



## Select Board Meeting Minutes

Date: January 25, 2021

Time: 7:15 PM

Location: Conducted by Remote Participation

Present: Mr. Hurd, Chair, Mr. Curro, Vice Chair, Mrs. Mahon, Mr. DeCoursey, Mr. Diggins

Also Present: Mr. Chapdelaine, Mr. Heim, Ms. Maher

### 1. Executive Order on Remote Participation

Mr. Hurd opened the meeting by explaining that due to the current State of Emergency, to lower the risk of the spread of COVID-19, the Town has been advised and directed by the Commonwealth to suspend public gatherings, and as such the Governor's orders suspends the requirement of the Open Meeting Law to have all meetings in a public and accessible location. Public bodies may meet entirely remotely as long as the public can access the meeting. The meeting reference materials and how to access the remote meeting are posted on the Town's website. The Chair asked participants that would like to speak, to use their full name rather than a nickname.

Mr. Hurd wanted to go over some business ground rules for effective and clear conduct of the meeting and to ensure accurate meeting minutes:

The Chair will introduce each speaker on the agenda, after they conclude their remarks; Mr. Hurd will ask each member of the Board for their remarks or a motion. Please wait until your name is called. Please remember to mute your phone or computer when you are not speaking and to speak clearly. For any response, please wait until the Chair yields to you and state your name before speaking. Anyone wishing to speak to someone must do so through the Chair.

### 2. FY2021 Quarterly Budget Update

Sandy Pooler, Deputy Town Manager

Ida Cody, Comptroller

Mr. Pooler appeared before the Board to deliver the quarterly budget report. Mr. Pooler stated that overall the fiscal year has been going well and are in line with the revised estimates that were put forward. Mr. Pooler explained that there are COVID expenses that are covered by the CARES act. Many of those expenses are still in departmental budgets. Eventually they will move out of the departmental budgets, as we get the money to us through the CARES act. Mr. Pooler explained that they have pushed the CARES act out an additional year until December 2021. Mr. Pooler stated that we have paid most of our debt so far this year. Mr. Pooler detailed each line of the budget

explaining the discrepancies if any. The Board thanked Mr. Pooler for the report and stated that each year it is incredibly helpful.

Mr. Curro moved receipt.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon:           yes  
Mr. DeCoursey:       yes  
Mr. Diggins:           yes  
Mr. Curro:             yes  
Mr. Hurd:              yes

SO VOTED (5-0)

### 3. FY2022 Town Manager's Budget Presentation

Adam Chapdelaine, Town Manager

Mr. Chapdelaine stated that the Board was provided on January 15<sup>th</sup> per the requirements of the Town Manager Act a copy of the FY22 Budget Book. Mr. Chapdelaine stated that this year, given the circumstances in the environment that we're operating under due to COVID-19 is a budget year unlike any other. Mr. Chapdelaine explained that due to the economic impacts of the pandemic that even though in 2020 we budgeted conservatively, we have not beat those benchmarks. There is a lot of uncertainty about what state aid will look like but Mr. Chapdelaine explained that the Governor also stated that his administration would be planning to fully fund the first year of the student Opportunity Act. Mr. Chapdelaine stated that as the Board is aware we had projected for this current fiscal year, to have school enrollment growth of 150 students. We actually went down to 278 students. However, it is uncertain how many of those students will come back in September of 2021. Mr. Chapdelaine explained this has impacted the projection for the school budget but they are keeping a close eye on it. Mr. Chapdelaine touched upon the Special Education budget and what the schools have actually been expanding. Mr. Chapdelaine explained that in terms of the Town budget and that they are allowed to grow by three and a quarter percent as part of the long range plan. Two things that have been added for this proposal for next year is a continuation of two health compliance officers that we hired as part of the CARES Act funding in this current fiscal year. Mr. Chapdelaine stated that we will be able to pay for those two health compliance officers for the first half of FY 22, but also to keep them on after that. The next, is to budget training money so that Jillian Harvey and her administrative staff can work with the Human Rights Commission, Rainbow Commission and Disability Commission and really start to build out a robust training and education program for both internal and external stakeholders on the important issues of diversity, equity and inclusion. Mr. Chapdelaine explained that they did set out four positions that they would consider asking to be funded; a permitting engineer in Public Works, a part time compliance officer in Inspectional Services for enforcement of the good neighbor agreement, a part time public records request coordinator, and finally based on continued growth in teen services that need to be provided at the library, we would look at adding a part time Team Services Librarian. The Board thanked Mr. Chapdelaine and Mr. Pooler for their work in putting this together and talking about the challenges that we face this budget season.

