



Select Board Meeting Minutes

Date: September 14, 2020

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. End of Year Budget Report

Sandy Pooler, Deputy Town Manager

Mr. Pooler presented the full report on the Town's finances. Mr. Pooler stated that they believe the general fund did well in FY2020, the revenue collection was on or above budget and our spending was within budget. Mr. Pooler stated that there was nothing in the general fund that was a significant departure from our budget guidelines on the enterprise funds there were some deficits, fortunately there were sufficient finds in those enterprise funds to be able to make up for those deficits. Mr. Pooler would like to note that at this time we are in a period of a lot of uncertainty around our finances. We know that there are some revenue sources that will be hurt, some of our local receipts in particular. Mr. Pooler stated that his estimate at this point that during FY21 we should

be able to get through the year if the legislature comes through with local aid as they have initially voted. Mr. Pooler stated that he is more concerned about FY22 and the impact on both the state budget and therefore on our budget we will see from ongoing slowdowns and economic activity but there is a lot of unknown at this point. The Public Works Department expended 95% of its budget which meant that there was a lot of unspent money in public works and it returned close to \$620,000 back into the general fund by the end of the year, including around \$210,000 from the snow and ice budget. Mr. Pooler explained that there were minor variations in department budgets that are noted in the memo. Probably the most important thing to note is that we had to transfer out about 19% of the reserve fund, those were mostly for transfers relating to retirements where there were significant buyouts. Mr. Pooler explained that the revenue side in general our collection rate was good. The fees were a little bit short partly because we transferred some of the fees that used to be collected under the fee category into fines and forfeitures which fell a little short as well as Fines and Forfeitures due to moving violations. Hotel Tax and Meal Tax were very strong in FY20 were we surpassed our revenue estimates, but we will not see that continue to happen in FY21. Investments were the clear big winner, the interest rate that we get on our investments. Medicaid reimbursements from the School Department for services that are provided by school personnel to our school population where they more than doubled their estimate. Mr. Pooler stated that our tax collection rate is at 99% at the end of the year which is fairly typical in any one year as you don't always collect all your taxes in that year

Mr. Pooler explained the enterprise funds which consist of the Water and Sewer Fund, AYCC Fund, COA Transportation Fund, Ed Burns Rink Fund, and the Recreation Fund. Water and Sewer, Youth and COA revenues and expenditures are showing similar patterns to the previous three fiscal years. Rink and Recreation have experienced significant revenue shortfalls due to COVID. These funds also reported reduced spending as a result of reduced activity during the pandemic. Mr. Pooler stated that they will continue to monitor the revenue collection closely and will adjust the expenditures accordingly. Mr. Pooler explained that most of the Town Departments were on budget and the warrant articles are small and have little financial impact.

The Board thanked Mr. Pooler and Ms. Cody for their comprehensive report.

Mr. DeCoursey had a question on the Recreation Enterprise Fund as it seems that out of all the enterprise funds that looks like it is going to be a struggle for FY21 and would like to know what the fund balance is on that. Ms. Cody stated that the balance is around \$375,000 and the retained earning hasn't been certified yet so at this point they only have estimates. Mr. DeCoursey questioned what the end of the year numbers were for the School Department in terms of where they were relative to their budgeted figures. Ms. Cody stated that they are turning back around \$600,000 in the general fund from this current fiscal year.

Mrs. Mahon thanked Mr. Pooler and Ms. Cody for their work on the report. Mrs. Mahon suggested that maybe in the future there could be a glossary at the beginning of the

report that would make it easier to find the departments. Mrs. Mahon questioned the intake that the Building Department took in and if they are still trending up. Mr. Pooler stated that the section "Licenses and Permits" in the memo are all licensing permits in the town but the vast bulk are inspectional services permits. We had an estimated budget of \$1.7 million and took in a little over \$2 million, which confirms that people are continuing to do work on their homes.

Mr. Diggins had some questions regarding the Hotel Tax. Mr. Pooler stated that they are running at a very good rate for the hotel taxes and had expanded its number of rooms and took in more than they anticipated. Mr. Diggins questioned if the Town anticipated the meals tax to go down in the upcoming Fiscal Year. Mr. Pooler confirmed that yes they anticipate the meals tax to go down because some restaurants are going out of business. Mr. Pooler explained that the investments are limited in what they can invest in. They do invest in bank accounts and CDs and have been very active and because of that they increased the FY21 budget predictions.

Mr. Curro stated that he is pleasantly surprised at how well we did given the pandemic. Mr. Curro questioned that as we look forward based on some of the trends in this quarter what are some of Mr. Pooler's biggest worries as well as his areas of optimism. Mr. Pooler stated that 78% of the general fund comes from property taxes which are a very consistent source of revenue for the Town. Mr. Pooler stated that if the pandemic goes much farther beyond the first of the year his worry would be that people wouldn't be able to pay their taxes and this would go down. Mr. Pooler also noted that on the positive side our enterprise fund particularly in the Recreation and Rinks Mr. Connolly has done a great job of readjusting and moving things around. Mr. Pooler is also optimistic on the Water and Sewer Rates because the Board acted so quickly to set new rates last spring in time to have them reflects the bills that went out in August.

