 5,639,032
2013.....	3,593,191	1,920,883	5,514,074
2014.....	3,408,191	1,745,478	5,153,669
2015.....	3,283,191	1,593,483	4,886,674
2016.....	2,208,134	1,431,992	3,640,126
2017.....	2,253,134	1,341,587	3,594,721
2018.....	2,258,134	1,251,419	3,509,553
2019.....	2,293,134	1,185,584	3,478,718
2020.....	2,318,135	1,075,194	3,393,329
2021.....	2,345,000	978,102	3,323,102
2022.....	2,385,000	887,556	3,272,556
2023.....	2,445,000	792,582	3,237,582
2024.....	1,890,000	699,451	2,589,451
2025.....	1,435,000	618,851	2,053,851
2026.....	1,435,000	561,275	1,996,275
2027.....	1,190,000	509,400	1,699,400
2028.....	1,240,000	461,800	1,701,800
2029.....	1,290,000	412,200	1,702,200
2030.....	1,345,000	380,600	1,725,600
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.....	1,800,000	131,000	1,931,000
2035.....	1,675,000	67,000	1,742,000
<b>Total.....</b>	<b>\$ 49,838,435</b>	<b>\$ 20,841,089</b>	<b>\$ 70,679,524</b>

Bonds and Notes Payable Schedule – Enterprise Funds

Project	Interest Rate (%)	Outstanding at June 30, 2010	Issued	Redeemed	Outstanding at June 30, 2011
MMVFA Water Main.....	0.00	\$ 280,000	\$ -	\$ 65,000	\$ 195,000
MMVFA Water.....	0.00	571,200	-	71,400	499,800
MMVFA Water.....	0.00	784,800	-	87,200	697,600
MMVFA Water.....	0.00	988,785	988,785	98,879	1,878,691
MMVFA Sewer.....	0.00	13,750	-	75,086	225,258
MMVFA Sewer.....	0.00	300,344	-	-	1,965,000
Sewer & Surface Drains.....	4.10-5.00	2,095,000	-	-	7,228,687
MMVPA Sewer.....	0.02	-	7,228,687	-	80,000
Light Bond.....	4.20-4.80	120,000	-	80,000	80,000
<b>Total.....</b>		<b>\$ 5,133,879</b>	<b>\$ 8,215,452</b>	<b>\$ 601,315</b>	<b>\$ 12,748,016</b>

Town of Belmont, Massachusetts

Basic Financial Statements

Notes to Basic Financial Statements Fiscal Year Ended June 30, 2011

Debt service requirements for principal and interest for enterprise fund bonds and notes payable in future fiscal years are as follows:

Fiscal Year	Principal	Interest	Total
2012.....	\$ 421,356	\$ -	\$ 421,356
2013.....	421,358	-	421,358
2014.....	421,356	-	421,356
2015.....	356,338	-	356,338
2016.....	356,336	-	356,336
2017.....	356,338	-	356,338
2018.....	356,336	-	356,336
2019.....	284,998	-	284,998
2020.....	197,756	-	197,756
2021.....	98,879	-	98,879
<b>Total.....</b>	<b>\$ 3,271,091</b>	<b>\$ -</b>	<b>\$ 3,271,091</b>

Sewer Enterprise

Fiscal Year	Principal	Interest	Total
2012.....	\$ 496,914	\$ 225,785	\$ 722,679
2013.....	502,911	214,612	717,523
2014.....	509,028	203,339	712,367
2015.....	440,183	191,942	632,125
2016.....	446,551	180,419	626,970
2017.....	453,047	167,672	620,719
2018.....	459,674	154,794	614,468
2019.....	466,435	142,876	609,311
2020.....	473,333	130,855	604,188
2021.....	480,370	118,882	599,032
2022.....	487,549	106,282	593,781
2023.....	494,873	93,586	588,489
2024.....	502,345	80,810	583,155
2025.....	504,989	67,874	572,843
2026.....	512,746	54,997	567,743
2027.....	500,880	41,983	542,843
2028.....	408,774	29,618	438,392
2029.....	417,033	21,380	438,393
2030.....	425,457	12,936	438,393
2031.....	434,053	4,341	438,394
<b>Totals.....</b>	<b>\$ 9,416,925</b>	<b>\$ 2,244,683</b>	<b>\$ 11,661,588</b>

Town of Belmont, Massachusetts

Basic Financial Statements

Notes to Basic Financial Statements Fiscal Year Ended June 30, 2011

Light Enterprise

Fiscal Year	Principal	Interest	Total
2011	\$ 60,000	\$ 2,750	\$ 62,750

The Commonwealth has approved school construction assistance to the Town. The assistance program, which is administered by the Massachusetts School Building Authority, provides resources for future debt service of general obligation school bonds outstanding. During fiscal year 2011, approximately \$6,689,000 of such assistance was received. Approximately \$3,644,000 million will be received in future fiscal years. Of this amount, approximately \$218,000 represents reimbursement of long-term interest costs and approximately \$1,400,000 million represents reimbursement of approved construction costs. Accordingly, a \$3,426,000 intergovernmental receivable and corresponding deferred revenue have been reported in governmental fund financial statements. The deferred revenue has been recognized as revenue in the conversion to the government-wide financial statements.

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, 2011, the Town had the following authorized and unissued debt:

Purpose	Amount
Wilmington School	\$ 5,049,432
Fire Station	115,398
Water	559,406
Sewer	3,477,000
Sewer surface drain	3,421,870
Total	\$ 12,623,106

Notes to Basic Financial Statements Fiscal Year Ended June 30, 2011

Changes in Long-Term Liabilities

During the fiscal year ended June 30, 2011, the following changes occurred in long-term liabilities:

	Balance June 30, 2010	Additions	Reductions	Balance June 30, 2011	Current Portion
<b>Governmental Activities:</b>					
Long-Term Bonds	\$ 53,736,626	\$ -	\$ (3,898,191)	\$ 49,838,435	\$ 3,553,191
Other Postemployment Benefits	21,211,294	16,554,476	(7,065,224)	30,710,546	-
Landfill Closure	3,385,000	348,000	-	3,733,000	-
Compensated Absences	1,462,913	78,279	(73,149)	1,468,046	73,402
Unamortized Premium on Bonds	792,447	-	(76,055)	716,392	50,050
Capital Leases	1,145,695	-	(160,258)	985,637	185,793
Total governmental activity	\$ 61,704,175	\$ 16,981,755	\$ (11,282,874)	\$ 67,423,056	\$ 3,842,436
Long-term liabilities					
Business-Type Activities:					
Long-Term Bonds	\$ 5,133,879	\$ 8,215,452	\$ (801,315)	\$ 12,748,016	\$ 978,270
Other Postemployment Benefits	1,675,637	1,302,150	(332,514)	2,645,273	-
Compensated Absences	334,684	8,041	(16,733)	326,992	204,516
Total business type activity	\$ 7,144,180	\$ 9,525,643	\$ (950,562)	\$ 15,719,261	\$ 1,182,786
Long-term liabilities					

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 has adopted GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* as part of its fiscal year 2011 reporting. Implementation of GASB 54 is required for fiscal years beginning after June 15, 2010. The intention of the GASB is to provide a more structured classification of fund balance and to improve the usefulness of fund balance reporting to the users of the Town's financial statements. The reporting standard establishes a hierarchy for fund balance classifications and the constraints imposed on the uses of those resources.

Massachusetts General Law Ch. 40A §58B 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 \$6,604 and is reported as unassigned fund balance within the General Fund; the balance of the Ash Landfill Stabilization Fund is \$4,126,817 and is reported as committed fund balance within the General Fund.

In accordance with Statement No. 54, the Stabilization Fund has been reported in the General Fund, and accordingly, the General Fund and reserved for appropriations funds beginning balances have been revised and total \$14,111,213 and \$3,517,538 from \$9,990,470 and \$7,638,281, respectively.

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.

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:

	GOVERNMENTAL FUNDS				
	General	Wellington School Construction	Reserve for Appropriation	Normalcy Governmental Funds	Total Governmental Funds
<b>FUND BALANCES</b>					
Nonspendable:					
Permanent fund principal	\$ -	\$ -	\$ -	\$ 1,747,394	\$ 1,747,394
Reserved for:					
Wellington school construction	-	4,990,072	-	-	4,990,072
Reserved for appropriation	-	-	3,608,614	-	3,608,614
Normalcy governmental funds	-	-	-	5,356,975	5,356,975
Committed					
Cash Landfill Stabilization Fund	4,128,817	-	-	-	4,128,817
Assigned to:					
General government	2,500	-	-	-	2,500
Public safety	1,969	-	-	-	1,969
Education	51,962	-	-	-	51,962
Public works	31,558	-	-	-	31,558
Culture and recreation	1,470	-	-	-	1,470
Property and liability insurance	56,000	-	-	-	56,000
Fees cash used to offset fiscal 2012	-	-	-	-	-
Property tax debt exclusion	60,628	-	-	-	60,628
Fees cash used for fiscal 2012 capital purchases	167,464	-	-	-	167,464
Fees cash used for fiscal 2012 employee benefits	2,000,000	-	-	-	2,000,000
Fees cash used for fiscal 2012 Assessor's Budget	126,000	-	-	-	126,000
Unassigned to:					
Kendall School Fire	3,042,965	-	-	-	3,042,965
Other unassigned	6,037,509	-	-	-	6,037,509
<b>TOTAL FUND BALANCES</b>	<b>\$ 18,704,882</b>	<b>\$ 4,990,072</b>	<b>\$ 3,608,614</b>	<b>\$ 7,104,069</b>	<b>\$ 30,907,547</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 \$3.7 million as the estimate of the landfill closure liability at June 30, 2011. This amount is based on estimates of what it would cost to perform all future closure and post closure care in fiscal year 2011. 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 \$4.1 million at fiscal 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, 2011, the amount of the liability for health insurance claims totaled \$1,900,000.

Changes in the reported liability since July 1, 2009, are as follows:

	Balance at Beginning of Fiscal Year	Current Year Claims and Charges in Estimate	Claims Payments	Balance at Fiscal Year-End
Fiscal Year 2011	\$ 1,900,000	\$ 12,219,966	\$ (12,219,966)	\$ 1,900,000
Fiscal Year 2010	\$ 1,800,000	\$ 12,733,943	\$ (12,633,943)	\$ 1,900,000

*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, 2011, and is therefore not reported.

**General Liability**

The Town is self insured for its general liability insurance. MGL Chapter 26B 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.

**NOTE 12 - PENSION PLAN**

**Plan Description** - The Town contributes to the Belmont Contributory Retirement System, a cost-sharing multiple-employer defined benefit pension plan administered by the Belmont Contributory Retirement Board. All employees working twenty five or more hours a week are members of the System, except for public school teachers and certain administrators who are members of the Massachusetts Teachers Retirement System to which the Town does not contribute. Pension benefits and administrative expenses paid by the Teachers Retirement Board are the legal responsibility of the Commonwealth. The amount of these on-behalf payments totaled \$8,489,896 for the fiscal year ended June 30, 2011, and, accordingly, are reported in the general fund as intergovernmental revenues and pension expenditures.

The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. 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 Belmont Contributory Retirement Board and are borne by the System. The System issues a publicly available unaudited financial report in accordance with guidelines established by the Commonwealth's PERAC, as well as, an audited financial report. Both of these reports may be obtained by contacting the System located at Town Hall, 455 Concord Ave., Belmont, Massachusetts 02478.

At December 31, 2010, the System's membership consists of the following:

	2010
Active members.....	454
Inactive members.....	131
Disabled members.....	45
Retirees and beneficiaries currently receiving benefits.....	312
<b>Total.....</b>	<b>942</b>

**Funding Policy** - Plan members are required to contribute to the System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the System its share of the system-wide actuarial determined contribution that is apportioned among the employers based on active current payroll. Administrative expenses are funded through investment earnings. The current and two preceding fiscal years apportionment of the annual pension cost between the two employers required the Town to contribute approximately 98%, respectively, of the total. Chapter 32 of the MGL governs the contributions of plan members and the Town.

**Annual Pension Cost** - The Town's contributions to the System for the fiscal years ended June 30, 2011, 2010, and 2009 were approximately \$5,525,000, \$5,288,000, and \$4,979,000, respectively, which equaled its required contribution for each fiscal year. The required contribution was determined as part of the January 1, 2010, actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions included a 7.75% investment rate of return and projected salary increases of 4.75% - 7% per year for non-public safety

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employees and 5.25% - 8% per year for fire and police employees, and annual cost of living adjustments of 3%. The actuarial value of the System's assets was determined using the fair value of the assets. The System's unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll. The remaining amortization period at January 1, 2010, was 17 years.

**Schedule of Funding Progress**

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Liability (VAL) Entry Age (B)	Unfunded AAL (VAL) (B-A)	Funded Ratio (AB)	Covered Payroll (C)	UVAL as a Percentage of Covered Payroll (B/A/C)
1/1/2010	\$ 63,489,812	\$ 123,684,550	\$ 60,184,938	51.3%	\$ 180,889,833	33.3%
1/1/2008	61,989,418	112,124,213	50,154,795	55.3%	181,335,100	27.7%
1/1/2006	53,736,253	101,659,932	47,923,699	52.9%	184,549,300	29.1%
1/1/2004	53,364,538	84,947,822	41,583,284	56.2%	146,695,300	28.4%
1/1/2002	52,838,407	87,176,074	34,337,667	60.6%	131,319,000	26.1%

Funding progress is reported based on the biennial actuarial valuation performed by the System, and is being accumulated on a biennial basis. The Town is responsible for approximately 98.65% of the unfunded liability.

**NOTE 13 - POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS**

**Plan Description** - The Town of Belmont 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. 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 cost 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 fiscal year 2011, the Town contributed \$7.4 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.

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Notes to Basic Financial Statements Fiscal Year Ended June 30, 2011

Annual required contribution.....	\$ 18,153,513
Interest on net OPEB obligation.....	1,131,558
Adjustment to annual required contribution.....	<u>(1,428,445)</u>
Annual OPEB cost (expense).....	17,856,626
Contributions made.....	<u>(7,387,738)</u>
Increase in net OPEB obligation.....	10,468,888
Net OPEB obligation - beginning of year.....	22,886,931
Net OPEB obligation - end of year.....	<u>\$ 33,355,819</u>

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for fiscal year 2011 was as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/2011	\$ 17,856,626	41%	\$ 33,355,819
6/30/2010	16,632,877	42%	22,886,931
6/30/2009	16,827,151	20%	13,433,342

**Funded Status and Funding Progress** – As of July 1, 2010, the most recent actuarial valuation date, the actuarial accrued liability for benefits was \$185 million, of which was the Town has funded approximately \$1 million. The covered payroll (annual payroll of active employees covered by the plan) was \$39.8 million, and the ratio of the U/A/L to the covered payroll was 462%.

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 starting 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.

Notes to Basic Financial Statements Fiscal Year Ended June 30, 2011

In the July 1, 2010, actuarial valuation, actuarial liabilities were determined using the projected unit credit cost method. The actuarial assumptions included a 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 medicalizing cost trend rate of 10% initially, graded to 5% over 5 years. The U/A/L is being amortized using level dollar method over the maximum acceptable period of 30 years. The remaining amortization period at June 30, 2011 is 27 years.

**NOTE 14 - COMMITMENTS**

The Town has entered into, or is planning to enter into contracts totaling approximately \$12.6 million related to water and sewer infrastructure upgrades, for sewer surface drain projects, 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 Single Audit Act Amendments of 1996 through June 30, 2011, these programs are 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, 2011, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2011.

**NOTE 16 – FUTURE IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS**

During fiscal year 2011, the following GASB pronouncements were implemented:

- GASB Statement #4, *Fund Balance Reporting and Governmental Fund Type Definitions*, was implemented in fiscal year 2011. Financial statements changes include new fund balance designations and the reclassification of stabilization funds from the special revenue fund to the general fund. Notes to the basic financial statements were changed to provide additional disclosure on the new designations of fund balance.

- The GASB issued Statement #59, *Financial Statements Omnibus*, which is required to be implemented in fiscal year 2011. Management believes this pronouncement will require additional disclosure relative to investments held by the Town.

**Future GASB Pronouncements:**

- The GASB issued **Statement #60, Accounting and Financial Reporting for Service Concession Arrangements**, which is required to be implemented in fiscal year 2013. Management expects that the implementation of this pronouncement will have an impact on the basic financial statements.
- The GASB issued **Statement #61, The Financial Reporting Entity: Omnibus**, which is required to be implemented in fiscal year 2013. Management's current assessment is that this pronouncement will not have a significant impact on the basic financial statements.
- The GASB issued **Statement #62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements**, which is required to be implemented in fiscal year 2013. Management's current assessment is that this pronouncement will not have a significant impact on the basic financial statements.
- The GASB issued **Statement #63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position**, which is required to be implemented in fiscal year 2013. Management's current assessment is that this pronouncement will have a significant impact on the basic financial statements.
- The GASB issued **Statement #64, Derivative Instruments: Application of Hedge Accounting Termination Provisions, an amendment of GASB Statement No. 53**, which is required to be implemented in fiscal year 2012. Management does not believe that this pronouncement will require additional disclosure or impact the basic financial statements.

**Required Supplementary Information**

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**GENERAL FUND**  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -  
BUDGET AND ACTUAL  
FISCAL YEAR ENDED JUNE 30, 2011

	Amounts		Budgeted Amounts	
	Carried Forward From Prior Year	Original Budget	Original Budget	Final Budget
<b>REVENUES:</b>				
Real estate and personal property taxes:				
Tax rolls	\$ -	\$ 87,089,377	\$ 87,089,377	\$ 87,089,377
Motor vehicle and other excise taxes	-	2,575,544	2,575,544	-
Charges for services	-	7,481,734	7,481,734	7,481,734
Penalties and interest on taxes	-	180,000	180,000	180,000
Licenses and permits	-	625,000	625,000	625,000
Fees and forfeitures	-	7,080,000	7,080,000	7,080,000
Intergovernmental	-	7,829,039	7,829,039	7,829,039
Investment income	-	350,000	350,000	350,000
<b>TOTAL REVENUES</b>	-	<b>80,340,754</b>	<b>80,340,754</b>	<b>80,340,754</b>
<b>EXPENDITURES:</b>				
<b>Current</b>				
General government	17,942	3,579,433	3,415,789	3,415,789
Public safety	390	11,254,808	11,394,906	11,394,906
Education	113,217	4,035,708	4,035,908	4,035,908
Public works	110,285	8,594,272	9,073,271	9,073,271
Human services	-	778,270	773,270	773,270
Culture and recreation	800	2,439,277	2,443,304	2,443,304
Personnel benefits	-	4,587,332	4,587,332	4,587,332
Employee benefits	89,000	1,984,938	1,977,986	1,977,986
State and county charges	-	1,493,489	1,493,489	1,493,489
Debt service:	-	-	-	-
Principal	-	3,898,191	3,898,191	3,898,191
Interest	-	2,178,098	2,178,898	2,178,898
<b>TOTAL EXPENDITURES</b>	308,515	<b>81,380,031</b>	<b>81,985,574</b>	<b>81,985,574</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>(308,515)</b>	<b>(1,019,877)</b>	<b>(1,224,820)</b>	<b>(1,224,820)</b>
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfers in	-	1,222,873	1,222,873	1,222,873
Transfers out	-	(2,980,009)	(2,980,009)	(2,217,290)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	-	<b>(857,127)</b>	<b>(994,937)</b>	<b>(994,937)</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(308,515)</b>	<b>(1,157,004)</b>	<b>(2,218,947)</b>	<b>(2,218,947)</b>
<b>BUDGETARY FUND BALANCE, Beginning of Year</b>	-	<b>7,092,449</b>	<b>7,092,449</b>	<b>7,092,449</b>
<b>BUDGETARY FUND BALANCE, End of Year</b>	<b>\$(308,515)</b>	<b>\$ 5,256,445</b>	<b>\$ 4,873,502</b>	<b>\$ 4,873,502</b>

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.

Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance To Final Budget
\$ 67,438,594	\$ -	\$ 349,197
73,475	-	73,475
2,857,872	-	282,178
1,878,482	-	198,338
211,930	-	61,890
923,233	-	298,233
201,056	-	41,056
8,138,888	-	207,829
239,420	-	(94,519)
81,756,189	-	1,415,435
2,890,449	2,590	822,820
11,079,514	1,989	318,323
40,505,119	51,982	48,997
8,398,084	31,598	883,829
704,218	-	72,062
2,392,439	1,470	62,396
4,984,181	-	3,151
1,838,551	56,090	184,015
1,489,230	-	5,259
3,898,191	-	24,854
1,994,214	-	-
79,613,290	(44,479)	(1,907,805)
2,242,899	(44,479)	3,325,040
1,390,337	-	187,484
(2,217,200)	-	-
(829,863)	-	187,484
1,416,038	(44,479)	3,490,504
7,192,449	-	-
\$ 8,908,485	\$ (44,479)	\$ 3,490,504

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OTHER POSTEMPLOYMENT BENEFIT PLAN SCHEDULE OF FUNDING PROGRESS AND EMPLOYER CONTRIBUTIONS										
JUNE 30, 2011										
Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Liability/(AAL) Projected Unit Credit (B)	Unfunded AAL (UAA) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAA as a Percentage of Covered Payroll (B-A)/C				
7/1/2010	\$ 1,009,894	\$ 184,907,102	\$ 183,897,208	0.58%	\$ 39,768,311	462.24%				
7/1/2008	501,409	168,569,323	168,068,914	0.30%	33,262,323	499.4%				
Schedule of Employer Contributions										
Fiscal Year Ended	Annual Required Contribution	Actual Contributions Made	Percentage Contributed							
2011	\$ 18,153,513	\$ 7,387,738	41%							
2010	16,797,964	7,041,276	42%							
2009	16,827,151	3,393,809	20%							
See notes to required supplementary information.										
Town of Belmont, Massachusetts										
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OTHER POSTEMPLOYMENT BENEFIT PLAN ACTUARIAL METHODS AND ASSUMPTIONS										
FISCAL YEAR ENDED JUNE 30, 2011										
Actuarial Methods:										
Valuation date	July 1, 2010									
Actuarial cost method	Projected Unit Credit									
Amortization method	Level Dollar									
Remaining amortization period	27 Years as of June 30, 2011									
Asset valuation method	Market									
Actuarial Assumptions:										
Investment rate of return	5%									
Medicalizing cost trend rate	10% graded to 5% over 5 years									
Plan Membership:										
Current retirees, beneficiaries, and dependents	512									
Current active members	750									
Total	1,262									
See notes to required supplementary information.										
Town of Belmont, Massachusetts										
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Required Supplementary Information										

**PROPERTY AND CASUALTY INSURANCE ADVISORY COMMITTEE**

The Property and Casualty Insurance Advisory Committee did not submit a 2011 Report.

**TOWN ACCOUNTANT**

The following pages show the internally generated financial statements along with charts showing the specific activity for all special revenue funds. The financial statements for the year ended June 30, 2011 have been audited by the accounting firm Powers & Sullivan , CPAs. and are located in the Permanent Audit Committee section of this Town Report.

FY11 is the first year that the fund balance section of the balance sheets has been presented in accordance with GASB 54. This statement is designed to provide fund balance classifications that reflect the extent of the spending constraints placed on the government entity.

The FY11 ended on a positive note and the General Fund Free Cash figure, certified by the Department of Revenue, is \$4,904,820.

I would like to wish Barbara Hagg all the best in her future endeavors. The smooth transition in the Town Accountant position couldn't have been possible without Barbara's guidance and help, and for that I give her my heartfelt thanks. I would also like to thank Frank Martin and Paula Carroll for keeping the Accounting department running smoothly, especially during the 4 month period between Town Accountants.

Respectfully submitted,  
Chitra V. Subramanian  
Town Accountant

## FY11 STATEMENT OF OPERATIONS – SPECIAL REVENUE

Description	Balance 7/1/2010	Revenue 6/30/2011	Expenditures 6/30/2011	Transfers	Balance 6/30/2011
<b>FUND BALANCES RESERVED FOR APPROPRIATION</b>					
INSURANCE. REIMB->\$20,000.	34,089.84	-			34,089.84
SALE OF CEMETERY LOTS	383,137.50	148,700.00		(325,000.00)	206,837.50
SALE OF TOWN OWNED PROPERTY	46,761.53				46,761.53
CAPITAL ENDOWMENT FUND	2,931,520.97	290,775.08		(100,000.00)	3,122,296.05
STABILIZATION FUND - GENERAL	6,480.74	123.01			6,603.75
CEMETERY PERPETUAL CARE FUND	12,692.97			4,142.84	16,835.81
KENDALL SCHOOL FIRE INSURANCE	3,042,955.02				3,042,955.02
PARKING METER RECEIPTS	109,335.44	72,457.60		(100,000.00)	81,793.04
ASH LANDFILL STABILIZATION FUND	4,114,262.38	12,555.17			4,126,817.55
	<b>10,681,236.39</b>	<b>524,610.86</b>	-	<b>(520,857.16)</b>	<b>10,684,990.09</b>
				<b>cash</b>	<b>10,684,990.09</b>
<b>TOWN GIFTS AND REVOLVING ACCOUNTS</b>					
COUNCIL ON AGING REVOLVING	3,764.56	58,284.81	(61,629.48)		419.89
YOUTH COMMISSION REVOLVING	17.04	2,003.00	(1,964.14)		55.90
CULTURAL COUNCIL REVOLVING	4,046.65	10,468.62	(9,945.50)		4,569.77
LIB REVOLVING - PRINTERS/LOST BOOKS	26,303.33	14,208.66	(14,226.72)		26,285.27
TOWN CLERK GIFT	57.19	32.00			89.19
TREASURER DONATION	905.33				905.33
RCN TECHNOLOGY GRANT	38,868.07		(13,528.57)		25,339.50
CONSERVATION REVOLVING-PLOTS	4,778.82	5,630.00	(2,763.04)		7,645.78
MCLEAN GIFT CONSERVATION	52,161.17		(12,592.39)		39,568.78
CROSSWALK/Roads GIFT - BELMONT	7,258.20				7,258.20
BENCHES FOR BELMONT	3.39				3.39
GIFT WOODLAND SEWER I/I	251,559.00				251,559.00
COUNCIL OF AGING GIFT	12,593.53	301.00	(4,186.70)		8,707.83
DONATION - POLICE DEFIBRILLATOR	5,103.00		(865.66)		4,237.34
BICYCLE RODEO DONATION	5,202.20	39.02			5,241.22
DONATION FIRE DEFIBRILLATOR	146.45				146.45
CERT TRAINING GIFT	530.37				530.37
SAFE GIFTS	12,046.99	1,500.00	(10,668.58)		2,878.41
MOUNT AUBURN HOSPITAL GR/GIFT	-				-
OUTREACH WORKER - DONATION	3,077.53				3,077.53
SKIN CANCER AWARD	(20.00)	-	20.00		-
TUFTS HEALTH DONATION	-				-
PAPPAS FIT EQUIPMENT	18,092.16		(835.00)		17,257.16
PAPPAS GIFT - UNIFORMS	25.00				25.00
PAPPAS GIFT FIREARMS	5,761.22	20,000.00	(23,893.28)		1,867.94
TRACK LTG HS GIFT	2,573.26				2,573.26
BARRON POLICE ACHIEVEMENT AWARD	5,000.00	1,000.00	(505.97)		5,494.03
VERIZON LIBRARY GRANT	0.11				0.11
LIBRARY GIFT ACCOUNT	5,263.64	7,367.20	(7,308.60)		5,322.24
LIBRARY ART COUNCIL	121.35				121.35
DONATION - SHADE TREE	61.99	450.00	240.00		751.99
UNDERWOOD POOL FUND	147.68				147.68

## FY11 STATEMENT OF OPERATIONS – SPECIAL REVENUE, continued

BOSTON FOUNDATION DONATIONS PLYGRDS	1,025.80				1,025.80
MEMORIAL TREE DONATIONS - CEMETERY	2,881.00	290.00			3,171.00
PEQUOSETTE PLAYGROUND IMPROVE.	3,110.64				3,110.64
ENVIRONMENTAL FAIR	1,851.28	225.00			2,076.28
AUDITORIUM BALL	23,189.07		(23,189.00)		0.07
PLAYGROUND EQUIPMENT DONATIONS	3,347.86				3,347.86
MISC FIRE GIFT - CAPITAL	34.75				34.75
CULTURAL COUNCIL GALLERY GIFTS	2,751.33	25.00			2,776.33
ANIMAL CONTROL GIFT	3,865.06		(1,355.40)		2,509.66
ALS Study- Grant	190.18				190.18
YOUTH GIFT FROM DARE	21.44	1,757.00	(1,565.76)		212.68
REC DEPT GIFT ACCOUNT	-	800.00	(600.00)		200.00
VIDEO SURVEIL EQ GIFT	7,180.65				7,180.65
PINEHURST RD GIFT		69,618.00	(69,618.00)		-
ROCK MEADOW GIFT-CITIZEN FORUM		1,400.00			1,400.00
POLICE GIFT - SOFTWARE		9,449.60	(9,449.60)		-
IT Software Gift-Capital Group					-
Frd's of Senior Ctr-Capital Needs		16,794.00	-		16,794.00
INSURANCE REIMBURSEMENT < \$20,000	28,410.61	14,208.27	(20,781.22)		21,837.66
INS PROCEEDS - CAMBRIDGE PLATING	590.64				590.64
RMV - PARKING HANDICAPPED	43,375.97	4,500.00	(82.00)		47,793.97
HISTORIC DISTRICT	10,027.37	200.00			10,227.37
CABLE TELEVISION-TRAFFIC MGT	40,000.00				40,000.00
CABLE TELEVISION - NEW EQUIPMENT	14,766.20	6,445.43			21,211.63
BELMONT UPLAND ALEWIFE	-	14,500.00	(8,603.32)		5,896.68
O'NEILL PROPERTY - CONSULTING	-				-
MCLEAN TRAFFIC MITIGATION	2,200.13				2,200.13
PLAN BD SITE PLAN REVIEW	1,900.00	1,000.00			2,900.00
CEMETERY. PLANNING & DEVEL COMM.	1,812.22				1,812.22
VISION IMPLEMENTATION COMM. GIFTS	564.66	425.00	(644.66)		345.00
PLANNING BD LEGAL ADS	3,360.83	4,375.00	(4,070.83)		3,665.00
WETLAND PROTECTION CONSERVATION	5,292.50	1,180.00			6,472.50
TEEN CENTER GIFT	-				-
BELMONT 150TH CELEBRATION	16,855.99	30.00			16,885.99
HUMAN RIGHTS COMMITTEE GIFT	94.12				94.12
MCLEAN LAND MANAGEMENT	51,772.56	12,836.00	(58,672.56)		5,936.00
PARKS ELECTRICITY GIFT	25.00				25.00
IT SALARY FROM BMLD					-
BOS Retire Study Gift		5,000.00			5,000.00
	<b>735,947.09</b>	<b>286,342.61</b>	<b>(363,285.98)</b>	-	<b>659,003.72</b>
				cash	665,172.52
					-
<b>SCHOOL LUNCH PROGRAM</b>	59,264.09	848,248.90	(837,576.16)		<b>69,936.83</b>
				cash	70,013.05
<b>SCHOOL GIFTS &amp; REVOLVING ACCOUNTS</b>					
INSURANCE PROCEED OVER \$20,000 (School)	7,611.49				7,611.49
LOST BOOKS	17,330.01	3,074.03	(15,404.25)		4,999.79

**FY11 STATEMENT OF OPERATIONS – SPECIAL REVENUE, continued**

BHS ATHLETIC REVOLVING	75,192.81	456,853.65	(437,609.24)		94,437.22
ADULT EDUCATION	30,605.14	58,731.71	(81,633.78)		7,703.07
TUITION - STUDENTS	139,052.82	131,546.60	(242,121.24)		28,478.18
SUMMER SCHOOL	75,382.29	49,395.00	(69,258.20)		55,519.09
SCHOOL BUILDING RENTALS	114,296.59	177,842.22	(197,376.31)		94,762.50
SATURDAY MUSIC PROGRAM	30,336.27	45,702.50	(40,893.74)		35,145.03
BUSING FEES	712.69	282,405.25	(249,842.20)		33,275.74
KINDERGARDEN TUITION	11,345.50	589,350.00	(478,461.34)		122,234.16
WELLINGTON SCHOOL-DONATIONS	5,436.00				5,436.00
CMS ARTS DONATION			-		-
WELLINGTON SCHOOL TECH	-				-
SANTOS EXPENSE - BUTLER	312.92				312.92
BELMONT AGAINST RACISM	34,406.53	9,000.00	(20,301.09)		23,105.44
BELMONT SAVINGS DONATIONS	10.24				10.24
WINN BROOK DONATE	2,171.66	20,270.27	(774.96)		21,666.97
FTECH TRAINING MANAGEMENT	1,136.59				1,136.59
BELMONT SPED ADV COUNCIL	654.98	180.00			834.98
BURBANK SCHOOL DONATION	0.82				0.82
CHENERY MIDDLE SCHOOL DONATION	1,946.44				1,946.44
COMMISSIONED MUSIC WORK	1,345.45				1,345.45
DONATIONS - BELMONT HS	300.00				300.00
SCHOOL GENERAL DONATION (NOT TREAS.)	11,148.08	50.00	(10,307.00)		891.08
WELLINGTON SCHOOL-TECH	542.70				542.70
CONCORD CONSORTIUM	15.00				15.00
BURBANK MAEVE GOULDING DONATION	3,410.00	1,200.00	(2,975.00)		1,635.00
HS CURB CUTS & WHEELCHAIR GIFT	7,209.35		(3,142.00)		4,067.35
INSTRUMENTAL MUSC REVOLVING	46,822.91	78,630.00	(109,247.60)		16,205.31
BHS FINE & PERM ARTS REV	3,108.47	97,184.22	(71,112.90)		29,179.79
BHS CLUB ACTIVITIES		6,600.00	(6,600.00)		-
CMS FINE ARTS & CLUB ACTIVITIES	28,757.75	29,951.69	(33,157.09)		25,552.35
LABBB MODULARS	(15,251.10)	45,851.10	(19,200.00)		11,400.00
BUTLER DONATIONS	6,711.11	18,000.00	(21,103.21)		3,607.90
CMS ATHLETICS REVOLVING	3,362.00	6,720.00	(300.00)		9,782.00
MJ FIRENZE SCHOOL DONATION	3,340.00	17,854.00	(600.00)		20,594.00
	<b>648,763.51</b>	<b>2,126,392.24</b>	<b>(2,111,421.15)</b>	-	<b>663,734.60</b>
				cash	707,847.60
<b>FOUNDATION FOR BELMONT EDUCATION</b>	-	<b>32,734.58</b>	<b>(32,734.58)</b>		-
					-
<b>TOWN FEDERAL GRANTS</b>					-
USDA ROCK MEADOW GRANT	8,306.25	1,856.25	(8,306.25)		1,856.25
CDBG - READY RESOURCE (WAVERLEY FIRE)	790.00				790.00
FEMA-FIRE EQUIPMENT	-				-
FEMA-FLOOD REIMB SUSP.	3,068.00				3,068.00

**FY11 STATEMENT OF OPERATIONS – SPECIAL REVENUE, continued**

FIRE HOMELAND SECURITY FY06	-				-
POLICE BULLETPROOF VEST	750.00	3,975.00	(7,950.00)		(3,225.00)
SMALL CITIES POLICE GRANT	-				-
DRUG GRANT U.S. JUSTICE	162.95				162.95
TITLE III - HEALTH EDUC COUNCIL ON AGING	52.92				52.92
TITLE IIIE - ALTERNATIVE	4,888.89				4,888.89
EOPS - HOMELAND SECURITY	332.96				332.96
GOVERNORS HIGHWAY SAFETY PROGRAM	(1,207.24)	2,082.90	(3,569.38)		(2,693.72)
FEMA EMERGENCY PLANNING	1,260.53				1,260.53
CDC - EMERGENCY PREP	4.69	-			4.69
OFFICE OF JUSTICE GRANT	5,574.39	242.74	(7,194.03)		(1,376.90)
PHEP - CDC HEALTH	-				-
PHER 1 & 2 CDC HEALTH	-				-
PHER 3	-				-
FEMA SNOW EMERGENCY	-				-
ARRA FIREFIGHTER GRANT	(14,170.27)	46,790.99	(35,353.18)		(2,732.46)
PHER FY11		10,499.39	(9,572.65)		926.74
FEMA CITIZEN CORP		3,074.41	(3,223.19)		(148.78)
	<b>9,814.07</b>	<b>68,521.68</b>	<b>(75,168.68)</b>	-	<b>3,167.07</b>
<b>SCHOOL FEDERAL GRANTS</b>				cash	3,742.55
					-
DRUG FREE SCHOOLS 2001/2002	1,138.31				1,138.31
SAFE SCHOOLS FY98	2,169.87				2,169.87
SAFE SCHOOLS FY00	7,391.00				7,391.00
IDEA SPED 94-142 GRANT 2009/2010	36,623.55	-	(36,623.55)		-
IDEA SPED 94-142 GRANT 2010/2011		880,759.00	(841,332.98)		39,426.02
IDEA SPED 94-142 ARRA GRANT 2011	-	526,250.00	(526,250.00)		-
IDEA SPED 94-142 ARRA PRE K 2010	168.00		(168.00)		-
IDEA SPED 94-142 ARRA PRE K 2011		20,513.00	(17,386.46)		3,126.54
TEACHER QUALITY FY10	1,038.98		(1,038.98)		-
TEACHER QUALITY FY11		76,097.00	(71,949.13)		4,147.87
LEP SUPPORT FY10	(4,338.00)	4,709.00	(371.00)		-
SPED ED TITLE V 2003/2004	6,497.49				6,497.49
SPED ED TITLE VI 2001/2002	2,391.59				2,391.59
SPED EARLY CHILDHOOD FY10	431.00		(431.00)		-
SPED EARLY CHILDHOOD FY11		24,417.98	(23,986.23)		431.75
EDUC JOBS FED 84.410 FY11		223,007.00	(220,943.58)		2,063.42
CHAPTER 1 DISTRIBUTION 02/03	56.04				56.04
CHAPTER 1 DISTRIBUTION 03/04	560.34				560.34
CHAPTER 1 DISTRIBUTION 09/10	2,076.00	1,705.00	(3,781.00)		-
CHAPTER 1 DISTRIBUTION 10/11		116,789.00	(114,708.00)		2,081.00
SPED PROF. DEV. FY02	5,880.00				5,880.00
ARRA CHAP 70 MAKEUP FY11		32,509.00	(32,509.00)		-
ARRA CHAP 70 MAKEUP FY10	2,759.49		(2,759.49)		-
	<b>64,843.66</b>	<b>1,906,755.98</b>	<b>(1,894,238.40)</b>	-	<b>77,361.24</b>
				cash	(47,148.06)

**FY11 STATEMENT OF OPERATIONS – SPECIAL REVENUE, continued**

<b>TOWN STATE GRANTS</b>					-
EXTENDED ELECTION HOURS	0.20	8,154.00	(725.31)		7,428.89
STATE AID TO LIBRARIES	208,223.12	29,757.49	(105,754.70)		132,225.91
LIBRARY MATCH INCENTIVE	3,094.00				3,094.00
COA SERVICE INCENTIVE GRANT 02	746.90				746.90
COA COORDINATOR - EOEVA VOL/GERIATRIC	17,294.25	35,357.00	(29,095.85)		23,555.40
HAZARDOUS MATERIALS	3,463.50	9,397.28	(8,924.58)		3,936.20
SAFE GRANT OVERTIME	(1,252.20)	5,415.00	(3,879.82)		282.98
MWPAT:SEPTIC TANK MANAGEMENT PROG	39,343.66				39,343.66
TOBACCO CONTROL - CY	-				-
POLICE-BULLET PROOF VEST	-				-
COMMUNITY POLICING	29,598.72		(3,047.86)		26,550.86
DARE-EDUCATION ON SMOKING/DRUG, FY02	2,377.39				2,377.39
911 SUPPORT & INCENTIVE	12,395.85	52,114.56	(52,114.56)		12,395.85
SALE OF COMPOSTERS	3,792.70	1,300.00	(1,719.42)		3,373.28
ARTS LOTTERY	5,491.24	4,027.63	(5,830.00)		3,688.87
MWRA I & I GRANT FY00	-				-
WELLINGTON BROOK GRANT		-			-
EOPS 911 Training	803.30	-			803.30
ROCK MEADOW	-				-
EOPSS POLICE EQUIP	1.00				1.00
	<b>325,373.63</b>	<b>145,522.96</b>	<b>(211,092.10)</b>	-	<b>259,804.49</b>
				cash	262,343.51
<b>SCHOOL STATE GRANTS</b>					-
ACADEMIC SUPPORT		8,100.00	(5,450.00)		2,650.00
METCO - FY11	-	479,444.00	(479,444.00)		-
CIRCUIT BREAKER	-	584,782.00	(539,440.01)		45,341.99
KINDERGARDEN ENHANCEMENT		168,200.00	(168,200.00)		-
ENHANCED EDUC THRU TECH 10 - FEDERAL	-				-
	-	<b>1,240,526.00</b>	<b>(1,192,534.01)</b>	-	<b>47,991.99</b>
				cash	47,991.99
					-
<b>CHAPTER 90 - STATE HWY GRANTS</b>	<b>13,556.96</b>	<b>63,317.96</b>	<b>(82,718.36)</b>		<b>(5,843.44)</b>
				cash	(5,843.44)
<b>TOWN SMALL CAPITAL PROJECTS</b>					-
CEMETERY CONSTRUCTION	100,669.72		(12,149.19)		88,520.53
CEMETERY LAND DEVELOPMENT - MCLEAN	4,959.83		-		4,959.83
COMMUNICATION TOWER	2.68				2.68
ERP/FINANCIAL SOFTWARE	272,122.04				272,122.04
TOWN HALL ANNEX	15,080.22				15,080.22
FY04 & prior CAPITAL PROJECTS - Town	13,506.53		(3,905.23)		9,601.30
FY06 CAPITAL PROJECTS - Town	10,903.83		(0.96)		10,902.87
FY07 CAPITAL PROJECTS - Town	79,908.23		(404.77)		79,503.46
FY08 CAPITAL PROJECTS - Town	19,426.47		(3,615.75)	(7,906.57)	7,904.15
FY09 CAPITAL PROJECTS - Town	664,127.46		(647,405.50)	(12,350.22)	4,371.74
FY10 CAPITAL PROJECTS-Buildings	65,410.00		(65,410.00)	-	-
FY11 CAPITAL PROJECTS		388,412.00	(222,609.67)	(1.16)	165,801.17
TRANSFER	-	-	-	-	-
	<b>1,246,117.01</b>	<b>388,412.00</b>	<b>(955,501.07)</b>	<b>(20,257.95)</b>	<b>658,769.99</b>
					663,852.18