Mr. Curro moved receipt.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon:           yes  
Mr. DeCoursey:       yes  
Mr. Diggins:           yes  
Mr. Curro:             yes  
Mr. Hurd:              yes

SO VOTED (5-0)

### **CONSENT AGENDA**

4. Minutes of Meetings: January 4, 2021

Mr. DeCoursey moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon:           yes  
Mr. DeCoursey:       yes  
Mr. Diggins:           yes  
Mr. Curro:             abstained  
Mr. Hurd:              yes

SO VOTED (4-0)

5. Reappointment: Transportation Advisory Committee  
Thouis (Ray) Jones (term to expire 12/31/2024)

6. Reappointment: Zoning Board of Appeals  
Shawn O'Rourke (term to expire 10/2023)

7. Reappointments (term to expire 1/31/2024)

Board of Health

Marie Walsh Condon, M.D.

Cemetery Commission

Brian Hasbrouck

William McCarthy

Conservation Commission

David White

Constable

Roland Demers

Disability Commission

Paul Raia

Darcy Devney

Equal Opportunity Advisory Committee

Augusta Haydock

Jack Jones

Barbara Boltz

Historical Commission

Dianne Schaefer

Pamela Meister

JoAnn Robinson

Human Rights Commission

Kristen Bauer

Library Board of Trustees

Adam Delmolino

Amy Hampe

LGBTQIA+ Rainbow Commission

Lisa Krinsky

Park and Recreation Commission

Leslie Mayer

Veterans Council

Jeff Melton

Steven Sawtelle

Mr. Diggins moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon:           yes  
Mr. DeCoursey:       yes  
Mr. Diggins:           yes  
Mr. Curro:             yes  
Mr. Hurd:              yes

SO VOTED (5-0)

**PUBLIC HEARINGS**

8. 7:15 p.m. CDBG - Performance Update for Program Year 2020-2021  
Mallory Sullivan, Community Development Block Grant Administrator

Ms. Sullivan appeared before the Board and stated that this is the Town's 46<sup>th</sup> year receiving funding from the US Department of Housing and Urban Development, as an entitlement community through the CDBG program. These funds are used to support a variety of activities that benefit Arlington residents, especially low to moderate income households. Ms. Sullivan provided the Board with some updates for the current year which is the fourth program year 46. Currently the Town is in the first of a five year consolidated planning period. This year the Town was awarded an allocation of just over \$1.1 million, which we were able to supplement with program income and unappropriated funds from prior years, for a total allocation of approximately \$1.6 million. Ms. Sullivan would like to acknowledge that the sub recipients have made impressive efforts toward their anticipated goals. Ms. Sullivan highlighted that despite the disruptions brought forth by the pandemic there have been significant strides taken by the recipients. Ms. Sullivan stated that their program year 47 requests begin on July 1 of this year. They expect an entitlement of approximately \$1.1 million, which is in following with allocations from recent years. Ms. Sullivan stated that the CDBG program received 18 applications.

9. 7:15 p.m. CDBG - Requests for FY2021-2022 Funding  
Mallory Sullivan, Community Development Block Grant Administrator

Tom Nee, a resident of Arlington and a representative from the Caritas Communities which is a nonprofit affordable housing company that was founded back in 1985. Mr. Nee stated that they own and operate their properties which are located in Arlington which provides clean, decent, safe, affordable housing to low income and very low income members of society. Mr. Nee stated that they are appearing before the Board to request CDBG funding to help with the repairs to the sewer line that failed on the rear of the property as well as a boiler that failed. Mr. Nee explained that due to the pandemic this has been a challenge and are looking to continue with their development and Capital Planning for improvements at the two locations in Arlington. Mr. Nee stated that he hopes to gain the Boards support for CDBG Funding.

Ms. Hallett, from the Housing Corporation appeared before the Board to explain that they are in the final stages of 1021 Mass Ave, where they are hoping to put 18-30 units. Ms. Hallett stated that they have received a lot of CDBG Funds in the past and are very excited for the projects that are finishing up!

Kristine Shah from the Council on Aging appeared before the Board to present their application for CDBG Funds and stated that she is proud of the Council on Aging for what they were able to do in the past year given the COVID-19 Pandemic. Ms. Shah stated that for this CDBG year the Council on Aging is submitting three grant proposals. The three proposals are for their transportation services program, volunteer coordinator position and the adult day scholarships.

Lisa Urban, from Fidelity House appeared before the Board to thank the Board for the funding for this year. Ms. Urban stated that it was probably the most important year but they were still able to offer as much as possible. Ms. Urban explained that they have seen the most positive visible changes in the shortest amount of time with the kids, and couldn't have done it without the funding from CDBG. Ms. Urban stated that they offer year round programs for kids that reside at Menotomy Manor. They provide transportation to and from Fidelity House as well as free membership and onsite programs including scholarships if any.

Mike Libby, Homeless Coalition, appeared before the Board to detail the CDBG program they are requesting. Mr. Libby stated that they are asking for part of the funding necessary to not only continue the outreach services that they offer to the homeless in Arlington, but also to continue to provide support to those that have already moved into housing. Mr. Libby stated that this would help them remain successful in their housing, so that they don't have to return to their previous situations. Mr. Libby stated that as an Arlington resident he feels passionate about what they are doing to help the people down at the Mugar Site.

Zach Vaillette, Program Supervisor for the Arlington Recreation Department appeared before the Board to state that the Recreation Department uses the CDBG funding as part of our scholarship program. Mr. Vaillette stated that they try to provide as many individuals in the Arlington community from low to moderate income housing, the

opportunity to do a recreation based program. As far as an update for the current fiscal year, the department was awarded \$6200. Mr. Vaillette stated that they provided just over 22 programs scholarships to 12 individuals. In terms of the requests for fiscal year 22 the department is looking to request \$13,000 to help provide as many families in need as possible.

Mr. Chapdelaine stated that the goal for the Arlington Disability Commission is to eventually upgrade all of the curb cut ramps to be ADA accessible. Mr. Chapdelaine stated that they cost between, three and \$5,000 per ramp.

DeAnne DuPont from FoodLink appeared before the Board and thanked them for their years of support to FoodLink and because of the support they were able to purchase and renovate what they are calling the FoodLink Hub. Ms. Dupont stated that as the food insecurity has increased in both Arlington and Massachusetts they have also increased the amount of food they've been able to provide. Ms. Dupont stated that their requests for this coming year are for the facilities. They are looking to install a natural gas fired generator. They are also requesting funds for an additional filtration system.

Lauren Ledger, Arlington Eats Board Member would like to thank the Board for the three grants that they were awarded last year. Ms. Ledger gave a brief overview of what they were able to accomplish in the last year thanks to the CDBG grants. Ms. Ledger stated that they are not applying for a grant this year because they have really seen the generosity of the community.

Mrs. Mahon moved receipt.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon:           yes  
Mr. DeCoursey:       yes  
Mr. Diggins:           yes  
Mr. Curro:             yes  
Mr. Hurd:              yes

SO VOTED (5-0)

## **APPOINTMENTS**

10. Council on Aging  
    Sheila Connerney  
    Laura Liscio  
    (terms to expire 1/31/2024)

Ms. Connerney appeared before the Board and stated that she is a nurse practitioner that grew up in Arlington and is living here with her child who is in the school system. Ms. Connerney stated that with her background as a nurse she would be able to shed some light on the Council on Aging and is looking forward to giving back. The Board thanked Ms. Connerney for her willingness to serve as well as her time.