## FY11 STATEMENT OF OPERATIONS – SPECIAL REVENUE, continued

<b>FIRE STATION BUILDING COMMITTEE</b>					-
FIRE STATIONS CONSTRUCTION	(104,718.98)	-	(55,212.68)	157,200.00	(2,731.66)
LAND ACQUISITION - FIRE STATIONS	3,450.36		-	-	3,450.36
	<b>(101,268.62)</b>	-	<b>(55,212.68)</b>	<b>157,200.00</b>	<b>718.70</b>
				cash	718.70
<b>SENIOR CENTER BUILDING COMMITTEE</b>					-
		-			-
SENIOR CENTER CONSTRUCTION	(47,664.74)		(16,041.52)	133,206.00	69,499.74
DESIGN SENIOR CENTER	7,070.68				7,070.68
	<b>(40,594.06)</b>	-	<b>(16,041.52)</b>	<b>133,206.00</b>	<b>76,570.42</b>
				cash	76,570.42
<b>TOWN NON BUILDING CAPITAL FUND</b>					
FY10 CAPITAL PROJECTS - Equipment	1,097,161.07		(680,427.82)	(1,976.49)	414,756.76
<b>FY11 CAPITAL PROJECTS</b>		1,104,207.00	(304,024.63)		800,182.37
	<b>1,097,161.07</b>	<b>1,104,207.00</b>	<b>(984,452.45)</b>	<b>(1,976.49)</b>	<b>1,214,939.13</b>
				cash	1,214,939.13
<b>SCHOOL CAPITAL PROJECTS</b>					-
DESIGN - HIGH SCHOOL ATHLETIC FIELDS	25,737.78				25,737.78
CONSTRUCTION - HIGH SCHOOL ATHLETIC FIELDS	16,616.38				16,616.38
HS HVAC UNITS	-				-
HS TRANSLUCENT PANELS	-				-
FY04 CAPITAL PROJECTS - School	2,403.07			(2,403.07)	-
Design Wellington School	12,976.50				12,976.50
FY08 CAPITAL PROJECTS -School	51,527.17		(24,973.30)	(2,966.48)	23,587.39
FY09 CAPITAL PROJECTS - School	21,762.24		(7,000.00)	(8,787.24)	5,975.00
FY10 CAPITAL PROJECTS - BUILDINGS	188,634.72		(10,022.79)	(84,586.93)	94,025.00
FY11 CAPITAL PROJECTS		567,381.00	(145,886.70)	(20,353.80)	401,140.50
	<b>319,657.86</b>	<b>567,381.00</b>	<b>(187,882.79)</b>	<b>(119,097.52)</b>	<b>580,058.55</b>
				cash	580,058.55
<b>WELLINGTON SCHOOL CONSTRUCTION</b>	<b>20,275,508.23</b>	<b>6,311,161.00</b>	<b>(18,903,167.54)</b>	-	<b>7,683,501.69</b>
		-		Cash	7,684,960.89
<b>SCHOOL NON BUILDING CAPITAL PROJECTS</b>					
FY10 CAPITAL PROJECTS - EQUIPMENT	26,132.49	-	-	(26,132.49)	-
	<b>26,132.49</b>	-	-	<b>(26,132.49)</b>	-
				Cash	-
<b>NON EXPENDABLE TRUST FUNDS</b>					-
CEMETERY. PERPETUAL. CARE PRIN.	1,021,327.14	29,142.84		295,857.16	1,346,327.14
ATKINS, KATHERINE LIBRARY (Library)	21,234.99	403.07			21,638.06
BURDICK, ESTHER E. MEMORIAL. (Library)	11,959.78	226.99			12,186.77
DELUTY, MICHAEL E. (Library)	15,015.62	285.01			15,300.63
GRAY (DUSTAN), JANE EDUC. SCHOLARSHIP (Library)	573,606.45	10,884.22	-	(2,766.13)	581,724.54
JENNEY, BLANCHE HOWE LIB. (Library)	16,023.09	516.12			16,539.21
WRISLEY, MARGARET LIBRARY (Library)	18,370.70	348.69			18,719.39
MARIE TELLIER (Non expend to 2029)	69,856.24	1,325.92			71,182.16
	<b>1,747,394.01</b>	<b>43,132.86</b>	-	<b>293,091.03</b>	<b>2,083,617.90</b>
				cash	2,083,617.90

## FY11 STATEMENT OF OPERATIONS – SPECIAL REVENUE, continued

<b>OPEB PERMANENT TRUST</b>					
OPEB TRUST FUND	1,009,893.59	3,272.19		200,000.00	1,213,165.78
				<b>Cash</b>	<b>1,213,165.78</b>
					-
<b>WATER ENTERPRISE</b>	<b>1,220,350.63</b>	<b>5,043,846.99</b>	<b>(4,110,853.90)</b>	<b>(857,776.00)</b>	<b>1,295,567.72</b>
				cash	1,332,095.58
<b>WATER CAPITAL PROJECTS</b>					-
WATER MAIN REPLACEMENT	358,478.04		(608,116.28)	427,268.00	177,629.76
VEHICLE REPLACEMENT	36,583.54		(74,210.19)	72,635.00	35,008.35
GIS HARDWARE & SOFTWARE	97,880.39		(4,000.00)		93,880.39
WATER METERS	327,938.70		(71,283.02)		256,655.68
WATER MAIN MAINT BOND FY08	1,024,256.07	991,975.80	(1,151,908.86)	-	864,323.01
WATER ROOF & HVAC	177,314.41		(170,895.23)		6,419.18
WATER BUILDING DOORS & WINDOWS FY10	38,910.00		(13,846.50)		25,063.50
WATER SECURITY SYSTEM FY10	24,579.18		(24,579.18)		-
WATER ROOF REPAIRS		-	(96,015.42)	100,000.00	3,984.58
	<b>2,085,940.33</b>	<b>991,975.80</b>	<b>(2,214,854.68)</b>	<b>599,903.00</b>	<b>1,462,964.45</b>
				cash	1,462,964.45
<b>SEWER ENTERPRISE</b>					-
SEWER OPERATIONS	2,050,034.86	7,051,736.70	(6,025,834.96)	(796,400.00)	2,279,536.60
	<b>2,050,034.86</b>	<b>7,051,736.70</b>	<b>(6,025,834.96)</b>	<b>(796,400.00)</b>	<b>2,279,536.60</b>
				cash	2,312,833.58
<b>SEWER CAPITAL PROJECTS</b>					-
Sewer I&I Construction	-	-	-		-
SEWER & DRAIN REPLACEMENT	603,613.95	-	(261,650.82)	360,000.00	701,963.13
BOND SEWER LINE REMEDIATION	397,323.62		(50,114.73)		347,208.89
TRUCK REPLACEMENTS	99,009.45		(210,283.61)	211,410.00	100,135.84
GIS ENGINEERING & HARDWARE	7,053.00				7,053.00
FY09 MWRA LOAN	67,346.48	29.71			67,376.19
FY09 Art 16 Sewer Loan MWRA	-				
FY09 MWRA GRANT	4,654.22				4,654.22
	<b>1,179,000.72</b>	<b>29.71</b>	<b>(522,049.16)</b>	<b>571,410.00</b>	<b>1,228,391.27</b>
				cash	1,239,038.20
<b>SEWER SRF LOAN FY09 PROJECT</b>					
FY09 \$11.608M SRF LOAN	(77,971.75)	5,540,745.00	(5,654,996.56)		(192,223.31)
				cash	(186,278.64)
<b>INTERNAL SERVICE FUND</b>					
EMPLOYEE HEALTH INSURANCE	926,370.15	3,355,436.86	(3,058,722.04)		1,223,084.97
EMPLOYER HEALTH INSURANCE	3,825,271.11	10,080,499.03	(9,161,243.70)		4,744,526.44
	<b>4,751,641.26</b>	<b>13,435,935.89</b>	<b>(12,219,965.74)</b>	-	<b>5,967,611.41</b>
				cash	5,954,486.54
<b>EXPENDABLE TRUST FUNDS</b>					-
DUSTAN GRAY CHILD LIB EXPEND	7,344.38	2,766.13	(10,110.13)		0.38
BELMONT EDUCATION DONATIONS (Check off)	82,274.07	6,378.19			88,652.26
MUGAR MEMORIAL POLICE	5,702.67	108.25			5,810.92
LAW ENFORCEMENT	30,756.12	1,497.75	(5,500.00)		26,753.87
CEMETERY ANNUAL PLANTING	96,293.82	3,925.74			100,219.56
SENIOR CENTER CHECK OFF	1,823.73	1,314.11			3,137.84
LIBRARY GIFT FUND (Library)	158,171.05	3,504.66			161,675.71
TRUSTEES BLDG FUND (Library) LIB CHALLENGE	20,650.57	795.81			21,446.38
DUSTAN LIBRARY BLDG BEQUEST NON EXPEND	292,127.14	4,799.18			296,926.32
BARRON, CARL FIRE GRANT	3,747.37	71.12	(209.96)		3,608.53
LIBRARY SPEC TRST FROM 5200	162.30				162.30
	<b>699,053.22</b>	<b>25,160.94</b>	<b>(15,820.09)</b>	-	<b>708,394.07</b>
				cash	<b>708,604.03</b>

## FY11 STATEMENT OF OPERATIONS – SPECIAL REVENUE, continued

<b>SCHOLARSHIP FUNDS</b>					-
ACORN, RUTH SCHOLARSHIP	5,081.53	93.52	(200.00)		4,975.05
ARNO, GUY LIB. SCHOLARSHIP	7,301.11	135.99	(200.00)		7,237.10
BAKON, EDMUND B. SCHOLARSHIP	23,143.72	424.69	(1,000.00)		22,568.41
BELMONT SCHOLARSHIP FUND (Check off)	277,109.33	7,210.57	(12,547.66)		271,772.24
BELMONT WOMEN ROTARY	2,480.73	44.16	(200.00)		2,324.89
BENNETT SCHOLARSHIP	67.00	0.94	(67.94)		-
BETTENCOURT, WM. SCHOLARSHIP.	28,755.64	539.40	(500.00)		28,795.04
BLACKER, LILLIAN SCHOLAR.	27,667.57	522.99	(1,000.00)		27,190.56
BURNHAM, RICHARD A. SCHOLARSHIP	5,662.04	104.55	(200.00)		5,566.59
CLASS OF 1982 MEMORIAL SCHOLARSHIP	172.83	2.45	(175.28)		-
CRISAFULLI, CHARLES SCHOLARSHIP	4,277.13	78.26	(200.00)		4,155.39
DESTEFANO, COSMO, SCHOLARSHIP	2,092.02	36.79	(200.00)		1,928.81
FRIENDS OF BELMONT WRESTLERS	7,094.64	130.27	(300.00)		6,924.91
GRACE, CHRISTOPHER J. SCHOLARSHIP	-				-
GRANT, BRENDAN SCHOLARSHIP	50,766.00	897.89	(4,500.00)		47,163.89
HANSON, PAUL MEMORIAL. SCHOLARSHIP	3,211.52	58.04	(200.00)		3,069.56
HARRINGTON , BARRY J. MEM SCHOLAR	124.80	1.47	(126.27)		-
HECHT, MALCOLM, JR. SCHOLARSHIP.	34,121.18	640.39	(500.00)		34,261.57
KELLEY, PAUL L. SCHOLARSHIP	18,499.20	348.21	(200.00)		18,647.41
LEE, EDWARD -RAY, DONALD SCHOLARSHIP	7,506.99	139.55	(200.00)		7,446.54
LYONS, DUNCAN SCHOLARSHIP	6,312.56	116.88	(200.00)		6,229.44
MCNEIL, JOSEPH SCHOLARSHIP	7,302.01	659.75	(500.00)		7,461.76
MEYERHOEFFER, C. SCHOLARSHIP	3,860.10	65.94	(500.00)		3,426.04
NAHABIDIAN, ALICE MEMORIAL.	6,933.76	127.18	(500.00)		6,560.94
OLIN, JOHN R. SCHOLARSHIP	6,673.63	123.74	(200.00)		6,597.37
PHI BETA KAPPA BOOK AWARD	1,320.12	25.06	(30.00)		1,315.18
ALLEN, RICHARD LEARNING CENTER SCHOLARSHIP	3,361.09	56.49	(500.00)		2,917.58
RILEY, BRIAN SCHOLARSHIP	70,243.49	1,118.14	(1,000.00)		70,361.63
SAIA, PATRICIA MEMORIAL SCHOLARSHIP	6,310.23	614.51	(500.00)		6,424.74
SHARPE, HOWARD D. SCHOLARSHIP	6,660.90	325.31	(200.00)		6,786.21
SULLIVAN, JOHN J.,SCHOLARSHIP	19,184.51	356.81	(500.00)		19,041.32
WESTLUND SCHOLARSHIP FUND	13,994.85	562.57	(500.00)		14,057.42
WESTPHAL CARL A., SCHOLARSHIP	54,694.88	1,023.50	(1,000.00)		54,718.38
WHITNEY, MARY E. SCHOLARSHIP FUND	41,355.94	770.32	(1,000.00)		41,126.26
SHAW, NORMA LEE, MEMORIAL ART SCHOLARSHIP	1,083.89	1,019.76	(500.00)		1,603.65
Class 1959 Almni and Friends	10,273.77	48.49	(10,000.00)		322.26
HIGH SCHOOL SCHOLARSHIP	19,650.00	23,250.00	(18,750.00)		24,150.00
RUANE, WM L JR SCHOLARSHIP FUND	10,026.59	182.99	(500.00)		9,709.58
FITZPATRICK, DENIS BOOK AWARD		3,245.53			3,245.53
REID FAMILY SCHOLARSHIP		13,027.52			13,027.52
	<b>794,377.30</b>	<b>58,130.62</b>	<b>(59,397.15)</b>	<b>-</b>	<b>793,110.77</b>
				cash	793,110.77
<b>AGENCY FUNDS</b>					-
SPORTING LICENSES. DUE COMM.	135.05	2,053.75	(2,279.75)		(90.95)
TOWN HALL/ANNEX DETAIL	-	5,269.85	(5,481.03)		(211.18)
POLICE OFFICERS PAID DETAILS	(10,418.46)	808,216.70	(821,148.73)		(23,350.49)
FIREARM LICENSE/REGISTRATION	200.00	6,925.00	(6,925.00)		200.00
FIREFIGHTERS PAID DETAIL	(2,617.53)	5,681.85	(9,277.51)		(6,213.19)
AMBULANCE BILLING-THIRD PARTY	1,187.45	65,571.64	(65,571.64)		1,187.45
LIBRARY CUSTODIAL DETAIL	5.92				5.92
SCHOOL CUSTODIAL DETAIL	8,664.72	55,906.33	(55,906.33)		8,664.72
BHS ACTIVITY AGENCY	153,491.11	259,392.78	(238,735.19)		174,148.70
CMS ACTIVITY AGENCY	20,917.51	142,878.11	(142,139.61)		21,656.01
ABC STORMWATER FLOODING	11,310.00	22,620.00	(16,965.00)		16,965.00
RETIREMENT BOARD PAYROLL	-	100,356.21	(100,356.21)		-
COBRA PAYMENTS	(4,175.37)	6,276.70	(2,101.33)		-
	<b>178,700.40</b>	<b>1,481,148.92</b>	<b>(1,466,887.33)</b>	<b>-</b>	<b>192,961.99</b>
				cash	209,894.69

**TOWN TREASURER, TAX COLLECTOR AND PARKING CLERK**

TREASURER, COLLECTOR AND PARKING CLERK  
Floyd S. Carman, April 4, 2005 – present

ASSISTANT TREASURER AND ASSISTANT COLLECTOR  
Daniela Boccia

STAFF

Mary Ehler, Payroll Technician  
Michael Trainer, Real Estate Technician  
Iwona Gosz, Administrative Assistant

Richard Arria, Excise Technician  
Cindy Papa, Accounts Payable

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, Belmont Employees Credit Union and Belmont Cultural Arts.

A few of the accomplishments for FY11 were as follows:

- ❖ All prior year audit issues involving Treasurer's Department were fixed
- ❖ Review and clean up of motor vehicle excise tax netting \$282,000 to towns free cash account.
- ❖ Issued \$988,785 Water Bond and \$7,226,687 Water Pollution Abatement Trust Bonds.
- ❖ Reaffirmed AAA Bond Rating

**Treasury Management**

The balance of General Fund earnings \$248,098 decreased by \$101,627 from the previous years. The FY11 weighted annual interest rate of .60% decreased by .15% from the prior year. Our cash flow continues to be steady with a 99.3% real estate collection rate.

**Debt Management**

As of 6/30/11 the current year Net Debt Service Cost was \$6,493,720 with total outstanding debt remaining of \$62,586,451. This represents ten projects which include Chenery Middle School, Wellington Elementary School, Town Hall Complex, Fire Station, BHS Athletic Field, Skating Rink, Communication Tower and Town Water/Sewer projects. The Town has \$12,623,106 in authorized but not issued debit remaining. It is anticipated these debt authorizations will be issued in calendar year 2012.

**Tax Collection**

The Town continues to enjoy a high collection rate, 99.3% for FY11. 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 FY11 was \$135,000.

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

**TREASURY MANAGEMENT**  
**TREASURER BOOK BALANCE FISCAL YEAR 2011**

		GOVERNMENTAL FUNDS		FIDUCIARY FUNDS	
<b>Checking Accounts</b>					
Treasurer	Bank of America	\$177,059.80			
Reading Coin	Bank of America	1,359.65			
Library	Bank of America	1.55			
Athletic	Bank of America	73.79			
School Lunch	Bank of America	181.95			
School On Line Fee Payment	Century	518.50			
Treasurer/lockbox	Century	2,346.38			
Water/lockbox	Century	2,794.48			
Light/lockbox	Century	16,359.19			
Recreation	Centzns	14,186.11			
	Pety Cash	1,400.00			
	Return Checks	1,423.62			
			\$218,205.02		
<b>Investment Accounts</b>					
Investment	Bank of America	2,159,493.70			
Investment	Investors Capital	296,912.23			
Investment/ Vendor Payment	CENTURY	271,689.09			
Payroll Account	Citizens	1,001,173.13			
Investment/ Federal/State Grants	Citizens	2,970,548.66			
Highland Meadow Cemetery	MM/DT	214,628.05			
Investment	MM/DT	3,991,590.73			
Investment	Wells Fargo	5,288,391.92			
Certificate of Deposits	Cambridge Sax Bank	7,251,217.13			
Wellington School Project	Morgan Stanley	7,782,169.22			
			\$30,626,693.98		
<b>Performance Bonds</b>					
Omnipoint Tower	Citizens	\$7,143.25			
XMI Satellite Tower	Citizens	5,102.40			
			\$12,245.65		
<b>Capital Endowment Fund</b>					
Cash/Money Accounts	Merryl Lynch	\$15,774.15			
Fixed Income		1,208,401.43			
Equities		775,307.00			
Mutual Funds		1,113,238.50			
Estimated Accrued Interest		9,524.97			
			\$3,122,296.05		
<b>Stabilization Fund</b>					
	Investors Capital	\$6,603.75			
	Investors Capital	\$8,603.75			
	Investors Capital	\$8,481.79			
			\$8,481.79		
<b>Belmont Cultural Council</b>					
	Investors Capital	\$8,481.79			
			\$8,481.79		
<b>Sub Total Governmental Funds</b>					
			\$33,994,506.22		
<b>Student Activity Fund</b>					
High School - Savings	Bank of America	\$70,636.04			
High School - Checking	Bank of America	97,380.23			
Cherry School- Savings	Bank of America	14,104.21			
Cherry School- Checking	Bank of America	6,913.08			
					\$189,033.56
<b>Scholarships</b>					
Various Scholarships (35)	Investors Capital	\$497,188.53			
					\$497,188.53
<b>Library Funds</b>					
Library Gift Fund	Investors Capital	\$161,675.71			
Michael E. DeLury	Investors Capital	15,300.63			
Katharine W. Atkins	Investors Capital	21,638.06			
Margaret Wisley	Investors Capital	18,719.39			
Ester Burdick	Investors Capital	12,186.77			
Blanche Howe Jenney	Investors Capital	16,539.21			
Jane Gray Children Education	Investors Capital	581,724.54			
Library Capital Building Fund	Investors Capital	21,446.38			
Dustin Library Bequest Fund	Investors Capital	296,926.32			
					\$1,146,157.01
<b>Cemetery Funds</b>					
Cemetery Annual Planning	Investors Capital	\$100,219.56			
Cemetery Perpetual Care	Investors Capital	1,346,327.14			
					\$1,446,546.70
<b>Other Trust Funds</b>					
Scholarship Check Off	Investors Capital	\$271,772.24			
Education Check Off	Investors Capital	88,652.26			
Senior Center Check Off	Investors Capital	3,137.84			
General Check Off	Investors Capital	8,417.71			
Local Law Enforcement	Investors Capital	26,753.87			
Carl Eaton Fire Grant	Investors Capital	3,808.53			
Marian Mugar/Police Kitchen Fund	Investors Capital	5,310.92			
Police Recovery DAG Grant	Investors Capital	13,031.23			
Maria Teller Scholarship Fund	Investors Capital	71,182.16			
					\$492,266.76
<b>OP/EE Fund</b>					
OP/EE Fund	MM/DT	\$673,532.15			
OP/EE Fund - BMLD	MM/DT	\$138,644.85			
OP/EE Fund - Water	MM/DT	\$400,988.78			
Health Employer	MM/DT	5,485,185.36			
Health Employee	MM/DT	1,110,367.40			
					\$7,808,718.54
<b>ENTERPRISE FUNDS</b>					
Light Depreciation Fund	Investors Capital	\$375,140.20			
Light Rate Stabilization Fund	Investors Capital	612,571.13			
MWRRA II Study & GIS Loan/Grant	MM/DT	1,018,386.71			
MWRRA Interest Free Loan	MM/DT	9,756.20			
Water Fund	MM/DT	2,809,185.66			
Sewer Fund	TDBankNorth	2,809,039.12			
SESY/EC - Land Fill	MM/DT	4,123,925.86			
					\$11,367,905.78
<b>Sub-Total Fiduciary and Enterprise Funds</b>					
			\$22,937,914.88		
<b>Total Governmental, Fiduciary and Enterprise Funds as of 6/30/2011</b>					
			\$66,932,421.10		

**TREASURY MANAGEMENT  
 RECAP OF SCHOLARSHIP ACTIVITY FOR FISCAL YEAR 2011**

<i>(For Belmont High School Students)</i>	<b>BALANCE 7/1/2010</b>	<b>DONATIONS</b>	<b>INCOME</b>	<b>EXPENDITURES</b>	<b>BALANCE 6/30/2011</b>
Ruth Acorn	5,081.53		93.52	200.00	4,975.05
Richard Allen Learning Center	3,361.09		56.49	500.00	2,917.58
Guy & Madeline Arno	7,301.11		135.99	200.00	7,237.10
Alumni Class of 1959	273.77		48.49		322.26
Edmund B Bakon	23,143.72		424.69	1,000.00	22,568.41
Frank Bennett	67.00		0.94	67.94	0.00
William Bettencourt	28,755.64		539.40	500.00	28,795.04
Lillian Blacker	27,667.57		522.99	1,000.00	27,190.56
Richard Burnham	5,662.04		104.55	200.00	5,566.59
Class of 1982	172.83		2.45	175.28	0.00
Charles Crisafulli	4,277.13		78.26	200.00	4,155.39
Cosmo DeStefano	2,092.02		36.79	200.00	1,928.81
Dennis Fitzpatrick Book Award	0.00	3,193.00	52.53		3,245.53
Brendan Grant	50,766.00		897.89	4,500.00	47,163.89
Paul D Hanson	3,211.52		58.04	200.00	3,069.56
Barry Harrington	124.80		1.47	126.27	0.00
Malcolm Hecht	34,121.18		640.39	500.00	34,261.57
Paul Kelly	18,499.20		348.21	200.00	18,647.41
Teddy Lee & Donald Ray	7,506.99		139.55	200.00	7,446.54
Duncan Lyons	6,312.56		116.88	200.00	6,229.44
Joseph D McNeill	7,302.01	526.31	133.44	500.00	7,461.76
Clyde Meyerhoefer	3,860.10		65.94	500.00	3,426.04
Alice Nahabedian	6,933.76		127.18	500.00	6,560.94
John Olin	6,673.63		123.74	200.00	6,597.37
Phi Beta Kappa Book Award	1,320.12		25.06	30.00	1,315.18
Reid Family Scholarship	0.00	13,000.00	27.52		13,027.52
Brian & Shaun Riley	70,243.49		1,118.14	1,000.00	70,361.63
William Ruanne	10,026.59		182.99	500.00	9,709.58
Patricia Saia	6,510.23	500.00	114.51	500.00	6,624.74
Howard Sharpe	6,860.90	200.00	125.31	200.00	6,986.21
Norma Lee Shaw	683.89	1,000.00	19.76	500.00	1,203.65
John Sullivan	19,184.51		356.81	500.00	19,041.32
Westlund Family Scholarship	13,994.85	300.00	262.57	500.00	14,057.42
Carl Westphal	54,694.88		1,023.50	1,000.00	54,718.38
Mary E. Whitney	41,355.94		770.32	1,000.00	41,126.26
Friends of Belmont Wrestling	7,094.64		130.27	300.00	6,924.91
Belmont Women's Rotary	2,480.73		44.16	200.00	2,324.89
<b>TOTAL</b>	<b>487,617.97</b>	<b>18,719.31</b>	<b>8,950.74</b>	<b>18,099.49</b>	<b>497,188.53</b>

RECAP OF OTHER TRUST FUNDS FOR FISCAL YEAR 2011

OTHER TRUST FUND	OPENING BALANCE 7/1/2010	DONATIONS DEFERRED	INCOME	EXPENDITURES	ENDING BALANCE 6/30/2011
Scholarship Check -Off <i>(for Town Residents)</i>	277,109.33	2,577.24	4,383.33	12,297.66	271,772.24
Education Check Off <i>(for School Technology)</i>	82,274.07	5,011.67	1,366.52		88,652.26
Senior Center Check -Off <i>(for New Senior Center)</i>	1,823.73	1,279.75	34.36		3,137.84
General Check-Off <i>(Town Use)</i>	6,698.19	1,603.25	116.27		8,417.71
Local Law Enforcement <i>(Multi Jurisdictional Task Force)</i>	30,756.12	935.88	561.87	5,500.00	26,753.87
Carl Barron Fire Grant <i>(Fire Dept Grant)</i>	3,747.37		71.12	209.96	3,608.53
Marian Mugar Kitchen Fund <i>(Police Dept Kitchen Accessories Fund)</i>	5,702.67		108.25		5,810.92
Police Recovery JAG Grant <i>Justice Assistance Grant</i>	12,788.49		242.74		13,031.23
Maria A. Tellier Trust <i>(To be disbursed in 2028 )</i>	69,856.24		1,325.92		71,182.16
<b>TOTAL</b>	<b>490,756.21</b>	<b>11,407.79</b>	<b>8,210.38</b>	<b>18,007.62</b>	<b>492,366.76</b>

RECAP OF LIBRARY FUNDS FOR FISCAL YEAR 2011

LIBRARY FUNDS	OPENING BALANCE 7/1/2010	DONATIONS TRANSFER IN	INCOME	EXPENDITURES TRANSFER OUT	ENDING BALANCE 6/30/2011
Library Gift Fund	158,171.05	500.00	3,004.66		161,675.71
Michael E Deluty	15,015.62		285.01		15,300.63
Katharine W Atkins	21,234.99		403.07		21,638.06
Margaret Wrisley	18,370.70		348.69		18,719.39
Esther Burdick	11,959.78		226.99		12,186.77
Blanche Howe Jenney	16,023.09		516.12		16,539.21
Library Capital Building Fund	20,650.57	398.84	396.97		21,446.38
Jane Gray Children's Educ Fund	573,606.45		10,884.22	2,766.13	581,724.54
Dustan Library Bequest	292,127.14		4,799.18		296,926.32
<b>TOTAL</b>	<b>1,127,159.39</b>	<b>898.84</b>	<b>20,864.91</b>	<b>2,766.13</b>	<b>1,146,157.01</b>

RECAP OF CEMETERY FUNDS FOR FISCAL YEAR 2011

CEMETERY FUNDS	OPENING BALANCE 7/1/2010	DONATIONS	INCOME	EXPENDITURES	ENDING BALANCE 6/30/2011
Cemetery Annual Planting	96,293.82	1,800.00	2,125.74		100,219.56
Cemetery Perpetual	1,021,327.14	325,000.00	29,142.84	29,142.84	1,346,327.14
<b>TOTAL</b>	<b>1,117,620.96</b>	<b>326,800.00</b>	<b>31,268.58</b>	<b>29,142.84</b>	<b>1,446,546.70</b>

RECAP OF LIGHT FUNDS FOR FISCAL YEAR 2011

LIGHT FUNDS	OPENING BALANCE 7/1/2010	DONATIONS	INCOME	EXPENDITURES	ENDING BALANCE 6/30/2011
Light Rate Stabilization	612,190.13		381.00		612,571.13
Light Depreciation	117,996.21	257,033.25	110.74		375,140.20
<b>TOTAL</b>	<b>730,186.34</b>		<b>491.74</b>		<b>987,711.33</b>

**DEBT MANAGEMENT  
DEBT SERVICE COST FY 11**

Description of Debt	Bonded Amount	Issue Year	Year of Payment	Principal Paid	Interest Paid	P & I Total due
Town Hall Renovations	1,500,000	2000	10 of 10	200,000	4,650	204,650
Title V Loans	60,160	2001	10 of 19	3,191		3,191
BHS Athletic Field and Track	2,200,000	2002	8 of 10	220,000	20,625	240,625
Town Hall Complex	11,950,000	2002	8 of 20	600,000	316,860	916,860
Communication Tower	126,000	2004	7 of 10	10,000	1,675	11,675
Fire Station Construction	10,000,000	2004	7 of 20	500,000	310,500	810,500
Fire Station Construction	2,030,000	2006	5 of 20	105,000	65,825	170,825
Concord Avenue Land	780,000	2006	5 of 19	40,000	24,490	64,490
Skating Rink	185,000	2006	5 of 5	35,000	1,400	36,400
Financial Software - Town	646,000	2007	4 of 4	160,000	8,250	168,250
Financial Software - BMLD	240,000	2007	4 of 4	60,000	2,750	62,750
HVAC-School*	600,000	2008	2 of 5	120,000	12,600	132,600
Senior Center	3,318,206	2008	2 of 17	195,000	102,468	297,468
Chenery Refinanced	5,455,000	2010	2 of 6	1,025,000	139,225	1,164,225
Wellington School	26,700,000	2010	1 of 10	685,000	985,488	1,670,488
<b>Subtotal</b>	<b>65,790,366</b>			<b>3,958,191</b>	<b>1,996,806</b>	<b>5,954,997</b>
MWRA Bond 4	650,000	2003	7 of 10	65,000		65,000
Sewer Loan Rpt.	2,479,000	2007	4 of 20	130,000	90,700	220,700
GIS System	68,750	2006	5 of 5	13,750		13,750
MWRA Water Bond	714,000	2008	3 of 10	71,400		71,400
MWRA Sewer Bond	375,430	2009	2 of 5	75,086		75,086
MWRA Water Bond	872,000	2009	2 of 10	87,200		87,200
MWRA Water Bond	988,785	2010	1 of 10	98,879		98,879
MWPAT	7,226,667	2010	1 of 20	291,110	212,466	503,576
<b>Subtotal</b>	<b>13,374,632</b>			<b>832,425</b>	<b>303,166</b>	<b>1,135,591</b>
<b>TOTAL</b>	<b>79,164,998</b>			<b>4,790,616</b>	<b>2,299,972</b>	<b>7,090,588</b>

**DEBT MANAGEMENT  
TOWN OUTSTANDING DEBT  
AS OF 6/30/11**

	Principal Outstanding 6/30/2009	Principal Outstanding 6/30/2010	Principal Outstanding 6/30/2011
Chenery Middle School	\$ 6,535,000	\$ 5,355,000	\$ 4,330,000
Light Department Building	200,000	-	-
Town Hall Renovations	400,000	200,000	-
Title V Loans	34,796	31,626	28,434
BHS Athletic Field and Track	880,000	660,000	440,000
Town Hall Complex	8,350,000	7,750,000	7,150,000
Communication Tower	50,000	40,000	30,000
Fire Station Construction	6,375,000	5,950,000	5,525,000
Fire Station Construction	1,125,000	1,050,000	975,000
Concord Avenue Land	645,000	600,000	560,000
Skating Rink	70,000	35,000	-
Financial Software	500,000	280,000	-
Fire Station Construction	1,715,000	1,610,000	1,505,000
HVAC-School*	600,000	480,000	360,000
Senior Center	3,310,000	3,115,000	2,920,000
Wellington Elementary School		26,700,000	26,015,000
MWRA Water Bond	1,839,600	2,604,785	3,271,092
MWRA Sewer Bond	2,627,930	2,409,094	9,416,925
<b>TOTALS</b>	<b>\$ 35,257,326</b>	<b>\$ 58,870,505</b>	<b>\$ 62,526,451</b>

**DEBT MANAGEMENT  
DEBT AUTHORIZED BUT NOT ISSUED  
AS OF 6/30/11**

Description of Debt Authorization	Year	Amount	Amortization Period
Fire Station Construction	2004	115,398	20 years
Sewer Surface Drain	2008	3,421,870	20 years
Wellington School	2009	5,049,432	10 years
Water	2011	3,477,000	10 years
Sewer Surface Drain	2011	559,406	20 years
<b>TOTAL AUTHORIZED NOT ISSUED</b>		<b>\$12,623,106</b>	

**SUMMARY OF TAX COLLECTOR'S REPORT  
JULY 1, 2010 TO JUNE 30, 2011**

**Real Estate & Personal Property Taxes**

Commitment	Real Estate	\$	67,125,675.23
Commitment	Personal Property		555,888.35
Total	Commitment		<b><u>\$67,681,563.58</u></b>

Collection	Real Estate	\$	66,137,623.28
Collection	Personal Property		552,941.41
Refund	Real Estate		-156,456.45
Refund	Personal Property		-22,417.64
Abated	Real Estate		451,593.37
Abated	Personal Property		20,351.61
Uncollected	Real Estate		692,915.03
Uncollected	Personal Property		5,012.97
Total			<b><u>\$67,681,563.58</u></b>

<b>Real Estate Tax collected for Previous Years in</b>			
	FY11		<b>\$602,604.67</b>

<b>Real Estate &amp; Tax Deferred Interest and Fees Collected in</b>			
	FY11		<b>\$275,827.31</b>

<b>Tax Title Interest and Fees Collected in</b>			
	FY11		<b>\$18,603.42</b>

**Tax Deferred Taxes**

Opening Balance 07/01/10		\$	755,832.26
Plus FY 11 New Tax Deferred Taxes			87,551.99
Less Paid Tax Deferred in FY11			-201,634.00
<b>Outstanding Balance as of 6/30/11</b>			<b><u>\$641,750.25</u></b>

**Tax Title Taxes**

Opening Balance 07/01/10		\$	703,571.51
Plus New Tax Title in FY11			50,152.82
Less Paid Tax Title in FY11			-73,624.87
<b>Outstanding Balance as of 6/30/11</b>			<b><u>\$680,099.46</u></b>

**SUMMARY OF TAX COLLECTOR'S REPORT  
JULY 1, 2010 TO JUNE 30, 2011**

**Motor Vehicle Excise Tax**

<b>Total Commitment</b>	<b><u>\$2,427,330.43</u></b>
Collections	\$2,337,676.10
Refunds	(24,909.20)
Abated	41,658.29
Uncollected	<u>72,905.24</u>
<b>Total</b>	<b><u>\$2,427,330.43</u></b>

**Committed Motor Vehicle Excise Tax in Fiscal Year 2011 for Previous Years:**

FY10	\$ 316,540.31
FY09	\$ 300.63
FY08	\$ 687.19

**Motor Vehicle Excise Tax collected for Previous Years in:** \$407,873.50  
 FY11

**Motor Vehicle Excise Tax Fees Collected for Previous Years in:** \$30,042.00  
 FY11

**Motor Vehicle Excise Tax Marking Fees Collected in:** \$10,374.57  
 FY11

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

FY10	\$28,716.92	
FY09	\$14,819.72	
FY08	\$15,231.13	
FY07	\$12,530.65	
FY06	\$12,584.22	
FY05	\$11,842.21	
FY04	\$14,311.27	
Prior to 2003	\$144,884.41	\$254,920.53

**SUMMARY OF TAX COLLECTOR'S REPORT  
JULY 1, 2010 TO JUNE 30, 2011**

**Parking Fines**

Outstanding Parking fines as of 07/01/2010	\$434,111
New Parking Tickets Issued in FY11	138,735
Less Payments FY11	<u>-127,640</u>
<b>Outstanding Parking fines as of 06/30/2011</b>	<b><u>\$445,206</u></b>

**Handicap Parking Fines**

Outstanding HP Fines as of 7/1/2010	\$8,925
New Parking Fines Issued in FY11	5,650
Less Payments FY11	<u>-4,400</u>
<b>Outstanding HP Fines as of 6/30/2011</b>	<b><u>\$10,175</u></b>

**SUMMARY OF TAX COLLECTORS REPORT  
BELMONT REAL ESTATE AND EXCISE  
CHECK OFF TAX BILL DONATIONS  
July 1, 2010 to June 30, 2011**

	<u>Number</u>	<u>Amount</u>
Senior Center	111	\$ 1,279.75
Education	107	5,011.67
Scholarship Fund	97	2,577.24
General Fund	76	1,603.25
Capital Endowment	77	3,188.55
<b>TOTAL</b>	<b>468</b>	<b>\$13,660.46</b>

**WARRANT COMMITTEE**

The Warrant Committee (many towns use the label "Finance Committee") consists of fifteen members, appointed by the Town Moderator for staggered three year terms. The Chair of the Board of Selectmen and Chair of the School Committee are ex officio members. The Town By-Laws give the Warrant Committee specific responsibility for reporting and recommending to Town Meeting regarding any article which involves the appropriation of money. The most significant of these items is the Town annual budget. It may also report on any matter that in the Committee's judgment significantly impacts the Town's financial interests. Finally it reviews and votes on all requests for transfer from the Reserve Fund, a fund established by Town Meeting, to be used for emergency expenditures that arise during the course of the year.

In 2011, in the face of substantial initial gaps between available revenue and level services budgets, largely in our school budget, we worked with the Board of Selectmen, the School Committee and the various town and school departments to present a single budget to Town Meeting. This budget was approved as presented. In addition, we reported to Town Meeting on a number of other warrant articles, including the rezoning of historic accessory buildings, the consolidation of School and Town

facilities management and others. Prior to presenting the budget, we held a second Warrant Briefing devoted entirely to financial issues. We plan to continue this practice, ideally with the continuing participation of the League of Women Voters.

In the fall of 2011, we initiated a “risks and opportunities” analysis of sources of potential new revenues or cost increases that might occur during the budgeting process and the dates on which we would have certainty about these issues. The purpose of this analysis was to demystify the process through which the available revenue budget evolves so as to inform the, “They always find the money,” conversation.

Additionally, the Warrant Committee advanced two initiatives begun in 2010. The first is a programmatic approach to analyzing the Town budget. Using this approach, we endeavor to identify the programs undertaken or provided by each Town department and then present the actual cost of those programs along with measure of the results of those programs. Thus our report to Town Meeting this year contained far more detail than reports from prior years. We will refine this analysis in future years, ideally through the addition of better activity indicators and comparative data from similar towns.

The second was development of the first “all in” Town budget showing overall spending for each major function by allocating back to each department expenses such as debt repayment, pensions, building maintenance that are typically carried at the Town level in the annual budget. This provided Town Meeting with a dollar figure for overall spending on such areas as education, public safety and public works.

Finally, the Warrant Committee initiated an examination of whether the increased power to modify the design of employee and retiree healthcare insurance newly provided by the Commonwealth should be adopted by Belmont. As a result of our initial analysis that it held promise, the Board of Selectmen will now be examining the issue in more detail with the goal of implementation in 2012.

Respectfully submitted,  
Liz Allison, Chairman

Sami Baghdady, Kimberly Becker, Pat Bruschi, Adam Dash, Roy Epstein (Secretary), Elizabeth Grob, Ralph Jones (BOS Chair and representative) Michael Libenson, William Lynch (Vice Chair), Raffi Manjikian, Mary McHugh, Robert McLaughlin, Noreen Millane, Bob Sarno, Laurie Slap (School Committee representative)

# LEGAL

## TOWN COUNSEL REPORT OF KOPELMAN AND PAIGE

During Calendar Year 2011, Kopelman and Paige handled several legal matters on behalf of the Town of Belmont.

1. Cushing Square Development

The firm represented the Board of Selectmen during the negotiation of the purchase and sale agreement and the land development agreement which were signed in April 2011. In August 2011, we assisted the Town in the negotiation of a site access agreement.

2. Belmont Municipal Light Plan Substation

We have been working closely with the Municipal Light Department and the Site Selection Committee to reach an agreement with the owners of 20 Flanders Road for the acquisition of the property as a site for the new electric substation. The negotiations have included relocation assistance for the existing tenants at the site.

3. Solid Waste Curbside Collection Contract

The firm worked closely with the Director of Public Works regarding the procurement process and negotiation of a new solid waste curbside collection contract.

4. Belmont Municipal Light Department v. Maine Drilling and Blasting

We continue to represent the Municipal Light Board in the on-going litigation against the blasting company to recover damages to the Light Department's electric manhole at the Waverly Woods development on Trapelo Road. Mediation is scheduled for January 2012.

5. Incinerator Site

During 2011, the firm advised the Town Administration and the DPW Department regarding enforcement efforts by the Department of Environmental Protection to remediate areas around the Town's closed landfill.

6. Belmont Police Department – Charge of Prohibited Practice – Body Armor

The firm has been representing the Police Department before the Department of Labor Relations on a charge of prohibited practice. An investigative conference is scheduled for January 12, 2012.

7. Police Department Collective Bargaining Negotiations

The firm continues to represent the Town's Police Department in the on-going negotiations for a successor collective bargaining agreement.

Respectfully submitted,  
Kopelman and Paige, P.C.

## TOWN COUNSEL REPORT OF ANDERSON & KREIGER

Anderson & Kreiger began as Town Counsel in June, 2011.

## LABOR COUNSEL REPORT OF MORGAN, BROWN AND JOY, LLP

We submit the following report as Legal Counsel on matters of significance in 2011.

The firm has represented the School Department as Labor Counsel and General Counsel since 2007. In the Spring, 2011 the Town retained the firm to provide it with labor and employment advice and counsel as well.

The firm is delighted to provide legal services to both the School Department and the Town and is grateful to the School Committee and the Board of Selectmen for their confidence in us.

We have provided advice and counsel on the following:

## **BELMONT SCHOOL DEPARTMENT**

### Labor Negotiations

Contract negotiations with the Belmont Education Association ("BEA") Unit A (teacher's union), the Belmont Secretaries Association (secretaries union) and AFSCME Council 93, Local 418 (the custodian/food service union) were all successfully concluded in 2011 on terms favorable to the Town, given the financial challenges faced by Belmont and all cities and towns, as well as the Commonwealth. These contracts expire in 2014.

Contract negotiations are ongoing with two unions, BEA Unit B, which is primarily comprised of Department Heads and Assistant Principals and BEA Unit D, which is comprised primarily of Professional Aides, Tutors and Classroom Assistants.

### Litigation

Department of Labor Relations

#### AFSCME Council 93 and the Belmont Public Schools, MUP-11-6298.

The union had filed a prohibited practice charge over the Department's alleged failure to provide information to the union relative to the union contract. The matter was resolved satisfactorily and without a hearing.

### Grievance Arbitration

#### AFSCME Council 93 and Belmont Public Schools, AAA No. 11 390 00625 11. Promotional By-pass issue.

Prior to the commencement of arbitration, the Department favorably resolved a claim that a particular person had been wrongfully by-passed.

#### Belmont Education Association and Belmont Public Schools, Leave Pay Grievance

There is a pending dispute scheduled for arbitration over whether an individual teacher is entitled to additional paid leave. A hearing is scheduled for May 5, 2012 before an arbitrator.

### Other Matters

We have provided legal services in a variety of fairly typical disputes and issues involving students and faculty.

## **TOWN OF BELMONT**

### General

Since being retained in the Spring of 2011, the firm has provided advice and counsel on a variety of workplace disputes involving employee discipline and work reassignment. None of these matters rose to the level of litigation.

### Consolidation of School Department and Town Maintenance Functions

The firm has provided advice with regard to the decision to consolidate the maintenance functions of the Schools and the Town. There are certain bargaining obligations that attach to the decision to proceed under Chapter 71, Section 37M. The firm will continue to provide advice and counsel as needed.

### Health Care

The firm has provided advice and counsel to the Board of Selectmen and the School Committee with regard to Chapter 69 of the Acts of 2011 which allows municipalities to alter health care plan design and/or migrate all employees to the State's Group Insurance Commission.

### Labor Negotiations

The firm has not been involved in Town side labor negotiations in 2011.

Respectfully submitted,  
Philip G. Boyle, Esquire  
Morgan, Brown & Joy, LLP

# PUBLIC FACILITIES PLANNING

## BUILDING SERVICES DEPARTMENT

During calendar year 2011, the Building Services Department continued to keep pace with the goal of providing proper maintenance and repair services to the Town's buildings. This report will cover the following areas:

### **BUILDING SYSTEMS AND MAINTENANCE**

#### ***450 Concord Ave***

We did remedial work to the brick wall, which had become separated from the main building. It required the removal of all of the brick façade and the building of a protective shed over the fiber entering the building. We were also required to remove the existing brick guardrail and replace it with a wooden one.

#### ***Town Hall***

We did project management for the installation of a sound system in the Auditorium. This completes the work paid for by the Auditorium Ballroom Fundraising event held in 2001. We did repairs to all of the ground lighting. We insulated the attic to reduce heat loss.

#### ***Homer Municipal Building***

We did major renovation work on the third floor office of the IT Director. At the request of the Town Administrator, additional security devices were installed on the first and second floors. We had to replace the high efficiency boiler.

#### ***Beech Street Center***

Working with a member of the Building Committee, we have resolved a major issue with the well pumps. Recreation has teamed with the Council on Aging to run more programs at the site during the week and on Saturdays. Additionally, there has been an increase in the rental programs at the site on weekends. We are working with the Committee on a roof project to shield the roof top units. We had a vendor do complete landscaping work over and above what the day staff could perform.

#### ***DPW***

We did project management at the Water Department on a new HVAC system and a roof replacement; replaced leaking oil tank. Installed new security gate at Water entrance. We instituted a preventive maintenance at the DPW yard on all overhead doors with a new vendor.

#### ***Fire Stations***

Worked with the Fire Station Building Committee on some post construction issues. Replace combustion blower at Headquarters.