Ms. Liscio appeared before the Board and stated that she was originally a social worker and feels that with her background she feels this would be a great way to give back to

her community and serve the senior population and is very excited about this opportunity. The Board thanked Ms. Liscio for her willingness to serve and appreciate her for giving back to Arlington in this way.

Mrs. Mahon moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon:           yes  
Mr. DeCoursey:       yes  
Mr. Diggins:           yes  
Mr. Curro:             yes  
Mr. Hurd:              yes

SO VOTED (5-0)

11. Grants Committee of the Arlington Commission for Arts and Culture (formerly  
Arlington Cultural Council)  
Todd Brunel (term to expire 1/31/2024)

Mr. Brunel appeared before the Board to state that he is a professional musician and educator that was asked to join the Arlington Cultural Council. Mr. Brunel stated that he feels this is a great opportunity to connect with other artists and musicians and is delighted to be able to serve. The Board thanked Mr. Brunel for his time and appreciates what he is going to bring to this committee and his effort.

Mr. Diggins moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon:           yes  
Mr. DeCoursey:       yes  
Mr. Diggins:           yes  
Mr. Curro:             yes  
Mr. Hurd:              yes

SO VOTED (5-0)

**LICENSES & PERMITS**

12. For Approval: Food Vendor License

Dominos Pizza, 671 Massachusetts Avenue, Yunus Karakus

Mr. Karakus appeared before the Board and stated that he has been working with Dominos for the past eleven years and has been given the opportunity to purchase the business. Mr. Karakus stated that he manages six different Domino's Pizza in the city of Boston and is excited for this opportunity. The Board would like to thank Mr. Karakus for choosing Arlington and look forward to his business.

Mr. DeCoursey moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon:           yes  
Mr. DeCoursey:       yes  
Mr. Diggins:           yes  
Mr. Curro:             yes

Mr. Hurd:                   yes

SO VOTED (5-0)

**OPEN FORUM**

Sarah Burks, representative of the Board of Trustees of the Cyrus Dallin Art Museum, the trustees would like to speak in support of Agenda Item Number 13, the Arlington Human Rights Commission's resolution. In recognition of Indigenous Peoples Day in our community and supports the designation of the second Monday of October, as Indigenous Peoples Day.

Heather Leavell, co-founder of Italian Americans for Indigenous Peoples Day appeared before the Board to express her support for the proclamation to rename the second Monday of October to Indigenous Peoples Day in Arlington.

**TRAFFIC RULES & ORDERS / OTHER BUSINESS**

13. Presentation: Indigenous Peoples Day

Jillian Harvey, Director of Diversity, Equity & Inclusion Division

Hina Jolin, Arlington Human Rights Commission, Co-chair

Drake Pusey, Arlington Human Rights Commission, Co-chair

Mr. Pusey, Arlington Human Rights Commission, Co-chair appeared before the Board and stated that the purpose of this proclamation is to support indigenous peoples in Arlington and Massachusetts. Mr. Pusey gave a brief overview of the history of Columbus Day and introduced Danielle Cost. Ms. Cost shared her personal connection and importance to renaming Columbus Day to Indigenous Peoples Day. Ms. Cost explained that recognizing Indigenous Peoples Day is a step toward healing for Native people and is a meaningful acknowledgement not only of our history on this land here in Arlington, but our fight to be seen as people today. Natalia Monroe, co-leader of the United American Indians in New England spoke in favor of this proclamation. Mr. Hurd read the proposed proclamation to the Board. The Board had a lengthy discussion in regards to the language proposed in the proclamation regarding land acknowledgment. It was decided that the language in the last paragraph read that all Town entities are encouraged to celebrate and recognize the heritage of peoples indigenous to Massachusetts and Arlington. In by, including a land acknowledgement at the beginning of designated town public meetings in a substantially similar form to the following with the language provided.

Mr. Curro moved approval of proclamation.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon:               yes

Mr. DeCoursey:       yes

Mr. Diggins:           yes

Mr. Curro:               yes

Mr. Hurd:                yes

SO VOTED (5-0)

Mr. Curro moved to extend the time of the meeting to 12:00 Midnight.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes  
Mr. DeCoursey: yes  
Mr. Diggins: yes  
Mr. Curro: yes  
Mr. Hurd: yes

SO VOTED (5-0)

14. For Discussion and Vote: Town Finance Department

Douglas W. Heim, Town Counsel

Adam Chapdelaine, Town Manager

Mr. Heim stated that we passed special legislation that allows for the Town to create a municipal finance department. The Town Manager has the authority to appoint a finance director and he's done so in the form of Mr. Pooler in addition to being Deputy Town Manager. Mr. Heim explained that they are looking for a vote confirming that the Select Board want to create a Finance Department.

Mrs. Mahon moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes  
Mr. DeCoursey: yes  
Mr. Diggins: yes  
Mr. Curro: yes  
Mr. Hurd: yes

SO VOTED (5-0)

15. Draft Warrant Article for the Creation of a Committee to Explore Creating a Youth and Young Adult Committee

Lenard T. Diggins, Select Board

Mr. Diggins stated that he understands that this is something that the Board could create itself but would like Town Meeting's input in helping create this committee. Mr. Diggins explained that with Town Meeting they could help determine the composition of the committee. The Board agreed to move this to be placed on the warrant so the Board can have a further discussion.

Mr. Curro moved insertion of a warrant article.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes  
Mr. DeCoursey: yes  
Mr. Diggins: yes  
Mr. Curro: yes  
Mr. Hurd: yes

SO VOTED (5-0)

16. Discussion: Updates to Mugar Site

John V. Hurd, Chair

Mr. Heim briefed the Board with the history regarding the Mugar Property. Mr. Heim stated that the proposal currently is 176 units. Most of that is the product of eliminating

the two family townhouses that they had proposed to build, there's a reduction in the overall size of the building and the parking is now moved underground. Mr. Heim explained that the work yet to be done is that a substantive hearing on specific topics continues to be ongoing, there's a hearing tomorrow on architectural design. Then the ZBA will have to render a decision within 40 days of the closing hearing. Mr. Heim emphasized that the decision has to be really carefully crafted. The Zoning Board has three options, it can approve the project, approve the project with conditions or make changes, or it can deny the project is not consistent with local needs. Mr. Heim explained that the majority of denials are appealed and the majority of those appeals are reversed. Mr. Heim highlighted what the Select Board has done for the 40B project. Mr. Heim explained the Board's options going forward and explained that any decision that the ZBA drafts will be reviewed by special counsel Mr. Haverty and Mr. Whitten. Mr. Hurd stated that if the Board has any revisions or would like to direct him as chair to work with Counsel to update the letter and send to ZBA he would be willing to do that. The Board after much discussion stated that the scope of the project has changed since there last letter originally dated July 7, 2020 and feel it is appropriate to send a new letter to the ZBA.

Mr. DeCoursey moved that Mr. Hurd work with Town Counsel and himself to draft and update a letter to ZBA regarding the Mugar Property.  
A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon:           yes  
Mr. DeCoursey:       yes  
Mr. Diggins:           yes  
Mr. Curro:             yes  
Mr. Hurd:              yes

SO VOTED (5-0)

Mr. DeCoursey gave a brief report regarding the statement he has made at Town Meeting regarding the cleanup the Somerville Homeless Coalition had organized in the Mugar Woods back in November. Mr. DeCoursey stated that at the time, there was significant cleanup that was done. One of the things that he said to Town Meeting is that the cleanup demonstrated the clear need to seek the property owner's participation in future cleanup efforts. Mr. DeCoursey stated that through meetings with neighbors and site visits to Thorndike Field there is a real issue in terms of trash accumulation and feels that the property owner needs to participate in the cleanup. Mr. DeCoursey proposed that we authorize the chair and Town Manager to send a letter to the Mugar Family telling them that we want to meet them, have a meeting at the site to discuss what steps will be taken to clean the trash there. Mr. DeCoursey would like to make it very clear that we want to continue to provide services to the homeless population and try to find them shelter. Mr. DeCoursey stated that they should have an obligation to participate in that and there's dumping that has taken place on that site that beyond the homeless encampment, and they really think it's time to have a meeting with them.