#### ***Police Station***

Replaced parking lot retaining rail and repaired black vinyl fence on Pleasant St. We have design specifications for masonry repairs on the exterior walls of the station. This will be a joint effort with the Schools doing work at the Burbank Grammar School. We will be going out to bid in the spring with a RFP. Water penetration caused leakage in the Police Chief's office requiring major repairs to the ceiling. We did masonry repairs to the front stairs. Working with the DPW, we performed emergency snow removal from the rear flat room where snow accumulations varied from 3 to 5 foot.

#### ***Town Wide***

All inspections performed and licenses issued on elevators, sprinkler and fire alarm systems, stove hoods and fire extinguishers. We went out to bid on a Town wide two-year service contract for the telephone software system. Annual floor care and window cleaning was performed at six of our sites. Took over the picking up and delivery of mail for the Library. The Benton Library was leased to the Friends of the Benton Library January 2011.

#### **Project Management**

During the year, we assisted the Water Department with a roof replacement and the installation of a modern and energy efficient HVAC system.

Respectfully submitted,  
Wm. Kevin Looney, Manager

## PERMANENT BUILDING COMMITTEE

The purpose of the Permanent Building Committee is to provide a resource for, and give advice to, all building committees in the town. In addition, the Building Committee oversees all building projects with a projected cost of \$50,000 or greater, and reviews

all projects with a cost below \$50,000. Most members of the PBC are appointed by the Moderator, with one member being appointed by the Board of Selectmen.

The only major construction project during 2011 was the rebuilding of the Wellington School. Pat Brusch, Bill Lovallo, and Joel Mooney serve on this Building Committee. The project was bid in 2010 and construction of the new building began right after demolition of the old school in the spring of 2010. While the construction experienced some delays, the building was able to open on time in September of 2011, and over 570 students entered the building for the 2011-2012 school year. Finishing details were completed during the fall. As of this writing, (January 2012) the project is anticipated to be within budget.

Also during this year, the Senior Center project was completed. While construction was finished in 2009, it generally takes a couple of years after "substantial completion" for all of the various details to be finished. Bob McLaughlin and Bill Lovallo worked to bring the many outstanding issues to closure.

Bob McLaughlin, Bill Lovallo, and Bill Shea have also been working on some outstanding issues having to do with the construction of the Fire Stations. It is hoped that all of the issues with this project will be resolved during 2012.

In July of 2011 the Belmont Library reconstruction was accepted and approved by the Mass. Board of Library Commissioners. The project was prioritized on a waiting list, and it is anticipated that it will be one or two years before this project comes before the Town Meeting for funding. Steve Sala represents the PBC on this project.

The project that will be the most active for 2012 is likely to be the building of a new Electric Light Substation. Bob McLaughlin and Bill Lovallo serve on a Site Selection Committee for a new Substation and will follow this project through to completion. It is anticipated that this will come before Town Meeting in early 2012. Once the building is complete, the process of transferring all of the equipment from the 3 substations in town will begin. This process will take about 5 years, and once completed, the current substation properties will be turned back to the town to be reused or sold.

Respectfully submitted,  
 Patricia Brusch, Chairman  
 Steve Sala, Secretary  
 William Lovallo  
 Robert McLaughlin  
 Joel Mooney  
 William Shea

### SENIOR CENTER BUILDING COMMITTEE

During 2011, the Belmont Senior Center Building Committee continued to meet on a regular basis. As of the end of 2011, the Committee is composed of: M. Margaret Callanan, Secretary; Walter Guertin, Treasurer; Cornelius Hegarty, Vice Chair; Paul Laffey; William Lovallo; Janet Macdonald; Penny Schafer, Chair; and Phyllis Solomon. At the end of 2011, the Building Committee notified the Town Meeting Moderator and the Board of Selectmen that it had fulfilled its obligation to plan and construct a Senior Center for the citizens of Belmont. We are very proud of the building and are heartened to see it actively used by seniors in COA activities and by citizens in general for public meetings of many kinds.

During 2011, the Building Committee investigated the possibility of constructing screening around the roof-top vents over the kitchen. Such screening was not required by the Planning Board at the time they approved the Beech Street Center, and was not part of the original budget. Recently, however, it has become town policy to screen roof-top equipment. Thus the Building Committee wanted to see if we could provide such screening within our budget. We hired a local architect to identify options and to develop plans for one of the options, based on Committee discussions. The Building Committee applied to, and received approval from, the Planning Board for permission to construct the Committee's preferred option. Due to budget limitations, however, the screening could not be built. The plans and drawings will be given to the town for its use.

The second major activity of 2011 was finalizing our application for LEED certification. LEED (Leadership in Energy and Environmental Design) is a national program established to promote the construction of energy efficient, green buildings. Throughout the design and construction of the Beech Street Center, the Building Committee used the LEED checklist as a guide to developing a green building that would save the town money while providing a comfortable environment for the users of the building. This fall the Building Committee was notified that the Beech Street Center had received certification at the Silver level. Our thanks to the Friends of the Council on Aging for their donation of a lovely plaque commemorating this achievement.



In terms of finalizing the building, we installed a back-up battery for the sump pumps on the geothermal system, installed an additional heating unit in the back emergency stairway, and made final payments to the architect.

The Building Committee would like to express its special thanks to three citizen groups who continue to make important donations to the Beech Street Center. This year The Belmont Elder Citizens, Inc. purchased specialized fitness equipment for the Center. The equipment will be delivered and installed in early 2012. The Council on Aging has developed an innovative program so that the equipment will be available for use by Belmont seniors at no cost to the town. Also this year, in addition to the LEED-certification plaque, the Friends of the COA provided the town with the final installment in the \$1 million they raised to help cover construction costs. The Building Committee is proud to have been part of this town-wide collaborative effort to provide our town with a superior facility that will serve members of the Belmont community for years to come. Our thanks to everyone who has assisted us throughout the fundraising, design and construction process.

Respectfully submitted,  
Penny Schafer, Chairman

## WELLINGTON SCHOOL BUILDING COMMITTEE

The Wellington Building Committee entered 2011 in anticipation that the new school would be complete and open for the start of the new school year on September 7. We are pleased to report that we successfully met this goal with an exciting new building built on time and on budget, opening the doors to an approximate enrollment of 576 students, Pre-K through 4<sup>th</sup> grade. Our report focuses on the highlights of the construction process. 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.

In the winter months of January and February, the new Wellington structure was covered or "tented" to allow for interior winter construction. Interior framing and MEP roughing-in began while the roof was completed. The basement slab floor was poured, temporary heat, electricity and windows were installed, and drywalls were put up and brick work for the exterior walls started. The committee hired a consultant for the FF&E (furnishings, fixtures and equipment) as well as an IT/Security systems consultant.

In March, Skanska invited neighbors to a coffee and tour of the construction in progress. Bid packages for the furnishings and IT came in for the selection of furnishings and equipment for the new school. The packages came in under budget and the committee agreed to supplement the Wellington's PTO budget for the purchase of equipment for two new playgrounds. The School Department heads and faculty and staff at Wellington made recommendations for classroom, cafeteria and media center furnishings. IT purchases included new Smart Boards and computers for the classrooms. By April, the tenting and scaffolding came down and visible progress on the building could now be viewed—a milestone for the project. The brick exterior walls were nearing completion, the permanent skylight and windows installed and interior millwork, painting and flooring ongoing in the classroom wings.

In June, site work began once the Skanska office trailer was taken off-site and remaining soil under the trailer removed. The site was landscaped; playground equipment installed and interior and exterior finish work continued in July and August along with the delivery of all the furnishings and equipment in August. After several inspections and reviews, the Town of Belmont issued a Temporary Certificate of Occupancy for school to open on September 7, a day that included a ribbon cutting ceremony with the Wellington students. A more formal dedication ceremony and open house for the entire Town of Belmont followed on September 25, along with invited guests which included the Treasurer of the Commonwealth, Steven Grossman, as well as local town officials, the architect and construction team.

The Skanska team continued to work on finish items from a punch list during the fall and early winter months, with work done after school hours and on the weekends. The committee anticipates the majority of the punch list items to be completed by winter in 2012 with some remaining work to be done next spring and summer, particularly with the exterior wood trim at the entrances. The WBC continues to meet Wednesday mornings at the School Administration Building. On behalf of the committee, I would like to thank the Town of Belmont for their tremendous support of this project and for their patience during the construction phase.

### **Facts about the new Wellington:**

#### ***The Building***

- Designed as a 5-track school, grades pre-K – 4th, 575 students
- Two distinct wings – "upper" and "lower", with age-appropriate play areas
- Specifically designed for elementary age students, including facilities for those with special needs
- 80 parking spaces for staff
- Artificial turf field for year-round play
- 88,000 sq ft (old building was 93,000)
- Gym is approximately the same size as Butler's
- Designed to blend in with neighboring houses – similar scale, mix of wood and brick

- Energy-saving and green features:
  - \_ Natural light, to reduce electricity use and provide healthier environment
  - \_ Geo-thermal wells (1500 feet deep) to reduce heating and cooling costs
  - \_ Healthier materials (i.e., low-VOC paint and floors)
  - \_ Roof designed for installation of solar panels and portions for green roof
  - \_ Gas fired boiler for efficiency and cost savings
  - \_ Diffused air system to remove moisture and make spaces feel cooler
- Costs:
  - \_ Total: \$39.8M, including design, construction, demolition, temporary relocation
  - \_ State reimbursement: \$12.4M (40% of eligible costs) from MSBA

### ***The Classroom Wings***

- Built-in benches and shelves
- Whiteboard (“wall talker”) on most open walls
- Smartboards in all classrooms
- Computers for students and teacher in each classroom (no dedicated lab)
- Large (“clerestory”) windows and light shelves for natural light (reduce electrical costs)
- Low-velocity HVAC system is very quiet
- 900 square foot rooms (1000+ for pre-K and Kindergarten)
- Sinks in all rooms, dedicated bathrooms in pre-K and Kindergarten
- Numerous break-out and special instruction areas to provide flexibility to meet student needs.

### ***The Core Area***

- Two art rooms and music rooms
- Nurses suite
- Gymnasium (Similar in size to Butler)
- Cafetorium and full service kitchen; space in cafetorium can be cordoned off as additional music/instructional space
- Core area Music Room doubles as shared community space (as at Chenery)
- Administration offices and some special education rooms air-conditioned for summer use
- Media Center/Library space

The members of the building committee, appointed by the Town Moderator:

- **Mark Haley**, Chair
- **Pat Brusch**, Vice Chair
- **Joe Barrell**, Board of Selectmen's liaison
- **John Bowe**, Treasurer
- **Laurie Graham**, School Committee Chair, Belmont Disability Access Commission
- **Bill Lovallo**, Permanent Building Committee,
- **Mary McHugh**, Warrant Committee
- **Joel Mooney**, Permanent Building Committee
- **Ike Papadopoulos**, Community Member
- **Lucy Pullen**, Secretary
- **Heidi Sawyer** Wellington parent liaison
- **Eric Smith**, Warrant Committee, Zoning Board of Appeals

School and Town administration:

- **Anthony DiCologero** Director of Finance, Business, and Operations, non-voting
- **Amy Wagner** Wellington Principal, non-voting
- **Ara Yogurtian**, Office of Community Development, non-voting

Respectfully submitted,  
 Mark Haley, Chairman  
 Wellington School Building Committee

# LAND USE AND NATURAL RESOURCE PLANNING

## COMMUNITY PRESERVATION COMMITTEE

Pursuant to the acceptance of the State's Community Preservation Act by Belmont voters in November, 2010, and the Annual Town Meeting's approval in April, 2011 of a bylaw establishing a Community Preservation Committee, the Committee had its first meeting on October 26, 2011. Its members include Donna Brescia representing The Housing Authority, Joseph DeStefano (Planning Board), Lisa Harrington (Historic District Commission), Ralph Jones (Parks Commission), John Owens (Recreation Commission), Margaret Velie (Conservation Commission), and Selectmen appointees Floyd Carman, Anne Marie Mahoney and Paul Solomon.

The Committee has received a training session from the Community Preservation Coalition, a state-wide group which provides help to communities participating in the Community Preservation Act, and has begun the process of collecting suggestions for projects to be funded, and to develop criteria for making decisions on projects. Public input will be solicited. Projects which can be funded under the Community Preservation Act must be in the areas of community housing, open space, historic preservation, and recreation. Since funding from the State's Community Preservation Fund and the voter-approved surcharge on Belmont's property taxes will not begin to accrue until 2012, the Committee has decided not to request specific project funding until the Annual Town Meeting in 2013.

Respectfully submitted,  
Paul Solomon, Chairman

## CONSERVATION COMMISSION

### INTRODUCTION

The Conservation Commission is an appointed town board responsible for the implementation of the Massachusetts Wetlands Protection Act (WPA), a state law that is administered primarily by municipalities throughout the Commonwealth. 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 or flowers.

### PERSONNEL

The Commission consists of seven (7) regular members, as well as dedicated associate members. The members of the Commission, as well as the associates, 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 meetings are well attended, and 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 on the Town web site, and the Commission notes that all are welcome and participation encouraged.

Current Commission members are William McCants, David Webster, James Roth, Margaret Velie, Faustino Lichauco, Jeffrey North and Miriam Weil. Miriam Weil is chairperson and David Webster is vice-chairperson. We have one associate member, Brian Kelder, and said a grateful thanks to Barbara Gardner for several years of dedicated service. Barbara Gardener was the unofficial nurse of the Commission, and graciously hosted several (safe!) work days at Rock Meadow in conjunction with local community service organizations.

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. In doing so, she guides them through the often intricate process with skill and patience. 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.

GRANTS AND LAND MANAGEMENT ACTIVITIES

The Conservation Commission has been administering a federal grant funding to help carry out much needed maintenance and restoration activities of Rock Meadow. In the past year, the Commission administered funds from the WHIP Program, a cost sharing program that has allowed the Commission to enhance the value of Rock Meadow for a variety of grass land birds. This program is summarized below.

NRCS Cost Share Program

As in recent years, much of the Commission's efforts have been toward the management of Rock Meadow, with the long term goal of restoring the traditional grassland character of the area. Several years ago, the Commission contracted with the Ecological Extension Service of the Mass Audubon Society to prepare a detailed ecological analysis of the meadow. This analysis, which was partially funded through Partners for Fish and Wildlife Service Program grant, represented the technical basis for the grant applications used to fund meadow restoration.

The report identified several issues, including the need to better manage the ecosystem to restore the early successional cover that historically characterized the Rock Meadow grasslands, as well as the need to control non native and invasive plant species within the meadow effectively.

Based on the report, the Commission developed a formal maintenance and management plan for the Meadow. With this management plan in hand, the Commission applied to the USDA Natural Resources Conservation Service (NRCS) for a Wildlife Habitat Improvement Plan (WHIP) contract to fund a ten-year improvement program. WHIP is a voluntary program that encourages the creation of high quality wildlife habitats to support wildlife populations of local significance. The Commission worked with the NRCS to develop a wildlife habitat development plan, which ultimately became the basis of the cost-share agreement between NRCS and the Town.

The estimated cost of the ten year management plan was approximately \$79,000 dollars. The Commission received approximately \$50,000 dollars over the next ten years in NRCS funding for this project, leaving the Commission with a commitment of approximately \$30,000 dollars. The Commission sponsored a bill at Town Meeting to establish a revolving account with seed money (the \$30,000 dollars) for grant-sponsored activities. The bill was passed unanimously, and the account established.

The management/restoration project continues. As in past years, Polatin Environmental Services was contracted to carry out the majority of the activities prescribed in the plan. The activities began with mowing and cutting back of invasive species such as Buckthorn, Black Swallowort and Japanese knotweed. Ailanthus trees were chemically treated in preparation for subsequent removal, and other woody vegetation was cut or mowed to restore more than 20 acres to a meadow condition. Treatment continues on an annual basis and the restoration activities are being monitored by Mary Trudeau, the Conservation Commission's agent, as well as representatives of NRCS.

The 2010 growing season was the first year that the WHIP Cost Share Agreement did not fund the annual mowing. The Commission worked with the Friends of Rock Meadow to fund a mowing during the summer of 2010, and the WHIP Program provided the funds for a 2011 mowing. Mowing during the summer of 2012 will again require private funding, and the Commission is currently developing a fundraising program to ensure that the meadow remains healthy and well cared for this summer.

VICTORY GARDENS and ROCK MEADOW ACTIVITIES

The Commission, again, worked with longtime volunteer farmer/managers Kathy Martin and Bruce Westgate to manage the Victory Gardens. The Victory Gardens are located in the southeast corner of Rock Meadow, and provide plots for up to about 130 local gardeners. Although garden membership has fluctuated through the years, there is currently a waiting list of approximately 75 gardeners. As a result of some recent reclamation work in Rock Meadow in the winter of 2010, the gardens were able to add approximately 12 additional gardens in 2012. While each plot is individually managed, the Commission provides water and compost to the gardens and is interested in restoration of the path system and fencing of the plots. The Commission has used excess funds to contribute to the maintenance and restoration of Rock Meadow.



An important component within the gardens is the volunteer contributions that allow for the continued operation of the program. In addition to the management skills of Kathy Martin, and the long term stewardship of Bruce Westgate, several gardeners were enormously helpful. In particular, Geno Volpe and Ed Ensor maintained the watering system, Judy Otto created a series of summer "lectures" and community development events, Victoria Thatcher worked to maintain a community bulletin board, and Maria Leza provided continuous eradication of invasive plant species within Rock Meadow and the gardens. Catherine Stahlberg worked with a local gardening supply store to obtain discounts on gardening supplies. David Mitchell coordinated efforts to create on-site composting, and Glen was a tireless laborer providing assistance to many gardeners in a variety of well appreciated ways!

Joe Finn, a local birding expert, 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 adds 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. Joe also managed the mowing of the paths, and maintained the brush cutter owned by the Commission.

Karen LaCourse and Joan Teebagy had bee hives at Rock Meadow. This is the second year of bee hives at the Meadow, and the gardeners feel that the increased pollination is helpful. Karen LaCourse was able to produce a good amount of honey, and marketed it as a product of Rock Meadow! A portion of her sales was paid to the Rock Meadow maintenance fund, contributing to the 2012 mowing of the site.

While the USDA WHIP grant has provisions for the control of invasive plant species, we also have a local volunteer who spends hundreds of hours every year attacking the Bittersweet vines in Rock Meadow, and adjacent woodlands. Dr. Maria Leza has been tireless in her efforts to control the tenacious vines, and the results of her cutting program are visible in many corners of the Meadow. Dr. Leza is a long-time community gardener and has mentored several new gardeners in the art of organic gardening.

Deb Hartman, an abutter to Rock Meadow, contributes to the stewardship of Rock Meadow in more ways than can be described in this report. She has organized fund raising for mowing and maintenance activities, and has been a valuable liason between the Commission and the local supporters of Rock 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.



## 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 past year, projects included improvements to the stormwater management system at a local nursing home, additions to a few existing homes, as well as the continued review of a large residential housing project proposed on the “uplands” site, located between Route 2 and Little Pond.

Respectfully submitted,  
Miriam Weil, Chairman  
William McCants, Tino Lichauco, Martha Moore, Jim Roth, Margaret Velie, David Webster, Jeffrey North,  
Brian Kelder (Associate) and Barbara Gardner (past Associate)

## **ECONOMIC DEVELOPMENT ADVISORY COMMITTEE**

The Economic Development Advisory Committee (EDAC) was formed by a mandate from the Board of Selectmen in January 2011. EDAC’s purpose is to promote balanced, long-term economic development within the Town and advise the Board of Selectmen on issues concerning policies and zoning that foster commercial and business growth. EDAC Committee members were appointed by the Selectmen in January and February, representing a broad range of backgrounds and professions. Meetings began in March 2011, and the Committee members elected Officers.

EDAC had an extremely productive year in 2011. The Committee initiated dialogue with various Town entities and individuals to develop a baseline understanding of the current state of development in Belmont, and to gain a better sense of what the Town’s financial needs are in the next 5 years. Research was conducted to benchmark certain metrics in Belmont as compared with 20 other Metro West towns surrounding Belmont and to gain insights into any unique characteristics or attributes of Belmont which differentiate it from other Metro West towns.

The Committee also worked with Belmont’s Economic Development Manager to evaluate development opportunities in Belmont in new areas or on extensions of existing properties. Based on this research, the Committee engaged the Board of Assessors and created estimates of net new commercial revenue opportunities for Belmont in 4 specific areas appropriate for commercial development. These areas include the McLean Hospital land, South Pleasant Street, Cushing Square and the site of the former MDC Skating Rink on Route 2 East. Estimates for incremental commercial tax revenue from these 4 development areas were presented to the Planning Board and subsequently to the Board of Selectmen in a televised session. The Committee will also review and make recommendations on parking challenges in the Town’s major business centers, as part of economic development.

The primary finding is that in order to reap the benefits of this commercial revenue to the Town, Belmont needs to shed its reluctance to commercial development and become, with appropriate standards, more developer friendly. The current approach has resulted in pockets of suburban blight and has dissuaded quality developers from Belmont. The Committee recommends that Belmont and its various regulatory Boards work proactively to create predictability for developers and investors, by creating documented standards and guidelines for developers. Additionally, the Committee recommends that while resident input is absolutely critical, a balanced approach and a keen sense of the common good should prevail.

Finally, the Committee recommends that the Town adopt a goal of increasing our commercial tax revenue from the current \$3.6 million to \$8 million over five years and charge the Selectmen, Planning Board and Zoning Board of Appeals with the authority to be more proactive in the development of these four areas while maintaining the most desirable characteristics of Belmont.

Respectfully submitted,  
Lalig J. Musserian, Co-Chair and Committee Secretary  
Steve Savarese, Co-Chair  
Angelo Firenze, Board of Selectmen Liaison  
Keith Andre  
Anthony Leccese  
Tommasina Olson  
Erik Rhodin  
Andres Rojas, Vice-Chairman, Planning Board  
Edmund Starzec

## **ENERGY COMMITTEE**

The Belmont Energy Committee is a permanent town committee authorized by Town Meeting that was appointed by the Board of Selectmen in the spring of 2010 and began meeting in the fall of that year. Charged with facilitating, enabling, and helping the Town and its residents, businesses, and institutions to reduce the community’s carbon emissions 80 percent, the Energy



***New Bike Rack for Belmont Farmer's Market***

Committee organized itself into three sub-committees: (1) residential; (2) transportation; and (3) municipal/commercial. All three have been active on a number of fronts this year.

In the transportation sector, the Energy Committee collaborated with the Office of Community Development to draft a map of current and planned bike friendly routes in town for proactive planning purposes and to promote recreational and commuter biking. The map served as a model for the creation of a walking map, funded through a state grant and currently under development. The Committee also applied for and obtained grant funding for 30 bike racks that can accommodate 300 bikes for use at schools, parks, the library, and the Belmont Center municipal parking lot. The Committee worked with the Department of Public Works or DPW, Office of Community Development, and Belmont Public Schools to site and begin installation of these racks.

To inspire a sense of community among Belmont's bikers, the Committee established and maintains a public forum for local bike-related issues on Facebook (Bike Belmont).

The Committee also contacted Zipcar (short-term car rental) and explored the possibility of citing two vehicles in Belmont. Working closely with the Board of Selectmen and Town Administrator, the Committee helped bring two Zipcar vehicles to Belmont Center.



***Zipcar in Belmont Center***

The Committee worked with the Belmont Garden Club, DPW, MBTA, and the Belmont Art Gallery on beautification of the Belmont Center commuter train station. This included contacting the MBTA, requesting and receiving new benches and trash cans and working with the Garden Club to improve landscaping—all with the goal of raising visibility of the station and encouraging ridership of commuter rail. This project was also vetted by the Lions Club, Belmont Historic Commission, and the Belmont Citizens Forum. To build on these efforts, the Committee secured private funds to procure a message board, which will provide highly visible basic information about Commuter Rail schedules and prices to passersby in Belmont Center.

The Committee worked closely with the Belmont Municipal Light Department and Belmont Municipal Light Advisory Board and helped to facilitate the adoption of a town net-metering and inter-connect policy. This will facilitate and encourage solar electricity (photovoltaic or PV)

in Belmont. The Committee also initiated discussion with the Town and School Department about the potential of placing solar PV panels on Town and School Buildings (in process) and provided technical review and commentary on a proposed bylaw intended to regulate the placement of solar panels. Working with Sustainable Belmont, the Committee also presented public forums for business and residents to learn how they might lease PV panels.

To increase energy conservation, the Committee submitted a proposal to Town Meeting to consider adopting the Commonwealth's "stretch code," which allows communities to increase the energy efficiency of new construction by 20 percent. Town Meeting adopted the code in Fall 2010. Also, working with the Town Administrator and School Superintendent, the Committee created and distributed a resource handbook on maintenance activities leading to energy and related cost savings for Town and Schools.

Respectfully submitted,  
Ian Todreas and Roger Colton, Co-chairs, Belmont Energy Committee

## **HISTORIC DISTRICT COMMISSION**

During 2011, the Belmont Historic District Commission (HDC) was busy performing its dual role as the administrative body responsible for preserving the integrity of the Pleasant Street and Common Street Historic Districts and as Belmont's Historical Commission with the duty of advising the Town on how to protect and preserve its historic resources, especially its most significant older buildings and surviving landscapes.

Within the Pleasant Street Historic District, the Commission continued to assist both residents and Town administrators in preserving the historic character of their properties and in making appropriate alterations and additions when necessary. Numerous public hearings were held during the year to discuss and/or review plans for changes and additions and to cite historical precedents that might assist owners in designing these improvements.

In its capacity as the Town's Historical Commission, the Commission was involved in the following activities:

First, the Commission completed drafting a proposed Demolition Delay Bylaw. Working with Ray Miyares of the Bylaw Review Committee and with Sami Baghdady and Joe DeStefano of the Planning Board, the Historical Commission drafted the bylaw to closely follow the Model Demolition Delay Law recommended by the Massachusetts Historical Commission. The bylaw is complete and ready to be introduced at the 2012 spring Town Meeting. This effort is a follow-up to the Historic Preservation Elements of Belmont's Comprehensive Plan 2010-2020. Key preservation strategies recommended in the Comprehensive Plan include: encourage the reuse and improvement of existing buildings; encourage growth in existing commercial centers that complements Belmont's small-town character and encourages the reuse of existing buildings; promote new development compatible with historic context; facilitate town-wide communication regarding historic objectives and policy; identify vulnerable historic assets and measures to protect them, and protect neighborhoods. The Demolition Delay bylaw will be an important preservation tool to assist in the strategies outlined in the Comprehensive Plan.

Second, members Lisa Harrington and Peter Gunness remained active on the Town's Community Preservation Act (CPA) having helped to lead a successful ballot initiative to have the Town adopt the CPA, allowing Belmont to adopt a property tax surcharge with some level of state matching funds to be used to support open space, affordable housing, historic preservation and recreation uses. Ms. Harrington was appointed to the Community Preservation Committee (CPC).

Third, members of the Historical Commission worked closely with the former and present owners of the property at 59 Common Street, as well as Town residents and others, to preserve the historic Thomas Clark House (c.1760). Numerous sites and strategies were examined to relocate the house from its historic site to another nearby Belmont location. No final solution has been determined; and, it is possible that the house may be moved to a temporary site on Concord Avenue, near the High School Field House, a site approved by the Selectmen and agreed upon by the School Committee.

Looking to the future, the Commission will (1) continue to work on the projects already underway and listed in part, above; and, (2) seek funding and support for an updated inventory of Belmont's historic properties; (3) develop a strategy for re-use of the historic Mill Street Barn; and (4) respond as rapidly as possible to all Massachusetts Historical Commission requests for comment on proposed construction projects that might affect Belmont resources listed on the Inventory of the Historic Assets of the Commonwealth.

Members also continue to serve as representatives of the Commission on other Town committees, including: Member Lisa Harrington who serves on the Community Preservation Committee; and, Chairman Emeritus Richard Cheek who serves as a member of the Friends of Benton Library.

New members of the Historic District Commission, appointed by the Selectmen, include member Theresa McCarthy and alternate member Edward Bing. Peter Gunness was moved from alternate member to member.

The Commission wishes to thank everyone who has helped to preserve Belmont's rich legacy of fine buildings, beautiful landscapes and other historic resources over the course of the year. We look forward to your continued advice and assistance in 2012.

Respectfully submitted,  
Paul Bell, Co-Chairman  
Michael Smith, Co-Chairman

## **LAND MANAGEMENT COMMITTEE FOR LONE TREE HILL, BELMONT CONSERVATION LAND** (formerly McLean Land Management Committee)

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, Martha Moore, Harlan Carere and Richard Pichette from Belmont, Michele Gougeon, Andy Healy, Frank Keefe and Steve Kidder from McLean Hospital and Wesley Ward from The Trustees of Reservations, holder of the Conservation Restrictions). The end of 2011 saw the resignations and transitions of several of our long-serving volunteers. Richard Pichette of the Historic District Commission left the committee as

well as Martha Moore of the Conservation Commission. A new Historic District appointee is yet to be named but we're pleased to be joined by Jeff North from the Conservation Commission. We will sincerely miss the energy and commitment of both Martha and Rich and wish them well. In addition, Frank Keefe, a McLean appointee, has just been replaced by our long-serving, extraordinary volunteer, Tom Grumble. 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 conservation groups, not by the property tax.

During 2011, like the many years that preceded it, the unrelenting dedication and financial sponsorship of the Judith K. Record Memorial Conservation Foundation, accompanied by the on-the-ground skill and effort of the tireless members of the New England Mountain Bike Association, the newfound zeal and enthusiasm of the "Belmont Serves" volunteers and other "ranger" members of the extended Belmont community allowed us to accomplish several critical goals.

Principle work conducted during 2011 focused our efforts to the "opening" ceremony for the property in October of 2011 and continued to implement the overall goals and 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. The new name for the property, Lone Tree Hill, Belmont Conservation Land, was finally adopted by the committee in 2010, and formally approved by the Trustees of McLean Hospital and the Board of Selectmen of the Town of Belmont.
2. This long-awaited naming allowed many opportunities to likewise come to fruition, most notably the development and final approval of the trails and property map and a clear, new design, plan and installation of signage graphics, activities funded by the JKR Fund for which we are all so grateful. Finally, individuals have the opportunity to explore the property with confidence, meet friends or take note of wildlife and share their finds with other enthusiasts using understandable nomenclature. In addition, the new parking area and bike rack donated by Wheelworks now make the property more accessible to a people across the geography.
3. Working with concerned neighbors, the Cemetery Commission, and the Town's office of Community Development and Department of Public Works, the complete reconstruction of Concord Avenue has provided a stockpile of many wonderful rocks and boulders that inspired a significant gift from the JKR Fund to restore and rebuild the historic rock wall along Concord Avenue across from the Belmont Hill Club. At the close of 2011, this work is nearly complete.
4. A volunteer work day on a Saturday in July, sponsored and led by Tom Grumble of the New England Mountain Bike Association, constructed a completely new multi-use trail, long contemplated by the Committee. The new trail is hundreds of feet in length and was successfully cut through the thick invasives and edge vegetation of the Great Meadow using hoes, loppers, chain saws and back-breaking labor. It was a terrific and rewarding day!
5. Trails/ Parking/Access/Signage - The main identity of the property will shift from Concord Avenue to Mill Street with the installation of the parking lot and new kiosks and the signage plan is virtually complete. Efforts for 2012 will involve preparing recommendations for the reconstruction of the old coal road up from Pleasant Street.
6. Maintenance/Security/ Enforcement –The assistance and recommendations of the Belmont Police, particularly Captain Hoerr, have contributed significantly to our understanding of how rules and enforcement should work on the property. Working with Police and Conservation Officer, we will consider preparing a by-law for Belmont to accomplish this goal.
7. Routine Maintenance Per Consultant Report - Continued to restore meadows by mowing and selectively use herbicides
8. Assisted by The Trustees of Reservations, we continue to enforce conditions of the Conservation Restrictions and work more closely with abutting neighbors to ensure compliance and limit "bleed-over" effects both onto and from the property.
9. Volunteer Work Day – Spearheaded by the Belmont Religious Council, "Belmont Serves" was another tremendously successful day in October 2011 at Lone Tree Hill. Nearly 25 volunteers descended on the Mill Street parking lot/entrance to collect and remove trash and unwanted plant material, tree stumps, brush etc totaling several dump trucks of material. In addition, the crew tramped our new multi-use trail that skirts the meadow and cut and gathered more than 30 bags of invasives that were picked up by the DPW. We were happy to see many returning volunteers and hope to establish a more formal and regular volunteer corps to help maintain the property over time.
10. We've developed a new "budget" and strategy to help us properly consider our one-time endeavors and repetitive costs.

In sum, the property has a new name, new trails, new map, new signage, new parking lot, new bike rack, new pedestrian crosswalks to join it to other open space properties and a new future. We're ready, now all we need is more visitors! 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 the McLean Land Management Committee)

## THE METROPOLITAN AREA PLANNING COUNCIL (MAPC)

The Metropolitan Area Planning Council (MAPC) is the regional planning agency serving the people who live and work in the 101 cities and towns of Greater Boston. With a mission to promote smart growth and regional collaboration, MAPC's work is guided by our regional plan, "MetroFuture: Making a Greater Boston Region."

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This year has been transformative in many ways for both MAPC and the region. With an infusion of federal dollars through HUD's Sustainable Communities Regional Planning Grant, MAPC has been honored and challenged with a great responsibility this year: to support and showcase the best smart growth projects and policies across Greater Boston, and to serve those up as models for others across the country.

Our **Metro Boston Sustainable Communities Consortium**, which governs the grant, now numbers 158 member organizations, including 65 municipalities representing 80 percent of the region's 3 million residents. The Consortium's Steering Committee has already funded a number of projects that were directly included in our application to HUD. In addition, we released our first request for place-based project proposals this summer, to which we received 33 applications totaling \$1.7 million in diverse ideas. We are pleased to report that 11 new projects were selected for funding under a competitive evaluation process that emphasized our MetroFuture goals related to equity and sustainability, while aiming for geographic diversity.

### Take a look at some of the exciting projects funded by Sustainable Communities:

- The **Regional Housing Plan** and **Fair Housing Equity Assessment** will outline the region's housing needs, link fair housing with a broader set of regional issues, and recommend housing development and policy goals.
- Sustainable Communities will augment the City of Boston's planning process in the **Fairmount/Indigo Line Corridor**, which includes some of the most underserved neighborhoods in Boston. We will also provide predevelopment support to the Community Development Corporations in the Fairmount Collaborative, and advance the need for green spaces and bicycle paths in the communities served by the new rail line.
- The **Framingham Tech Park Transportation Management Plan** will recommend investments in transit, infrastructure, and incentives to facilitate economic development in an old industrial park along Route 9. Goals include improved access to employment and a reduction of vehicle miles traveled in the region.
- "**Community PlanIt**" will develop an on-line social media game focused on community learning, deliberation, and participation to engage a broad range of stakeholders in decision-making. Our program will also help the **Asian Community Development Corporation** to engage linguistically-isolated, low-income Asian residents of Quincy in local development and planning activities.
- An early success of the program occurred when the town of **Littleton** adopted zoning to protect the future of the **active farms** in residential districts.
- The **Everett Community Visioning Process** will create an inclusive, comprehensive vision and a set of development goals for Everett's future, using innovative public engagement techniques.
- A feasibility study to redevelop **Millis Town Center** will explore mixed-use development opportunities at two former industrial sites: the Cliquot Club Factory and the GAF Shingle Plant.
- **Pedestrian and Bicycle Network Planning** will encourage accommodations for biking and walking in four community clusters: Dedham & Westwood; Quincy to Boston; Hudson, Stow, Maynard, & Marlborough; and Chelsea, Everett, Revere, Malden, Saugus, & Lynn.
- An **Urban Green Infrastructure Plan along the Lower Mystic River** will reduce water pollution and improve environmental quality near the Chelsea Creek, with a focus on storm water management. These projects will move into scoping and implementation throughout 2012, providing a platform for learning and expanding opportunities for dialogue and collaboration. It will be gratifying to watch the projects develop, furthering the goals of MetroFuture and bettering the region in the process, and informing the way we conduct the rest of our work — always with an eye toward greater prosperity, equity and sustainability for all of Greater Boston.

Of course, Sustainable Communities is not the only way we try and implement MetroFuture by helping cities and towns. We're proud to report that 2011 was another successful year for our work under the **District Local Technical Assistance (DLTA) program**, which is an essential vehicle for helping communities achieve more sustainable land use and more effective local governance. DLTA funding is provided by the Legislature and Governor to help cities and towns to collaborate regionally on housing, economic development, and environmental protection projects. The funding can also be used to help municipalities coordinate and more efficiently deliver local services. This year, MAPC funded 19 projects, 8 in land use planning and 11 in municipal services.

Another critical component to MAPC's mission is assisting the region's municipalities to envision and foster local, collaborative **economic development opportunities**. This year, MAPC co-sponsored a summit in Gloucester with funding from the U.S. Economic Development Administration. The highly-attended waterfront conference in November developed a roster of ideas for helping the city to blend its historic, vibrant fishing industry with emerging maritime industries and economic development opportunities.

MAPC staff also worked with the **495/MetroWest Development Compact** to help identify priority development and preservation areas and significant transportation and infrastructure investments for that region. We worked with our neighbors to the west, the

Central Massachusetts Regional Planning Commission, and other allied organizations, to hold community meetings in almost 40 cities and towns, yielding both local and regional priorities for both residential and economic growth, as well as priority land for preservation and protection. MAPC is working to make sure commercial and residential growth respects open space resources, transportation networks, and water resources in the region.

One of the most important drivers of the region's vitality is a strong, reliable transportation network. From transit to roadways and walking and biking infrastructure, the area's ability to attract and retain a productive workforce rests on a dependable transportation network. This year, one of our most significant accomplishments came in connection with the launch of the New Balance **Hubway Bike Share in Boston**. Hubway opened in July 2011 with 600 bikes spread across 61 stations in Boston, and demand has been high for the program's shared bicycles since its very outset. Bolstered with funding from the Federal Transit Administration, MassDOT, the MPO, and local businesses and institutions, Hubway bikes clocked over 140,000 trips by the time the program closed down for the winter — wildly outpacing expectations. In 2012, MAPC will help to facilitate expansion of Hubway into surrounding cities and towns such as Brookline, Cambridge and Somerville this year.

We've also continued to support bicycling through infrastructure improvements through our **Bike Rack Purchasing Program**, funded by the MPO. This year, which is slated to be the final year of the program, cities and towns purchased \$272,149 worth of bicycle parking infrastructure, including two innovative bike-parking corrals in Somerville which replaced one full-size car parking space in Union Square and another in Davis Square. In the four years of the program, 8,542 bike parking spaces have been installed, with another 4,268 still on order.

Our bicycle and pedestrian planners also released a new **Snow Removal Policy Toolkit** in winter 2011, just in time for the record snowfalls the region experienced. The guide, available at [www.mapc.org/resources/snow-removal-policy](http://www.mapc.org/resources/snow-removal-policy), contains best practices, information on a recent state Supreme Judicial Court ruling about snow removal, and model ordinances for municipal leaders to apply. Hard copies are available by request.

MAPC also published the 2011 **Greater Boston Cycling and Walking Map**, the region's first comprehensive map of walking and bicycling facilities. With a companion website that is updated regularly as new information becomes available, this comprehensive guide includes walking paths, hiking trails, bike lanes, and upcoming projects. To see the interactive website or request a hard copy of the map, visit [www.trailmap.mapc.org](http://www.trailmap.mapc.org).

MAPC also led an innovative community visioning process for the area around a potential terminus of the **Green Line Extension** at Mystic Valley Parkway in Somerville and Medford. Using 3-dimensional models of potential developments and estimates of their impacts, MAPC led residents of both cities through a 10-month process to envision station-area development that would make the most of new transit while also preserving community character and preventing displacement. A full report on the process findings was presented to the Medford City Council in November and is available on MAPC's website, [www.mapc.org](http://www.mapc.org).

As programs such as Hubway have helped to make biking and walking more popular options for getting around Metro Boston, our outreach staff has worked hard to fold these modes of mobility into the MetroFuture "Walks and Talks" program. Walks and Talks has helped to grow our "**Friends of MetroFuture**" list to more than 1,900 supporters by offering lectures, workshops and walking and biking tours of our region. Events this year, many of them sellouts, included a tour of the Deer Island Sewage Treatment Plant in Boston Harbor; a weekend biking tour of the Neponset Greenway in Dorchester; an urban bicycling safety workshop, co-hosted with MassBike; and a forum on funding challenges at the MBTA with Stephanie Pollack of the Dukakis Center at Northeastern University. With something planned every month, it's easy to get involved with MAPC and connected to MetroFuture through Walks and Talks. For more information about events and to become a Friend of MetroFuture, visit [www.metrofuture.org](http://www.metrofuture.org).

In 2011 we added two new divisions to MAPC: **Energy and Public health**. We now have several staff devoted exclusively to providing technical assistance and policy guidance to bolster energy efficiency and reduce greenhouse gas emissions (GHG), to help in the regional development of renewable energy resources, and to procure energy products and services for groups of municipalities. We hope this work will advance markets for clean technology while reducing GHG and dependence on fossil fuels. For example, **we brought together 14 communities to hire an Energy Services Company (ESCO)** and we created a new Local Energy Action Program to help communities plan and implement local clean energy projects. We especially want to thank The Barr Foundation for their support of MAPC's energy work.

In the public health field, we had the unprecedented opportunity this year to partner with the Massachusetts Department of Public Health (DPH) – a member of our Sustainable Communities Consortium – to apply for a **Community Transformation Grant** funded under the federal health reform law, the Affordable Care Act. MAPC and DPH coordinated with Middlesex County to design a program that would meet that region's unique public health needs. Middlesex County is the largest in Massachusetts, with some of the greatest health disparities in areas such as tobacco use, diabetes, obesity and cancer-related deaths. We were selected in September, 2011, making MAPC the only regional planning agency in the country to receive a Community Transformation Grant. This gives us an opportunity to link land use planning decisions to public health outcomes and provides several years of stable funding to anchor our public health work and move it forward long term as long as neither Congress nor the Supreme Court repudiates health care reforms that were so long overdue in our country.

As we have journeyed into the field of public health, we have learned that health outcomes are one of the greatest indicators of inequality in the Metro Boston region. Indeed, although the region as a whole has become far more diverse over the past decade, deep divisions and inequity remain. We wanted to highlight these challenges in the very first “Regional Indicators Report” published after the adoption of MetroFuture. And so, in December 2011, MAPC published “The State of Equity in Metro Boston,” an analysis of how inequity creates challenges at all stages of life: childhood, young adulthood, adulthood, and the senior years. The full report can be found at [www.mapc.org](http://www.mapc.org), while a more detailed review of indicators can be studied at [www.regionalindicators.org](http://www.regionalindicators.org).

Of course, data gathering and analysis cannot solve all the problems which they reveal. So, in 2012, MAPC will work with partners across the region and in state government to publish the second phase of our “State of Equity” report, a thorough compendium of recommendations for public and private actions that can make Metro Boston a leader not only in diversity, but also in equality.

In 2011, MAPC also continued to innovate new ways to use technology and interactive websites to engage residents and share data about the region. The Data Services Department developed two new **online transportation survey tools** that allow commuters and parents to provide information about travel patterns using an interactive map, rather than a traditional paper survey. These “open source” survey tools, available at <http://greenstreets.mapc.org> and [www.myschoolcommute.org](http://www.myschoolcommute.org), can be easily adapted for use by other municipalities and organizations in the region.

MAPC is also developing new ways to help stakeholders find and use data, through interactive mapping sites such as the Mystic River Environmental Atlas ([www.maps.mapc.org/myrwa](http://www.maps.mapc.org/myrwa)), which provides easy access to information about stormwater discharges and water quality monitoring results for dozens of sites in the Mystic River Watershed. During the past year, more than 8,600 unique users visited [www.MetroBostonDataCommon.org](http://www.MetroBostonDataCommon.org), MAPC’s **regional data viewer and web mapper**, to access data about 2010 Census results, the American Community Survey, housing developments, and hundreds of other topics. Early 2012 will see the launch of the next generation of the DataCommon, which will include new Community Snapshots, a more intuitive mapping interface, and more powerful tools for the analysis and visualization of data.

Even as we branch into new areas of work, our mission remains the desire to help municipalities collaborate across city and town borders, becoming more efficient in their operations and service delivery, oftentimes saving money and resources in the process. Nowhere is this more exemplified this year than in MAPC’s unique **Fire Apparatus Collective Purchasing Program**. This year, within the first six months of launching the state’s first collective purchasing contracts for fire apparatus, MAPC and the Fire Chiefs Association of Massachusetts (FCAM) brought the city of Boston into the partnership, giving the program a giant leap forward. Now, with the program just one year old, our staff are consistently fielding calls from new fire chiefs interested in saving money by purchasing fire apparatus through our collaborative. To date, 23 fire trucks have been purchased through the program, saving \$460,000 collectively.