Mr. DeCoursey moved to send a letter to the Mugar Family regarding site pickup  
A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon:           yes

Mr. DeCoursey: yes  
Mr. Diggins: yes  
Mr. Curro: yes  
Mr. Hurd: yes

SO VOTED (5-0)

17. Appointment: Designee to Battle Road 2025 Committee  
John V. Hurd, Chair

Mr. Hurd stated that this is a committee that he has been attending informally. The committee is now asking all the cities and towns involved to designate a specific representative from each Board to serve on Battle Road 2025 Committee.

Mr. Curro moved to approve Mr. Hurd to the Battle Road 2025 Committee.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes  
Mr. DeCoursey: yes  
Mr. Diggins: yes  
Mr. Curro: yes  
Mr. Hurd: yes

SO VOTED (5-0)

**CORRESPONDENCE RECEIVED**

18. Resident Parking Waiver on Whittemore Street  
Loretta Mosca, Whittemore Street

Mr. Curro moved receipt and refer to Parking Advisory Committee.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes  
Mr. DeCoursey: yes  
Mr. Diggins: yes  
Mr. Curro: yes  
Mr. Hurd: yes

SO VOTED (5-0)

**NEW BUSINESS**

Mr. Chapdelaine stated that the Envision Arlington Annual Town wide survey is available and encouraged people if they have the opportunity to please take it as it is a big help to the Town Planning Department.

Mr. Curro would like to congratulate Mr. Chapdelaine on his new installment as president of the Mass Municipal Association. Mr. Curro would also like to send his love and thanks to Mrs. Reidy, who has served the Board for so many years on our staff. Mr. Curro stated that we love you and thank you very much and we look forward to seeing you around Town.

Mrs. Mahon stated that Governor Baker came out today with information regarding people when you're eligible to get a vaccine how you find out when you're eligible and where you go to get that. Mrs. Mahon stated that he directed people to [mass.gov/covid-19-vaccine](https://mass.gov/covid-19-vaccine). Mrs. Mahon would also like to let people know if they go to [arlingtonma.gov](https://arlingtonma.gov) and click on COVID-19, or the Board of Health there is an online registration.

Mr. DeCoursey would like to point out that our Board Administrator Mrs. Krepelka last Tuesday celebrated her 62nd anniversary as a Town employee. Mr. DeCoursey stated that she has been our Board Administrator for so many years and would like to wish her well on behalf of the Board and we appreciate all the work that she does for us and the information that she provides us, to help us do our job and to provide services to the Town.

Mr. Hurd would like to acknowledge the MLK Committee for events that they put on for Martin Luther King Day. Mr. Hurd stated that under the circumstances they made the best of the situation and would like to commemorate them.

Mr. Curro moved to adjourn at 12:30a.m.  
A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon:           yes  
Mr. DeCoursey:       yes  
Mr. Diggins:           yes  
Mr. Curro:             yes  
Mr. Hurd:              yes

SO VOTED (5-0)

Next Scheduled Meeting of Select Board February 8, 2021

A true record attest

Ashley Maher  
Administrative Assistant

1/25/2021

Agenda Item	Document Used
1	Executive Order on Remote Participation
2	Second Quarter Report 2021
3	
4	Draft 1.4.2021 Minutes
5	T. Jones TAC Reappointment Reference
6	S. O'Rourke ZBA Reappointment Reference
7	Town Manager Reappointment Reference
8	
9	CDBG FY47 Funding Requests
10	S. Connerney Appointment Reference L. Liscio Appointment Reference

11	T. Brunel Appointment Reference
12	Domino's Pizza Inspection Summary Domino's Pizza Inspection Report Domino's Pizza Food Vendor Application
13	Indigenous Peoples Day Resolution
14	Finance Department Vote
15	Draft Warrant Article
16	Mugar Update Presentation Reference
17	
18	L. Mosca CR