In keeping with our mission to promote regional collaboration, MAPC continues to operate three regional equipment cache sites, containing reserves of emergency resources for large-scale incidents. Located in Beverly, Framingham and Lexington, each site contains equipment to help the region prepare for and respond to major events such as natural or man-made disasters, by providing resources that municipalities typically can’t afford to purchase individually. MAPC works in tandem with **NERAC, the Northeast Homeland Security Regional Advisory Council**, to offer these vital resources through the Homeland Security grant program by the U.S. Department of Homeland Security through the state’s Executive Office of Public Safety and Security. For example, NERAC assets were deployed in such major disasters as Hurricane Irene and the early October Nor’Easter which crippled large swaths of New England, making 2011 a year of deep need in terms of emergency planning and preparedness.

MAPC continued a robust legislative agenda in 2011, focusing on topics such as **transportation funding, zoning reform**, and pursuing a more sound financial footing for the **Community Preservation Act**. With many allies, we achieved a major success when Governor Patrick signed into law, legislation reforming health insurance for municipal employees on July 12, 2011. This law will help dozens of municipalities to negotiate savings on health care costs for their employees and retirees. This law strikes a balance that gives municipalities a chance to manage their way through the fiscal crisis while preventing layoffs and ensuring high-quality health insurance for all municipal employees and retirees.

Finally, as the discussion and debate around the MBTA’s struggling financial picture takes shape, we are poised to influence policy decisions and advocate for key revenue changes as part of our new **Transportation Campaign**. We’ve hosted forums on transit funding throughout the year and are planning more as pending fare hikes approach for transit riders. If you are interested in joining us, visit our website to get started.

As we move forward into a new year, we know that MAPC will continue to be involved in creating a healthy, strong, more vibrant region consistent with our MetroFuture goals. Visit [www.mapc.org](http://www.mapc.org) throughout the year for news and updates about our work.

### **The Metropolitan Area Planning Council Inner Core Committee (ICC)**

*Arlington, Belmont, Boston, Brookline, Cambridge, Chelsea, Everett, Lynn, Malden, Medford, Melrose, Milton, Newton, Quincy, Revere, Saugus, Somerville, Waltham, Watertown, Winthrop, the Boston Redevelopment Authority, and the Metropolitan Area Planning Council*

The Committee held nine regular meetings in 2011, exchanging planning, land-use, and community development news from their communities and keeping abreast of and engaged in MAPC initiatives such as MetroFuture, legislative and transportation issues.

The committee heard multiple presentations by MAPC staff about various projects and initiatives, including the City of Boston Neighborhood Jobs Trust and Housing Trust, immigrant communities in the Inner Core, housing activities in the Inner Core, the Transportation Improvement Program (TIP), the MassWorks Infrastructure Program, the Long Range Transportation Plan (LRTP), the Unified Planning Work Program (UPWP), Boston Metropolitan Planning Organization (MPO) membership restructuring and elections, place-based projects and additional subregional resources funded through the Metro Boston Sustainable Communities Regional Planning Grant, the District Local Technical Assistance Program (DLTA), zoning reform and the Comprehensive Land Use Reform and Partnership Act (CLURPA), the Local Energy Action Program (LEAP), demographic data trends featuring Census 2010 and other data, planning for a transportation finance reform campaign, and discussions on the Inner Core Committee Work Plan, membership, leadership, and MAPC Subregional Coordinator.

The Committee also hosted several guest speakers who discussed planning, legislative and transportation issues that are relevant to urban communities. Laura Wiener continued serving as Chair. MAPC staff Jennifer Raitt served as the ICC Coordinator through November 2011 and Manisha Bewtra took over as the ICC Coordinator in December 2011. Jeff Levine (Brookline) served as the ICC's designee to the Metropolitan Planning Organization's Regional Transportation Advisory Council. Steve Magoon (Watertown) served as the ICC's designee to the MAPC Legislative Committee. The City of Somerville continued in its role as Inner Core municipal member on the Boston MPO.

The Committee took the following actions in 2011: adopted a Fiscal 2012 Workplan, sent a comment letter to the Boston MPO regarding the draft LRTP, FFYs 2012-2015 TIP, and the FFY 2012 UPWP, sent a letter to the MassWorks Infrastructure Program with comments on draft MassWorks Infrastructure program guidelines.

## **OFFICE OF COMMUNITY DEVELOPMENT**

### **FULL TIME PERSONNEL**

Glenn R. Clancy, P.E., Director  
Jay Szklut, Planning & Economic Development Manager  
Jeffrey A. Wheeler, Planning Coordinator  
George W. Mahnke, Inspection/Enforcement Officer – (1987 to 2011)  
Philip D. Harris, Inspection/Enforcement Officer  
Douglas Scott – 11/7/2011  
Ara Yogurtian, Resident Engineer

Pauline M. Daniels, Administrative Coordinator  
Maria Reddington, Administrative Assistant I - until 3/11/2011  
Marisa Lowre – 6/13/2011  
Gina Farrar, Administrative Secretary

### **PART TIME PERSONNEL**

John D. MacDonald, Plumbing and Gas Inspector  
Mary Trudeau, Conservation Commission Agent

### **IN MEMORY**

Community Development experienced a loss this year with the passing of George Mahnke. George was a dedicated employee of the Town of Belmont for 23 years. He will be missed by all.

## **ENGINEERING DIVISION**

### **Board of Assessors**

Along with the preparation of the Atlas, the Department provided other information at the request of the Assessors including computing the areas of parcels of land, supplying Atlas prints for tax abatement cases and consulting with the Assessors' Department staff.

### **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.

**Trapelo Road / Belmont Street Reconstruction**

In August, the town received approval for funding of the 2.5 mile, \$14.5 Million Trapelo Road / Belmont Street reconstruction Project. The project has been in development since 2005. State Representative William N. Brownsberger, the Board of Selectmen, the Planning Board and the Traffic Advisory Committee all worked extremely hard to move the project from conceptual idea to the point where funding could be secured. Your Town Engineer has been actively involved with the design process and has attended many meetings with state officials pursuing funding for the project. Work continues on final design details and once construction begins much time will be dedicated to communicating with residents, business owners and state officials. Construction is expected to begin in the fall of 2012 and the project is expected to be completed in the fall of 2014.

**Pavement Management**

In 2011, the following roadways were reconstructed.

Name	From	To
<b>Reconstructed</b>		
Oakley Road	Washington Street	Belmont Street
School Street	Common Street	Temple Street
Concord Avenue	Winter Street	Lexington Town Line
Orchard Street	Common Street	Goden Street
Spruce Street	Oakley Road	Pine Street

**Police Department**

The Department worked closely with the Traffic Division in 2011 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 2011, private contractors made 21 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 2011 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.

**Water Department**

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.

**BUILDING DIVISION**

During 2011, this division processed 921 building permits, received 25 possible zoning violation complaints, 4 possible building code complaints and 27 general bylaw violation complaints. Estimated total building construction value was \$42,089,706. 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.

Land Use and Natural Resource Planning

Income for the calendar year 2011 from Building Permits totaled \$629,870 and income from Plumbing, Gas, Board of Appeal, Certificate of Inspections, Home Occupation, Certificate of Compliance, Signs, etc. totaled \$61,979. Total income received by this division was \$691,849.

During 2011, 587 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 \$29,127.

During 2011, 475 gas permits were issued for which all necessary inspection and re-inspections were made. Total income received was \$14,542.

**State Building Code**

During 2011, as part of the duties required by the Massachusetts State Building Code, this division inspected 61 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 2011 totaled \$2,535. 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 2011.

**Health Department**

The Office of Community Development continued to work very closely with the Health Department in 2011. 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 2011, the Zoning Board of Appeals heard 38 cases for Special Permits and/or Variances with the following results (some of these cases involved more than one application):

TOTAL CASES	38
Special Permits	31
Variances	10
DECISIONS	32
Withdrawn	1
Denied	1
Granted	29
Pending	5

**Planning Board**

The Planning Board heard (3) Cases. These cases included reviewing a commercial development, reuse of an historical accessory building, and a joint hearing for the removal of a tree and stonewall on a Scenic Road.

TOTAL CASES	5
Site Plan Review	4
Special Permit (Reuse)	
Historic Accessory Building	1
Scenic Road Hearing	0
DECISIONS	4
Granted	4

Total application fees for both the Zoning Board of Appeals and Planning Board were \$11,150.00

Respectfully submitted,  
Glenn R. Clancy, P.E., C.B.O.  
Director of Community Development

**PLANNING BOARD**

The past year has been busy and productive for the Planning Board. The Board's accomplishments in 2011 included: (i) granting site and parking plan approvals for three significant construction projects; (ii) working with the Historic District

Commission to draft a proposed Demolition Delay By-Law; (iii) working with the Traffic Advisory Committee to design a roadway plan for Belmont Center; (iv) holding two public forums and discussions on the re-zoning of South Pleasant Street; and (v) drafting a new Solar Energy Systems Zoning By-Law which was adopted by Town Meeting in January, 2012.

The Board's members included Sami Baghdady, Chair; Andres Rojas, Vice Chair and Secretary; Michael Battista; Jennifer Fallon; Karl Haglund; and Charles Clark, Associate Member. Mr. Haglund's and Ms. Fallon's terms expired on June 30<sup>th</sup>, and the Board of Selectmen appointed Charles Clark and Joseph DeStefano full members of the Board for three year terms commencing July 1<sup>st</sup>. Mr. Haglund was appointed the Associate Member. The Board extends its appreciation to Ms. Fallon for her time and tireless effort during her tenure. Representatives from the Board to other committees and boards included: Capital Budget Committee, Mr. Battista; Traffic Advisory Committee, Mr. Haglund; Belmont Housing Trust, Mr. Clark; Economic Development Advisory Committee and Shade Tree Committee, Mr. Rojas; and, Community Preservation Committee, Mr. DeStefano.

The three projects which received site and parking plan review were: (i) a new retail development at the former Sandler Skate Shop property at 70 Concord Avenue; (ii) an expansion to the Belmont Manor Nursing Center at 34 Agassiz Avenue; and (iii) the renovation of the automobile dealership and repair properties at 948 – 1000 Pleasant Street. In particular, the redevelopment of the former Sandler Skate Shop and the Pleasant Street properties were consistent with the Board's objective of placing vacant, underutilized properties back to productive use. All three projects received overwhelming support from the neighboring residents.

After holding two well attended public forums in January and March to solicit the visions of residents, business owners and property owners on the future growth of South Pleasant Street, the Board worked for several months with an architect and private consultant, Luis Cetrangolo, to create visualizations of potential development. The South Pleasant Street re-zoning initiative still requires much work, including the drafting of detailed design standards; however, the Board is committed to drafting a South Pleasant Street (Overlay) District zoning by-Law which will encourage development which is consistent with the needs and desires of the residents of the Town. The Board extends its appreciation to Mr. Cetrangolo for his very helpful services.

Finally, the Board spent four months working on a zoning by-law which creates standards for the location of solar energy systems on properties within Belmont. This by-law, which is without precedence in the Commonwealth, allows solar energy systems by right while helping to protect public health, safety and welfare. The Solar Energy Systems Zoning By-Law was adopted by a two thirds majority of Town Meeting Members at the Special Town Meeting in January, 2012. The Planning Board looks forward to working with the Energy Committee to further refine this By-Law.

The Planning Board appreciates the help of its staff person, Jeffrey Wheeler, Planning Coordinator, for his help throughout the year.

The Planning Board welcomes and urges public participation. The Board's meeting notices and current information on active projects are posted on the Planning Board's webpage within the Town's website.

Respectfully submitted,  
Sami S. Baghdady, Chairman

## **PLANNING DIVISION**

The Planning Division continued to provide staff support to the Planning Board and the Zoning Board of Appeals. In 2011 the Board of Selectmen also created the Economic Development Advisory Committee and assigned the Planning Division to provide staff support. For these boards/committees staff provides a combination of administrative support including recording of minutes, posting of meetings, maintaining files, and drafting of decisions. The Planning Board convened 25 times during the year while the Zoning Board met 11 times. As the ZBA is composed of volunteers, Planning staff draft many decisions to expedite the permitting process. For both Boards, staff provides professional review of proposed projects including compliance with zoning regulations and impacts on storm water and open space concerns. During 2011, two significant commercial projects were reviewed by the Planning Board. These projects included the renovation and reuse of the former Murray Sandler Skate shop and the former DeMilia car dealership, and both were approved. Two other projects reviewed by the Division included the construction of a new clubhouse at the Belmont Country Club and an addition at the Belmont Manor nursing home.

The Planning Division coordinated two public forums on behalf of the Planning Board to begin the rezoning process for South Pleasant Street. At the request of the Planning Board, the Division also contracted with an urban designer to provide visualizations of potential buildings offering differing heights along South Pleasant Street. In addition to staff support, the Division provides professional land use and economic development planning advice to the various Boards and Committees and recognizes that the Boards and Commissions decide how to utilize that advice. In 2011, the Division drafted several discussion memoranda to Planning Board members including a draft zoning amendment for the creation of a Waverley/South Pleasant Street Planned Unit Development District.

Professional planning advice is also provided through the utilization of paid consultants managed by the Planning Division. In 2011, the Division contracted for the services of a consultant to develop a Belmont Center Parking Management Plan. Results

## Land Use and Natural Resource Planning

of this effort will be presented to the Board of Selectmen in the spring of 2012. The division was also successful in obtaining technical assistance from "WalkBoston", to develop a walking map of Belmont. Development of this map incorporates several of the goals of the Town's Comprehensive Plan including enhancement of connections through pedestrian infrastructure, reinforcing Belmont's neighborhood and commercial center identities, and revitalizing commercial centers through public improvements.

The Division continues to be responsible for the administration and documentation required as part of the Town's membership in the WestMetro HOME Consortium. Through this federally funded affordable housing program, the Town receives approximately \$100,000 each year. Currently, the money is being used for the Waverley Woods Affordable Housing Development, though Staff will be looking for another project in the Spring of 2012. Staff also represents the Town at various meetings with the Metropolitan Area Planning Council (MAPC). In 2011 the Division recommended that the Town join the MAPC Sponsored Sustainable Communities Consortium to utilize grant funds to develop a Housing Production Plan for the Town. Town officials signed the agreement and the Town became an official member in December.

A significant ongoing responsibility of the Planning Division is assisting the public on all land-use related questions, reviewing development proposals, acting as liaisons to other departments and committees, attending meetings of other boards and committees, and being available to respond to other planning/zoning related issues. The Division is part of the Office of Community Development which is located on the second floor of Homer Building within the Town Offices complex. Office hours remain Monday through Friday from 8:00 a.m. to 4:00 p.m. Staff includes Planning and Economic Development Manager Jay Szklut and Planning Coordinator Jeffrey Wheeler. Administrative support is provided by a full-time administrative assistant. Residents are also urged to visit the OCD-Planning Division web page at [www.town.belmont-ma.gov](http://www.town.belmont-ma.gov) for current information on active projects and for a copy of the Belmont Zoning By-Laws.

Respectfully submitted,  
Jay Szklut, Planning and Economic Development Manager

## TRAFFIC ADVISORY COMMITTEE

See report contained within the Engineering Division of the Community Development report.

## ZONING BOARD OF APPEALS

The Zoning Board of Appeals is the permit granting authority within the Town of Belmont and derives its jurisdiction from the Massachusetts General Laws, Chapter 40A. The Board meets on the first Monday of each month and more frequently when needed. Residents and businesses seeking relief in the form of a Special Permit or a Variance initiate most of the matters that come before the Board. Staff support is provided by the Office of Community Development.

There are five regular members appointed to the Board. During 2011 they were William D. Chin, Chairman, Nicholas A. Iannuzzi, Jr., Demetrios "Jimmy" Zarkadas, James-Ryan Fagan (who was appointed on August 18<sup>th</sup> to replace Joseph G. DeStefano, who resigned on July 1<sup>st</sup> to sit on the Planning Board), and Eric A. Smith (who was appointed on August 18<sup>th</sup> returned to replace Arthur P. Kreiger, who resigned on April 21<sup>st</sup> when his law firm was hired as Town Counsel).

There are also three associate member positions on the Board. During 2011 they were Christopher N. Henry, David Iai (who was appointed on August 18<sup>th</sup> to replace Martin L. Cohen, who did not seek reappointment), and Craig White (who was appointed on September 15<sup>th</sup> to complete James-Ryan Fagan's term).

The Board thanks Messrs. Cohen, DeStefano, and Kreiger for their service to the Town.

The Board continued its policy to allow and encourage associate members to participate in hearings and deliberate, but not vote except in the absence of a regular member.

The demand by residents for more living and/or recreational space continued during 2011; however, for the first time in many years the number of commercial, nonresidential applicants greatly exceeded residential applicants.

As in prior years, the Board was aided by, and appreciates, the valuable and extensive help provided by the Town's Community Development Office. In particular, the Board thanks Jeffrey A. Wheeler, the Town's Planning Coordinator, for his many years of service to the Board. The Board welcomes Jeffrey's successor, Jay Szklut, the Town's Planning & Economic Development Manager. The Board also thanks the other Town departments and boards that provide guidance and leadership on various occasions.

Respectfully submitted,  
William D. Chin, Chairman

# PUBLIC SAFETY

## BOARD OF HEALTH

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

Donna S. David, R.N., M.N.

Robert M. Eisendrath, M.D.  
Vice-Chair

## HEALTH DEPARTMENT STAFF

Stefan Russakow, M.A., R.S., Director  
Angela Braun, R.S., Assistant Director  
John Maguranis, Animal Control Officer & Veterans Services Officer  
Ellen O'Doherty, Public Health Program Assistant & Clerk of the Board  
Janet Amdur, LICSW, Youth & Family Services Coordinator  
David Neylon, R.N., CIC, REHS, Public Health Nurse

Disease prevention and health promotion are the primary goals of the Health Department and are overseen by a three member elected Board of Health. State and federal departments of health mandate certain activities and suggest others based on research and national statistics. The Guidebook for Boards of Health guides local officials in mandated and suggested activities, considering local conditions and available resources.

The Belmont Board of Health has a long history of regional collaboration in areas such as hazardous waste, mosquito control, emergency preparedness and public health nursing services. Belmont and Arlington continue to share services of the Sealer of Weights and Measures. Belmont and Lexington continue to share a Public Health Nurse position. We expect that these and other initiatives will continue and will lay the groundwork for future collaborations.

Food sanitation is one of the most important activities of the Health Department because of the potential for serious foodborne illness. There are approximately 82 food service establishments in Town, including retail food stores, restaurants, catering establishments, bakeries and schools. Between one and three inspections are done at each of these establishments throughout the year depending on the relative risk of the operation and their level of compliance. Ice cream trucks, mobile food trucks, church halls and temporary food service events add approximately thirty additional inspections. Over 200 food service inspections are done each year. This does not include unannounced drop in visits and complaint investigations. There was one food establishment closure this year and three new food service businesses opened. The Farmers' Market continued to be an asset to the community, but does require regular Health Department oversight. 90 "Waivers" were issued to community groups, including the schools, for events during which food was served. These events are low risk operations, bake sales, potlucks or combinations of all of these and the waiver process gives the Health Department an opportunity to make sure that the food operation is as safe as possible.

A newsletter to food service establishments is published twice each year primarily to remind them of compliance issues that are encountered through the inspection program. Choke-saving classes were offered three times this year in an attempt to insure that every establishment had at least one trained individual on site the entire time the establishment was open. Non criminal violation notices (tickets) were given in several cases. There were hearings conducted for code non-compliances with several establishments and meetings attended to discuss food service in several proposed new food service facilities. There was considerable time spent with the ice cream truck vendors again this summer. Eight licenses had been issued and both the Health and Police Departments were again drawn into controversies between drivers as well as violations of policies which have been in place for many years.

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. After an inspection is done, an Order Letter is written to the property owner. The Health Department frequently facilitates negotiations between tenants and landlords, so that violations can be corrected as quickly as possible. Cases are occasionally resolved after court intervention. There were 20 new housing complaints requiring inspections and orders to correct violations. One Landlord requested to attend a hearing before the Board of Health on his Sanitary Code violations.

In addition to housing complaints, the Department responded to and took action on over 94 additional complaints that included inappropriate garbage/rubbish storage and disposal, air quality concerns, electric sanding, rodent problems, food and general safety issues. Several tickets were issued for illegal electric sanding operations. The Department is also responsible for inspecting 2 tanning salons, 8 day camps, and 11 swimming pools at 6 sites. The Health Department performs "drop in" visits to all day camps and pool sites throughout the summer. Although the Board of Health promulgated Body Art regulations in 2001, there are no establishments in Town currently. There are two facilities with biotechnology permits. The Health Department is still in the process of promulgating hazardous materials regulations that will monitor the storage of both "new" and "waste" materials.

## Public Safety

The Board of Health is responsible for subsurface sewerage systems in the Town, under the 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 of them are connecting to Town sewer.

Demand for Flu vaccine has decreased markedly this year as physicians and commercial pharmacies received the vaccines much earlier in the year than local health departments. Due to this marked decrease in demand for annual flu vaccine, the Belmont Health Department only administered 110 flu shots at the seasonal flu clinics this year. However, in an attempt to maximize the vaccination opportunities for our residents, the health department partnered with CVS and OSCO pharmacies to operate flu vaccination clinics at the Beech Street Center on six additional days. But demand for flu vaccine was also very low at these clinics. The department also initiated an outreach program for uninsured or underinsured individuals within the town that received kudos from the Mass. Department of Public Health.

The Public Health Nurse and Public Health Program Assistant collaborate to prepare the materials for the anti-smoking program presented to all 3<sup>rd</sup> graders by the School Nurses. This program existed in the elementary school health curriculum prior to State funding and it has been continued throughout the ups and downs of the State tobacco funding. After unscheduled compliance checks conducted this year no tickets written for sales to minors. Belmont has every intention of continuing its tobacco control program with or without State funding. The department in partnership with the health departments in Arlington, Brookline, Newton and Watertown applied for and received funding to hire a part time individual to provide educational information and perform compliance checks at establishments selling tobacco in the five towns. Having this individual onboard will provide more time for the department staff to focus on other environmental and inspectional activities.

### **ANIMAL CONTROL OFFICER**

The Animal Control Officer logged over 4975.2 miles as he patrolled the parks, streets and conservation areas of the Town. A total of 61 animals were put on and released from quarantine. 39 wild animals were rescued, while 13 wild animals were euthanized usually due to severe injuries. The ACO made 194 home visits; was dispatched by the Police Department 66 times and 88 times by the Health Department staff. 20 dogs and 21 cats were reported lost/missing to the ACO or Health department. All but 1 dog was either found and returned to the owner by the ACO, or found by their owners. The ACO continued to be very active throughout the State giving 9 presentations regarding coyotes to residents, legislators, schools and other towns and municipalities. 4 bats and 1 domestic cats were sent in to the State lab for rabies testing; all were negative. Belmont again participated in the statewide push to vaccinate pets by holding a rabies clinic for dogs and cats on the first Saturday in April, a total of 63 dogs and cats were vaccinated and many of those also received microchips to aid in locating the animals if lost. A total of 436 animal related voice mails were received, 2 Hearings for dangerous dogs were held and the Animal Control Officer participated in town Day and Meet Belmont.

The Health Department's Public Health Program Assistant again facilitated the elementary school dental program. The Kindergarten classrooms were supplied with materials for four units on dental health during a specific month assigned to each school. Books, tooth models, plays, videos and other materials to be shared are delivered to each school at the beginning of its "Dental Health Month."

In order to maximize services to the residents of Belmont, the Youth and Family Services Coordinator spends 20 hours per week providing social work based services to the residents while assigned to the Council on Aging at the Beech Street Center. The Youth and Family Services Coordinator also spent considerable time working with families and children in need. This position continues to provide individual and family therapy, case management, and crisis intervention services to provide support to Belmont families. Basic necessities such as food and housing have become an increasingly high priority and the Youth & Family Services Coordinator works closely with community groups such as the Salvation Army and the Affordable Shelter Fund to help with these needs. The number of families in need and the complexity of the needs are ever increasing. The Girls' Group continues to be a very positive experience for participants. The Youth & Family Services Coordinator along with the Director is a member of the School Department's Health Advisory Committee.

Belmont continues its participation in the Minuteman Hazardous Products Facility located in Lexington. Eight towns comprise the core group operating the facility, although it is open to all towns with either the town or the resident paying the fee. It was also open to small businesses again this year, and the Health Department did send information to possible small quantity generators identified in the community. Belmont continues to pre-register through the Health Department office to insure that the program stays within its budget and approximately 20-25 families participate in each collection. Informal surveys indicate that as many as one third of the participants from Belmont are participating for the first time. The site continued to be open seven Saturdays and one Sunday, April through November. The State also has promulgated legislation that is to be effective on July 1<sup>st</sup>, 2012 requiring towns to consider needles, syringes and lancets a special waste and remove them from the general solid waste stream., in anticipation of the change to the regulations, the Health Belmont Department established a "sharps" policy last year and response from residents has been overwhelmingly positive.

Belmont is one of approximately 25 cities and towns that comprise the East Middlesex Mosquito Control Project. It has been in existence since 1946 with Belmont being one of the original five towns. Each city and town contributes funds towards the overall maintenance and administration of the District and then additional funds cover specific services provided to each community. Mosquito control specific to Belmont includes adult mosquito surveillance by trapping, helicopter Bti (Bacillus thuringiensis var. israelensis) application in a small area of Beaverbrook Reservation and catch basin larval control. Because

the land area of Belmont is quite small, one benefit of the Town's support of the District is the mosquito control activities actually carried out in adjacent towns with large areas of wetlands.

The threat of West Nile Virus, carried primarily by container-breeding mosquitoes, continues to affect the workload of the Health Department. There were very few reports of dead birds this past summer. East Middlesex Mosquito Control conducted all of the catch basin larval control this year.

Emergency preparedness continues to be an important aspect of the Health Department's work. Work on a Regional Emergency Planning Committee (REPC) in conjunction with the Fire and Police Departments and the DPW continued. The Health Department continued to facilitate the Emergency Planning Group involving many Town departments and concentrates on emergency planning from a local government viewpoint. Participation in the Public Health Region 4b group not only encourages collaboration with surrounding communities but also allows the Health Department to receive some grant money to assist in emergency planning. A community emergency preparedness update was sent in the electric light bills this spring. There are ongoing trainings for Medical Reserve Corps. volunteers throughout Region 4b year round.

Cable TV and the local newspaper continued to be used to share information concerning programs, clinics and health education. Participation in the Massachusetts Health Officers' Association (MHOA), the Massachusetts Environmental Health Association (MEHA), the Regionalization Working Group and the Massachusetts Association of Health Boards (MAHB) helps insure that the Department has the most current information for Belmont's residents.

### VETERANS SERVICES

In 1946, the Massachusetts legislature created the Office of Veterans' Services and formalized Chapter 115 of the *Massachusetts General Laws*. The mission of the Department of Veterans' Services is to advocate on behalf of all Veterans, and to provide quality service and benefits to those Veterans and their dependents in need of emergency financial and/or medical assistance. The Town of Belmont, through the Board of Selectmen's appointment of the Veterans' Services Officer, continues to demonstrate its concern and compassion for those men and women who have served our Country with honor.

The Veterans' Services Officer is normally the first individual a Veteran or dependent contacts for advice and assistance. Being a Veteran does not mean benefits are automatic. The eligibility to receive entitlements from the Department of Veterans' Services and Veterans' Affairs must be determined and proven in accordance with strict State and federal laws, rules and regulations. Benefits are intended to be temporary in nature and not full time permanent support.

2011 was the eighth full year that the Veterans' Services Officer operated out of the Health Department. In addition to on-call and "emergency requests for service, regular office hours are from 10 AM to 12 PM on Wednesday mornings. In addition to providing general support to those veterans who inquired during the course of 2011, the VSO and other Health Department staff members also planned and participated in many events honoring our Veterans such as the Memorial Day Parade, Veterans' Day and Flag Day ceremonies, and school visitations. The Veterans Service Officer also attended state sponsored training twice, continues to have monthly meetings with the Veterans of Foreign Wars and twice a month with the American Legion in addition there were eight meetings of the Veterans Service Officers held in Billerica, MA. This office is the liaison to the Belmont Allied Veterans Council, comprised of representatives of Waverley VFW Post 1272 and American Legion Post 165, insuring strong communication between all Veterans and this office. The Veterans' Services Officer replaced over 1,825 flags at the two Town cemeteries; assisted four veterans with Chapter 115 benefits; reviewed six applications for benefits and had over 54 opportunities to visit and assist Belmont veterans.

Finally, the staff and Board of Health members would like to thank the other Town departments, Boards and Commissions for their support and assistance throughout the year.

Respectfully submitted,  
Stefan Russakow MA, RS

### CASES OF REPORTABLE DISEASES BY YEARS 2003-2011

	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Animal Bites	13	9	7	6	2	26	12	33	7
Campylobacter	12	6	11	7	16	13	9	6	8
Chicken Pox	7	2	2	15	6	3	1	8	9
E Coli:0157:H7						3	0	0	0
Giardiasis	2	4	1	2	3	6	3	3	0
Hepatitis	0	0	2	1	2	1	3	12	4

Public Safety

Lyme	4	10	5	14	9	18	9	13	12
Pertussis	1	2	3	1	6	4	4	0	0
Salmonellosis	0	4	1	3	2	4	8	7	6
Shigellosis	1	1	1	0	3	1	0	1	0

**Cancer Deaths 2011**

Breast	3	Prostate	2
Lung	7	Colon	3
Stomach	1	Pancreas	4
Ovary	2	Remaining Sites	16
<b>Total</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 2011**

Heart Disease	19	All Cancers	35
Cerebrovascular Disease	12	Pneumonia & Influenza	24
Chronic Obstructive Pulmonary Disease	8	Diabetes Mellitus	0
Liver Disease/Cirrhosis	4	Atherosclerosis	3
Accidents, Suicides Poisonings, Violence	5	Alzheimers/Dementia	52
Birth Injuries, Newborn Infections, Congenital Malformations	0	All Other Causes	66

Deaths recorded in the Town Clerk's office as of 1/13/2012. **TOTAL DEATHS** 231

**2011 Permits and Licenses Issued**

Animal Permits	21	Temporary Dumpsters	232
Bakery Registrations	3	Rubbish Disposal Permit	38
Biotech Licenses	2	Septage Hauler Permits	7
Burial Permits	113	Swimming Pool Licenses	11
Day Camp Licenses	7	Tanning Facilities	2
Dumpster Annual	62	Tobacco Permits	21
Farmer's Market Permits	18	Installers Permit, Title V	0
Food Permits	127	Review Septic Plan	0
Milk Licenses	32	Disposal System Const. Permit	0
Food Waivers	90	Hazardous Waste Registrations	217
Funeral Director Licenses	9	Church Hall Licenses	16
Mobile Canteen Licenses	7		

**HEALTH DEPARTMENT RECEIPTS THROUGH 12/31/2011**

Animal Permits .....	570.00
Burial Permits .....	1135.00
Citations, Animal .....	650.00
Citations, Dumpster .....	200.00
Citations, Nuisance .....	50.00
Citations, Food Service .....	1500.00
Citations, Tobacco .....	0.00
Citations, Abrasive Blasting .....	200.00
Sharps Containers & Disposal Fees .....	70.00
Day Camp .....	1175.00
Dumpster Permits .....	8780.00
Food Establishment Permits .....	13540.00
Food Service Seminars .....	365.00
Milk Licenses .....	320.00
Mobile Food Trucks .....	815.00
Frozen Dessert .....	70.00
Food Service Plan Review .....	750.00
Flu Clinic Receipts .....	3948.43
Late Fees .....	300.00
Funeral Director Licenses .....	450.00
Rabies Clinic .....	610.00
Rubbish Haulers .....	2400.00
Swimming Pools .....	650.00
Septage Haulers Permits .....	150.00
Tanning Facilities .....	105.00
Tobacco Sales Permits/grants .....	<u>3150.00</u>
<b>Totals .....</b>	<b>\$42,053.43</b>

**EMERGENCY MANAGEMENT AGENCY**

The Belmont Emergency Management Agency (BEMA) is an 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.

2011 was a busy year for the Agency. We added several members to our CERT team and continued to provide in service training to our existing membership.

Some of the key accomplishments of this year include:

- The agency monitored Town emergency activities to maintain a readiness for a situation appropriate response.
- The Agency participated in Emergency Planning surveys required by Federal and State Agencies.
- Updated National Incident Management System NIMS information as required by Federal Government
- Presented Preparedness Awareness presentation at several civic groups;
- Continued working with management from the 9-1-1/Joint Public Safety Communications center to familiarize staff with the equipment in the Emergency Management, Emergency Operations Center (EOC). The EOC is an asset of the town and when necessary, can be used by the Public Safety Dispatchers.

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, Fire Captain David Demarco, Fire Fighter Ross Vona and Administrative Assistant Kim Haley for their continued support to BEMA and the CERT program in Belmont.

While many volunteers are active in the Citizen Corps Council programs such as the CERT program, again I would like to single out a few volunteers that consistently participate in all events as well as the management and strategy meetings. This includes Ernie Fay, Viktoria Haase, Patricia Mihelich, David Osterberg, Brian Saper and Ellen Block.

Public Safety

Lastly I would like to announce that Mr. John Steeves, a tenured member of the Emergency Management for his valuable assistance in staffing the Emergency Management Communications Center. Mr. Steeves does an outstanding job in the communications center and has a near perfect attendance record with monthly radio drills conducted by the State Office of Emergency Management.

Respectfully submitted,  
Leo J. Saidnawey  
Emergency Management Director

## **FIRE DEPARTMENT**

Again, I wish to express my appreciation to the Board of Selectmen, the Town Administrator, Department Managers, the Fire Station Building Committee and the dedicated Officers and Firefighters of the Belmont Fire Department for their continued support, cooperation and assistance during 2011. The Fire Department continues its work to provide Advanced Life Support (ALS) to the Residents of the Town.

### **ROSTER OF THE FIRE DEPARTMENT**

#### **CHIEF**

David L. Frizzell (EMT)

#### **ASSISTANT CHIEF**

Edward Angus Davison (EMT)

#### **FIRE PREVENTION BUREAU**

Captain John A. Pizzi (EMT)

#### **ASSISTANT FIRE PREVENTION/TRAINING OFFICER**

Lieutenant David Alesse (EMT)

#### **ADMINISTRATIVE ASSISTANT**

Kimberly A. Haley

#### **PART TIME ADMINISTRATIVE SECRETARY**

Wendy McDonald

#### **CAPTAINS**

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

#### **LIEUTENANTS**

Agostino D. Azzone (EMT), Gerard M. Benoit (EMT), Edward R. Corsino, Jr. (EMT), John Forte (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), 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), Robert A. Fowler, Jr. (EMT), Andrew Goneau (EMT), Christopher Hadge (EMT), Dana Harrington (EMT), William A. Kaufman, Jr. (EMT), James Kelly (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, James J. Papadinis (EMT), Michael D. Reilly, Steven Reilly (EMT), Sean Ryan (EMT), Christian Tocci (EMT), Ross Vona (EMT), Robert K. Wollner (EMT)

#### **Appointments**

On July 11, 2011 Michael Dayton was appointed as Firefighter.

On July 11, 2011 James Kelly was appointed as Firefighter.

#### **Resignations**

On January 31, 2011, Lieutenant Laurent Roy resigned after 14 years of service.

**Retirements**

On July 5, 2011, Firefighter Elijah Debnam retired after 32 years of service.  
 On December 18, 2011, Firefighter Charles Foote retired after 15 years of service.

The Department recognizes and thanks these members for their dedicated service to the Department and the Town of Belmont.

**Promotions.**

There were no promotions during 2011.

**Apparatus Presently Operated by the Fire Department**

		<b>Location</b>
Engine 1	2003 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	Headquarters
Engine 4 (Reserve)	1988 Emergency One 1250 GPM Class A Pumper	Station 2
Ladder 1	1999 Emergency One 110' Aerial Ladder	Station 2
Rescue 1	2007 Horton Rescue 555C Type 1 Ambulance	Headquarters
Rescue 2	2002 International/AEV 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	2007 Ford Expedition– Chief's Vehicle	Headquarters
Car 2	2007 Ford Explorer – Assistant Chief's Vehicle	Headquarters
Car 3	2009 Chevy Tahoe – Shift Commander's Vehicle	Headquarters
Car 4	2000 Ford Crown Victoria – Fire Prevention Vehicle	Headquarters
Car 5	2004 Ford Expedition – Fire Prevention/Training Vehicle	Headquarters
<i>Note: Reserve apparatus not staffed</i>		

**Fire Alarm Record**

2003 – 2987 Calls	2007 – 3143 Calls
2004 – 3000 Calls	2008 – 3140 Calls
2005 – 3143 Calls	2009 – 3026 Calls
2006 – 3054 Calls	2010 – 3484 Calls

The Fire Department responded to **3076** calls during 2011.

These calls are divided as follows;

A sample of fires and incidents responded to in 2011 are as follows;

Structure Fires .....	93
Working Fires .....	1
Second Alarm .....	2
Third Alarm .....	0
Outside Fires .....	14
Refuse Fires .....	5
Vehicles Fires .....	2
Fire/Explosion/Other .....	1
Motor Vehicle Extrication .....	3
Carbon Monoxide Activation .....	10
Spill, Leak, No Ignition .....	80
Hazardous Electrical Equipment.....	67
Over Pressure or Rupture.....	3
Bomb Scare- .....	0
Hazardous Conditions – Other .....	0
Smoke Scare .....	28
Good Intent Calls .....	76
Dispatched & Cancelled Enroute .....	115
System Malfunction .....	219
Unintentional Alarms.....	89
Malicious False .....	9
Water Calls .....	38
Assist Police Department.....	21
Mutual Aid Given Out of Town .....	369
Mutual Aid Received into the Town .....	149
Service Calls.....	210

**Fire Prevention Bureau**

The Fire Prevention Bureau, located at Fire Headquarters, is currently under the direction of Captain John A. Pizzi. He has been supported since October 2011 by Lieutenant David Alesse who, in addition to being in charge of the Fire Department's Training Division, assists in the work of the Bureau. Previous to Lieutenant Alesse's tenure, Lieutenant David Toomey served for a one-year term in this capacity. Wendy McDonald is the Bureau's part-time Administrative Assistant.

The Fire Prevention Bureau provides a systematic inspection program of commercial establishments, schools, 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. As part of 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.

Pursuant to this, the Bureau provides planning consultations to 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 Prevention Bureau is enacting an aggressive education and compliance campaign regarding the new Massachusetts State Building Code, Eighth Edition, which includes IEBC, IBC, IRC, IFC, and all Massachusetts amendments. This is a major undertaking for the Bureau. The Fire Prevention Bureau also compiles the information mandated by Federal law requiring notification, permitting, and site inspections of underground tanks.

The Fire Officers assigned to the Fire Prevention Bureau attend the Fire Prevention Association of Massachusetts', New England Association of Fire Marshals', and the Department of Fire Services' monthly meetings and seminars. In addition, the Fire Prevention Bureau works in conjunction with the Department of Fire Services, Division of Fire Safety (formerly the Office of the State Fire Marshal), to obtain the latest information for implementation 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. Pursuant to public education, the Bureau schedules children's group and school class visits to Belmont fire stations, in addition to its other public education programs.

**Dollar Value Saved & Loss Analysis:**

Total value of Property involved in incidents	= \$6,156,500
Total of Property Losses in incidents	= \$ 988,250
Total of Property Saved in Incidents	= \$5,168,250
Total Value of Passenger Vehicles involved in incidents	= \$ 36,000
Total of Passenger Vehicle Losses in incidents	= \$ 36,000
Total of Passenger Vehicles Saved in incidents	= \$ 0

**Permits Issued**

General	36
Blasting	2
Building Permit Plan Review/Permit to Proceed	133
Propane Use/Storage	18
Smoke Detector (26F)	328
Oil Burner/Tank Installation	55
Tank Truck (FP44)	3
Tank Removal	82
Underground Storage Tank (FP290 Part 3)	11
Cutting and Welding	14
Fire Alarm Contractors Permit	0

**Inspections**

Restaurant Alcohol License	12
Smoke Detector/CO Alarm	328
Above/Underground Tank Removal	82
Tank Truck	3
McLean	52 and 8 Fire Drills
General Permits	36
Blasting	2
Public and Private Schools	122 and 78 Fire Drills
Nursery Schools, Pre-schools, Day Care Centers	59 and 30 Fire Drills
"Red Tag" Equipment Systems	72
Propane Use/Storage	18

Underground Storage Tank (FP290 Part 3)	11	
Building Permit	133	
Cutting and Welding	14	
Flammable/Combustible Storage	13	
Assembly	31	
Other (Nursing Home, Lodging Houses)	31	and 8 Fire Drills

Respectfully submitted,  
 Captain John A. Pizzi, Fire Prevention Bureau

#### **Belmont Fire EMS Report**

Total Number of Ambulance Responses (Medical and Non-Medical Responses)	1,895 (BFD, WFD, Other)
Total Number of Transports	1,255 (BFD, WFD)
BLS Transports	56% ( 640 BFD, 64 WFD)
ALS Transports	37% (429 BFD, 31 WFD)
Private BLS Transports	7% (93 Patient Transports)
Private BLS/ALS Transports	3% (40 Patient Transports)
Mutual Aid Given	380
Mutual Aid Received	124 (WFD)
AED Use	4

The Belmont Fire Department has a total staffing of fifty Emergency Medical Technicians (EMTs) and three First Responders. Recertification requires that each EMT participate in a minimum of 28 Continuing Education and 24 Refresher Course hours for a combined total of 52 hours every two years. First Responders must participate in 24 Refresher Course hours every three years. Additionally, with the approval of the Department of Public Health (DPH), Office of Emergency Medical Services (OEMS) and the Food and Drug Administration (FDA), Belmont fire apparatus are classified as ambulances and EMTs are allowed to administer up to 7 different medications in an emergency. Every year, each member of the Fire Department participates in CPR, and Automated External Defibrillation training in order to recertify as an American Heart Association Basic Life Support Healthcare Provider.

The Belmont Fire Department stands as one of the first Fire Departments in the Metropolitan Boston area to have received Albuterol, Mark 1, Glucometer and Pediatric defibrillator training.

Members of the Fire Department work closely with the DPH, OEMS, Metropolitan Boston EMS Council, Region 4, South Middlesex EMS, and the FDA in order to assure full compliance with all laws, regulations and standards pursuant to the standard of care set forth by the Commonwealth. The dedication to duty that EMTs and First Responders show in their day-to-day operations are commendable and serve as a testament to the quality of care and service that is provided to our community.

Respectfully submitted,  
 Captain David J. DeMarco, EMT IC, EMS Coordinator

#### **Training Division**

The Training Division operates under the direction of the Chief of Department David L. Frizzell. The Training Officer works in conjunction with the Department of Fire Services/Massachusetts Firefighting Academy and other public and private organizations in order to provide a systematic and continuous supply of quality training guidance and information 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 and the Office of Emergency Medical Services for the state of Massachusetts.

The Training Officers' 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 complete and accurate training records for every member of the Belmont Fire Department. Additional duties include; equipment maintenance and inventory, assisting in the operation of the Fire Prevention Bureau and manpower support in Fire Suppression.

During 2011, the members of the Belmont Fire Department performed training in the following areas; Rapid Intervention Procedures, Nutrition and Stress, Ice Rescue, Self Contained Breathing Apparatus, General Building Construction, Electrical Vehicle Safety, Firefighting Foam Operations, Personal Protective Equipment, Ropes and Knots, National Fire Fighter Near Miss Reporting, Ladder Carries, High Rung Rescue, Sprinkler Systems, Hydrogen Cyanide and Firefighters, Combustible Gas Metering, State Police Bomb Squad Assistance, Strategies and Tactics, Fire Fighter Mayday Operations, Residential Fire Alarm Systems, Ladder Truck Operations, Engine Company Operations , Rescue Company Operations, Street and Map Drills and Fire Prevention Techniques, inspections and drills. Annual testing was performed on the Departments 8000+ feet of hose line and in conjunction with the Belmont Water Dept nearly 800 fire hydrants were inspected for flaws and snow was removed for winter operations.

## Public Safety

Currently all members of the Department are trained and certified in CPR and Automatic External Defibrillator use by the American Heart Association. Forty-three department members are Emergency Medical Technicians and seven members are Paramedic Certified. CPR, AED and First Responder recertification training occurs annually including Simulation Laboratory Training. EMT recertification training is issued by the Department Biennially.

Respectfully submitted,  
Lieutenant David Alesse, Training Officer/Assistant Fire Prevention Officer

### **Metro Fire**

The Fire Departments of 35 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 is 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. Some of these resources include a Metro-Fire 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 Metro-Fire 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 an incident command 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.

### **Recommendations from the Chief**

That the Town authorize and support the Fire Department to increase its Emergency Medical Service from a Basic Level to an Advanced Life Support Level (ALS or Paramedic).

That the Town restores the two vacant firefighter positions to the suppression forces.

That the Town continues to support the Department in its Capital and Operational needs to protect the citizens of the Town.

That the Selectmen and Warrant Committee explore the potential of a Regional Fire Department (including dispatch functions) with neighboring communities as a way to increase the protection and enhance the delivery of Fire and EMS services to the Town.

Respectfully submitted,  
David L. Frizzell, Chief of Department

## **LOCAL EMERGENCY PLANNING COMMITTEE**

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 and is still on track to achieve full certification in 2010/2011. (Due to management changes in member communities, the BRREPC is currently in some flux. Progress on this front is expected soon).

I would like to thank the members of the Committee for their work and input during the past year. I believe that this new regional approach will help our Committee to enhance its local planning efforts.

Respectfully submitted,  
Asst. Fire Chief Angus Davison, LEPC Chairman

## **POLICE DEPARTMENT**

The budget for the Belmont Police Department's sworn officer positions remained at 46 through 2011, though changes occurred among the personnel. One member of the department Officer Philip Kucha, who is also a member of the Massachusetts National Guard, was deployed to serve in Afghanistan for the majority of the year. He is scheduled to return home from active military duty some time around March of 2012. We also had two Sergeants retire after long and distinguished careers serving the Department and community, Sergeants Gerard Greeley and William Watkins, along with Officer Michael McHugh. With these retirements three vacancies were created. We were able to conduct interviews, make selections, and choose three Belmont residents, Richard Wright, Matthew Stewart and Charles Synnott. Wright and Stewart began their police training at the Lowell Academy in June and graduated in November. The third applicant, Charles Synnott, is presently serving on active military duty, also within the Massachusetts National Guard and is expected to complete his present military assignment sometime in February of 2012, at which time he will be assigned to a regional police academy for training.

The Department continues to see an increase in calls for service and significant increases in a number of reported crimes, such as Domestic Violence, Larcenies, Breaking and Entering not only in residences, but also in businesses and motor vehicles. We also continue to see the role of the Police Department expanding and branching out to services which historically have been provided by other public and private agencies.

We continue to seek out aggressively all types of grants to augment our operating budget and allow the Department to fund different projects and programs. Over the years, the Department and community have been able to secure substantial funding which translated into delivery of many programs for the community. Unfortunately, as we have mentioned previously, many of the grants which we could once rely upon have been scaled back dramatically or canceled.

The Department continues to utilize the Community Notification System to alert our residents to important issues from assisting with locating lost children or elders, to advising of street closings and severe weather warnings. We appreciate the patience the public has shown with these calls, and even more their assistance in helping to locate the children and elderly people who sometime lose their way.

Once again, the Department partnered with the Drug Enforcement Agency (DEA) to bring a "Prescription Take Back Program" into our community. At the end of the program, we were successful in removing a total of (160 pounds) of prescription medications for destruction from area residents.

The Department was very fortunate this year to be able to reinstitute the "Car Seat Installation Program", with the assistance of two of our Department members, Officers Billy Regan and Melissa O Connor, which assists area residents with the direction and proper installation of their car seats for their children.

The Department continues to participate in a number of regionalization efforts. We have continued the partnership we have with the Arlington and Cambridge Police Departments, along with 24 other public and private agencies, to collaboratively offer resources and services to victims and families trapped in "High Risk" domestic violence situations. This program has been such a success that it has been identified as a "model program" by the State and recommended for adoption in other areas of the commonwealth. Our long standing partnership continues with the Northeastern Massachusetts Law Enforcement Council (NEMLEC) in which there are currently a total of 53 member agencies, sharing personnel, resources, and equipment. Presently there are 9 members of the Department, including the Chief, assigned to work with the council to lend assistance to member communities so that when Belmont needs extraordinary aid, we receive it quickly and under local control. The Department also continues to be a participating member in the Suburban Drug Task Force, along with 8 other communities, which work collaboratively within all the jurisdictions to investigate and prosecute drug dealing and related crimes.

As everyone is aware of the continuing economic times that we are experiencing, I continue to be very proud of the men and women of the Belmont Police Department and the Auxiliary Police Unit, who together continue to provide the highest level of service; we are committed to be proactive, utilizing our "Community Policing" philosophy and approach, to help identify and resolve the problems which have a negative impact of the "Quality of Life" of our residents and our community.

Respectfully submitted,  
Richard J. McLaughlin  
Chief of Police

**ROSTER OF POLICE DEPARTMENT**  
2011

**CHIEF OF POLICE**  
Richard J. McLaughlin

**ASSISTANT CHIEF**  
Richard J. Lane

**ADMINISTRATIVE ASSISTANT TO THE CHIEF**  
Donna M. Costello

**CAPTAIN**  
John P. Hoerr

**LIEUTENANTS**  
Darin T. Demagistris, Christopher J. Donahue, James G. MacIsaac, Brendan J. O'Leary, Richard J. Santangelo

**SERGEANTS**  
Kristin M. Daley, Kimberly C. Hurley, Mark D. Hurley, Benjamin J. Mailhot, Kevin M. Shea, Janice E. Sparks,  
David M. Sullivan, Barry T. Ward,

**POLICE OFFICERS**  
Shiraz R. Banosian, Todd M. Benedetti, Matthew Benoit, Alex Cheung, Timothy F. Connors, Kate Coppi, Paul J. Cowing,  
Athanasi M. Darviris, John A. DeVito, Paul Garabedian, Michael R. Horan, Philip Kucha, Gary W. Long, William F. McDermott,  
Melissa J. O'Connor, David Pimentel, Kristine L. Pugliese, Marc G. Pugliese, Michael V. Pugliese, William E. Regan, Jonathan  
E. Riddell, Robert E. Sacca, James M. Schwab, Scott F. Shallow, Matthew Stewart, Franz J. Strassmann,  
Cory A. Taylor, Richard Wright, Brendan M. Young

**SCHOOL TRAFFIC SUPERVISORS**  
Robert Berrigan, Erin Callanan, Katherine Chaprales, Jacqueline Daye, Joan DiPace, Patricia Dixon, Mafalda Iannetta,  
Laurence P. MacDonald, James Marcantonio, Frances Napoli, Donald Oates, Jr., Margaret Pelrine, Laurette Stevens,  
Jean Turner

**RESERVE SCHOOL TRAFFIC SUPERVISORS**  
Marie J. McDonough, Leonard R. Muccioli, James Ralston

**PARKING CONTROL OFFICERS**  
Robert E. Burns, Laurence P. MacDonald, John J. Tobin

**TECHNICAL SERVICES**  
John M. Steeves

**TRAFFIC BUREAU ADMINISTRATIVE SECRETARIES**  
Carol A. Hurley, Linda M. Smith

**DETECTIVE BUREAU SECRETARY**  
(Part Time)  
Carol A. Hurley

**PROMOTIONS**  
Benjamin J. Mailhot to Sergeant

**APPOINTED**  
Alex Cheung, Police Officer  
Paul Garabedian, Police Officer  
David Pimentel, Police Officer  
Matthew Stewart, Police Officer  
Charles Synnott, Police Officer  
Richard Wright, Police Officer  
James Ralston, Reserve Crossing Guard  
Donald Oates, Jr., Crossing Guard

**RETIRED**

Gerard M. Greeley as Sergeant on March 9, 2011  
 William J. Watkins as Sergeant on February 24, 2011  
 Michael P. McHugh as Police Officer on May 6, 2011

**RESIGNED**

Rosa Raffa as Crossing Guard on September 30, 2011

**2011 TRAFFIC BUREAU ANNUAL REPORT**

Total Calls for Service .....	17,948
Traffic Stops.....	3,373
Domestic / Follow-ups.....	221
209A Served.....	54
209A Violations.....	13

**ACCIDENTS**

Reported.....	744
Investigated.....	399
Personal Injury.....	87
Persons Killed.....	1
Pedestrian.....	7
Pedestrians Injured.....	7
Pedestrians Killed.....	0
Bicycle.....	6
Bicycle with Injury.....	5
Bicycle with Fatality.....	0
Hit and Run.....	96

**INTERSECTIONS WITH 10 OR MORE ACCIDENTS**

Brighton Street & Pleasant Street  
 Common Street & Concord Avenue  
 Concord Avenue & Leonard Street  
 Pleasant Street & Lake Street  
 Pleasant Street & Trapelo Road

**CITATIONS**

Civil Motor Vehicle Violations (Complaints).....	314
Civil Motor Vehicle Violations (Warnings).....	2,214
Criminal Motor Vehicle Violations.....	92
Arrests for Motor Vehicle Violations.....	44
Motor Vehicle Violations Issued (Total).....	2,661
Parking Violations.....	7,633

**LICENSES AND PERMITS**

Taxi Licenses Issued.....	20
Parking Permits Issued.....	1,495
Bicycles Registered.....	0

**TRAFFIC BUREAU REVENUE RECEIVED**

Report Copies.....	\$1,908
Taxi Licenses.....	\$200
Parking Permits.....	\$89,920
Bicycle Licenses.....	\$0
Civil Motor Vehicle Fines Paid.....	\$22,125
Parking Violations Paid.....	\$143,615

Respectfully submitted,  
 Kevin Shea, Sergeant

**2011 DETECTIVE BUREAU REVENUE RECEIVED**

License to Carry Firearms & FID Permits.....	\$9,100
State Share.....	\$6,750
Town Share.....	\$2,350
Persons fingerprinted for security clearance, alien & employment applications, etc.....	\$705
Clearance Letters.....	\$21

Respectfully submitted,  
Brendan O'Leary, Lieutenant

**2011 PUBLIC SAFETY / COMMUNICATIONS REVENUE RECEIVED**

Alarm Fines.....	\$6,266
Alarm Registrations.....	\$21,500
Master Box Fees.....	\$17,800
Detail Administration 10%.....	\$39,335

Respectfully submitted,  
Daniel MacAuley, 9-1-1 Operations Manager

**2011 ANNUAL COURT SUMMARY**

Total Court Dates:

Criminal Cases Filed.....	419
Arrests.....	151
Juvenile Trials.....	1
Adult Trials.....	64
Superior Court.....	4
Other Trials.....	7
Magistrate Hearings (Civil).....	98
Magistrate Hearings (Criminal).....	63
Traffic Appeals.....	4
Court Overtime (Hours).....	420

Respectfully submitted,  
Kevin Shea, Sergeant

**2011 DETECTIVE BUREAU ANNUAL REPORT**

Arson.....	2
Assaults.....	87
Attempted Murder/Murder.....	1
Burglaries.....	119
Firearms Offenses.....	5
Kidnapping.....	2
Larcenies.....	216
Motor Vehicle Thefts.....	16
Narcotic Violations.....	20
Rape/Sexual Assaults.....	23
Robberies.....	3
All Other Offenses.....	283
Total.....	777

Respectfully submitted,  
Brendan O'Leary, Lieutenant

## 2011 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 such areas as Domestic Violence, Incident Command System, Cyber Bullying, Emergency Driving, and Highway Drug Interdiction.

Through out the year, The Community Services Unit ran various programs such as the RX Drug Take Back, Auto Etching, Child Safety Program, & Home Security Surveys. We also worked with the Middlesex Sheriff's Office with their Summer Camp Program in August.

### DARE

The DARE Program continues to be a welcome fixture in the Chenery Middle School. This year, 300 students were enrolled in the DARE Program.

Classroom Hours ..... 188 hours

## 2011 AUXILIARY POLICE

The Auxiliary Police lost one member to a local police department in 2011 bringing the strength to 19 officers. The Unit continues to provide officers for events such as Town Day, Christmas Tree Lighting, Halloween, and Hurricane Irene, just to name a few. For the year 2011, the unit provided the Town with the following volunteer hours:

Events .....	438 hours
Patrol .....	313 hours
Training .....	852 hours
Administrative .....	638 hours
Miscellaneous.....	128 hours

Respectfully submitted,  
Richard J. Santangelo, Lieutenant  
Community Services/Training Division

## PUBLIC SAFETY / COMMUNICATIONS

### **OPERATIONS MANAGER**

Daniel E. MacAuley, EMD

### **SUPERVISOR OF COMMUNICATIONS**

Edward S. Pendergast, EMD

### **PERMANENT PUBLIC SAFETY DISPATCHERS**

Robert Dally, EMD; David Jones, EMD; Christopher Murphy; Thomas O'Brien; James Riccio, EMD; Michael Tortola, EMT;  
Daniel Walsh; Colby Weston

### **PER DIEM PUBLIC SAFETY DISPATCHERS**

Robert McQuaid, P.A.; Richard Nohl, EMT; John Steeves; Andrew Tobio, EMT

### **RESIGNATIONS**

On March 8, 2011 Per Diem Public Safety Dispatcher Robert McKenna resigned as he and his new family relocated to Texas

### **APPOINTMENTS**

On May 1, 2011 Per Diem Public Safety Dispatcher Colby Weston was hired as a Permanent Public Safety Dispatcher

All of our dedicated 911 Dispatchers have been trained and certified by the Statewide Emergency Telecommunications Board (SETB) and the Association of Public Safety Officials (APCO). The dispatchers regularly attend training classes on a wide variety of subjects including call-handling tactics for incidents involving domestic violence, fires, hazardous materials, etc. Several dispatchers are trained as Emergency Medical Dispatchers (EMD) to provide callers with life saving instructions over the phone. All are re-certified annually as American Red Cross First Responders/CPR Rescuers which includes the use of an Automatic External Defibrillator (AED).

Public Safety

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

# PUBLIC WORKS

## DEPARTMENT OF PUBLIC WORKS

### PUBLIC WORKS ADMINISTRATION

Herewith I submit the Department of Public Works (DPW) report for the year ending December 31, 2011, covering the following: Public Works Administration, the Highway Division, the Parks and Cemetery Division and the Water Division.

During 2011, Public Works Administration originated 6 contracts for vehicles, supplies and/or services under Chapter 30B, the Uniform Procurement Act. Administrative time was spent working with the Tree Warden, Executive Safety Committee, Solid Waste and Recycling Advisory Committee, Massachusetts Water Resources Advisory Board, Arlington – Belmont - Cambridge (ABC) Stormwater Board, 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 Serves Day and improvements to the Conservation Land at Rock Meadow. The DPW Highway Division began the installation of 17 bicycle racks, received from a grant from the Metropolitan Area Planning Council, on various public properties in cooperation with the Office of Community Development and the Energy Committee.

Under the Public Works Capital Program the Highway Division was authorized to purchase a replacement dump truck at a cost of \$107,000.00, converted the 3<sup>rd</sup> of 6 Snow Fighters at a cost of \$40,750.00, rehabilitated a Snow Fighter at a cost of \$25,000.00, purchased two power angle snow plows at a cost of \$16,600.00 and made the final lease purchase payment for the "Vector" truck at a cost of \$29,885.00.

### PERSONNEL

At year's end, the Public Works Administration had 3 budgeted full time employees; the Highway Division had 24 budgeted full time employees and a part time Tree Warden. The Parks and Cemetery Division had 9 budgeted full time employees and 4 part time employees.

Several employees successfully completed educational and training courses related to their employment. Several employee safety programs were held during 2011 in conjunction with the Executive Safety Committee. The DPW Highway Division, represented by two teams, Mr. Paul Mosca and Mr. Nicholas Kacoyanis and Mr. George Patsios and Mr. Marc Petto participated in the Norfolk-Bristol-Middlesex Highway Association Driver Skills and Safety Training Event in September of 2011 competing with professionals from other towns by testing their skill and knowledge in the safe operation of heavy equipment. Paul Mosca and Nicholas Kacoyanis were awarded 1<sup>st</sup> place for the overall competition and George Patsios and Marc Petto were awarded 3<sup>rd</sup> place for the overall competition. All four employees were invited to attend the New England Regional Driver Skills and safety Training Event where Paul Mosca and Nicholas Kacoyanis were awarded third place for overall performance. Our appreciation and congratulations goes out to these four professionals for representing themselves and the Town so well.

### HIGHWAY DIVISION

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 8.10 miles of private ways.

During 2011 a total of 22 sidewalk locations were repaired by Highway personnel totaling 1,536 square feet.

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.

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 53 various designated parking spaces throughout Town. A total of 1135 gallons of white traffic paint, 340 gallons of yellow traffic paint, 10 gallons of blue traffic paint and 48 pounds of reflective glass beads were used during 2011.

During 2011, Highway personnel responded to 26 overtime snow or ice calls ranging from trace to 19 inches. All snow and ice storms were cleared and treated for ice control by DPW personnel. Contractors assisted with snow plowing during 8 storms in

## Public Works

2011. The total snowfall for calendar year 2011 was 78.5 inches. Belmont's 1995 By-Law allowing a Snow Emergency Parking Ban was put into effect twice during 2011. 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.

### SANITARY SEWER MAINTENANCE

Belmont has three sanitary sewer pumping stations, one located on Stony Brook Road, one on Woodbine Road and a new station recently installed on Channing Road as part of the Winn Brook Overflow Mitigation Program. 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 2011, 38 individual building connections were televised to determine the condition and priority for repair. As a part of our ongoing maintenance program, 15 sanitary sewer lines were repaired. The Highway Division responded to 262 building service pipeline blockages during the year.

The Board of Selectmen voted to increase the metered sewer charge to \$9.58/CCF (hundred cubic feet) with a minimum service charge of \$13.55 per quarterly billing. The "lifeline" rate is at \$6.71/CCF.

### STORM DRAIN MAINTENANCE

The annual cleaning of approximately 2,000 catch basins was completed during the spring by a private contractor. The Highway Division repaired 16 catch basins. An ongoing program of maintenance and cleaning of main lines was continued during 2011. 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 and 54 miles of main lines. In 2011, the Division maintained the new 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.

### 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, tires, lubrication, preventive and general maintenance along with extensive equipment repair is available to all Town Departments. Waste oil generated from the Town's fleet and accepted from residents is collection at this location to be recycled. Equipment which supports all Highway Division programs is stored at this facility as well.

The Central Fleet Maintenance Facility staff is also available to repair all Town vehicles as needed at all times.

### 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 limitations.

### FORESTRY SERVICE

Asplundh Tree Expert Company served the third year of a three-year contract for tree care during fiscal year 2011. Thomas D. Walsh also served the third year of a three-year term as Tree Warden and his report follows:

#### **REPORT OF THE TREE WARDEN**

For the twenty- sixth consecutive year, the Town of Belmont was recognized as a Tree City USA by the National Arbor Day Foundation.

Arbor Day was celebrated on April 29, 2011 with the planting of a tree. The ceremony took place at Clay Pit Pond at Belmont High School on Concord Avenue across from Edgemoor Road.

During 2011, the Town purchased 110 trees to be planted in various locations. Trees were watered by Highway staff during the growing months. The Town removed 138 dead and dangerous trees during 2011, 47 of these trees either fell or were removed because of four snow and wind storms on January 12<sup>th</sup>, February 2<sup>nd</sup>, August 28<sup>th</sup>, and October 31<sup>st</sup>.

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. There were no Tree Hearings held during 2011.

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.

Respectfully submitted,  
Thomas D. Walsh, Tree Warden

## **SOLID WASTE COLLECTION AND DISPOSAL**

Residential solid waste continues to be collected once per week at each household, with recyclables collected every other week. Solid waste is transported for disposal under a contract until 2015 to the Wheelabrator North Andover (WNA) Resource/Recovery Facility in North Andover.

Russell Disposal began the first year of a three-year contract with two one year options as our collection contractor during 2011.

In addition to weekly residential trash and the weekly appliance collection for recycling, the program also collects and recycles on an every other week schedule clear, green and brown glass, #1 thru #7 plastics, steel/tin/metal containers, mixed recyclable paper, corrugated cardboard, milk and juice cartons. Cathode ray tubes (televisions and computer monitors, also known as CRTs) are collected weekly as scheduled. On July 1, 2004 a \$15 per item fee was instituted for the recycling of Cathode Ray Tubes and a \$20 per item fee for the recycling of household appliances. 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.

During Calendar 2011, the Town recycled 5,470 tons from a total residential solid waste stream of 13,364 tons for a recycling rate of 40 percent. The Town realized \$1,740 from the sale of recycling bins, \$1,645 from the sale of compost bins along with \$22,355 from the sale of appliance and CRT recycling stickers.

## **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 the site before being recycled.

For the nineteenth fall season, leaves were collected weekly in containers by our solid waste contractor to be composted commercially out of Town. The fee to local landscape contractors for depositing leaves in our compost pile at the Transfer Station site on 1130 Concord Avenue for the fall season (\$400 per vehicle) generated \$8,800 in revenue. Residents were allowed to bring leaves to the compost area at no charge. For the last nineteen 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 Camp Dresser & McKee 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 two years we expect to determine a post-closure use and complete the assessment and the final cap of the ash landfill to meet DEP regulations.

## **PARKS AND CEMETERY DIVISION**

Joseph M. Urciuolo, 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 Viglirolo Skating Rink, Underwood Pool and adjacent park, Concord Avenue Athletic fields and facilities, Hittinger Street Field, 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.

The chain link fencing program has continued to provide safe enclosures for these facilities. We installed a new enclosure around our new irrigation well at the Grove Street Playground. We also made repairs at Pequossette Park, Grove Street Park and the Underwood Pool. These repairs have added to the safety and overall appearance of the perimeter fencing of the parks.

In 2011, 120 cubic yards of safety surfacing was installed at the tot lots at the Chenery Middle School, Winn Brook and

## Public Works

Underwood Park. These improvements will help to insure that the tot lots are safe for the many young children that enjoy these facilities.

The tennis courts at Winn Brook Park and Pequossette Park were resurfaced, relined and painted for the first time in a great many years. This project has significantly improved the use and safety of these tennis courts.

Again in 2011, 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. They have paid to put up and take down the outfield fence at the varsity and junior varsity diamonds.

We are again grateful to the Frank E. French Company for again donating a generous amount of infield mix.

A much needed sound system was installed in the Skip Viglirolo Skating Rink replacing the 30 plus year old system. This state of the art system was graciously donated by The Ranger Youth Organization. Special thanks to Doug McLaughlin for spearheading this project. This new system will be a tremendous benefit to all the Belmont teams (High school and Rangers) as well as all the Belmont residents that use this facility.

The Mormon Church volunteers have, once again, graciously treated our tot lot at Winn Brook with a wood preservative which helps with the safety and longevity of this much used structure.

The Belmont Religious Council volunteered their time and energy again to paint the fence at the Little League field at the Grove Street Park. This project helped to beautify and upgrade this park.

The Belmont Day School graciously gave their time and energy to paint the wall at the Town Field baseball diamond. This project helped upgrade and beautify this park.

The new irrigation well program initiated and funded by the Belmont Soccer Association has been completed. The installations at Pequossette, Town Field, and Grove Street have been completed and functional. This project is an excellent example of a project that benefits all that enjoy these fields can be accomplished by working together. The Soccer Association, all Divisions of the DPW, the Recreation Department and the Belmont Municipal Light Department (BMLD) all worked together to see this project through to completion. We offer special thanks to Jim Fitzgerald who was the driving force behind this beneficial project as well as appreciation to Jim Palmer, Bill Brennick and the crew of the BMLD. This project will benefit the town for years to come by saving substantial amounts of money for field irrigation and allow the playing fields to be in the best condition possible.

Clearly the generous contributions add value to the recreational facilities and are enjoyed by the staff, participants and spectators alike. Again, we thank all of these organizations for their 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.

## **WATER DIVISION**

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 2011 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 2012. As of December 31, 2011 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: 758  
 Number of Services: 7,546  
 Types of Services: Copper, Brass, Cement Lined Iron, Galvanized Iron, Wrought Iron, and Cast Iron. Percentage of  
 Services Metered: 100%  
 Total Water Main: 489,681 Feet (92.74 miles)

## WATER CONSUMPTION DATA

\*\* Data supplied by the MWRA

Average Water Consumption in Millions of Gallons per Day (MGD) \*\*

Month	2007	2008	2009	2010	2011
January	2.009	2.011	1.982	2.147	1.763
February	2.236	1.912	1.985	2.040	1.851
March	2.311	1.893	1.930	2.021	1.776
April	2.188	1.948	1.982	2.055	1.752
May	2.457	2.221	2.330	2.324	1.954
June	2.820	2.612	2.415	2.522	2.312
July	2.824	2.520	2.237	3.001	2.673
August	3.027	2.360	2.547	2.861	2.398
September	2.927	2.393	2.453	2.423	2.303
October	2.362	2.067	2.029	1.906	2.042
November	2.000	1.935	1.920	1.766	1.797
December	2.012	1.937	1.941	1.736	1.898
Average	2.432	2.151	2.147	2.236	2.045

\*Average Consumption per person per day

94.85 Gallons    84.09 Gallons    82.96 Gallons    86.39 Gallons    79.02 gallons

\* Estimated Population of 25,879

Total Consumption from MWRA

2007    887,741,000 Gallons    2009    783,583,000 Gallons    2011    746,380,000 Gallons  
 2008    787,386,000 Gallons    2010    816,006,000 Gallons

## WATER MAIN REPLACEMENT PROGRAM

Francis Street, Leslie Road, and Goden Street Areas Water Main Replacement Project – 2011

The Francis Street, Leslie Road and Goden Street project was awarded to Cedrone Trucking Inc. Billerica, MA for the amount of \$821,258.95 dollars. Engineering estimates were \$1,164,750 project. There were two change orders associated with this contract. The first change order was for the replacement of the water main on Winn Street (Cross Street to Sherman Street). The Winn Street water main was replaced due to multiple service interruptions that have occurred over the past several years. The cost of the Winn Street water main replacement was \$80,723.61. Change order two was for "Polyethylene Encasement" of the new water main. During construction, soil samples taken in various locations revealed very corrosive soil conditions existed. The polyethylene encasement will protect the integrity of the water main from the corrosive soils. The total amount of the change orders were \$148,775.01 dollars. The total projects costs including change orders was \$970,033.96.

The scope of work for the Francis Street, Leslie Road, Goden Street and Winn Street consisted of the replacement of 8,104 linear feet of unlined six and eight inch cast iron pipe. Also, included in the scope of work were the installation of 20 fire hydrants, 70 isolation valves and the transfer of 182 water services and abandonment of existing water mains and all appurtenant work within the project limits.

Belmont Center Business District Water Main Replacement Project - 2012

The 2012 Capitol Water Main Replacement Project will consist of:

Leonard Street  
 Concord Ave to Pleasant Street.

Concord Ave;  
 Pleasant Street to Leonard Street.

Channing Road;  
 Cross Street to Leonard Street.

Public Works

Alexander Ave.  
Pleasant Street to Claflin Street.

I wish to express my appreciation to the Board of Selectmen, Town Administrator, Shade Tree Committee, Water Advisory Board, Board of Cemetery Commissioners, Department and Division Managers, all other committees and employees for their support, cooperation and assistance during 2011.

Respectfully submitted,  
Peter J. Castanino  
Director of Public Works

## **WATER ADVISORY BOARD**

The Water Advisory Board continues in its role of advocating and advising 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 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 while managing rates and providing quality, reliable service to our customers for both the supply of drinking water and fire protection.

In 2011 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 17th year (of a 30 year plan) 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.

It is with deep regret that I report the passing of former Water Advisory Board member Mr. Joseph Greene. Mr. Greene was elected to the Board of Water Commissioners in 2003 and served with its change to the appointed Water Advisory Board until his resignation on June 7, 2011. Mr. Greene made many important contributions as a valued Board member. Mr. Greene was supportive of the important daily mission of the Water Division as well as the long-term "Capital Water Main Improvement Program" and financial plan. Joe's steady stewardship was appreciated and will be missed.

Mr. Joseph Barrell, Jr. was appointed to the Water Advisory Board by the Board of Selectmen in August of 2011 to fill the vacancy from Mr. Joseph Greene's resignation.

Respectfully submitted,  
Frank E. French, Chairman  
Joseph Barrell, Jr. Vice Chairman  
William Shea, Clerk

## **REPORT OF BOARD OF CEMETERY COMMISSIONERS**

The Board of Cemetery Commissioners herewith files our annual report of activities for the calendar year 2011, our 152<sup>nd</sup> year in operation. We are a three member, entirely volunteer board, consisting of chair Alexander E. Corbett, III, Vice Chair Ellen O'Brien Cushman and Charles R. Lavery, III. We enjoy a close working relationship with the Department of Public Works employees responsible for cemetery operations. During 2010, the cemetery was combined with the parks under the capable leadership of Joseph M. Urciuolo as Division Director.

Of the 108 total interments at our two cemeteries, 43 (39%) were non-residents of the town, to whom extra fees were assessed totaling \$16,125, compared with 111 interments for \$18,000 for 2010. Total fee receipts for both cemeteries was \$137,541, including all grave openings, foundations, disinterments, non-resident fees, overtime charges, canopy rentals and genealogy studies as compared with \$131,839 for 2010.

### **Cemetery Activities**

Although new burial lots for traditional interments have not been available at the Belmont Cemetery on Grove Street since 1988, 85 interments were made to existing lots in 2011, including 22 cremation (which compares with 92 in total in 2010, including 33 cremations). Four years after its opening, lot sales at Highland Meadow Cemetery continue to be steady, totaling \$2,218,900. Lot prices are unchanged since opening and are similar prices to lots at the most prestigious private cemeteries. In 2011, 49

interments took place at Highland Meadow, including 3 cremations. Total cemetery interments were 134 including 25 cremations. Lot sales in 2011 totaled \$176,000, of which 50% must be reserved as Perpetual Care.

#### Staff and Organization

The staff of Belmont Cemetery has been organized as a division of the DPW since 2003, virtually dedicated to cemetery operations, though our highly skilled employees are often utilized by other divisions (water and highway) particularly for their expertise in backhoe operations. Peter J. Castanino, Director of the DPW, regularly attends our meetings and contributes valuable expertise and operational assistance.

On May 22, 2011, Robert P. Gardiner, former Superintendent for 34 years and a town employee for 35 years, passed away. His caring expertise with grieving families, his knowledge, experience and friendship will be sorely missed by all. He is interred next to his wife, Rita, in the place he was so proud to care for.

Both our cemeteries continue to be recognized as truly beautiful and peaceful places, though virtual opposites. Whereas Belmont Cemetery is a manicured, formal landscape with upright markers, Highland Meadow is designed to be compatible with its surrounding open space and has only flat markers. The work of the cemetery crew under Foreman John McDonough, Jeff Currier, Craig Crisafi, Sheila Meroth and four part-time employees Austin Bennett, Steve O'Neil, Mike Redmond and Nancy Fay, along with other DPW employees, make each cemetery a place of solace for grieving families. The four full time employees and four part-time employees are all under the supervision of Joseph M. Urciuolo, Division Manager.

#### Progress against Goals:

##### Strategic goals:

- Pay for the construction debt by selling cemetery lots at Highland Meadow – Complete.
- Fund the Perpetual Care Account at 50% of cemetery lot sales – Ongoing.
- Prepare/plan for future cemetery phases – the original master plan maps future phase alternatives, funding will be addressed after the Perpetual Care Fund is fully and properly financed.

##### Operational Goals:

- Working closely with the DPW, continue to examine better, more cost-efficient ways to operate in 2012 while still fulfilling the perpetual care and management obligations for each cemetery – Continue with new efforts underway.
- Annual planting program. Enrollments continue at Belmont Cemetery, particularly appealing to older residents. – Limited progress.
- Continue tree planting program and enhance landscape areas at Belmont Cemetery and Highland Meadow Cemetery.

#### Summary of Receipts and Expenses:

\$2,218,900.00	Total Cemetery Lot Sales at Highland Meadow as of 12/31/2011.
\$ 170,700.00	Cemetery Lot Sales at Highland Meadow during calendar year 2011.
\$ 150,000.00	Perpetual Care Transfer from Sale of Lots during calendar year 2011.
\$ 14,867.00	Perpetual Care Interest*
\$ 3,000.00	Annual Planting Fund
\$ 1,795.00	Annual Planting Interest*

\* Note: Interest is reported quarterly by the bank, and amounts shown are through September 30, 2011.

Respectfully submitted  
Alexander E. Corbett, III  
Board of Cemetery Commissioners, Chairman

### HIGHLAND MEADOW CEMETERY BUILDING COMMITTEE

The Highland Meadow Cemetery Building Committee in 2011 consists of three members – Chairman Ellen O'Brien Cushman, Alexander E. Corbett, III, Charles Laverty, III from the Board of Cemetery Commissioners; former member from the Permanent Building Committee Karen E. Pressey resigned from that body in 2009 and a new representative was not appointed.

Highland Meadow Cemetery opened in 2007, after 41 years of waiting, 19 years after the last lot at Belmont Cemetery was sold and after 13 years of planning, design and negotiating. Strong lot sales continue, with total revenue surpassing the \$2.2 Million mark during 2011, more importantly, comments from residents have been positive, both for the design of the cemetery and the sensitive blending with the surrounding McLean Open Space.

Although Highland Meadow Cemetery is open and operating, there are still some final construction punch-list items considered open, particularly completing the installation of plant material, final grades and ongoing maintenance issues of the landscape walls. We are still working within the Town Meeting appropriation total of \$1,060,000. Green Acres Landscape, the cemetery construction contractor, has filed a lawsuit disputing their contract termination and the Town has filed a countersuit to ensure

Public Works

these contract items are completed to contract spec and satisfaction. We continue to work with special Town Counsel on the matter.

Respectfully submitted,  
Ellen O'Brien Cushman, Chairman

### **MUNICIPAL LIGHT ADVISORY BOARD (MLAB)**

The Belmont Municipal Light Department Advisory Board (MLAB) was established by the Light Board to assure that the board governance structure of the Belmont Municipal Light Department (BMLD) provides focused direction and oversight to the manager of the Department and advice to the Light Board that is consistent with their respective statutory roles, which is critical in light of the increased complexity and risk factors in the power supply and related financial markets. MLAB is comprised of six (6) voting members, appointed by the Board of Selectmen and includes persons with expertise in engineering, power, related financial markets, economics, marketing, legal and regulatory matters related to municipal utilities, and knowledge of the history and operations of the BMLD and the community it serves.

MLAB assists the Light Board in: discharging their duties under G.L. 164, Section 56, including advising them on the selection and compensation of the manager and assessing the manager's exercise of his or her duties; setting the strategic direction of the department and periodically reviewing this direction and updating it in light of developments in wholesale and retail power and related credit markets; and monitoring progress towards the goals of the department, including the identification and use of key indicators and trends to compare BMLD performance with industry standards.

They also meet and confer with the manager and make recommendations to the Light Board on: issues related to the operation and maintenance of the departmental plant, the procurement of power supplies, service quality, rate structure, and related matters of customer services, human resources, financial, and legal management; efficiency and effectiveness of operations; and communication to the community regarding the performance and value of the Municipal Light Department.

#### **Major Accomplishments:**

The Municipal Light Advisory Board (MLAB) continued to focus on the power supply procurement for 2012 and beyond. The Power Supply Procurement Policy, approved in 2007, provides a framework for the purchase power agreements. This framework calls for a layered power supply portfolio of contracts to minimize Belmont's exposure to price volatility in the daily electric market, as well as for renewable energy sources.

MLAB recommended that the Acting General Manager, James Palmer, be made as the permanent General Manager of the BMLD, after a nationwide search and interview process.

During the year, the Advisory Board continued to assist the Light Board in its oversight and in assembling public support for the proposed change in the transmission and distribution system within the Town. MLAB recommended that the BMLD conduct an independent third party review of the cost and design of the 115 kV Project. After the completion of the third party review by Mott McDonald Engineering, the MLAB advised the Light Board to authorize the General Manger to hire a new project team and continue developing the 115 kV Project.

MLAB has brought a commitment to renewable energy sources and Demand Side Management (DSM) programs to the forefront of BMLD's energy policy. As a public power utility, BMLD engages the community in energy efficiency and conservation. In addition, the Board advised the General Manager on distributed generation policy and helped to draft a net metering tariff.

MLAB has maintained their oversight role of the financial performance of BMLD. Their expertise in the finances and operation of BMLD helps insure that the ratepayers of Belmont are benefiting from their public power utility.

**20 Flanders Road Substation Rendering**



## MUNICIPAL LIGHT DEPARTMENT

Member of: American Public Power Association, Northeast Public Power Association, Municipal Electric Association of Massachusetts, Energy Council of New England, Belmont Rotary Club, and Watertown-Belmont Chamber of Commerce. The 113th Annual Report of the Belmont Municipal Light Department (BMLD) is hereby submitted. Kilowatt hour (kWh) sales during the year 2011 totaled 127,586,978 kWh, a decrease of 1,754,760 kW over 2010 sales. BMLD's highest ever system peak demand of 34,090 KW occurred on August 2, 2006. The following chart illustrates the trend of the Belmont Municipal Light Department's business over the past ten years:

<i>Year</i>	<i>kWh Sold</i>	<i>Peak Kilowatts</i>	<i>Gross Sales \$</i>	<i># of Customers</i>
2002	128,706,897	30,320	12,044,965	10,780
2003	140,476,128	28,498	12,520,038	10,758
2004	132,835,892	28,100	12,465,020	10,800
2005	145,855,321	29,948	12,873,450	10,784
2006	141,119,819	34,090	15,169,572	10,821
2007	128,069,246	30,969	14,905,027	10,937
2008	126,366,311	33,155	21,275,258	10,996
2009	123,779,274	29,330	21,604,638	11,057
2010	129,341,738	32,444	22,719,196	11,247
2011	127,586,978	33,238	20,522,668	11,377

In December 2011 the Belmont Municipal Light Department transferred \$650,000 to the Town's General Revenue Fund as a Payment In Lieu of Tax (PILOT).

The Belmont Municipal Light Department continues to supply essential services to the Town of Belmont. Some of these services include: water and sewer billing, electrical inspections, maintenance of the outside fiber optic network, street and area lighting, holiday lighting and decorations, and provide support to other Town Department's. The Light Department also maintains the Town's traffic signals and the fire alarm call box system.

### POWER SUPPLY

The Belmont Municipal Light Department is an active market participant in purchasing electricity from the Independent System Operator- New England (ISO-NE) market place. The Light Department has built a diversified power supply portfolio. The Light Department's objectives are to obtain competitively priced generation services using multiple contracts with staggered durations. At the close of 2011, the Belmont Municipal Light Department has contracted out for roughly 80% of the community's energy needs for 2012. The flexibility in our portfolio allowed the Light Department to capture savings in 2011 from the market declines. These savings were passed along to our customers through the Light Department's Purchase Power Transmission Adjustment (PPTA) credit, which averaged \$0.02 per kWh over the first half of 2011, and then by a \$0.22 rate decrease for the second half of 2011.

The Belmont Municipal Light Department receives over 8,465,759 kWhs of lower cost hydropower from the New York Power Authority's (NYPA) Niagara Falls project as our share of preference power allocated to the 40 Massachusetts municipal light departments. Savings realized from the purchase of NYPA power are credited monthly to our residential customers.

In an effort to support emission free renewable energy sources, the Light Department entered into a purchased power agreement with Spruce Mountain Wind to diversify our power supply portfolio. Also, we have taken advantage of the recent decline in energy prices and locked in power contracts through 2016. The Light Department will continue to seek opportunities to acquire contract rights for proposed renewable energy projects throughout New England. The Belmont Municipal Light Department is committed to exploring emission-free renewable energy opportunities that can be added to our power supply portfolio.

The Belmont Municipal Light Department achieved a \$0.001 decrease of transmission costs over the past year. We expect general increases in transmission costs over the next few years. This increase reflects the value of new transmission projects, which will come on-line (and into the rate base). Transmission costs are payments for the delivery of energy to Belmont over the ISO-NE transmission system and the NSTAR transmission line.

### RATES

In 2011, the Belmont Municipal Light Department did not increase its electric rates.

### **ENERGY CONSERVATION AND OUTREACH**

As a result of the Light Department's 2011 reorganization and restructuring, management reviewed its commitment to energy conservation and efficiency. Management identified the need for a full-time Energy Analyst to research, develop and implement measurable energy conservation and efficiency programs with the objective to reduce the Light Department's electric peak demands.

The Light Department provided the Town's elementary schools with electrical safety demonstrations, materials, and conservation tips by key Light Department employees. Also, the Light Department employees attended community events at the Senior Center, the annual Tree Lighting ceremony, Meet Belmont, and the Belmont Farmers' Market.

In August 2011, the Light Department established a progressive Emission-Free Distributed Generation Policy for solar and wind, that allowed several customers to take advantage of the federal tax credits and solar renewable energy credits (SRECs).

The Light Department began developing the Smart Meter Pilot Program by installing the IT hardware, application software, and communication network necessary to integrate the interval data with the Light Department's customer information system. By December 31, 2011, 220 smart meters were installed in Town. In 2012, the Light Department plans to implement the Smart Meter Program throughout the Town, as well as a customer web interface that will enable customers to view their historical electric consumption in 15-minute intervals to help manage their usage.

In December 2011, the Light Department launched their customer online payment service feature on its website and the Town of Belmont website. This new service enabled Light Department customers to pay their bills online.

### **115 kV TRANSMISSION PROJECT**

In 2011, the Belmont Municipal Light Department (BMLD) took significant steps toward addressing critical problems with its current electric delivery system and securing service stability for the next forty years. Whereas Belmont's current power delivery system is at or near full capacity, its infrastructure well past its anticipated lifespan and its power quality less than satisfactory, BMLD must take the necessary steps to fulfill its mission of providing Belmont homes and businesses with the cheapest, most efficient and reliable electric service possible. Through an exhaustive and deliberate process that included studies by three independent energy consulting firms, BMLD, the Light Board and the Light Advisory Board concluded that the least expensive, most efficient solution to address Belmont's power needs was the construction of a new 115 kV Transmission line and substation in the Town of Belmont.

While most of 2011 was spent planning and designing this important project, BMLD staff, the Light Board and Advisory Board spent considerable time, September through December, 2011, meeting with various Town Boards and Committees, civic organizations and residents to share the important details of the project. BMLD assembled a Steering Committee of highly skilled and experienced industry experts that met regularly to review every detail of the project and keep the project on track. BMLD also entered into negotiations with NSTAR for a new service agreement that would incorporate a new 115 kV line into Belmont, the MBTA to secure an easement for property along their railroad tracks to construct the 115 kV line and with the owners of 20 Flanders Road, the desired location of the new substation.

Additionally, BMLD hosted two "Public Meetings" for all Belmont residents in November, 2011 to inform the public directly as to the details of the project. Three additional public meetings were scheduled for January, 2012, in anticipation of a Town Meeting vote in January to bond the financing for this project and secure the site for a new substation.

### **PERSONNEL**

2011 brought changes to the staff as Belmont Municipal Light Department's Acting General Manager, James F. Palmer was named General Manager in February 2011, Sam Osmancevic joined the Department in January as the Engineer/Operations Manager, Patricia Sampson joined in February as a Customer Service Representative, and Christopher Slattery joined in August as the Director of Operations.

### **GENERAL**

The Light Department Staff would like to acknowledge the dedication and loyalty of the Municipal Light Board and the Municipal Light Advisory Board for contributing their industry expertise and knowledge in support of the General Manager's business objectives.

The Light Department Staff appreciates the continued support and cooperation in conducting its daily business operations from other Town Department's.

The General Manger, the Light Board and the Advisory Board extend their gratitude to the Light Department staff for their commitment and devotion to superior customer service, especially during Hurricane Irene and the "Halloween" snow storm, which caused significant damage and the loss of electricity for many electric customers throughout New England.

Respectfully submitted,  
James F. Palmer  
General Manager/CEO

## MASSACHUSETTS WATER RESOURCE AUTHORITY ADVISORY BOARD

The Massachusetts Water Resource Authority (MWRA) was created by the Massachusetts Legislature in 1984 to succeed the interests of the Metropolitan District Commission to deliver safe drinking water and water for fire protection as well as to treat and dispose of wastewater from its member communities, all in conformance with applicable law and regulation. The same legislation that created the MWRA also created the Massachusetts Water Resource Authority Advisory Board to represent the interest of the sixty-one member communities. Each municipality is represented by at least one person on the Advisory Board. In my capacity as Director of Public Works I have been appointed to the MWRA Advisory Board and Michael Bishop, DPW Water Division Manager, has been appointed as the alternate representative by the Board of Selectmen to represent the Town of Belmont. MWRA provides wholesale water and sewer services to a total of sixty-one communities. Fifty-one communities purchase water supply services, and forty-three communities purchase wastewater transport and treatment services. Thirty-four communities purchase both. Approximately 2.5 million people, or 43 percent of the population of Massachusetts live and work in the communities that purchase water and/or wastewater services from MWRA.

MWRA provides water and sewer services to communities on a wholesale basis and then each community provides services to its customers on a retail basis. As a result, water and sewer fees include each customer's share of the community's MWRA water or sewer assessments plus the community's own cost of providing water or sewer services. The MWRA funds its operations and capital costs primarily through its member assessments and charges.

MWRA finances its Capital Improvement Program (CIP) primarily from issuing long-term general revenue bonds. Savings in capital costs are particularly important since every dollar cut from the capital budget saves approximately three dollars in future debt financing costs. The MWRA has adopted a policy whereby the term of bonds is matched to the life of the facility. In order to control costs to its member communities the MWRA has placed a cap on capital expenditures. Approximately 80% of the capital improvements have been required by either court order or regulation. The debt service for the MWRA is expected to be 60 to 65% of the annual current expense budget for the foreseeable future.

The severe shortfall in state revenues in FY 2003 required the elimination of the entire previous State Debt Service Assistance level of \$52.9 M. In FY 2004 State Debt Assistance returned at a \$4.1 M level, in FY 2005 to \$8.0 M, in FY 2006 to \$9.6 M, in FY 2007 to \$18.9 M, in FY 2008 to \$17.25 M, in FY 2009 and 2010 eliminated and in FY 12 funded at \$0.5 M. The MWRA Advisory Board and staff continue to work with the state legislature and Governor's office to increase State Debt Service Assistance to help control debt service costs for the member communities. For FY 2012 Belmont's combined sewer and water assessment from the MWRA increased by \$326,206 over FY 2011, translating to a combined increase in sewer and water assessments by the MWRA to Belmont of 5.1%. Each community independently establishes retail sewer and water rates for its customers. By legislation, ratepayers and member communities are required to pay the full amount assessed against the respective communities by the MWRA.

In 2011 some noteworthy accomplishments for the MWRA Advisory Board have been:

### FINANCE/RATES

- Successfully developed plan to hold FY12 wholesale assessments to 3.49%.
- Worked with the Authority to develop and implement a rate revenue requirement strategy that assures that FY13 assessments will be no greater than 3.99%.
- Instituted a Rates Management Committee with the MWRA to review and develop Long-Term Rates Management Strategies. Committee consists of two Advisory Board members, two MWRA Board members and staff of the Advisory Board and the Authority. The Committee will meet in February to outline how best to utilize released reserves.
- Expanded eligible uses of the Local Water Pipeline Assistance Program.
- Looking to include new round of I/I funding as part of the new five-year CIP Program. Continue to keep MWRA at or below Advisory Board created Capital Spending Cap. Kept five-year (FY09-FY13) cap to \$24.5 million below the cap level.
- Worked with the Authority to restructure and refinance debt, reducing rate revenue requirements. Able to achieve TIC rate of 3.95%, the lowest in the history of the Authority, with a present value savings of more than \$25.3 million.

### OPERATIONS

- Worked to:
  - Revamp System Expansion Policies in order to expedite and expand revenue base. Hoping to sell an additional 10 million gallons per day.
  - Met regularly with communities regarding process for System Expansion, including Ashland, North Reading and Tri-Town (Braintree, Randolph, Holbrook) for the water system and Hingham for the wastewater system.

## Public Works

- Part of the initial Committee to write proposal and select firm to conduct MWRA Staffing Study. Awaiting results of the study in late January/February.
- Continue to engage EPA on language that will impact the Deer Island and Clinton National Pollutant Discharge Elimination Systems (NPDES) Permits. Still no draft permits. Pursuing stringent phosphorous local limits for Clinton to avoid major capital expenditure to plant.
- As a member of the Water Supply Protection Trust's Board of Trustees, actively participated in discussions relating to Finance and Watershed Protection. Trust meets quarterly.

## LEGISLATIVE

- Worked on 12 Bills for the Legislative Session. Meet regularly with Legislators / Legislative Caucus. Held meet and greets with all freshmen Legislators.
- Continue to work to include infrastructure monies as part of the Bottle Bill.
- Working with State Water Infrastructure Finance Commission to develop funding mechanisms for infrastructure needs. (Worked to kill Committee proposal to implement per gallon fee on retail rates.)
- Kept Debt Service Assistance line item alive; received \$500,000 in the FY12 State Budget. Also secured the use of \$4 million to be used for watershed related issues.
- Work closely with the MWRA Legislative Caucus, Massachusetts Municipal Association and Metro Mayors.
- Raised awareness on potential ballot question to arbitrarily cap retail rate increases to 2.5%.

Detailed information on a variety of additional related subjects as well as the Current Expense Budget and Capital Improvement Program is available online at [www.mwra.com](http://www.mwra.com).

Respectfully submitted,  
Peter J. Castanino  
MWRA Advisory Board Member

## **SHADE TREE COMMITTEE**

The Shade Tree Committee did not submit a 2011 Town Report.

## **SOLID WASTE AND RECYCLING ADVISORY COMMITTEE**

### **Overview**

The Solid Waste and Recycling Advisory Committee (SWARAC) works in conjunction with the Town to address financial, environmental, and technical issues associated with yard waste, trash, and recyclables. Removal of trash and recycling constitutes a multi-million dollar budget line item for the Town, and is also an arena subject to rapidly changing market and regulatory conditions.

The Solid Waste and Recycling Advisory Committee is a temporary town committee. Our tenure ended on December 31, 2011. During our final year of work, we achieved a number of important improvements.

- **Successful rebid of the Town's solid waste and recycling contract.** Our major task during 2011 was to work with the town on the rebid of Belmont's solid waste and recycling contract. SWARAC helped to finalize RFP language and provided input on evaluating service options. We had good participation in the RFP, and the competitive process resulted in immediate cost savings to the town. The winning bid will save the town more than \$1 million in costs over the five year term of the contract relative to the pre-bid cost of service.
- **Recycling coordinator.** Some of the continued progress on increasing recycling diversion in town requires more consistent attention than a volunteer committee can provide. Using a small portion of the savings from the contract rebid, we worked with the Highway Department to obtain approval for a part-time recycling coordinator. That position is expected to be filled during the first part of 2012, and we expect that the increased recycling diversion this person can achieve will more than pay for the cost of the position.

During our five year tenure, we achieved a number of other important successes:

- **Established recycling at all Belmont schools.** Every school now has recycling bins and totes, and regular recycling pickup.
- **Expanded range of materials Belmont residents could recycle.** Corrugated cardboard, paperboard milk cartons, aseptic containers (e.g., juice boxes), paper coffee cups, pizza boxes, and paper “twist” containers (such as for frozen orange juice) were all added to the program.
- **Quantified the financial value of increased recycling and did outreach to boost awareness of the financial savings to the Town.** While the environmental case for recycling is well known, we worked to be sure that residents understood the financial benefits of recycling through reduced solid waste disposal fees. This has the potential to generate hundreds of thousands of dollars per year in additional savings to the Town, above and beyond what we are already saving under our new contract.

On behalf of the entire committee, it has been our privilege to work with the town over the past five years to improve our trash and recycling services, and to provide residents with the opportunity to recycle an ever larger fraction of their waste stream. We look forward to seeing this progress continue under the guidance of the recycling coordinator.

Respectfully submitted,  
Doug Koplou  
Chairman, SWARAC

# EDUCATION

SCHOOL COMMITTEE  
OF  
BELMONT, MASSACHUSETTS  
For the year ending December 31, 2011

<b>Name</b>	<b>Address</b>	<b>Term</b>
Laurie Graham, Chair	28 Ripley Rd.	2014
Rebecca Vose, Secretary	48 Clark St.	2012
Kevin Cunningham	20 Chandler St.	2014
Anne Lougéé	34 Warwick Rd.	2012
Dan Scharfman	79 School St.	2013
Laurie Slap	95 Long Ave.	2013

INTERIM SUPERINTENDENT OF SCHOOLS  
Dr. Thomas S. Kingston

ASSISTANT SUPERINTENDENT FOR CURRICULUM AND INSTRUCTION  
Ms. Janice Darias

DIRECTOR OF FINANCE, BUSINESS AND OPERATIONS  
Mr. Anthony DiCologero

Office of The Superintendent of Schools  
Open Monday through Friday  
From 8:00 a.m. to 4:00 p.m.

To the Citizens of Belmont:

The Belmont Public Schools, the School Committee, and the Belmont community are jointly committed to educating Belmont's children measured against the highest standards for achievement. The community prides itself in the fact that its school system continues to rank among the top-performing districts in the Commonwealth, and US News and World Report ranked Belmont High School about the top twenty high schools in the nation.

The district's success is a tribute not only to its students but also to the teachers, staff, parents, and citizens of Belmont who create an environment that nurtures and encourages that success. 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 is responsible for developing policies that support this mission. The School Committee is also charged with the duty of ensuring, with the Board of Selectmen, the Warrant Committee, and the citizens of Belmont, adequate funding for the schools, and with the appropriate expenditures of that funding.

The School Committee is responsible for recruiting, hiring, and evaluating the performance of the superintendent of schools. The superintendent serves as the committee's chief executive officer and educational advisor. The superintendent is the educational leader for the school system, and provides administrative leadership for all school staff in operational matters and in proposing and implementing policy changes. Day-to-day operation of the school system is the responsibility of the superintendent, together with school principals and other administrative staff members.

In June 2011, the Belmont School Committee entered into a contract with Dr. Thomas S. Kingston, recently retired Superintendent of the Chelsea Public Schools, to serve as interim superintendent for the district. In December the Committee agreed with Dr. Kingston to extend his contract through the 2012-2013 school year in order to promote district stability while district leaders and the Committee mutually review long-range plans and determine the qualities to seek for permanent district leadership. During this interim period, the School Committee and central administration will be reviewing progress towards meeting the existing six strategic goals and initiating the next stage of long-range planning.

In April, Kevin Cunningham was elected to the School Committee; and Laurie Graham was reelected. The School Committee selected Laurie Graham as Chair and Rebecca Vose as Secretary. In August Karen Parmett resigned from the Committee. After a process that included soliciting letters of interest from candidates and joint interviews with the Board of Selectmen and remaining School Committee members, Anne Lougéé was appointed to fill the empty seat until the April 2012 Town elections.

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

#### **Moderator Appointments**

Wellington Building Committee

Laurie Graham

#### **Subcommittees of the School Committee**

Policy/Procedure (Crofts Revision)

Laurie Graham, Elizabeth Gibson, Kathy Miller, Deborah Emello \*

Finance Sub-committee

Kevin Cunningham, Laurie Slap

#### **Representatives and Liaisons**

Capital Budget Committee

Rebecca Vose - voting member

EDCO Board

Thomas Kingston, Laurie Graham

Foundation for Belmont Education

Laurie Graham (ex-officio) non-voting

ITAC (Info. Tech. Advisory Com.)

Kevin Cunningham – non-voting  
Liaison

Superintendent's Health, Safety, and Security Advisory Team  
Warrant Committee

Laurie Graham  
Laurie Slap (ex-officio) - voting  
member

Community Education

Laurie Graham – non-voting  
liaison

Council on Aging

Anne Lougéé

One Book One Belmont

Laurie Graham

Vision 21 Implementation Committee

Kevin Cunningham – non-voting  
liaison

\* Former School Committee members Elizabeth Gibson, Kathy Miller and Deborah Emello graciously agreed to continue this long-term task, which was started several years ago.

#### **Bargaining Teams**

<b>Unit</b>	<b>Unit Name</b>	<b>SC Rep</b>	<b>Contract</b>
Unit A	Teachers / Licensed Staff	Graham/Scharfman/Vose	8/31/2014
Unit B	Administrators (Directors, Asst Prin)	Graham/Lougee/Slap	6/30/2010
Unit D	Education Support / Aides	Cunningham/Scharfman	8/31/2011
AFSCME	Custodians/Cafeteria workers	Slap/Vose	6/30/2014
Secretaries Assoc	Secretaries	Graham/Vose	6/30/2014
Superintendent		Graham	6/30/2012

#### **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 Foundation awarded \$232,521 to the Belmont Public Schools in FY2011.

Last spring, the Foundation completed a multi-year initiative, T3=Technology Tools for Teaching Campaign, to help meet the technology needs of the Belmont Public Schools. Since 2008, the T3 Campaign provided more than \$600,000 for the installation of a new foreign language lab at Belmont High School and 103 SMART Boards for grades 4-12.

The Foundation raises funds in several ways. Many residents and families support the FBE's Annual Appeal, which helps to fund various programs. The Youth Spelling Bee for Grades K-6 is an annual event, drawing over 500 children. It's a fun family day designed to showcase the children's spelling skills. Every March, the Foundation holds its annual Spring Fundraiser and Auction, which has become a much-anticipated community event. With the support of businesses and residents, this event raised more than \$130,000 last year. Additionally, more than 230 families made gifts to the FBE by purchasing a STAR Award (Staff and Teacher Appreciation and Recognition) to honor and thank Belmont educators and staff for their outstanding contributions to their children's education.

Education

In total, the Foundation has awarded more than \$2 million to the Belmont Public Schools in the form of 497 awards for Learning Excellence Grants, Professional Development support, and large-scale special initiatives. The commitment and generosity of the Foundation and its volunteers along with the many families and businesses who contribute to the Foundation 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 2010-2011 School Advisory Councils include the following:

School	Teacher Representatives	Parent Representatives	Community Representatives
Burbank	Tricia Clifford, Chair Vicky O'Regan Jodi Wollner	Saskia Kovac Kathy Gorman Christina Ramey Karen Gray	Joyce Messer
Butler	Michael McAllister, Chair Brian Bisceglia-Kane Justin Chiu	Laurie Manjikian Crate Herbert Lucia Sullivan	Veronica Knight
Wellington	Amy Wagner, Chair Kellye O'Brien Kendra Nyanzi Becky Tannenbaum	Rachel Garber John Mathias Open	Open
Winn Brook	Janet Carey, Chair Robin Morrison Kim Elson Melissa Crough	Tom Grimble Celine Brabo Anne Bauer	Jane Murphy Lyn Bodmer
Chenery Middle School	Kristin St. George, Chair Julia Huestis Peter Guelinitz Dori Pulizzi Kristen Ripley	Lyn Bodmer, Co-Chair Sheila Cavanaugh Pegeen Wright Ginny d'Arbeloff Margaret Leidler	Phyl Solomon Nancy Forbes
Belmont High School	Michael Harvey, Chair Amanda Rei Lisa Hurtubise Martha Reagan Joshua Streit	Alfie Kohn Susan Johnson Launa Johnston William Messenger	Margaret Reynolds Susan Griffin Diane Palmer

**Programs and Instruction**

In 2011 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 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 and Directors focusing on district and school strategic initiatives; Professional Learning Teams (PLTs), with 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. A detailed listing of these offerings is in the Staff Development Handbook, which can be viewed on the Belmont Public Schools' web site at <http://www.belmont.k12.ma.us/uploads/docs/publications/StaffDevHandbook2011.pdf>.

**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 2010-2011 school year.

**2010-2011 School Year**

Student Choice	SAT Reasoning Test SAT Subject Tests Advanced Placement (AP) ACT	Multiple Administration Dates
Grades 3, 4, 5, 6	Massachusetts Comprehensive	Spring

Students participated in the SAT Reasoning Test and the SAT Subject Tests. Student involvement in Advanced Placement testing is very strong. Belmont students also participate in the ACT program, but at a rate lower than that in the SAT program. In addition, Belmont participated in the fourteenth administration of the Massachusetts Comprehensive Assessment System (MCAS). The State testing program involved students in grades 3, 4, 5, 6, 7, 8, 9, and 10 in English, mathematics, and science.

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 9 Belmont High School students were named semifinalists in the 2012 Merit Scholarship Competition. In addition, there were 18 commended students.

### SAT Reasoning Test (2010-2011)

Overall MEAN	Belmont Public Schools	State	National
Critical Reading	574	513	497
Mathematics	597	527	514
Writing	585	509	489
<b>Combined</b>	<b>1756</b>	<b>1549</b>	<b>1500</b>

#### The SAT Reasoning Test

The SAT Reasoning Test administration for 2010-2011 was the seventh year to include a writing test in addition to the traditional tests of mathematics and verbal reasoning. With the addition of a writing test, the combined score for the new SAT Reasoning Test is 2400. Belmont's combined overall mean is 1756, a decrease of 83 points from last year. The state overall mean increased by 2 points from the previous year; the national mean decreased by 9 points.

As a reminder about the test, the SAT includes three tests: critical reading, mathematics, and a writing test that requires a student essay. The College Board expects students to take a position on an issue and use reasoning and examples to support their position. There is also a multiple choice section where students are asked to identify sentence errors, improve sentences, and improve paragraphs. Both the math and verbal tests have been modified by the College Board. The verbal test is now the critical reading test. This test includes 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 this newer version of the SAT is 3 hours and 45 minutes. We now have six years of data for students at the local, state, and national level.

#### Student Results

The SAT report summarizes information for seniors, who took the SAT Reasoning Test at any time during high school through April, 2011. If a student took the test more than once, the most recent score was used.

Two hundred eighty three BHS students have reported SAT Reasoning Test scores. In Belmont, the critical reading mean is 61 points higher than the state mean and 77 points higher than the national mean. The mathematics mean for Belmont is 70 points higher than the state mean and 83 points higher than the national mean. Belmont's mean for the writing test was 76 points higher than the state mean and 96 points higher than the national mean. The combined mean for Belmont students was 207 points higher than the state mean and 256 points higher than the national mean.

For the 166 students who took 434 SAT Subject Tests *and* the SAT Reasoning Test, the mean SAT critical reading score was 623 and the mean SAT math score was 653. The writing test mean for these students was 631. Rigorous academic programs continue to correlate with higher SAT scores. These students had a combined overall mean score of 1907, 151 points higher than the overall mean for all Belmont High School students who took the SAT Reasoning Test.

### Advanced Placement

The Advanced Placement Program offers 35 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	Exams taken by the participating	Subject areas of the exams	Percentage of scores of 3, 4, or 5
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Education

	<b>program</b>	<b>students</b>		
<b>2002</b>	255	488	21	88%
<b>2003</b>	290	545	21	89%
<b>2004</b>	298	601	23	89%
<b>2005</b>	317	682	26	86%
<b>2006</b>	321	650	22	90%
<b>2007</b>	362	839	26	87%
<b>2008</b>	392	818	25	89%
<b>2009</b>	391	802	28	93%
<b>2010</b>	415	820	23	95%
<b>2011</b>	378	746	23	94%

Belmont High School students take Advanced Placement Exams in 23 areas:

Art History	Music Theory	Studio Art-2D Design	Studio Art-Drawing	English Lit + Comp
European History	Macroeconomics	Microeconomics	Psychology	US History
Calculus AB	Calculus BC	Statistics	Biology	Chemistry
Environmental Science	Physics B	Physics C: Electricity and Magnetism	Physics C: Mechanics	French Language
German Language	Latin: Virgil	Spanish Language		

AP Scholar Awards

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

- The AP Scholar Award was granted to 51 students who received grades of 3 or higher on three or more AP exams
- The AP Scholar with Honors Award was granted to 50 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 64 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 5 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, 170 AP awards were earned by BHS students.

**ACT**

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. A writing test, which is optional, 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 2011.

One hundred twenty-six BHS seniors (44% of the class of 2011) 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, according to ACT, 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, and Biology.

2011 Results

	<b>ACT College Readiness Benchmark</b>	<b>BHS Average Score</b>	<b>State Average Score</b>	<b>National Average Score</b>
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<b>English</b>	18	25.3	24.1	20.6
<b>Mathematics</b>	22	26.1	24.6	21.1
<b>Reading</b>	21	25.1	24.4	21.3
<b>Science</b>	24	24.7	23.2	20.9
<b>Composite</b>	N/A	25.4	25.4	21.1

### Massachusetts Comprehensive Assessment System (MCAS)

During the 2010-2011 school year, Belmont students in grades 3, 4, 5, 6, 7, 8, 9, and 10 participated in various discipline-based tests as part of MCAS. A review of the results of the thirteenth administration of the Massachusetts Comprehensive Assessment System (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 these same performance levels. At all grade levels and in all subject areas, the percentage of Belmont students who scored at advanced and proficient levels was significantly higher than the statewide percentages in the same performance categories.

### MCAS Test Administration for 2010-2011

Grade Tested In 2010-2011	YOG	Current Grade In 2011-2012	# Tested	Subject Tested
10	2013	11	254 256	English Math
9	2014	10	280	Physics
8	2015	9	287 286 287	English Math Science
7	2016	8	300 298	English Math
6	2017	7	294 295	English Math
5	2018	6	320 319 318	English Math Science
4	2019	5	297 297	English Math
3	2020	4	323 323	Reading Math

Students in grades 3 through 8 and 10 participate in English and math testing. A science test is administered in grades 5, 8, and 9 or 10.

All students must pass a science, English, and math test in order to graduate with a diploma. According to statute, starting with the graduating class of 2012 (the current grade 12 students), 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 individual student progress and completion of this requirement. The history and social science high school MCAS test has been put on hold as a result of current state budget constraints.

English Language Learners participate in the MCAS and are tested with two state required instruments: The MELA-O (Massachusetts English Language Assessment – Oral) and MEPA (Massachusetts English Proficiency Assessment)

### Yearly Comparison of Combined Percentages of Student Performance at Advanced and Proficient for MCAS

Grade	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011
3 Reading	85%	84%	83%	84%	82%	80%	79%	82%	81%	85%	82%
3 Math	NA	NA	NA	NA	NA	76%	80%	84%	85%	85%	82%
4 English	84%	80%	74%	78%	75%	80%	82%	78%	75%	82%	84%
4 Math	70%	73%	60%	67%	68%	65%	74%	73%	72%	75%	69%
5 English	NA	NA	NA	NA	NA	84%	85%	87%	85%	84%	88%
5 Math	NA	NA	NA	NA	NA	66%	74%	79%	76%	75%	82%

Education

5 Science	NA	NA	82%	81%	68%	74%	71%	71%	70%	73%	72%
6 English	NA	NA	NA	NA	NA	90%	88%	91%	86%	91%	94%
6 Math	69%	73%	72%	76%	65%	69%	78%	73%	78%	83%	85%
7 English	72%	88%	91%	89%	86%	86%	91%	94%	91%	92%	93%
7 Math	NA	NA	NA	NA	NA	62%	74%	76%	77%	80%	76%
8 English	NA	NA	NA	NA	NA	92%	92%	97%	96%	96%	93%
8 Math	61%	58%	74%	72%	76%	70%	70%	80%	75%	77%	79%
8 Science	NA	NA	68%	73%	64%	60%	62%	74%	68%	78%	71%
9 Physics	NA	NA	NA	NA	NA	NA	87%	88%	93%	95%	94%
10 Chem	NA	NA	NA	NA	NA	NA	51%	78%	73%	58%	NA
10 English	80%	88%	84%	90%	91%	90%	91%	97%	95%	94%	98%
10 Math	78%	73%	74%	85%	91%	88%	96%	95%	94%	96%	95%

Note: For more information on test scores for the Belmont Public Schools, please check the Department of Education Web Site: [www.doe.mass.edu/MCAS](http://www.doe.mass.edu/MCAS).

Note: Based on their achievement on the MCAS exams, eighty-six seniors (31%) in the current class of 2012 are eligible to receive a John and Abigail Adams Scholarship, entitling them to four years of free tuition at a University of Massachusetts campus or at participating Massachusetts state or community colleges.

**Adequate Yearly Progress**

While the state determines graduation status through the Massachusetts Comprehensive Assessment System (MCAS), the federal No Child Left Behind law outlines the criteria for assigning adequate yearly progress (AYP) to a school or school system.

Under the federal No Child Left Behind (NCLB) Title I legislation, every state must work toward the goal of having all students gain proficiency in both English language arts and mathematics by the year 2014. Students, schools, and school systems are expected to make progress toward this goal of 100% proficiency by the year 2014. Each year scores are analyzed to determine if students, schools, school systems, and states are making “Adequate Yearly Progress” toward that goal.

In 2011, all six of the Belmont Public Schools and the district earned a performance rating of Very High because each school has an aggregate CPI for both English Language Arts and Mathematics higher than 90. This tells us that our curriculum for English Language Arts and Mathematics is strong and well-aligned with state standards. Belmont High School and Wellington School achieved their AYP targets. Three elementary schools did not make AYP in 2011 for one or more subjects. They include the Burbank School, which did not make AYP in English Language Arts (aggregate); the Butler School, which did not make AYP in English Language Arts or Mathematics (aggregate and subgroups); and the Winn Brook School, which did not make AYP in English Language Arts (aggregate and subgroups). This is the first year that all three schools did not attain AYP targets; therefore they still maintain the designation of “No Status,” the designation that indicates no specific intervention or remediation plans need be filed or reviewed by the Commonwealth’s Department of Elementary and Secondary Education.

Adequate Yearly Progress determinations are also made for subgroups of students when the number of students in any group is 40 or more and more than 5% of the total population. In accordance with No Child Left Behind, these subgroups must also meet AYP benchmarks: students with disabilities, students with limited English proficiency, economically disadvantaged students, and students belonging to racial and ethnic minority groups. While Chenery Middle School met AYP in aggregate, the subgroups did not. In 2009 and 2010, all subgroups at Chenery Middle School did not meet AYP in English Language Arts or Mathematics. As a result, the school received the designation of “Improvement – Year 1.” In 2011, all subgroups at Chenery met AYP in English Language Arts; the designation remains at “Improvement – Year 1” for this subject because they must meet AYP for two consecutive years to exit this designation. However, in Mathematics all subgroups did not make AYP, which changes the status designation to “Improvement – Year 2” for the subgroups in Mathematics at Chenery Middle School. In both English Language Arts and Mathematics we are addressing these areas of concern by examining the instructional model to better meet the goal of helping all students achieve at high levels.

**Belmont Boston METCO Program**

The Belmont Boston METCO program welcomes 117 students in grades K-12 from communities within the city of Boston. Parents choose to send their children to Belmont because of the many educational opportunities offered that include a strong academic program and a wide array of extra-curricular activities. Student progress and test scores are monitored to ensure positive achievement and to identify needs for support. Summer programs are designed to assist students in transition to a new grade or school and to provide for academic enrichment. The independent nonprofit organization, Belmont Against Racism (BAR), generously provides support for the METCO after-school programming and student transportation.

**Belmont 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 Winter terms, beginning in

October and March respectively, and include both single-evening programs and multiple-session courses 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 web site: <http://www.belmont.k12.ma.us/education>, The Belmont Public Schools are grateful for the advice and support of the Superintendent's Community Education Advisory Board, consisting of Belmont residents Vincent DeNovellis, Ruth DeVasto, Janice Ellard, Janice Henry, Kelly Higgins, Norma Massarotti, Charles Smerlas, Scott Stratford, and School Committee liaison, Laurie Graham.

## **BUSINESS AND FINANCE**

### **Budget**

At the Annual Town Meeting, the Town Meeting approved a school budget of \$39,702,570. However, supplementing this Town appropriation was one-year Federal ARRA stimulus grants totaling \$634,659. This brought the total available funds up to \$40,337,229, a 1.5% increase over the previous year's budget. The Federal grants were in two major categories: 1) an IDEA grant for special Education of \$526,250, and 2) a Stabilization grant of \$108,409 for general purposes.

Mandated increases in Special Education, medical insurance, and utilities, along with contractual salary raises, are the main forces driving the budget.

The Belmont Public Schools continue to provide outstanding value for Belmont and its citizens. According to the most recent information from the state Department of Education, our per-pupil cost from all sources of funds of \$11,609, a figure below the state average per pupil expenditure of \$13,100.

The School Department has made great efforts to reduce costs wherever possible, including membership in purchasing collaboratives and competitive bidding for many services. Perhaps our most important cost-saving venture, the LABBB Collaborative, achieves substantial cost savings by pooling resources with Lexington, Arlington, Bedford, and Burlington to administer special-needs programs that would be far more expensive in other settings, while providing a high level of service for our students. We also do collaborative bidding for office and school supplies, as well as custodial and food services items, through the TEC Collaborative. For utilities, town and school departments are part of a seven-town collaborative bidding for fuel oil advertised by the Brookline Purchasing Office. Since half of our school buildings are heated by natural gas, the School Department is part of a collaborative bidding process for this utility through the EDCO Collaborative, which has locked in a very favorable fixed price through October 2011.

In addition, the School Committee and School Administration have worked to generate significant revenues to help fund Belmont's school system. For FY 2011, we are budgeted to receive \$1,880,492, through fees, building rentals, State circuit breaker aid for Special Education, and other sources. This amount includes parent user fees for a full-day Kindergarten program instituted in the 2009-2010 school year. The operating budget continues to cover the basic part-time 70% Kindergarten program, while a combination of the parent user fees and a start-up State grant covers the cost of the additional 30% time for the program, with 95% of the parents choosing to enroll their child and either pay the fee or apply for an economic waiver.

### **Building Maintenance**

The School Department's 2010-11 operating budget included \$1,693,052 (\$686,676 for the maintenance of buildings and grounds plus \$1,006,376 for custodial services) for the care and upkeep of school facilities. In addition, Town Meeting approved a Capital Budget of \$617,381 for school projects. In the fall, the Superintendent closed the playground at the Butler School for reasons of safety. Through active planning and participation of the Butler PTA and a playground planning committee, the Butler community is supporting the first phase of rebuilding the playground with the aim of initial equipment being installed by Spring 2012.

### **Wellington Elementary School Project**

After ten years of study and eighteen months of construction, the project to replace the old Wellington Elementary School came to fruition with the opening of the new building at the beginning of the 2011-2012 school year. The ten-year history of the Wellington project is as follows.

A Superintendent's Advisory Council on the Future Building Needs of the Wellington School was established during the 1999-2000 school year. The charge of this committee was to do an in-depth study of the various options for the Wellington School presented in the Facility Audit Report. Serving on this committee were the building principal, a teacher representative, Wellington parents, a member of the town's Permanent Building Committee and a resident architect. The Advisory Committee conducted a search for a feasibility study architect consultant. The Newton firm of Drummey Rosanne and Anderson, Inc. was appointed by the School Committee to assist in the Wellington School Study.

## Education

Numerous meetings of the Advisory Council and architects were held during the fall of 2000, all of which were posted and open to the public. The Council considered three options: (1) full renovation with the building unoccupied during renovation, (2) renovations, including an addition with the building either occupied or unoccupied, and (3) new construction on site with the building either occupied or unoccupied. After reviewing costs comparisons of each of these options, the Council voted to recommend to the School Committee the single option of new construction with the existing building occupied during the construction. This recommendation was first presented to the School Committee at their meeting of January 9, 2001. After further discussion at their meeting of January 16, 2001, the School Committee unanimously voted to accept and support the recommendation of the Superintendent's Advisory Council and to "recommend to the Selectmen and Town Meeting that a new Wellington School be constructed at the Wellington site while the present building is occupied."

Four years later, at a Special Town Meeting on February 7, 2005, Town Meeting voted to appoint a Wellington School Building Committee and to authorize \$350,000 for design services to develop schematic designs and provide for owner's costs during this preliminary stage of the project. Appointed by the Moderator to serve on the Building Committee were the following:

Mark Haley, Chair	Engineer
Pat Bruschi, Vice-Chair	Permanent Building Committee
John Bowe	School Committee
Phil Curtis	Warrant Committee
Mary McHugh	Former Wellington parent & Adv. Council member
Joel Mooney	Permanent Building Committee
Greg Poulos	Parent and Information Technology specialist
Karen Pressey	Permanent Building Committee
Lucy Pullen	Parent and abutter
Rob Wollner	Resident and Belmont Firefighter

After Greg Poulos, Karen Pressey, and Rob Wollner left the original Committee due to time commitments, replacement and additional members were later added by the town Moderator:

Eric Smith	Lawyer and Warrant Committee member
William Lovallo	Engineer
Joe Barrell	Plumber and member of other building projects
Laurie Graham	School Committee member
Heidi Sawyer	Wellington parent

The Building Committee had twenty meetings as of January 9, 2006. After going through two Requests for Proposal processes, including site visits and interviews of finalists, they hired an architectural firm and a project manager. The architectural firm is the combination of Jonathan Levi Architects (JLA), in conjunction with Burt Hill Kosar Rittelmann Associates. The Building Committee met extensively with JLA/Burt Hill and approved a schematic design for a New Wellington Elementary School in March 2006. The target was to submit an application for reimbursement to the new Massachusetts School Building Authority (MSBA) when the moratorium lifted on July 1, 2007.

At their meeting of November 28, 2007, The MSBA Board reviewed 162 applications for building projects. They had previously narrowed down the 423 applications (Statements of Interest - SOI) by requiring that any school district submitting more than one SOI pick only one as their top priority. For Belmont, the School Committee selected the Wellington Project over the Belmont High School renovation. Of the 162 applications, the MSBA Board approved 83 to go forward for possible funding, including the Wellington Elementary School Project.

After meetings with the MSBA staff, the enrollment projections for the new Wellington was reduced from 680 students to 575 students, with 500 being regular-day students and 75 special education students. The original Schematic Design was thereby reduced to 88,000 square feet. The Building Committee also hired the firm of PMA Associates to serve as the Owner's Project Manager, as required by the MSBA regulations. Budget estimates were developed by both the architect and the project. Opened under temporary certificates of occupancy, the new Wellington School will continue be "fine tuned" during its first year of operation before the committee declares substantial completion of the project.

### **Belmont High School Project**

At a Special Town Meeting in November 2003, the Town voted to appropriate \$90,000 for design services for the development of a Master Plan for future renovations to Belmont High School. The intent of developing the Master Plan is to identify and prioritize necessary renovations while waiting for a comprehensive renovation some time beyond 2010. The architectural firm of Design Partnership of Cambridge, Inc. was hired to work with the *Superintendent's Advisory Council on the Future Needs of Belmont High School*, which was co-chaired by Jenny Fallon and Gerry Missal.

In April 2007, a *Second Superintendent's Advisory Council on the Future Needs of Belmont High School* was formed. The Second Advisory Council reviewed the status of the entire Master Plan in light of the most critical needs to maintain the school. It was decided that the construction of new science labs and some significant work on the infrastructure head-end of the heating and electrical systems were the highest priority. Most of these needs had been scheduled to be met in Phase I of the four-

phased Master Plan. Treating a modified Phase I as a stand-alone project, the Second Advisory Council asked the architect to cost out this one portion of the Master Plan. The analysis showed that a modified Phase I, including a new Science Wing, would cost \$22,290,000 if bid in March 2009. A revised Statement of Interest was then approved by the School Committee to file with the MSBA for future funding once the Wellington School is approved. This statement of Interest has been revised annually and is still on the MSBA's list of eligible projects for future funding.

## PERSONNEL AND STAFF

28 new teachers were hired during the summer for the start of the 2011-2012 school year to replace those who retired or resigned. Replacing Christine Francis as Principal of the Burbank School is Dr. Tricia Clifford. Alfred Domenici replaced Bob Martin as the Supervisor of Buildings and Grounds.

### Retirements

The School Committee recognized the retirements to the following staff members at a ceremony during a regular School Committee meeting:

Name	Position	Hired
Suzanne Alcock	Burbank Kindergarten Teacher	1989
Mary Jones	Secretary for Community Education	1984
Adrienne Landry	Butler Art Teacher	1988
Robert J. Martin	Supervisor of Buildings and Ground	1990
Richard Samaria	Wellington Physical Education Teacher	1967
Eileen Winslow	Burbank Grade 1 Teacher	1976

### Conclusion

In 2011, 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.

That completed negotiated contracts included frozen steps and very modest partial increases in salary, honor the fiscal constraints of the times while ensuring that Belmont educators are compensated at levels equivalent to the salary scales of the best neighboring school districts. As part of the collective bargaining process, educators did receive more contractual time for professional development and for meetings by means of the foreshortened Wednesday school schedules. The Town owes thanks to the collective bargaining agents of our professionals for their willingness to negotiate within the economic realities of the community.

Respectfully submitted,



Laurie Graham, Chair  
Belmont School Committee



Dr. Thomas S. Kingston, Interim Superintendent  
Belmont public Schools

STAFF FTE SUMMARY  
 FY2012 TOWN MEETING APPROPRIATION

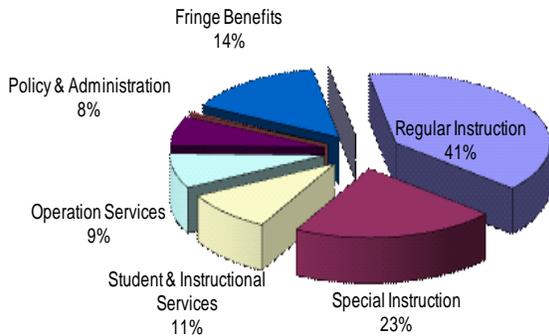
	Avail. Funds FY11 FTE	Avail. Funds FY12 FTE	CHANGE
INSTRUCTION			
REGULAR INSTRUCTION			
1    ENGLISH	23.65	24.15	0.50
2    READING	8.90	9.47	0.57
3A-D  ELEMENTARY	56.00	64.64	8.64
4    FINE ARTS	1.30	1.30	-
5    ART	9.49	9.49	-
6    MUSIC	10.00	10.00	(0.00)
7    THEATER ARTS	-	-	-
8    KINDERGARTEN	11.42	10.50	(0.92)
9    MATH	23.85	25.35	1.50
10   PHYSICAL EDUCATION	7.55	7.85	0.30
11   SCIENCE	27.45	27.55	0.10
12   HEALTH ED	2.20	2.20	-
13   TECH ED	0.85	1.80	0.95
14   SOCIAL STUDIES	24.85	25.15	0.30
15   FOREIGN LANGUAGE	16.25	17.05	0.80
 SUBTOTAL	 223.76	 236.50	 12.74
SPECIAL INSTRUCTION			
20   ENGLISH LANG. LEARNERS	3.70	3.95	0.25
21   PRE-KINDERGARTEN	11.46	12.77	1.31
22   SPECIAL EDUCATION	85.13	81.70	(3.43)
 SUBTOTAL	 100.29	 98.42	 (1.87)

STUDENT & INSTRUCTIONAL SERVICES				
30	ATHLETICS	1.00	1.00	-
31	STUDENT ACTIVITIES	0.25	0.25	-
33	GUIDANCE	11.60	10.60	(1.00)
34	PSYCHOLOGICAL SERVICES	2.73	5.73	3.00
35	HEALTH SERVICES	7.50	7.50	-
36	LIBRARY	2.54	4.91	2.37
37	TECHNOLOGY & AV	10.00	9.50	(0.50)
38	CURRICULUM DEVELOPMENT	1.00	1.00	-
39	STAFF DEVELOPMENT	0.50	1.00	0.50
40	SUBSTITUTES	-	-	-
52	TRANSPORTATION (REG ED)	-	-	-
SUBTOTAL		37.12	41.49	4.37
OPERATIONS				
50	BUILDINGS & GROUNDS	5.00	5.00	-
51	CUSTODIAL SERVICES	14.00	14.00	-
53	UTILITIES	-	-	-
SUBTOTAL		19.00	19.00	-
LEADERSHIP & ADMINISTRATION				
60A-F	BUILDING ADMINISTRATION	30.34	29.35	(0.99)
61	CENTRAL ADMINISTRATION	9.10	8.70	(0.40)
62	LEGAL SERVICES	-	-	-
63	SCHOOL COMMITTEE	-	-	-
SUBTOTAL		39.44	38.05	(1.39)
CONTRACT ALLOWANCE & FRINGE BENEFITS				
70	CONTRACTUAL ALLOWANCES	-	-	-
71	FRINGE BENEFITS	-	-	-
SUBTOTAL		-	-	-
TOTAL GENERAL FUND		419.61	433.46	13.85
GRANTS AND REVOLVING ACCOUNTS		64.82	50.94	(13.88)
GRAND TOTAL		484.43	484.40	(0.03)

**BELMONT PUBLIC SCHOOLS  
FY 2012 APPROVED BUDGET**

**Total as per Town Meeting, April 2011, categories as approved by School Committee, September 2011**

	<u>Personnel</u>	<u>Non-salary</u>	<u>Other</u>	<u>Total</u>		
Regular Instruction	15,943,631	354,588		16,298,219	Regular Instruction	16,298,219
Special Instruction	4,429,033	4,456,986	-	8,886,019	Special Instruction	8,886,019
Student & Instructional Services	3,232,547	715,955	-	3,948,502	Student & Instructional Services	3,948,502
Operation Services	910,296	2,466,530	-	3,376,826	Operation Services	3,376,826
Leadership & Administration	2,406,597	454,897		2,861,494	Policy & Administration	2,861,494
Contractual Allowance	150,003			150,003	Contractual Allowance	150,003
Fringe Benefits			6,062,705	6,062,705	Fringe Benefits	6,062,705
					<b>Total</b>	<b>41,583,768</b>
					Other - Special Instruction	
					sub-total OOD tuitions	3,174,036
					Spec Educ transportation	807,000
					Spec Educ contracted services	400,000
					<b>Total Other</b>	<b>4,381,036</b>
<b>FY12 TOTAL TM APPROPRIATION</b>	<b>27,072,107</b>	<b>8,448,956</b>	<b>6,062,705</b>	<b>41,583,768</b>		
FY12 Total Budgeted Revolving and LABBB Collaborative Credit (not included in general fund)				2,709,336		
FY12 Total State and Federal Grants (not included in general fund)				2,954,351		
FY12 Total School Available Funds				47,247,455		
					Other - Student & Instr Services	
					Athletics non-salary	5,300
					Technology non-salary	486,253
					<b>Total Other</b>	<b>491,553</b>
<b>FY11 TOTAL</b>	<b>25,675,954</b>	<b>8,235,449</b>	<b>5,791,167</b>	<b>39,702,570</b>		
					Other - Operations	
					selected non-salary accounts:	
					B & G's systemwide accounts	33,000
					Custodial supplies	68,500
					<b>Total - Non-salary exceptions</b>	<b>101,500</b>
<b>FY10 TOTAL</b>	<b>24,714,753</b>	<b>7,626,864</b>	<b>5,482,394</b>	<b>37,824,011</b>		



COMPENSATION SCHEDULES		FY12	APPENDIX 3
CATEGORY		LOW	HIGH
CAFETERIA WORKERS		11.76	13.02
HEAD COOKS: ELEMENTARY		12.34	13.67
HEAD COOKS: MIDDLE & HIGH		14.44	15.89
ASSISTANT CUSTODIAN		16.76	19.54
CUSTODIAN:	CLASS A	21.07	23.41
CUSTODIAN:	CLASS B	19.91	22.09
MAINTENANCE:	CLASS A	20.88	23.11
MAINTENANCE:	CLASS B	18.83	21.33
CLASSROOM ASSISTANTS		14.36	16.22
CAMPUS MONITORS		17.92	19.18
PROFESSIONAL AIDES		17.55	24.07
SECRETARIES:	CLASS I	17.91	25.52
SECRETARIES:	CLASS II	16.76	24.29
SECRETARIES:	CLASS III	15.62	22.97
TEACHER ANNUAL		45,085	94,188

Belmont Public Schools  
 Teaching Faculty by Degree and Step on Salary Scale  
 2011-2012  
 by Full-time-Equivalent (FTE's)  
 APPENDIX 4

Step	B	B+15	M	M+15	M+30	M+45	D	Totals	% of totals
1	1.6	2	7	0	1	0	0	11.6	3.92%
2	2.8	0	10.2	0	1	1	1	16	5.41%
3	1	1	8.6	0	0	0	0	10.6	3.58%
4	1	2	13.5	2	0	3	0	21.5	7.27%
5	9.5	1	13.7	9	0	1	2	36.2	12.24%
6	1	1	8.6	7.5	1	1	2	22.1	7.47%
7	0	1	15	7	2	0	0	25	8.45%
8	2	1	6.5	1	1	1.5	0	13	4.40%
9	0	1	6.8	7	1	4	0	19.8	6.70%
10	1	0	4	5.4	6	2	0	18.4	6.22%
11	0	1	5	3	2.85	2.8	0	14.65	4.95%
12	0	0	6	3.3	2	3	0	14.3	4.84%
13	1	0	1.1	1	1	1	0	5.1	1.72%
14	1	0	2.8	3.7	5	1	0	13.5	4.56%
15	3	1.9	6	6.7	9.45	25.2	1.73	53.98	18.25%
<b>Totals</b>	<b>24.9</b>	<b>12.9</b>	<b>114.8</b>	<b>56.6</b>	<b>33.3</b>	<b>46.5</b>	<b>6.73</b>	<b>295.73</b>	<b>100.00%</b>
<b>% of Totals</b>	<b>8%</b>	<b>4.36%</b>	<b>38.82%</b>	<b>19.14%</b>	<b>11.26%</b>	<b>15.72%</b>	<b>2.28%</b>	<b>100%</b>	

## MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

### About Minuteman

Minuteman is a four-year public high school serving the member towns of: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston. Minuteman combines rigorous academics in preparation for college with relevant career and technical programs.

### Belmont Enrollment

As of October 1, 2011, thirty nine (39) high school students, four (4) post graduate students were enrolled at Minuteman providing a full time equivalent (FTE) of forty-one (41) residents of Belmont.

Minuteman experienced a 7% increase in the Freshman Class resulting in the largest freshman class in 12 years. The "Benefits of Minuteman" are clear:

- **Experience the Modern American High School.** Minuteman offers a distinctly modern learning experience where students venture beyond a traditional high school curriculum to explore their interests and discover their passion, whether that's Bio-technology, Robotics, Environmental Technology, or something else entirely from among our twenty majors.
- **Believe in Yourself.** Students graduate from Minuteman with an enduring self-confidence that they can achieve anything they set out to do, no matter how high the hurdle, how long the road, how loud the skeptics.
- **Prepare for College and Life.** Minuteman equips students with the academic foundation and study skills to succeed in college *and* the industry certifications and acumen to succeed in business, affording every student a unique flexibility upon graduation to pursue their dreams.
- **Learn from Experts.** Minuteman's teachers are demonstrated experts in their respective fields, injecting a depth of knowledge and experience into their classes that is rarely found in public or private schools.
- **Be More Than Just Another Student.** There is no such thing as "just another student" at Minuteman – instead, teachers and staff personally invest themselves in truly knowing each student and working closely with them to realize their full, individual potential.
- **Make a Fresh Start.** From their very first day of school, Minuteman students are given the opportunity to make a fresh start among new friends and new teachers who will see them as they are and not as who they once were.

### Belmont High School and Minuteman Half Day Program

Minuteman offers a unique program allowing juniors and seniors, who have passed the MCAS, enrollment on a half day-every day basis in a career major. This allows a student to graduate from Belmont High School and receive a competency certificate from Minuteman. Currently, no Belmont students participate.

Minuteman offers 'Post Graduate' programs to Belmont residents of any age who are seeking to enhance their skill development. Post-Graduate Students are charged tuition to offset operating costs.

### 2011 Belmont Graduates and Awards

Kyle Butler, Carpentry  
Alexandra Cremona, Hospitality  
Holly DeLuca, Cosmetology  
Bryan Espinal, Cosmetology  
Megan Fields, Graphic Communications  
James Lamb, HVAC  
Robert Looney, HVAC  
Stephanie Moscardini, Culinary Arts/Baking  
Alexander Sheldon, Programming & Web

At the 2011 graduation, Kyle Butler received the Friends of Minuteman Award.

These awards are given to students of superior academic achievement and significant participation in school or community activities.

### Class of 2011 Graduate Achievement Highlights

- 73% college bound or advanced Technical Training, 12% career bound and 4% military. Overall, graduates achieved an 89% positive placement rate.
- 100% of Dental graduates passed the National Dental Board examination.
- 90% of Early Education and Care program completers were certified by the Massachusetts Department of Early Education and Care.
- 78% of Cosmetology graduates passed State Board examinations.
- Health Occupation graduates achieved 78% in college acceptance.
- 86% of Environmental Technology graduates earned the Massachusetts Grade II Municipal Wastewater Treatment Plant Operator License.

- Valedictorian Michael Breen, Biotechnology graduate from Bolton attending University of Rochester in Rochester, NY.
- Salutatorian Benjamin Basseches, Pre-Engineering graduate from Lexington attending Brown University in Providence, RI.

### Capital Projects

- Lexington Water Department is requiring replacement of several major components of the school's water supply system. This work will be completed in December 2011; estimated total cost of \$120,000 is covered out of our FY12 budget.
- An emergency \$475,000 capital project was successfully completed. Lexington issued an order at the end of June 2011 in regards to the area of the school known as the Trades Hall. The order restricted access and occupancy to the Trades Hall immediately. Minuteman had to obtain a waiver from DCAM to hire a design architect, demolish the interior area and rebuild the area under current building codes in order to open school in the fall.
- MSBA Update: Minuteman is in the "pipeline" of the Vocational School Repair and Renew program announced by the State Treasurer's office in 2010. The Feasibility Study financing was unanimously approved by all 16 member towns in 2010. The School Building Committees will review various models to accommodate member community enrollment, as well as various levels of non-member enrollment. A final project model is expected by 2014.

### Curriculum and Instruction

- Since 2008 all 9th grade students have English and Math every day, rather than a "week-on-week-off" schedule, thus providing more consistent and concentrated instruction as well as project-based learning.
- The Educational Program planning process has identified several new programs that offer students increased choices in career majors, including Criminal Justice/Bio-Security, Animal Science and the Technical Theater Arts. Two programs phased out in 2010 included Office Technology and Auto Body Repair. Drafting and Design Visual Communications will be phased out by 2014.

### Professional Development

- The Minuteman staff has created academic and Career and Technical Education (CTE) goals that emphasize formative assessment practices, teacher-to-teacher peer observations, Executive Function support, Reading Consultancies, and Academic-Career and Technical curriculum integration. The integration of technology to enhance student learning is an ongoing commitment.

### Student Access, Participation and Support

- An Executive Function initiative was launched last year. Minuteman provides students with resources to enhance their planning and organization skills.
- Minuteman continues to support a full-time Reading Specialist. In addition to working with the students on his own caseload, he consults with academic and CTE teachers toward the development and application of a school-wide reading program.
- The Special Education department successfully implemented the Student Learning Center (SLC). The SLC allows students to understand their disability, develop skills, and techniques to minimize the impact of the student's disability, and to promote independence and personal responsibility. The SLC supports the transition to college.
- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshmen) throughout the school year. Over the past 7 years the number of participants has doubled in many of the sports offered. Students have more than 20 clubs and activities.
- The Minuteman Parent Association (MPA) meets monthly and supports all aspects of the Minuteman community. In addition, the *Grant-a-Wish* program supports numerous initiatives and incentives for student achievement.

# SOCIAL SERVICES

## BELMONT HOUSING TRUST, INC.

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 underdevelopment 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.

### Major Milestones Achieved

The Belmont Housing Trust completed its second year as part of the **Metro West Collaborative Developers (MWCD)**, a cooperative venture of four towns (Belmont, Lexington, Waltham, and Watertown) to pool resources for developing affordable housing. An Innovations Grant from the Massachusetts Housing Partnership in 2009 had supported efforts to organize the MWCD. Ann Silverman and Alisa Gardner-Todreas serve as the Trust's representatives to MWCD.

Steve Laferriere, Housing Project Manager for MWCD, has continued working with the Trust by scoping out potential development projects in Belmont. Currently, there are two projects on which he focuses most of his attention. He speaks with the owners of the properties periodically, has conducted site analyses on both, and has submitted preliminary zoning analysis and development costs, with prospective funding to include HOME and CPA money.

In November 2011, MWCD received a grant through the Metropolitan Area Planning Council (MAPC) for technical assistance in developing Housing Production Plans. For Belmont to participate, the Town agreed to join the Sustainable Communities Consortium, which required no financial obligation. Planning for the process by which the Housing Production Plans will be developed will happen in early 2012.

A significant milestone was reached in the cumulative total HOME funds obtained for the Town of Belmont since the Trust brought the Town into the federal program in FY03. In ten years, this funding has totaled over \$1 million. Planning for future HOME fund uses is underway, as described above.

**Waverley Woods**, the award-winning development sponsored by the Housing Trust and completed in 2009, continued to provide high-quality rental housing for 40 families and individuals throughout 2011. Residents range in income up to 60 percent of the area median (the maximum allowed under tax credit rules). Although fully occupied, Waverley Woods always has an active waiting list. Those interested in an apartment there should call the management office for information: 617-209-2422.

### Community Preservation Act

On November 2, 2010, the Community Preservation Act was approved by the voters. The next step in implementing CPA was for Belmont to establish a Community Preservation Committee, the body that will evaluate proposals for use of CPA funds and put them before Town Meeting for a vote. The Trust reached out to the CPA Committee and invited Donna Brescia to its November 17, 2011 meeting. Donna reported on a useful briefing to the CPA Committee by the Community Preservation Coalition. It is expected that Belmont will have \$1 to 1.2 million; the state match is currently 26%. The CPC was gathering proposals and Donna encouraged the Trust to submit its ideas as soon as possible, as the next meeting was December 9, 2011. In response, Ann Verrilli did submit a proposal to the CPA Committee. The Trust looks forward to continuing to work with Belmont's Community Preservation Committee.

### 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 2011, 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 workers 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 again thank Belmont Savings Bank for the free checking account it provides to BASF.

In the 2011 program year, BASF made 22 grants totaling more than \$6,700. Of those 2011 grants, 10% went to pay rent, nearly 70% went to pay electricity bills, and more than 20% went to pay past-due natural gas and fuel oil bills. Since January 2005, BASF has made nearly 150 grants totaling nearly \$35,000.

Therefore, donations to the Fund are needed more than ever. Checks can be made out to Belmont Affordable Shelter Fund and mailed to Roger Colton at 34 Warwick Road in Belmont, or (to claim a tax-deductible contribution) they can be made out to Family to Family Project (writing BASF in the Memo line), and mailed to Family to Family at 14 Beacon Street, Suite 202, Boston MA 02108.

### State Ethics Training

In accordance with State legislation passed in 2009, each member of the Board of the Housing Trust is required to successfully complete on-line ethics training every two years and report to the appropriate Town official. All Board members received an email from the Town Clerk on Dec. 27, 2011 and are awaiting notification of the availability of the online training.

### Annual Meeting of the Housing Trust

According to the Housing Trust Bylaws, an annual meeting is to be held in July; however, because the July meeting was cancelled, this year's annual meeting took place on August 18, 2011. A decision was made in regard to officers; to create positions of co-chairs and vice co-chairs as a method of providing for transition in leadership. Alisa Gardner-Todreas was elected Chair, with no co-chair for one year; Gloria Leipzig and Charles Laverty were elected Co-Vice Chairs, and Jonathan Jacoby as Secretary.

Respectfully submitted,  
Alisa Gardner-Todreas, Chair

*Members: Helen Bakeman (as of August 2011), Charles Clark (Planning Board rep), Judie Feins, Alisa Gardner-Todreas, Jonathan Jacoby, Gloria Leipzig, Charles Laverty III (Housing Authority rep), Ann Silverman, Ann Verrilli*

## COUNCIL ON AGING

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. 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 second full calendar year of operations in the new Beech Street Center. The total number of individuals currently registered in the COA database is 1,507 although this is an undercount. For a variety of reasons there are users who do not register. Over the course of the year there has been an increase in utilization of the center and participation in COA programs and services. The increased participation in COA programs and activities from FY10 to FY11 includes: a 27% increase in the number of rides given, a 50% increase in the number of meals offered and an 84% increase in people attending events, as measured by number of "sign-ins. This level of participation is currently maintained with an equivalent budget level in FY12 as was appropriated in FY11. The total number of people attending events, as measured by number of "sign-ins", rose by 84%. Satisfaction surveys for center programming were distributed and collected in September. Results yielded the following; 77% were fully satisfied. 73% who attended COA programs for a few years saw an improvement in programs since operations at the Oakley Road site. 85% would recommend programs at the center to others. The nutrition survey, also conducted in September, showed that 84% rated the meal service as excellent or good. Of the Town residents who completed the satisfaction survey conducted by the Town, 84% reported being satisfied or very satisfied with COA services, 14% expressed neither satisfaction nor dissatisfaction with services, 2% were dissatisfied, and 0% were very dissatisfied. The COA continuously seeks to improve, expand its programming, and foster a welcoming attitude for consumers. To that end, it provided a special diversity and multicultural training to its staff in November and December thanks to a special grant generously provided by Belmont Against Racism.

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, line dancing, ballroom dancing, cardio conditioning, qi gong and personal coaching. They also include health education courses and workshops offered by the Arthritis Foundation, the state's Department of Public Health and other agency and hospital



## Social Services

groups on a variety of health and disability topics. Direct health services are also provided. They include a weekly blood pressure clinic and podiatry. The number of senior users of the fitness activities is 307. There is also a medical equipment loan program.

Socialization, adult education and the arts programs include the following: the "Bel-Aires" choral group, painting, card making, quilting, knitting round table, duplicate bridge, poker, 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 from Lasell College and individual expert presenters, English as Second Language classes and travel presentations. Due to new regulations at the high school, the senior swim program has been suspended. However, an arrangement for an excellent alternative will be forthcoming in the next several months. Also off-site are two programs located at the Belmont Media Center, one a community service to the blind and the other a video production program.

The senior trips program is another enrichment program based at the center. Trips organized have included the Boston Symphony Orchestra, out of town performances, nature oriented outings and overnight trips. The number of different seniors who have participated in the trips is 234. It should be noted that all the above programs are fee based. The COA revolving account is used to collect fees from clients, which pay instructors or other providers for their services and/or for program supplies.

Social and transportation services remain core services which are vital for the well being of seniors living at home. Social services include assistance with obtaining fuel subsidies, tax preparation, social, financial resources, social work evaluations, 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 now facilitates two monthly support groups for family caregivers. The arrangement for the shared social work position with the Town Board of Health is now in its second fiscal year. Referrals have increased as a result of the worker's outreach efforts. As a means of increasing coordination of crisis situations and cases requiring multi-agency involvement, the COA conducted trainings for the benefit of other departments and outside agencies serving seniors on how to handle hoarding, domestic violence and Alzheimer's Disease issues. The number of elder client consultations in fiscal year FY11 was 386. The number of information and referral requests was 120 and the number of family caregivers served was 40. The increase in usage of social services over the summer increased by 54%, prompting a request this current budget season for social work coverage over the summer months, as the current social work position is only budgeted for 10 months of the year.

Transportation services include rides to medical appointments, 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 in the Town. Rides to the senior center increased by 30% from those to the previous senior center. The service is operating with one .5 FTE position less than in FY09. The COA was successful in its grant application for funding towards a new BelderBus. Town Meeting voted in favor of appropriating a \$12,000 co-payment towards the purchase of the vehicle. The state has not set a date yet for when the new vehicle will be delivered. The COA vigorously explored opportunities to share use of its vehicle and staff with surrounding communities. However, the communities of Watertown, Lexington and Arlington ultimately decided that shared resources with Belmont did not meet their needs. The COA and the Recreation Department have increased shared usage of the vehicles used by both departments.

The COA assists elders in emergency situations and collaborates with other departments to provide necessities during various types of disasters. The winter storms were challenging, but every senior needing assistance with snow shoveling was able to receive assistance through students recruited through the high school. All services functioned during most of the Town snow days. The COA assists the Town in maintaining a database of people who need special assistance in the case of disasters. The center remained open late as a refuge for all town residents in need one summer day when the outside temperature reached over 100.



In addition to these types of collaboration, the COA hosted and sponsored training for Town officials in July on how to obtain detailed information about the U.S. Census of 2010.

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) The 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. The "Ask Maggie Rose" column in the local newspaper is an outreach social service to this population. 4) Intergenerational programming is planned throughout the entire calendar year and includes the yearly ice cream social and musical programming. Currently the Human Rights

Commission, in conjunction with the COA and Belmont High School, are engaged in a special intergenerational videotaping project designed to celebrate the diversity of the center. The library and the COA partner for certain adult education programming set at the center. The Beech Street Center provides space for a number of Recreation Department activities, including those for SPORT. This past summer the five-day-a-week after hours camp program took place at the center. There have been a variety of programs sponsored by such groups as the League of Women Voters, the Belmont Citizens' Forum and the Envision Belmont group which took place at the center.

Over the course of the year there has been an increase in utilization of the center and participation in COA programs and services. The center's expanded usage has been for the following 3 categories: 1) extended hours for COA programs services on Tuesdays, from 4 – 7 PM; 2) other town department and committee use, and 3) revenue generating rentals. This has resulted in the use of the center almost 7 days a week including most weekday evenings. The new center has attracted a variety of users after hours, and this adds a new layer of responsibility on staffing. The COA has been successful in managing this increase in outside use without an increase in staffing. From FY11 to FY12 (projected from current usage numbers) the expected growth is 50% in center use by non-profit organizations, a 200% growth in use by the Recreation Department, and a 60% increase in use by town committees and departments.

The total sum of the budget appropriation for this past fiscal year remained stagnant. As the warrant committee's report from the previous year noted the department's budget is growing slightly less on average than other departments. Over a 10 year span there has been an overall decrease of Town funded FTEs' from 7.7 in 2001 to 5.91 in FY11 - a 23% reduction. Funding for most of the classes and special events are sustained by the participants, and those fees are processed through the department's revolving fund account. Program and service levels have remained high thanks to volunteers and labor funded by grants and other sources. The number of volunteer hours has risen to 13,563 hours in FY11 - a 15% increase since opening the new center. Partnerships with universities and schools continue to be forged and maintained for the purposes of acquiring various types of skilled internships. Cristo Rey High School supplies office assistance almost 5 days a week. Boston College continues to offer interns who are focused on training in geriatrics. This coming year Salem State's Graduate School of Social Work will add to the supply of social work interns.

Funding for additional programs and center needs has been available through the COA's support non-profit organizations. The Friends of the COA continue to lend their support through funding of a variety of important events and services such as scholarships for seniors who otherwise cannot afford fitness classes or other vital services offered. Among their contributions was funding for a plaque designating the Beech Street Center as having achieved LEED (Leadership in Energy and Environmental Design) Silver level of certification. Their newsletter and web-site, [www.beechstreetcenter.org](http://www.beechstreetcenter.org), serve as vital vehicles for publicizing the activities of the COA. They organized a variety of fund-raising activities such as the annual crafts fair, a meat raffle event, the buy a brick campaign and the second annual year celebration of the center, which included a performance by a local and prominent swing band. The Friends also raised additional funds from sales of a book written by Citizen Herald columnist Maggie Rose called "Managing Life's Sweet Sorrows" and from the fall "Pie and Cider" book signing event. The Belmont Elderly Citizens, Inc., another non-profit funding source established over 15 years ago, purchased the exercise equipment for the soon to be open fitness room program and will remain involved in supporting this vital program.

This past year the Beech Street Center was chosen by the Massachusetts Councils on Aging as the host center for its fall membership meeting as it has become a flagship center in the state and was cited as having "raised the bar" for all senior centers.

Many of the goals and expectations for the immediate future as outlined in the conclusion of the Annual Report of 2010 have been successfully met. The COA has begun to expand its operations after hours, the fitness program is scheduled to be launched and the rental program has resulted in increased bookings of rooms at the center. These bookings have generated income and a significant uptick in usage of the building for non-profits, town groups and private rentals. All this has been achieved without an increase in staffing and Town resources. Indeed, the number of Town paid FTEs has been reduced from 6.08 to 5.91. The current positive, fiscal outlook for the Town will hopefully mean that the momentum for growth and vital usage of the COA programs and services will remain unimpeded.

Respectfully submitted,  
Nava Niv-Vogel, Director

## **DISABILITY ACCESS COMMISSION**

The Disability Access Commission did not submit a 2011 Town Report.

## **BELMONT HOUSING AUTHORITY**

The Belmont Housing Authority presently manages a total of four developments including Belmont Village, Sherman Gardens Apartments, Waverley Oaks Apartments, and Clark Lane. Belmont Village is the authority's family and veteran's housing development that was originally built in 1950 and has a total of 100 apartments that include fifty two-bedroom and fifty three-bedroom apartments. Sherman Gardens Apartments, which was built in 1971, has a total of 80 one-bedroom apartments and

## Social Services

provides housing for elderly, handicapped and disabled residents. Similarly, Waverley Oaks Apartments, built in 1976, also provides housing for disabled residents and has a total of 74 one-bedroom apartments. The residential property located on Clark Lane is a two-family accessible home that was built in 1988 and provides housing with a 24-hour support staff for eight people with developmental disabilities.

In addition to the state-aided conventional housing programs, the Authority also administers two rental assistance programs that include 47 Federal Section 8 Housing Choice Vouchers and 2 Massachusetts Rental Vouchers. Both rental assistance programs provide rent subsidies to private landlords on behalf of income eligible households. During the year, the Authority has also subsequently completed an undertaking that began in 2009 and will provide project-based assistance through our federally funded Section 8 Voucher Program. In accordance with our contract, the Dedham Housing Authority continues to handle the day-to-day operations for the Section 8 Voucher Program that include maintaining the waiting lists and issuing Certificates to applicants.

The Belmont Housing Authority has six employees including an Executive Director, Administrative Assistant, Tenant Selection Coordinator, Maintenance Superintendent, and two additional maintenance employees. A five member Board is responsible for establishing policies.

Applications for all programs including family, elderly/disabled and the Section 8 Voucher Program may be obtained Monday through Thursday between the hours of 8:00 A.M. and 4:00 P.M. or Friday between 8:00 A.M. and 12:00 noon at the main office located at 59 Pearson Road or by calling (617) 484-2160. Applications may also be downloaded from our website which further provides more detailed information regarding available programs, regulations, policies, geography, transportation and minutes of meetings.

Under the current income guidelines, the annual income limits for state-aided housing developments are:

<u>Household size</u>	<u>Income</u>
One Person	\$46,300.00
Two People	\$52,950.00
Three People	\$59,550.00
Four People	\$66,150.00
Five People	\$71,450.00
Six People	\$76,750.00
Seven People	\$82,050.00
Eight People	\$87,350.00

Rents for the elderly/disabled developments are set at 30% of net income and include heat and electricity. Rents at Belmont Village are set at 27% of net income but do not include heat and electricity.

During 2011, the authority also completed property improvements that included exterior stair and pavement upgrades at Sherman Gardens Apartments, new fire alarms at Clark Lane, and new heating systems and insulation at Belmont Village. The authority further began preparations for the replacement of underground wiring at Belmont Village that is scheduled to begin in the Spring of 2012.

As part of a continuing effort to plan for additional building preservation projects, the Authority has also been actively involved in developing a Capital Improvement Plan for future projects. The projects that are currently being considered include sidewalk improvements at Sherman Gardens Apartments, roofs at Sherman Gardens Apartments and Waverley Oaks Apartments and flooring at Sherman Gardens Apartments.

The Authority would again like to express special thanks to State Representative Will Brownsberger and Legislative Aide Barbara Miranda as well as some of the Town Departments including the Board of Selectmen, Police and Fire Departments, Community Development Office, Department of Public Works, Health Department and the Council on Aging.

Respectfully submitted,  
Sallye F. Bleiberg, Chairman

## HUMAN RIGHTS COMMISSION

The Board of Selectmen appointed the Human Rights Commission in September, 2004 to address issues related to the fair and equal treatment of all individuals in Belmont and to create a mechanism for addressing complaints arising from these issues. The Commission is a permanent commission with the following members: Carl Brauer, Julie Cicalese, Nan Donald, Jirair Hovsepian, Pallavi Khare, Regina O'Brien, Paul Solomon, Barbara Watson, and Fran Yuan, Chair. Current liaisons to other Town entities are Kathryn Bonfiglio (Belmont against Racism) and Captain Peter Hoerr (Belmont Police Department) who report monthly on relevant issues about which the groups they represent are concerned. The Commission convened eleven duly posted meetings during the 2011 calendar year.

A number of topics predominated Commission discussions this year, including outreach, follow up on activity ideas, immigration, and projects for the Beech Street Center community. Efforts to publicize the Commission included distribution of its brochure and new business cards; tabling at Belmont Town Day in May; and co-sponsorship of three annual events, the Martin Luther King, Jr. Breakfast in January, One Book One Belmont in March, and the Freedom to Marry Ice Cream Social in May.

In an effort to reach out to the Town in new ways and introduce the work of the Commission, a meeting was held at the Beech Street Center in January; three Commission members met with the Religious Clergy Council in March; and Fran Yuan did an interview for a Cable TV program. Members of the Clergy Council were enthusiastic about the role of the Commission in Town and distributing our brochure to their congregation members. In addition, members of the Town are invited to call the Commission telephone line with concerns or inquiries. A Commission member is assigned each month to check this line.

The Commission has focused on forging a relationship with the Beech Street Center this year. Nava Niv-Vogel, Director of the Beech Street Center, initiated conversations with the Commission about ways to highlight and promote greater appreciation of members of all backgrounds and identities at the center. To this end, two efforts were initiated. The Commission facilitated diversity training for staff and volunteers at the center, which consisted of two two-hour sessions conducted by a diversity trainer; her fee was paid for by Belmont Against Racism. The second undertaking was The Faces of Beech Street Center: An Intergenerational Video Project which invited seniors at the Center to be interviewed by Belmont High School students about their lives. After a kick-off event in October, twelve seniors volunteered to be interviewed and five students are conducting interviews over the next month. More seniors will be invited to join the project after the current group's interviews have been completed. The interviews will be shown in their entirety throughout the first few months of 2012 on Cable TV. The culmination of the project will be a video program integrating the interviews into a 1-2 hour program to be shown on Cable TV, possibly at Town Day, and other venues as well.

In addition, a couple of other programs were open to the public. At the February meeting, held at the Belmont Public Library, a segment of *Race: The Power of an Illusion* entitled, *The House We Live In*, was shown. In May, the Commission sponsored a showing of *Rolling*, a documentary about life in a wheelchair, at the Beech Street Center.

At our meetings, efforts at collaboration with other Town entities represented by our two active liaisons were made. In September, the Commission held a joint meeting with Belmont Against Racism to discuss our mutual interests and activities. In October, Capt. Hoerr presented the Secure Communities Program and how it will be implemented in Belmont by the police.

Finally, in our effort to collaborate and bring community members of all ages and backgrounds into our work, a Belmont High School student was appointed for the first time as a Commission member.

The Commission continues to build bridges in the community and communicate the message that all community members are valued.

Respectfully submitted,  
Fran Yuan, Chairperson

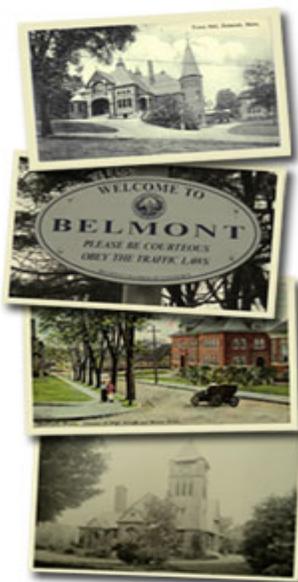
## VISION 21 IMPLEMENTATION COMMITTEE

The Vision 21 Implementation Committee is a permanent Committee with nine members. The Committee's charge is to "facilitate, enable, and help the Town of Belmont realize the Working Vision adopted by Town Meeting in April 23, 2001."

### Envision Belmont

Envision Belmont's mission, the most recent initiative of the Vision 21 Implementation Committee, is to enhance dialogue between the citizens of Belmont and Town leaders about Town priorities and how we pay for them-within the context of building a bright and hopeful future for Belmont and its citizens. The 2nd annual event of Envision Belmont, a town wide forum titled "Reimagining Belmont's Budget Process", was held on October 16, 2011 bringing about 75 Belmont residents and Town leaders together, including members of the Board of Selectmen and several School Committee members. Presentations were made by local citizens and international experts Clayton Christensen and Linda Bilmes as well as elected Town officials from Belmont and Wellesley. The presentation was videotaped and broadcast by the Belmont Media Center.

The Vision 21 Implementation Committee plans to continue with this initiative in collaboration with the Board of Selectmen, School Committee, and other Town leaders as a facilitator to help identify town-wide priorities and solutions to the obstacles in achieving them. The committee also met with Town Meeting's ad hoc Communications Committee to discuss how the Vision Implementation Committee might help follow through on related recommendations that came out of their work.





### **Sustainable Belmont**

Sustainable Belmont, a task force of the Vision 21 Implementation Committee chaired by John Kolterman, has as its mandate “to develop and implement a variety of activities and initiatives to assist Belmont’s government, residents, and businesses in becoming a more environmentally responsible community.”

For 2011, Sustainable Belmont continued to host monthly meetings open to the public. These meetings were designed to address topics of interest to Belmont residents, examining the environmental impact of certain actions and explore eco-friendly alternatives. Some of the topics covered were organic lawn care, consumerism, food scarcity, e-waste and home energy efficiency.

Besides the monthly meetings, Sustainable Belmont successfully promoted programs to purchase composters and rain barrels at a discount. Over 90 rain barrels were purchased as a result. We also organized a green garden tour last fall that was well received. Sustainable Belmont hosted a special meeting with BMLD where they presented their pitch for the new 115kV substation and fielded questions on future initiatives to reduce the town’s carbon footprint. Our newsletter subscription is up to 380 people and is now covering initiatives of the town energy committee.

In the past 2-3 months, several sustainable organizations from neighboring communities have voiced interest in working closer together. This is something we plan to explore going forward.

### **Meet Belmont**

On the evening of August 30, 2011 the Vision 21 Implementation Committee hosted the ninth annual Meet Belmont under the leadership of Jennifer Page and Sara Oaklander. The event is co-sponsored with the Belmont Public Schools. Meet Belmont is one way that the Town addresses the part of the Vision that says, “We will welcome newcomers.”



Originally intended especially for newcomers, interest in Meet Belmont has gradually broadened. It is an informational fair that provides an opportunity for new and longer-term residents to meet with and learn from approximately 80 “exhibitors” from the non-profit, religious and municipal sectors. Thus, for example, groups such as the Drama Club, the Farmers Market, the Rotary Club, Boy Scouts and Sustainable Belmont were present, as were representatives of nursery schools, political parties and media organizations. The event was held at the Chenery Middle School. This year approximately 150 families (325 individuals) attended. Of these, approximately 85 families had lived in Belmont one year or less. (Two families attended who had not yet moved in!) The Town clerk reported that 35 new residents registered to vote that evening.

We are grateful to Belmont Car Wash for financial support of the event and to the Belmont Municipal Light Department and the Belmont Public Schools for their assistance. We also thank the enthusiastic, dedicated volunteers, several of whom had attended Meet Belmont in the past, when -- as newcomers to Belmont -- they, themselves, sought information and connection.

On behalf of the Vision 21 Implementation Committee: Jane Feinberg, Doug John, Sara Masucci, Jennifer Page, Wendy Rundle, Michael Sattler, and Paul Solomon.

Respectfully submitted,  
Tim Bowman, Chairman

# CULTURE, LEISURE AND COMMUNICATION

## BELMONT MEDIA CENTER

Belmont Media Center (BMC), a 501c3 non-profit, provides services to residents, town government, school department, organizations, and businesses including the use of video equipment, a studio, and video, media and production training. Programming is cablecast on Comcast channels 8, 9 & 96; and Verizon channels 28, 29, & 30; and on [belmontmedia.org](http://belmontmedia.org)

BMC is funded in part by franchise fees collected from Comcast and Verizon, as stipulated under The Telecommunications Act of 1996, a federal law, and by fundraising and program services.

After three years of study and planning, BMC moved into a newly designed and built out studio space within a commercial building at 9 Lexington Street in Waverley Square in October 2009.

A board of directors comprising nine members, including Chairman Myron Kassaraba, oversees the organization and offers financial and managerial oversight.



Jeffrey Hansell, Executive Director, and a small staff manage the day-to-day facility operations and off-site facilities, runs training classes, studio & remote productions, recruit, train, & coordinate more than 150 volunteers and organizations in meeting BMC's mission to "building community through media".

As part of its contract with the Town, BMC submits to The Board of Selectmen an annual report of programs, activities and financial statements, all of which are available for public review.

### *Highlights for 2011 include:*

- Provided a live Internet feed of local channels and expanded on demand video archive of locally produced programs, events and meetings on BMC's website: [belmontmedia.org](http://belmontmedia.org), so that those residents who are not cable TV subscribers can view them.
- Upgraded on-site editing facilities and portable & mini video cameras, added a portable studio for event & meeting coverage and introduced new classes.
- Increased live coverage of government meetings including Planning Board, Joint Committees, Municipal Light Department, School/Town Budget Forums, in addition to ongoing coverage of Board of Selectmen & Warrant Committee, and Town Meeting.
- Established the "Gallery@BMC" - a community gallery, meeting, and performance space within BMC for use by local groups, schools, artists and producers.
- Developed and managed MassAccess TV, a statewide digital program network, which distributes timely programs and PSA's from state agencies and officials to 110 community TV centers across the Commonwealth.
- Initiated the MassFlash Film Festival, a statewide video competition among ten teams, including three from Belmont. The festival was screened at Studio Cinema.

## BOARD OF LIBRARY TRUSTEES

*The Belmont Public Library mission:*

*Serve as a resource for equal and open access to information, ideas and technology to enrich the lives of all.*

- *Provide services that address the diverse needs and interests of the citizens of Belmont.*
- *Promote and support a strong sense of community.*

The Belmont Public Library continued to meet and promote its mission to the extent possible given the level services budget. Library staff worked diligently to offer quality services to the community.

**Some of the highlights of 2011:** Library placed third on the wait list for the Massachusetts Board of Library Commissioners (MBLC) Public Library Construction Grant round for 2010-2011; organized its third highly successful One Book One Belmont (OBOB) community read; offered its first Books in Bloom celebration; expanded its digital resources; and Sunday hours were restored.

### Staffing

We are very proud of our staff. The public service staff provides service at check-out desks, reference desks, and in the children's room and young adult rooms, and staff arrange for a variety of programs for infants up through seniors. The non-public staff provides support services that range from maintaining the computer system and website, purchasing and cataloging materials, maintaining our building, operating the administration office, and handling hundreds of other tasks. In several quick "how are we doing" surveys conducted in 2011, the public expressed great appreciation for the staff and our services.

There were a few staff changes in 2011. In late December 2010, Marcia Traverse retired after ten years of service in the circulation department. Megan Maultsby, a temporary part-time employee, was hired to fill her position. Young Adult/Reference Librarian Deborah Borsuk switched hats after three years at the Library to take the full-time position of Children's Librarian after Deborah Foley resigned. Ellen Girouard, who had worked part-time in the Children's and Reference departments for about five years, assumed the post of Young Adult/Reference Librarian. Along with her boundless enthusiasm, Ellen brings a variety of experience, including work at the Wellesley, Wayland, Watertown, and Cambridge Friends School libraries.

### Quick Snapshot of Library Usage:

- 288,329 visits were made to the library during the year
- Library patrons borrowed 538,388 items
- Library patrons also borrowed 65,514 items from other libraries, through our interlibrary loan service
- The Library lent 52,709 items to other libraries
- Reference staff answered 38,727 reference questions
- 12,150 children, teens and adults attended 750 programs
- Public Internet and online research computers were used 28,298 times
- Museum passes provided 2,643 visits to area museums for families and individuals
- OverDrive check outs (downloadable eBooks and Audiobooks) soared from 712 in 2010 to 2,642 in 2011
- Volunteers provided 1,829 service hours to support library programs and services
- Library website had almost 230,000 views
- 5,976 people attended 209 meetings held at the library

### Library Building Grant

In late spring, the Massachusetts Board of Library Commissioners (MBLC) announced a new Public Library Construction Grant round for 2010-2011. The new library is proposed to be built across the street from the current facility. The proposed new library will be approximately 45,000 sq. ft. and will include an expanded children's area with a story hour/activity room, additional space for materials, computers, seating, and staff, space for quiet study rooms, a computer training room and community meeting rooms. The grant application was submitted in January 2011. Twenty-eight libraries completed the grant round process. Through a rigorous review process, eight were identified to receive grants and fifteen were placed on a waiting list. Belmont was placed third on the wait list. Communities that have received grants have until January 2012 to secure local funding. Wait-listed libraries will receive their grants as funds become available through the state's five-year capital plan.

## Expanding Services

### **Self checkout station**

A self checkout station called “Expresslane” was installed at the library in February of 2011, thanks to another generous donation from the Allisons. The Expresslane allows patrons to check out their own materials using a touch screen monitor, a barcode scanner, and a receipt printer. They can also pay their fines using a credit card swipe. Patrons absolutely love it, especially on a Saturday at 4 pm when there is a line at the front desk and they only want to check out a book. Now they skip the wait by using the “Expresslane.”

### **New Fax Service**

The Library began offering a public fax service in 2011 at no cost to the library. 109 faxes have been sent. Patrons can fax documents within the country for \$1.50 for the first page and \$1.00 for each additional page; the international rate is \$4.95 and \$3.45 for each additional page. Payment must be made using a credit card, debit card or check card.

## EXPANDING DIGITAL SERVICES

### **Downloadable eBooks and Audiobooks**

This year, the library geared up to meet a growing demand for downloadable eBooks and audiobooks, fueled by the proliferation of devices for reading eBooks – including smart phones, tablet computers, and dedicated eReaders like the Nook and the Kindle. In September, the downloadable eBook and audiobook service offered by all the MLN libraries, called Overdrive, fanned the flames by announcing that it could now circulate free eBooks for the Kindle. As a result of these factors, the number of OverDrive checkouts soared from 712 in 2010 to 2,642 checkouts in 2011 – an increase of about 270% - with additional growth expected in the coming year.

While most of the OverDrive collection is purchased jointly by all the MLN libraries, the OverDrive Advantage program allows individual libraries to purchase additional copies of high-demand titles for exclusive use by their patrons. A generous \$5,000 grant from the Friends of the Library, awarded in the Fall, enabled Belmont to purchase extra copies and reduce the wait time for the most popular eBooks and audiobooks. More than 400 of Belmont’s OverDrive checkouts were for Advantage books.

To help patrons learn how to download eBooks and audiobooks onto eBook readers and other devices, Technology Librarian Emily Smith offered five instructional classes in November and December, with more scheduled for 2012. Reference librarians were all encouraged to practice downloading digital books onto the library’s eReader devices (Kindles, a Nook, and an iPad), so they could become adept enough to assist with the classes as well as offer patrons one-on-one assistance when appropriate.

### **Kindle Update**

In 2011 Liz and Graham Allison once again gave a generous donation to underwrite the cost of purchasing sixteen of the newest Kindles, WiFi (no touch screen) and the Touch E-Ink, with leather covers as well as dozens of new books for these Kindles. The library was one of the “firsts” (once again) to offer the newest and latest technology to the community. We continue to have holds on the Kindles as we add new best-selling titles each quarter.

The old Kindles will be re-purposed by loading them with different books for use by the Children’s and YA departments. It will be a great way of introducing new technologies to our younger users - younger meaning grades 4 -6 in children’s and grades 7 and up for YA.

The gift also allowed us to purchase one Kindle Fire (color tablet) that is used for staff training on OverDrive so that staff can better assist patrons with their questions.

### **Website Update**

This year, the library migrated to a new web hosting company, Verio. We surveyed both the staff and the public about the usability of the website. We reviewed this feedback with a Usability Specialist (former trustee Hal Shubin) and created several recommendations on how the website can be improved in the coming year. We are working with Verio’s design department to generate a quote for the design work necessary to complete these recommended changes that will improve the ease of use for everyone. The website’s homepage had almost 230,000 views with the top three hits being hours and directions, museum pass reservations, and browse databases.

### **Online Databases**

The library is continuing to add to the online databases available to patrons. In November we added three databases thanks, in part, to a special offering from Gale Publishing that provided selected databases to small libraries at about half price. The additions:

**Career Transitions** is an online career guidance center that walks users through the job-search process, from self-assessment and career exploration to the nuts and bolts of applying for jobs. It includes tools for building a resume, writing cover letters, and practicing for a job interview.

**Powerspeak Languages** offers instruction in Spanish, French, German, Italian, Mandarin, Chinese, and English for Spanish-speakers, using a variety of educational approaches tailored to the language being learned. Now patrons seeking to improve

their foreign language conversational skills have a choice of two databases appealing to different learning styles; our other language instruction database, *Mango*, is based on listening to and repeating words and phrases and offers a wider selection of languages.

**Testing and Education Reference Center (TERC)** provides online practice tests and study materials for a variety of academic and career licensing exams. These practice tests include the AP, GED, SAT, PSAT, and ACT; real estate, nursing, firefighting, law enforcement, and other licensing exams; and the TOEFL, TOEIC, and U.S. citizenship tests. This database replaces Learning Express and covers a wider variety of tests, topics, and levels.

Our database collection is designed to meet the needs of students doing homework as well as adults seeking information and personal growth. During 2011, patrons enjoyed 337 online tutoring sessions with a professional tutor, provided by our subscription to **Tutor.com**. This service, accessed through the database link on the library website, helps students working on their homework and adults needing help with resume writing, brushing up on an academic subject, or studying for the GED and Citizenship exams.

Also popular were the Book News **online book clubs**, which send a few pages of a book to their members by email every weekday. A new book begins every Monday, with different book clubs focusing on non-fiction, romance, business, and other genres and subjects. This year 420 members accessed the service 8,400 times.

To encourage patron use of our databases, the library invited Morningstar sales manager Camille O'Connor to visit the library and give a presentation on finding investment advice using the Morningstar Investment Research Center. About 30 patrons and librarians attended the session on using the database to find independent opinion and data on more than 30,000 stocks, mutual funds, and exchange-traded funds (ETFs). Morningstar now provides an app so patrons can access the database on an iPhone, iPad, or iPod Touch; Mango Languages, Tutor.com, and Gale Publishing offer apps as well.

### **Reference eBooks**

To make research easier for patrons, the library made an effort to purchase some of its reference books in digital, rather than print format. These books are now available 24/7, at home or anywhere else patrons can access the internet. Most of these reference books can be found in two collections listed under "eBooks" on the database pages: the Gale Virtual Reference Library, with about 100 titles, and eBooks from Infobase Publishing, with 70 titles. Many of the titles should help students with major Belmont public school research projects; for example, the eight-volume *Conflicts in United States History* offers a wealth of primary sources, and *Twayne's Authors Online Masterworks* offers volumes of literary criticism on important authors.

### **Staff Development**

Learning how to download free eBooks using OverDrive was one focus of staff development this year. Reference staff members all attended webinars and practiced with the Nook, the Kindles, and the iPad owned by the library. In addition, Technology Librarian, Emily Smith, demonstrated how to download books onto a Nook and an iPad to all library staff members attending the half-day staff day workshop on June 24. Also at staff day, participants made suggestions for improving the library's new website and broke into small groups to work on specific issues, such as developing ideas for book displays and bulletin boards to boost circulation, and discussing ways the technical services workroom could be reconfigured for greater efficiency. Lunch was provided by the Friends of the Library.

During the year, individual reference librarians attended classes, both online and in person, on using the U.S. Census website, the Lexis Nexis Library Express database (legal and business information), and Library Insight, the software that powers the library's museum pass and room reservations systems. They attended Minuteman's first Technology Fair, where Emily Smith spoke on a panel discussing the merits of circulating eReaders (hardware) versus eBooks (software), and a full-day workshop on Performance Evaluation. In addition they logged into a wide variety of webinars on topics including the mystery genre; the romance genre; inter-library loan; genealogy research; the future of eBooks; and providing services on mobile devices.

Reference librarians also took an active role in the Minuteman Library Network, with Emily Reardon completing a 2010-2011 term as chair of the Reference Interest Group, Corinne Chan beginning a 2011-2013 term as co-chair of the Local History Interest Group and Emily Smith beginning a 2011-2012 term as secretary of the Technology Interest Group. Interest Groups meet about four times a year so that librarians throughout the network can hear presentations, visit sites, and discuss best practices and new developments.

### **One Book One Belmont**

The library's third One Book One Belmont community-wide read captured the imagination of many town residents. Just over 1,100 people participated in a variety of events held between March 2 and April 2, inspired by the book *Dark Tide: The Great Boston Molasses Flood of 1919* by Stephen Puleo. The book tells the true story of the collapse of a giant molasses tank that sent more than 2 million gallons of molasses surging through the North End, killing 21 people and causing widespread destruction.

Author Stephen Puleo described the process of researching and writing *Dark Tide* to an enthusiastic crowd of about 250 people at the Beech Street Center on March 24. Above all, he said, he was trying to tell a good story – to make history come alive. He also wanted to set the event in context, to use the molasses flood as a lens for viewing the events and issues of its day – World War I, Prohibition, immigration, the anarchist movement, the labor movement, and the rise of big business. Close to 90 audience

members completed a survey after the talk; more than two-thirds reported that they had read – and enjoyed – the book. A week after his talk, Puleo led a group of 75 Belmont residents on a tour of the North End, pointing out immigrant housing, churches, cemeteries, the site where the molasses tank once stood, and other sites of historical interest.

With the enthusiastic co-sponsorship of 12 community organizations, One Book One Belmont was able to offer a wide variety of programs exploring the themes of the book. These included a stunning photography exhibit at the Belmont Gallery of Art called “Boston Views,” presenting black and white photos by Belmont residents Ted Gartland and Tony Loreti, and a screening by Belmont World Film of the French film “Welcome.” Three lectures were held at the library: internationally-acclaimed architectural photographer Peter Vanderwarker spoke on “A Tattered Map of Hope: Immigration in Boston;” Walter Hickey of the National Archives discussed “Tracing your Immigrant Ancestors using Naturalization and Immigration Records;” and in a talk sponsored by the Belmont Historical Society, former Selectman Dan Leclerc, spoke about “The History of Italian Americans in Belmont.”

Other programs included a concert entitled “Italy in Song;” two book discussions for adults; and one for children in grades one through three, focused on the book *Patrick and the Great Molasses Explosion* by Marjorie Stover. There was also a molasses cookie decorating party for children and a demonstration of Italian cooking for teens. In another project, the Belmont Media Center, Belmont Against Racism, and the Human Rights Commission called on Belmont residents to share photographs of their immigrant ancestors and family members. Volunteer graphic designer, Adine Storer, created wonderful posters of Belmont business owners, Town employees, and other “celebrities” reading *Dark Tide* to help publicize these events.

One Book One Belmont was funded by the Friends of the Library, generous donations from local businesses, and a grant from the Belmont Cultural Council, a local agency which is supported by the Massachusetts Cultural Council, a state agency. In addition to the groups mentioned above, One Book One Belmont was co-sponsored by the Belmont Citizen-Herald, the Belmont Library Foundation, the Belmont Public Schools, the Council on Aging, and Porter Square Books. In October, the Planning Committee re-convened to begin the process of selecting a title for a fourth community read in the fall of 2012.

### More Programs for Adults

This year, the library increased its use of social media to let community members know about programs, new acquisitions, and other library issues. Librarians sent out messages on Twitter (<http://twitter.com/BelmontLibMA>); posted blog entries on the Belmont Patch, the local online news service (<http://belmont.patch.com/>); and posted photos of events on Flickr (<http://www.flickr.com/photos/belmontpubliclibrary>).

The Music on Saturday series continued to draw crowds. A total of 295 people attended five concerts offered January through April: jazz performances by the Faculty of Powers Music School and by the Joe Reid Trio; Ferdinando Argenti and Friends presenting “Songs of Italy;” Ensemble Poema performing an all-American program of traditional and contemporary chamber music; and pianist Peter Krasinski improvising music for Buster Keaton’s silent film classic “Spite Marriage,” just as it would have been performed at the movie’s release in 1929. All the concerts were funded by the Friends of the Library.

“**Researching the History of Your House,**” was a lecture presented by Marian Pierre-Louis in February. Tips for doing research on houses including where to find the deeds to your house, how to chain a deed, and locating other sources of information such as the US Federal Census records were given.

In April, the library presented two programs for baby boomers in conjunction with the nonprofit organization, Discovering What’s Next. The first program **Discover What’s Next for You** was for those seeking new opportunities for gratifying paid employment and explored the option of an **Encore Career** - work that provides personal meaning, continued income and social impact. The second program “**Preparing to Network**” was to help those exploring a new career plan understand some of the basics of networking today. It was led by Discovering What’s Next’s Paul Pasquarosa, executive coach and master networker.

The Library participated in **Massachusetts Libraries Snapshot Day** on April 13, 2011. Pictures were taken in the library and posted to our Flickr page. As of May 10, 2011 there were 162 Massachusetts libraries participating and 3,207 pictures posted.

Three special cooking programs were offered. Each program was very popular and well-attended. The first program was “**Feasting on 10 Minute Summer Meals**” presented by the chef-instructor Liz Barbour. Liz taught how to use your pantry and your local market to create and cook delicious, healthy meals in 10 minutes. Fifty people attended. The second program was “**Cool Summer Desserts**” presented by cooking teacher Ellie Deaner. Tasty samples and printed copies of the recipes were provided. Sixty people attended. The third cooking program was a pre-Thanksgiving cooking demonstration “**Gluten Free Thanksgiving: Side Dishes & So Much More**” presented by **Ellen Allard, the Gluten Free Diva** in November. Forty people signed up.

The library continues to have several book discussion groups. The Belmont Book Discussion group met six times in 2011 and discussed the following books: *Half-Broke Horses* by Jeanette Walls, *Dark Tide* (as part of One Book One Belmont) by Stephen Puleo, *The Given Day* by Dennis Lehane, *Love and Summer* (2009) by William Trevor, [\*Their Eyes Were Watching God\* \(1937\)](#) by Zora Neale Hurston, *The Last Days of Ptolemy Grey* (2010) by Walter Mosley, and *Left Neglected* by Lisa Genova.

The senior book discussion group at the Beech Street Center discussed the following titles: *Dark Tide* by Stephen Puleo (in conjunction with One Book One Belmont), *Wives and Daughters* by Elizabeth Gaskell, *The Glimpses of the Moon* by Edith

Wharton, and *Our Mutual Friend* by Charles Dickens. The book discussion group participants enjoyed lively and stimulating discussions which were led by librarian Miriam MacNair.

2011 was an excellent year for Books and Bites, the book review series featuring presentations by local residents, Belmont Public Library staff, and local authors. The series is coordinated by librarian Miriam MacNair. Highlights of the 2011 Books and Bites series include the following: Librarians Emily Reardon, Emily Smith, and Miriam MacNair gave a presentation on the use of online databases of particular interest to readers. Marcia Lynch discussed *Mortal Friends* by Jane Stanton Hitchcock, *A Vintage Affair* by Isabel Wolff, *Winter Garden* by Kristin Hannah, and *At Home with the Templetons* by Monica McInerney. Grace Taylor discussed *Delta Wedding* by Eudora Welty, *The Help* by Kathryn Stockett, and two books by Geraldine Brooks: *Caleb's Crossing* and *Year of Wonders*. Elizabeth Atkins discussed *Remarkable Creatures* by Sean Carroll. Librarian Deborah Bosuk discussed several children's books, including *The Hobbit* by J.R.R. Tolkien, *The Neighborhood Sing-Along* by Nina Crews, and *Sewing School* by Amie Petronis Plumley and Andria Lisle. Christine O'Neill discussed *The Social Animal* by David Brooks. Martin Cohen discussed two books by Simon Winchester: *The Map That Changed the World* and *Atlantic*. Miriam MacNair discussed *Shadows on the Rock* by Willa Cather.

### **Young Adults Year in Review**

The Belmont Public Library's commitment to the young adult population was evidenced again in 2011 by the wide variety of programs and classes held for students in grades 7 through 12. From bibliographic instruction to volunteer opportunities to activities for fun, the library provided enrichment for Belmont youth both during and after school hours, with approximately 300 students attending 38 programs and classes.

In June, the library hosted two well attended study sessions for high school students in the Assembly Room, accommodating over seventy students between both sessions. National History Day was the main focus at the end of the year. A total of seven workshops were scheduled to assist eighth graders with finding appropriate primary and secondary sources, four of which took place in December, with the remaining workshops to be held in January 2012. This truncated National History Day schedule was a reflection of the abbreviated focus on National History Day within the eighth grade curriculum and worked out in collaboration with the new Director of Social Studies. To date, thirty students participated in these workshops, while many others asked for individual assistance at the reference desk.

As for recreational activities, the library offered programs on Italian cooking, a combination pizza/trivia party, and a workshop on zombie makeup techniques. In addition, the Childcare & Babysitting Workshops were again in high demand with one session in both the Spring and Fall.

The teens summer reading program, entitled "You Are Here" kicked off with an Ice Cream and Trivia party. Among all the participants, forty-four reviews were written and posted to the library's web page, where they are still linked to help teens with choosing a new book. Summer concluded with the End of Summer Pizza & Trivia Party.

Throughout the year, teens have continued to help their community by volunteering their time, energy and expertise at the library. During the summer and school year, teen volunteers shelved books throughout the library, and ensured that the books were on the shelf in the correct order. The library also participated in the Belmont High School Days of Service in both the spring and fall. Student volunteers helped in a variety of ways, such as shelving library books, working on the balcony storage labeling project, and reorganizing the paperback, graphic novel and manga collections in the Young Adult Room.

The Teen Techs Program enjoyed another successful year. Nine high school students from grades 9 through 12 applied to participate and gain community service credit towards graduation. Our Teen Techs taught classes for adult students on how to use email, social networking/Facebook, online photo management, and handheld devices such as the Kindle. There was also a general help session where adult students could receive individual help with any computer question or problem. Sessions would feature a lecture and Power Point presentation delivered by selected Teen Techs and then hands-on-time and extra help for the adult students in the class. Forty adults attended the classes. The library received positive and constructive feedback both from the adult students and teen volunteers.

The new Teen Advisory Board was continued from January to May, with an additional meeting in November. Students received volunteer credit to meet with the Young Adult Librarian to help suggest and plan programs, give feedback on library services, and recommend books and music. We have six active members as of date, and are recruiting more.

The department has also made progress in using technology to reach more young adults. Catalog-linked booklists have been regularly added to the teen center page. The topics reflect the combined focus of the department between curriculum support and recreational reading. These lists have been receiving increased attention. For example, a list supporting a 7<sup>th</sup> grade Middle East social studies assignment received 230 hits over the duration of the project, while an Alex Rider popular read-a-like list has 146 hits to date.

### **Jane Gray Dustan Children's Room Year in Review**

2011 was a year defined by a new focus on programming in the Jane Gray Dustan Children's Room. The total number of programs offered increased by 18% (from 217 programs in 2010 to 257 in 2011). As a result total attendance increased by 20% (from 7,538 children and caregivers in 2010 to 9,197 in 2011). Our programming increases can be attributed to our new Infant Lapsit, our new book discussion group for 3<sup>rd</sup> and 4<sup>th</sup> grade, and a variety of special programs.

### Special Events

A new Music and Movement program was offered weekly in January and March. This popular program, which combined the elements of a sing-along and a storyhour, was presented by Belmont resident Rubi Lichauco and funded by the Jane Gray Dustan Trust. Patrons connected with Rubi, who has also worked with local preschools, and especially appreciated the movement component, which allowed kids to be active despite all the snow outside!

Another new program, the Chinese Clubhouse, was offered on Saturdays in March and April and was also presented by a Belmont resident, Iris Chin Ponte Ph.D. This program was a fun introduction to Mandarin and Chinese culture through stories, songs, and crafts.

The Children's Room participated in the 2011 One Book One Belmont program by offering two programs: a gingerbread cookie decorating program attended by 90 people and a discussion of the book *Patrick and the Great Molasses Explosion*. Nine children in grades K-3 attended.

For the third year, the Powers Music School was able to present three Musical Storytimes: *Don't Let the Pigeon Drive the Bus*, *Pete the Cat: Rocking in my School Shoes*, and *Ruby Sings the Blues*. These performances feature picture books set to original music and are performed by Powers Music School faculty. These Storytimes are especially popular with working families since they are offered on Saturday mornings. The Jane Gray Dustan Trust pays a small honorarium for each performance.

### Preschoolers

In the spring of 2011, the Children's Room conducted a survey to ensure that storytimes were truly meeting the needs of our patrons. In particular we were hoping to find a better time for the Storycraft for children ages 4 and 5. Attendance for this program, while consistent, has been small. We attribute this to Belmont's switch to full day kindergarten as well as the full schedule of today's preschoolers. As a result of this survey, we made some exciting changes to our storytime line-up which

began in September of 2011. We have added a brand new Lapsit especially for infants and pre-walking babies. Participants now enjoy specially selected songs and finger plays, with time after the program for adults to meet other parents and caregivers, while their babies participate in a short playtime. This program is held every Thursday morning at 10:30 a.m. in the library's Flett Room. The Storycraft program is now held on Tuesdays at 3:15 p.m. instead of 2:00, with the hope that more preschoolers and kindergarteners can come and experience the program. We will evaluate our success after the spring 2012 session.

Our Book Babies storytime for children under 24 months was renamed Storytime for 1's to differentiate it from the new Lapsit. The day and times for our extremely popular Storytime for 2's and 3's, offered at both 9:30 and 10:30 on Tuesday mornings, remained the same.

Photo credit: Ann Ringwood/Belmont Citizen-Herald



The weekly Friday Playtimes continued. In the fall we purchased new blocks for the program and started bringing out a selection of pop-up books from our storyhour collection. As a result there seems to be more interest and increased attendance for this program.

The Jane Gray Dustan Trust continues to fund the always popular Sing-alongs of Julie Goetze and Liz Buchanan, who each perform monthly at the Library. Attendance has been good for both programs, and this fall saw a particularly large increase in attendance at Julie's Wednesday morning program.

### School Age Children

In January, the Book Discussion for children in grades 4-6, which has been in existence for 9 years, has been changed to grades 5 and 6 with the addition of a book discussion for grades 3 and 4. Our new 3<sup>rd</sup> and 4<sup>th</sup> grade book discussion is proving very popular with an average attendance of 10.

During the school year, the Jane Dustan Trust made possible the following special programs: a concert with singer-songwriter Zak Morgan, storyteller Li Min to celebrate Chinese New Year, and a live animal show presented by Creature Teachers.

### Summer Reading

Registration for *One World, Many Stories* began on June 20 and again ran for nine weeks. Over the course of the summer, 777 children, ranging in ages from 3 to 12, participated – an increase from last year's 749 participants.

Total attendance at our twenty-three summer programs was 1,722. Programming followed the same winning format as previous years. Movies for preschoolers were shown every Tuesday at 12, while performers of all types visited on Wednesdays at 2:00

and on Thursdays at 10:30. The Wednesday programs were geared toward our older children, while the Thursday programs were for our younger participants.

For a third year, budget cuts forced us to eliminate our Tuesday evening hours in the children's room. While overall programming and attendance for 2011 increased tremendously, summer reading programming was down slightly because writing instructor, Yetti Frenkel, decided to take a break from her popular creative writing series. For the past two years, this five session program was funded by a Belmont Cultural Council Grant. We are pleased that Ms. Frenkel has again applied for the grant for the summer of 2012.

Our Summer Reading performances were funded by Jane Gray Dustan Trust. Highlights included: Didgeridoo Down Under (a look at Australia through music), Mike the Bubbleman (an introduction to chemistry through bubbles) and Brookline-based musician Vanessa Trien, who is truly, as her website says, "a rockstar to the toddler set." The Friends of the Library generously supported the summer reading program by providing funding for the decorations, as well as for the prizes, which were again purchased locally at Belmont Toys.

We continued our "Genre Challenge" incentive this year, encouraging children entering grades 4-6 to read books from seven different genres. This continued to be an exciting option for older children, and the Pizza Party for those who completed the challenge was well-attended and greatly enjoyed, and included Bingo played with candy as chips, and board games.

This was the first summer that the Children's Room offered a Summer Bookclub. Working together with the Young Adult Department, the program was offered in the evening for grades 5 through 8 once a month during July and August. Our eight members had meaningful and fun discussions of our two books.

## FRIENDS OF THE BELMONT PUBLIC LIBRARY

### ***Books in Bloom***

The Friends of the Library and the Belmont Garden Club sponsored the first **Books in Bloom** fundraiser. The program was held on January 28, 2011 from 6:30-9 pm after library hours. Garden Club members chose classic and contemporary book titles to inspire their floral arrangements. There were nineteen exquisite arrangements. Nine local area authors, Leah Hager Cohen, Ellen Fitzpatrick, Daniel Golden, Lise Haines, Mameve Medwed, Megan Marshall, Tom Perrotta, Clara Silverstein, and Greg Tang were invited to speak with people and autograph books. "Sinti Rhythm" and jazz violinist Jason Anick played Django Reinhardt-style jazz in the Reference Room. Nan Rogers of the Belmont Gallery of Art organized an exhibit by area artists who displayed their paintings and photographs of flowers in the main corridor of the library and in the Assembly Room.



In early January before the event, members of the Belmont High School Art Club, under the direction of student Grace Chung, painted a colorful mural of flowers and books on the wall of the library's downstairs corridor.

About 340 people purchased tickets for the cost of \$15 in advance or \$20 at the door. Local florists donated arrangements which were given away in a free drawing at the end of the evening. A great time was had by all.

The Friends of the Library continued to provide strong support for the library in 2011. The Friends sponsored the Music on Saturday series and the Library Friends Author Series, and helped sponsor the One Book One Belmont program.

### ***Author Series***

The Friends of the Library Author Series, coordinated by Jennifer Altshuler, had another successful year. The series featured the following author programs: Olivia Hoblitzelle discussed her book *Ten Thousand Joys & Ten Thousand Sorrows: A Couple's Journey Through Alzheimer's*. Cal Newport, author of *How to Be a High School Superstar: A Revolutionary Plan to Get into College by Standing Out (Without Burning Out)*, gave a talk at Belmont High School on "Academic Success Without Stress: Strategies for Escaping the Cult of Overwork." Joanne Chang discussed her book *Flour: Spectacular Recipes from Boston's Flour Bakery + Café*. David Herlihy discussed his book *The Lost Cyclist: The Epic Tale of an American Adventurer and His Mysterious Disappearance*. Author and Library Trustee Mary Keenan discussed her book *In Haste, Julia: 1819-1900 Julia Robbins Barrett: Abolitionist, Artist, Suffragist*. Ellen Fitzpatrick discussed her book *Letters to Jackie: Condolences from a Grieving Nation*. Leah Hager Cohen discussed her book *The Grief of Others*. Sally Jacobs discussed her book *The Other Barack: The Bold and Reckless Life of President Obama's Father*. Meg Muckenhoupt discussed her book *Boston's Gardens and Green Spaces*.

**Museum passes**

To date, 3,750 library patrons have signed up to check out discount passes to museums - about 15% of the town's citizens – with new users signing up every week. This year the passes, which are purchased by the Friends of the Library, circulated a total of 2,643 times. Fifty-nine percent of the passes were reserved by the patrons themselves via the library website; 41% of patrons received staff assistance, a percentage that grows a bit smaller every year.

**Book Sale**

The Friends Annual Book Sale in October was very successful, as was the Friends' Everyday Book Sale.

**Volunteers**

Library volunteers supported library services by shelving books, making home deliveries, and giving book reviews at "Books and Bites." Twenty-one adult volunteers gave 1,197 hours to the library. Student volunteers gave 554 hours to the library and earned community service hours towards their high school graduation. Volunteers continue to work on indexing of the Belmont Herald obituaries from 1945 to the present.

Respectfully submitted,  
Matthew Lowrie, Chairman

**CABLE TELEVISION ADVISORY COMMITTEE**

Since the Town is between cable franchise negotiations, there has not been any activity of the Cable Television Advisory Committee in 2010 (no meetings were held). Therefore, there were no issues to address in 2011 and no activity.

Respectfully submitted,  
Jonathan Green, Chairman

**CULTURAL COUNCIL**

For the year 2011, the Belmont Cultural Council, a state-mandated, town-appointed committee that awards state dollars to cultural programs in the Town, awarded \$4000.00 to eight grant recipients. The list of 2011 grantees is below.

This year the committee welcomed new members Jirair Hovsepian and Alessandra Cooper, who joined our committee of Chair Sarah Ellison, Treasurer Ken Stalberg, Secretary Anne Quirk, and members Sara Bruya, Ilyse Robbins Mohr, Christine Sandvik and Anne Levy. We bid a fond farewell to former Treasurer, Juliet Jenkins, who completed her term in June.

The Belmont Cultural Council handed out information at "Meet Belmont" in August, and publicized our fall application deadline by placing signs around town and through the Belmont Public Library, Belmont Town Hall, the local newspaper and blogging sites.

The Belmont Cultural Council met throughout the fall, reviewing grants after the October 15<sup>th</sup> deadline. While the applications were received and decided on during the fall of 2011, the recipients use the following calendar year to complete their BCC grant-funded events. We received 23 applications for the 2012 grant cycle, totaling \$13,201.00 in requested monies. After three meetings in October and November, we declined twelve grant requests, processed one withdrawal, and agreed to fund ten grant proposals. For 2012, the Belmont Cultural Council had \$3870.00 in funds from the Massachusetts Cultural Council to award to the grantees, to which our committee added \$130.00 from our reserve fund for a total of \$4,000.00. See the attached final list. Reasons for rejection included applications without a Town partner, as well as ones that did not provide services to a large part of the Belmont community. Our accepted grants include in-school programs, library workshops, performances at the Beech Street Center, and documentaries from Afghanistan shown through Belmont World Film.

Respectfully submitted,  
Sarah Ellison, Chairman

**2011 Belmont Cultural Council Grant Recipients**

- Belmont Public Library---One Book One Belmont: \$500.00
- Belmont World Film Tenth Anniversary Celebration: \$1000.00
- Butler Elementary School—Tanglewood Marionettes: \$350.00
- Burbank Elementary School--Origamido Art demonstration: \$400.00
- Richard Clark—Performance of "Atticus" at the Beech Street Center: \$350.00
- Chenery Middle School—Performance of George W. Russell Jr. and Co: \$800.00
- Marble Collection of Student Works--- Web-site improvement: \$150.00
- Powers Music School—Faculty Concerts at the Beech Street Center: \$450.00

Total BCC 2011 funding: \$4,000.00

### **2012 Belmont Cultural Council Grant Recipients**

Belmont High School Performing Arts—Costumes for Beauty and the Beast: \$500  
Belmont World Film—Afghan Documentaries: \$300.00  
Butler School—Kite Building: \$500.00  
Kate Carney—Paul Revere’s Mother in Law at the Beech Street Center: \$250.00  
Chenery Middle School—Performance of Ball in the House: \$450.00  
Chenery PTO—Performance of Odaiko New England: \$450.00  
Richard Clark—Mark Twain at the Beech Street Center: \$300.00  
Yetti Frenkel—Creative Writing for Children at the Belmont Public Library: \$500.00  
Powers Music School—Faculty Concerts at the Beech Street Center: \$400.00  
Wellington PTO—performance of Pat Bade, Owl Woman: \$350.00

Total BCC 2012 funding: \$4,000.00

### **INFORMATION TECHNOLOGY ADVISORY COMMITTEE**

The Information Technology Advisory Committee (ITAC) serves at the request of the Board of Selectmen but also acts as an advisor to specific Town departments and other Town committees on an as-needed basis. In this capacity, ITAC provides guidance on a variety of information technology (IT) and education technology (ET) issues. The Committee concerns itself with matters of information delivery; ensuring access to appropriate communications technology; increasing the efficiency of transactions involving the Town departments; and working to ensure the proper deployment of infrastructure and technology for the Town departments and citizenry. In addition, ITAC provides, as necessary, strategic IT planning advice for the Town’s departments and committees.

#### **Membership**

The ITAC consists of 10 members, 5 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 12/31/2011, committee members were Philip Lawrence (Co-Chair), James Berets (Co-Chair), Michael Blair, Daniel Ellard, David Goldberg (Secretary/Clerk), Jonathan Green, Ray Hanna, Matthew McGovern, Karen Polvino, and Charles Smart. ITAC meetings were also attended by Kevin Cunningham, Paul Roberts, and Daniel Scharfman from the School Committee.

#### **Summary of Activities**

ITAC meeting participants also included Mr. Stephen Mazzola, Director of Technology, Belmont Public Schools; Mr. David Petto, Manager of Information Technology, Town of Belmont; Phil Sullivan, Network Manager, Town of Belmont; and Monty Hirschler, Assistant Network Manager, Town of Belmont. Mr. Mazzola and Mr. Petto regularly update the Committee on Information Technology issues facing the school system and Town respectively, and solicit feedback on issues of concern. The broad perspective and technically diverse background of the committee members provide Mr. Mazzola and Mr. Petto with information and resources to assist them with their projects as well as relating Town and School needs and projects to non-governmental and non-educational implementations.

The committee met five times over the year to discuss the progress and status of many of the Town’s and School’s key Information and Education Technology initiatives. Some of those initiatives included:

- Server Virtualization and Network Based Storage implementation and maintenance.
- Maintenance of Town fiber-optic cable.
- Cogsdale and MUNIS implementation progress.
- Upgrading of the SCADA system.
- Upgrading of the Town web page.
- Utilization of Cloud Computing.
- The integration of Geographic Information Systems into Town processes.
- IT and ET Needs for the transitional plans for the Wellington School relocation.
- Municipal Wireless Taskforce.
- Fiber service to the Media Center and Senior Center.
- Internet Safety.

- Physical and Electronic Security.
- Town telephone system configurations.
- School Energy Management Program.
- Transitioning to Online School Report Card System.
- Transitioning to Online Bill Payment system including the School lunch program.

ITAC continues to monitor and provide input to the Town/School's efforts to save money by server virtualization.

ITAC's input into the town-wide Service Level Agreements (SLA) were incorporated and the SLA has proven useful in situations such as coordination of IT and ET needs related to getting fiber set up in the new Senior Center.

In addition, ITAC continues to monitor 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.

Respectfully submitted,  
Philip Lawrence, Co-Chairman  
James Berets, Co-Chairman

## **RECREATION COMMISSION**

The Belmont Recreation Department promotes opportunities for Town residents to participate in a variety of healthy and enjoyable activities year round, which satisfy the diverse interests of Belmont residents.

The Department provides this by providing the following:

1. Offering public recreation programs for all ages.
2. Sponsoring special event and special interest programs.
3. Assisting community groups in recreation oriented activities.
4. Assisting in the maintenance of public playground and recreation areas and facilities.

In presenting our accomplishments of 2011 and our thoughts for the future, our areas of interest will be:

- A. Areas, Facilities and Maintenance
- B. Recreation Programs
- C. Long Range Planning

### **A. AREAS, FACILITIES AND MAINTENANCE**

The Recreation Department continued to work closely with the Department of Public Works to implement needed improvements at the Town's playgrounds, athletic fields and recreation facilities.

The Higginbottom Pool at Belmont High School is maintained by the Belmont School Department and provides space for all of the Recreation Department's swimming programs and time for residents to enjoy swimming for pleasure and exercise. The pool is the home location for our Dolphins swim team and the location of our children's swimming lessons programs throughout the school year. Both group and private swimming lessons are offered during the school year. We are grateful to the staff at Belmont High School who works closely with us to maintain a quality facility for residents to enjoy throughout the year.

The Wenner Field House at Belmont High School is home to many of our adult programs during the week and is utilized by residents on a regular basis. Basketball, volleyball and soccer programs are all available throughout the school year for adults. Family nights on Thursday continue to be well attended as adults and kids get together for quality time away from home.

The Vigliolo Skating rink is open from late October through mid-March. The rink is the home ice for the Belmont Youth Hockey Association and Belmont High School teams. Skating lessons for ages 3 and over were available for 14 weeks during the winter months. We also offer public skating times every day of the week at various hours accommodating ice skating enthusiasts of all ages.

The Underwood Pool continues to be the coolest spot in Town during the summer months. Thanks to the staff of the Department of Public Works, this historical facility provides an oasis for residents all summer long. The summer of 2011 was unusually hot and dry and attendance at the pool was far above average. If not for Hurricane Irene in late August, we would

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have had the first summer in decades without a single weather related closing. Thank you to Lorraine Benoit and her staff for all their hard work.

Field use is at an extremely high level with more and more youth sports needing space. Thank you to all of these groups for their contributions. The quality condition of these fields is made possible in part by donations from youth groups, including Belmont Soccer Association, Second Soccer Association, Belmont Youth Baseball and Belmont Youth Lacrosse groups and again, maintained beautifully by DPW staff.

Goosebuster permits are available to residents and their dogs to enjoy the fields and to keep the pesky geese at bay. The Recreation Commission recently voted to include Town Field as an area where residents and their dogs can enjoy the fields. Currently, these permits are valid on Town Field, Winn Brook, Grove St, Pequossette Field and Concord Ave. Permits are given only to those residents who can prove that their pets are licensed with the Town for the current year.

## **B. RECREATION PROGRAMS**

### SCHOOL YEAR PROGRAMS

Recreation programs sponsored by the Recreation Commission, during the School Year are divided into the following categories:

- **Children's Programs**
- **Teen Programs**
- **Adult Programs**
- **James "Skip" Viglirolo Ice Skating Facility**
- **Field House and Indoor Pool Complex**
- **Special Needs Programs**

### **CHILDREN'S PROGRAMS**

#### *CONLEY LEAGUE BASEBALL*

The Conley League Baseball program provides an opportunity for all Belmont youngsters ages 5 - 12 to participate in organized baseball each spring. No player sits on the bench in this program, offering players of all skill levels the opportunity to play. The Department appreciates the volunteer assistance of parents who generously donate their time and experience to coach and umpire. The Department provides baseball caps and T-shirts for all of the players in the League. The program is open to all Belmont children not in the Little League Baseball Program. Games are played primarily at the Belmont Hill School fields thanks to the generosity of the Belmont Hill School.

#### *CONLEY LEAGUE SOFTBALL*

This weeknight program is held at the Washington Street and Winn Brook playgrounds. Girls ages 6 - 12 enjoy this program, which includes instruction on the fundamentals of the sport and a full schedule of games. Parent volunteers who coordinate and coach this program are a true asset to the Recreation Department. T-shirts and caps are provided for all of the players in the league.

#### *CONLEY LEAGUE MIDDLE SCHOOL SOFTBALL*

This weeknight program is held at Washington Street and Concord Avenue fields and includes girls in grades 5 through 8. A full schedule of games was completed during May and June. The Department provided tee shirts for all of the players in the program.

#### *CONLEY LEAGUE T-BALL*

This popular program for young boys and girls is growing with each season. This, its 19<sup>th</sup> consecutive season was hugely successful. Open to children 4 and 5 years old, games were held on the fields at the Butler School and Payson Park. The basic fundamentals of batting and base running are provided with the use of special batting tees. Caps and T-shirts were provided to all of the children who participated. Thanks and appreciation to all of the parents who volunteer their time and effort.

Conley League programs would not be possible without the efforts of parents who coach these teams and the Recreation Department is extremely grateful for their support.

### **TEENAGE PROGRAMS**

#### *SATURDAY NIGHT SKI PROGRAM*

The Nashoba Valley Ski Program offered by the Department continues to be one of the most popular teenage activities in Belmont. Coach buses filled with Belmont teenagers traveled to Nashoba Valley each Saturday evening for the first six weeks of the year. Close to two hundred boys and girls were registered for the program of skiing, snowboarding and instruction. The Department thanks all of the parents who volunteer to chaperone these trips each season and Paul Graham for his long tenure as coordinator of this program.

### *SNOW TUBING AT NASHOBA VALLEY*

Close to fifty Belmont teens and young adults journeyed to Nashoba Valley Ski Area for a night of fun on their fabulous snow tubing trails.

### *LIFEGUARD & WATER SAFETY INSTRUCTOR TRAINING*

These important training programs offer an opportunity for the Department to maintain the highest quality on our lifeguarding and teaching staff. Opportunities for teens to obtain employment throughout their high school and college careers are made possible through these programs. We are fortunate to have Sara Varella work with us in these programs. Sara is certified through the American Red Cross for lifeguard training, water safety instructor, CPR and AED training. Sara also works with our staff throughout the year by conducting emergency drills and re-certifying our staff on an annual basis.

## **ADULT PROGRAMS**

### *VOLLEYBALL*

This popular recreation sport continued to be held on Tuesday and Thursday evenings as part of the Field House program. The Field House Supervisor organizes informal games among those in attendance. The competition is friendly and players look forward to these games each week.

### *ZUMBA*

In 2011 we continued to offer Zumba but now it is offered year round. Our growing number of dedicated Zumba dancers can barely stand to have one week off between sessions, they are truly hooked on this program. Gina Mangienello continues as an inspiration to each and every dancer.

### *ADULT SOCCER LEAGUE*

Played at the Wenner Field House and at the Winn Brook School, this program offers adults the opportunity to play soccer throughout the school year when fields are not available or when it is simply too cold.

### *PICK UP BASKETBALL*

The Field House Supervisor organizes games Monday through Wednesday evenings at the Field House. These games continue to be very popular and fun for everyone.

### *BENEFITS FOR BELMONT SENIORS*

The Recreation Department offers Belmont Seniors, aged 65+ memberships at no charge to enjoy all the Department's facilities throughout the year. Many seniors enjoy the quiet time at the skating rink during the early afternoon and the lap swimming offered at the Higginbottom Pool.

## **JAMES "SKIP" VIGLIROLO SKATING RINK**

### *SPECIAL EVENTS*

In November, we held the 4th Annual benefit for the Belmont Food Pantry. The sound system at the rink blasted out a variety of tunes to keep folks going on the ice. The following merchants donated raffle prizes for the event: Champions Sporting Goods, Belmont Toys, Nick's II Pizza and Seafood, Brother's Pizza, Belmont Pizza, Brine's Sporting Goods, Studio Cinema, Wheel Works, Belmont Shaw's Supermarket, A Chocolate Dream, Rancatore's Ice Cream, Stone Hearth Pizza, Belmont Car Wash, Brigham's, Ben Franklin, Linda's Donuts and Dunkin' Donuts. Raffle ticket sales were high and all proceeds benefited the Food Pantry. John Madden, operator of the snack bar at the rink, donated bottomless cups of hot chocolate for the event as well as a gift certificate for a future purchase. These types of events not only allow us to have a lot of fun but offer the opportunity to come together as a community.

In December, the Recreation Department offered the first "Parents Night Out" event at the Beech St. Center. Approximately 30 children enjoyed crafts, games and a holiday movie with cookies and juice. Parents enjoyed a night out to do whatever they chose.

### *CHILDREN'S SKATING LESSONS*

Two sessions of 7 week lessons for children ages 3 through grade 4 are held on Saturday mornings. Children are taught the fundamentals of skating in these classes. Through instruction and practice time children develop the skills and confidence needed to advance to more specialized areas of skating.

### *TEEN AND ADULT BEGINNER LESSONS*

These classes, held on Sunday evenings offer an opportunity for young and older adults to learn the basics or improve their skills in a relaxed, informal atmosphere. No pressure and fun for everyone. Many parents and children enjoy this time together.

### *FIGURE SKATE LESSONS*

This class allows more serious, advanced skaters the opportunity to improve their ice skating skills and figure skating techniques.

### *WOMEN'S HOCKEY LEAGUE*

This program continued on Sunday evenings at the rink and is proving to be very popular with registration increasing each year. Belmont High School Coach Mark Haley offers his time and talent to work with this group of enthusiastic women.

### *ADULT HOCKEY*

The Recreation No-Check Hockey Program continued to be a big draw this season. Adult men meet Monday evenings throughout the season for fun, friendly competition and exercise. Thanks to Jeff Giordano for his many years of service coordinating this program. The Senior Hockey League which meets 3 mornings a week for adults 50 years and over is in its fourth full season and enjoyed by many residents.

### *VACATION ICE SKATING*

During school vacations and holidays, the Department schedules public sessions of ice skating, mostly during the weekday afternoons. These sessions offer the opportunity for a safe activity for children or families and continue to be well attended.

## **FIELD HOUSE & INDOOR POOL COMPLEX**

The Department sponsors a wide variety of recreational programming at the Wenner Field House and Higginbottom Swimming Pool at Belmont High School. The Field House is open on week nights during the school year and the Higginbottom Pool is utilized for lessons, practices or public swimming. The facilities at the High School have fulfilled the "Community School" concept through this programming. Thursday's Family Night/Open Gym continues to be extremely well attended at the Field House. The following programs are offered at the pool.

### *LAP SWIMMING*

Lap swimming for all ages continues giving the opportunity for competitive swimmers to keep in shape. This time also offers the chance for people to swim for enjoyment and therapeutic exercise.

### *ADULT SWIM*

This public swimming session is set aside for use by adults who like to enjoy some quiet time at the pool. These sessions are generally less crowded than other public swimming times.

### *PUBLIC SWIM*

Public Swimming sessions are held on Monday, Wednesday and Friday evenings, Saturday and Sunday afternoons, offering an enjoyable and healthy activity for Belmont families.

### *PARENT/TODDLER SWIM LESSONS*

Children 18 months to 4 years old and their parents participate in several guided practice sessions with a focus of building a foundation for future instruction. Bubble blowing, kicking and underwater exploration is introduced. This program offers a fun bonding experience for children and their parents.

### *CHILDREN'S INSTRUCTION*

Both group and private swimming instruction for children in American Red Cross, Levels 2 through 7, is offered at the Higginbottom Pool during the school year. In the group classes, experienced and certified instructors work with children in small class groups to ensure maximum benefit and growth as they progress through the levels. Private lessons are provided throughout the year for those who choose more individualized instruction.

### *COMPETITIVE SWIMMING (Belmont Dolphins Swim Team)*

The Recreation Department sponsors the Belmont Dolphins Swim Team, a competitive swim team that is part of the Middlesex League. Instruction in all of the basic competitive swim strokes is practiced and a series of swim meets are held throughout the fall and winter. One hundred fifty seven boys and girls participated on this team in 2010-11. Emphasis is on working as part of a team as well as personal achievement. We are fortunate to have a well qualified, dedicated coaching staff to work with the team. Parents are an important part of the success of this program, volunteering their time and effort at swim meets and hosting an annual banquet for swimmers. Thank you PODS (Parents of Dolphin Swimmers).

### *WENNER FIELD HOUSE*

Adults utilize the facilities for a variety of activities including jogging, walking, weight lifting, basketball, volleyball, handball, paddleball and exercising. It is also the home location for our Adult Soccer League. The Field House continued to be a popular center for recreational activity for adults throughout the season.

### *FRIDAY NIGHT LIVE*

This program for students in grades 5 and 6 has been very well received. One Friday night a month, students gather at the Butler School for an evening of dance, games and prizes. DJ Mike Pride hosts this event and offers non-stop action in a safe, enriching environment.

### *PROGRAMS AT THE BEECH STREET CENTER*

With the availability of the Beech St Center for Recreation programs we were able to offer two new programs this year as well as hosting some special events.

#### *DANCE*

This dance program features instruction in ballet and jazz for children ages 5-9 as well as a program for toddlers and their parents. This program has been very well received and will continue for the foreseeable future.

#### *BABYSITTER TRAINING*

Our first session of this program was filled to capacity with students aged 11 and over. We hope to offer more courses like this in the future.

### **SPECIAL NEEDS PROGRAMS**

The Belmont S.P.O.R.T. (Special Programs Organized for Recreation Time) Program had another very successful year. Activities that included competitive and non-competitive sports training with the option of Special Olympics competition, as well as art and social programs, drew participants of all ages. Growth continued in all of our programs, especially in social programs, as well as in programs that offered lessons in various sports, such as swimming, skating and skiing. A self defense program led by members of the Belmont Police Department was so well received; an advanced session was added for returning participants.

Overall, Special Olympics training and competition continued to involve the largest percent of S.P.O.R.T. participants. Individual and team sports welcomed athletes of all ability levels in our year round program. The Belmont S.P.O.R.T. Program proudly continues to send the largest delegations of athletes, coaches and volunteers to all state events. For the second year in a row, some of our floor hockey athletes were guests of Patrice Bergeron for a Bruins game. A new flag football program was added to our fall schedule. In its inaugural season, the Belmont Hawks won a gold medal at the State Tournament which was held at Gillette Stadium.

Social events and other noncompetitive activities offered participants further opportunities for recreation and personal growth. Friday night social events included movies, outings to Boston, a holiday ride to view festive lighting displays at Edaville Railroad, a variety of restaurants, plays, local sporting events and much more.

Younger children continued to enroll in both our swimming and skating lessons, bowling and other activities. While many of our older participants continue moving into group homes in Belmont, they are now bringing their housemates to many of our social programs, as well as other activities.

S.P.O.R.T. participants and their families enjoyed a week-long cruise to Bermuda from Boston aboard the Norwegian Dawn. The cruise included nightly shows, dancing in the ship's discos, swimming in the ships pool and fabulous meals in a variety of themed restaurants. Participants and their families also enjoyed swimming at Bermuda's fabulous beaches and offered the opportunity for water activities such as snorkeling.

We have continued our relationship with the Alzheimer's Association. There is a strong link between people with Down Syndrome and the early onset of Alzheimer's disease. Families have been able to gain support on how to successfully live with family members with this condition.

We are grateful to be able to use space at the Beech St. Center for programs. The Center has become home to some of our weeknight and weekend programs. Thank you to the management teams of the Council on Aging and Building Services for their efforts.

The success of the S.P.O.R.T. Program continues to be an attribute to a caring and supportive community. Timeless and tireless commitments from dedicated volunteers remain our greatest asset. Resources from local civic organizations and merchants further enhance our program. The S.P.O.R.T. program is truly grateful to everyone in the community for supporting special needs recreation.

### **SUMMER PROGRAMS**

#### *"KIDS" AND PRE-SCHOOL SUMMER DAY PROGRAMS*

These two programs were held at the Burbank Elementary School. Seven one-week sessions were offered with the option of full or half day attendance. The Pre School Program is for children ages 4 through entering kindergarten and "KIDS" is for children entering 1<sup>st</sup> grade through age 8.

The summer of 2011 was extremely well attended and parents and kids both enjoyed the swimming lesson option that is part of this program. Children are transported to the Underwood Pool in the Department van for a morning swim lesson Monday through Thursday and a free swim on Friday afternoon.

## Culture, Leisure and Communication

A variety of activities, planned by director David Blake and Assistant Directors Debbie Giordano, Kathleen Kennedy and Aimee Doherty included arts and crafts, fitness, sports and special events. These long-running, popular children's programs continue to be a positive summer experience for Belmont children.

### *SUMMER SPORTS PROGRAMS/CLINICS*

A full schedule of instructional sport programs were once again held during the summer. These long running, popular programs are held for boys and girls ages 7-14 at Belmont High School. Local college age and high school athletes serve as instructors at these programs and many of Belmont's high school coaches directed their respective sports. This year's schedule featured four weeks of tennis, four weeks of basketball, two weeks each of soccer, Junior soccer and baseball and one week of field hockey and volleyball. Participants in all of these programs enjoy a full day of sports from 9 a.m. to 4 p.m., with a lunch break that includes swimming at the B.H.S. indoor pool.

### *PRE-TEEN PROGRAM*

This popular program, held at Belmont High School for boys and girls ages 8-12, is very successful and was held for seven weeks this summer. The program was led by Staci Marino, Debbie Giordano and Lindsay McCaffery and offered a wide variety of daily activities. "Field Trip Thursdays" included visits to Fenway Park, Crane's Beach in Ipswich, MA, a movie at the Fresh Pond Cinema, Kimballs Amusement Center in Westford, Lake Cochituate, the Omni Theatre at Boston's Museum of Science and a day of bowling and arcade fun at Lanes and Games in Cambridge.

### *EXTENDED DAY PROGRAM*

The summer of 2011 began a new phase of our summer programs, long awaited by working parents. We were able to offer an extended day option to families thanks to the availability of the Beech St Center. This program, available until 6 pm Monday through Friday, was directed by Kristin Salmon, a long time Recreation Department staff member. Its trial run was so well received that we plan to offer it again during the summer of 2012. Children were transported to the Beech St Center after a full day of sports or activities in the Recreation Dept. van.

### *UNDERWOOD SWIMMING POOL*

The season began with the third annual Summer Blast Off event. Hundreds of people came out to celebrate summer with a day of swimming, music, games and a barbecue. Children played games or took a turn dunking or being dunked in the dunk tank. Thanks to our camp counselors and staff for volunteering to help and to the Commission members for their assistance in cooking and serving food. A special thanks to our Summer Coordinator Ernie D'Agnelli and John Madden and Jim Cunningham for manning the grills to feed a lot of hungry people. Music was provided by DJ Mike Pride featuring summertime favorites past and present.

During the rest of the summer, Director Lorraine Benoit and her staff of lifeguards and instructors supervised a full schedule, featuring day, evening and week-end hours from mid-June through the end of August. Caring and experienced instructors offer swimming lessons to children ages 2 and over. These lessons continue to be well-attended and offer children a positive learning experience. The management team at the Underwood Pool conducts training sessions and emergency drills throughout the season to ensure the quality of staff and safety of residents and guests. During the summer of 2011 we continued Scuba diving programs at the Underwood pool. Children and adults enjoyed underwater exploration or were able to get certified to dive anywhere in the world. Susan Copelas of Dive the World led this program for the Recreation Department.

### *ADULT TENNIS INSTRUCTION*

Two sessions of tennis instruction for beginners and intermediates were held in July and August at the High School Courts and were very well attended. These classes are a fun and informal way to be introduced to the game or to improve your skills.

### *INDOOR SWIMMING*

As well as being the site of recreation swim for the Department's summer programs and training classes, the Higginbottom Pool at Belmont High School was utilized for indoor swimming on evenings during the summer months. Hours were allocated for family and adult swimming sessions on Monday through Thursday evenings.

### *ADULT SOFTBALL LEAGUE*

The Department continued to sponsor two Men's Slow-Pitch Softball Leagues in 2011. Thirteen teams and over 200 players participated in this league. We appreciate the enormous contribution that Curtis Cancian makes to coordinate this league each year. The team from Conley's was victorious in the A League Championship and Donohue's won the AA League championship.

## **C. LONG RANGE PLANNING**

The Department will continue to support local youth groups by assisting them in every way possible including scheduling, publicity and much more. We will continue to expand programming to accommodate the needs and desires of residents. We are enjoying the opportunity to add more special events for the community to come together and appreciate the support of some community groups in making this possible.

We will work to improve the collaborative relationship we have with the Belmont School Department and the Department of Public Works to utilize areas and spaces efficiently and safely.

Respectfully submitted,  
Recreation Commission:

John Owens, Chair, David Kane, Vice Chair, Dennis Rocha, Lee Slap, Ann Bere, Laurie Carlson and Andrew Levin

Staff:

June Howell, Program Supervisor, Jennifer Floyd, Program Coordinator, Susan Weiner, Special Needs Program Coordinator, Ernest D'Agnelli, Summer Programs Coordinator