Mr. Pooler stated that he is concerned about hotel and meal taxes as well as motor vehicle excise tax is subject to economic impact. Mr. Pooler stated that they level funded that estimate for FY21 and the next few years because the Town along with the Long Range Planning Committee both saw that that had the potential to be affected. The biggest question is what is going to happen with local aid and could be a worry if the State has significant hits to its revenue collection and how that is going to affect their ability to fund our aid.

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)

CONSENT AGENDA

3. Minutes of Meetings: August 31, 2020
4. For Approval: Shop Arlington First Banners in Arlington Center and Capitol Square
Ali Carter, Economic Development Recovery Task Force
5. Request: Contractor/Drainlayer License
Sean S. Tocci Excavating, Inc., 72 Meadow Road, Townsend, MA
6. Appointment of New Election Workers: Susan Doctrow, 99 Westminster Avenue, D, Pct. 20

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)

APPOINTMENTS

7. Commission for Arts and Culture
Christine Noah (term to expire 06/30/2023)
Sarah Morgan-Wu (term to expire 06/30/2023)

Ms. Noah recently moved to Arlington and when she moved here she was really excited by how much of a community it felt and really wanted to be a part of that. Ms. Noah has a background in the arts and has done theater her whole life as well as studied theater and English in college. Ms. Noah moved into arts administration after college and specifically did a lot of work and development, which consist of grant writing and major gifts and board management is what she does in her profession right now. Ms. Noah is excited to get more involved with ACAC and start to help Arlington to be an even more robust and vibrant place to live. The Board would to thank Ms. Noah for her willingness to serve and to step up to volunteering on this commission. The Board looks forward working with Ms. Noah and appreciate all the work she has done.

Ms. Morgan-Wu stated that she has a gallery in East Arlington and has over 20 years of experience and is honored to be a part of the commission and looks forward to serving on the ACAC. Ms. Morgan-Wu stated that she has lived around the world and when she was looking for a place Arlington was very appealing as it is a place that welcomed all types of art and allowed the kind of engagement they were looking for. Ms. Morgan-Wu stated that she is excited to give back to the community. The Board would like to thank Ms. Morgan-Wu for her willingness to serve on this commission and looks forward to working with her on the commission.

Mr. Curro 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

8. For Approval: Food Vendor License

Number 1 Taste, 165 Massachusetts Avenue, Jack Sy

Mr. Sy appeared before the Board to explain that his business started out in Belmont and has expanded into Melrose. Mr. Sy stated that they are a Chinese American food and their business in Belmont has a lot of Arlington customers and are looking forward to bringing their restaurant to Arlington. The Board thanked Mr. Sy for choosing Arlington to promote his business and is looking forward to trying Number 1 Taste in the near future.

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)

DISCUSSION

9. Black Lives Matter Banner

Adam W. Chapdelaine, Town Manager

Mr. Chapdelaine would like to thank the Select Board for their leadership along with the Human Rights Commission for placing the Black Lives Matter Banner on the Town Hall several months ago. Mr. Chapdelaine felt this was a move towards a clear statement of wanting to pursue racial equity in the community. Mr. Chapdelaine stated that we are one of a small handful of communities that have put such a clear statement on the seat of government at a Town Hall. Mr. Chapdelaine explained that his proposal for the Board tonight to consider is to remove the banner at the end of September, after September 30th and then allow Mr. Chapdelaine to work with the Human Rights Commission, Jill Harvey to work with a yet to be fully identified group of stakeholders to figure out how that message or a similar message can be displayed elsewhere in Town and when it should be displayed in Town.

Mr. Curro read a prepared statement.

Mr. Diggins stated that Mr. Curro said a lot of good things and he agrees with him. Mr. Diggins stated that his goal is to maximize the harmony on this Board in regards to this issue. Mr. Diggins stated that while he understands the very good motivations on having signs on Town Hall he feels that to have no banner on Town Hall is more inclusive. Mr. Diggins explained that having banners on light poles and other types of government property is more appropriate but he feels there are certain places like Town Hall and the Police Station, Fire Station and the schools that the Town should be more inclusive by not having any signs. Mr. Diggins feels that Mr. Curro's motions is great and encapsulates our bylaws and feels it would be much more permanent.

Mrs. Mahon read a prepared statement.

Mr. DeCoursey also supports Mr. Curro's motion and would like to say a couple words. Mr. DeCoursey stated that back on June 8th the Select Board voted to display the Black Lives Matter Banner on Town Hall and at that time Mr. DeCoursey said that we shouldn't be doing this to pat ourselves on the back but we should be doing this and taking action going forward and that would require a lot of difficult discussions and getting comfortable with the uncomfortable. Mr. DeCoursey stated that we do have to keep talking and we do need to keep moving forward and at the time of the vote it was understood that there would be a period of time that the banner would be displayed and supports the September 30th date. Mr. DeCoursey stated that just because the Board voted to place the banner on Town Hall in support of Black Lives Matter that does not mean that you don't support our local Police Department. Mr. DeCoursey stated that this is not the end of the discussion this discussion needs to continue and we need to be willing to have those uncomfortable conversations and move forward.

Mr. Hurd would like to clarify if Mr. Curro's motion was to have something affixed to the building which would require the Board's approval or just something that is freestanding which is generally in the manager's discretion. Mr. Curro confirmed that the wording of this motion is near the entry. Mr. Hurd wanted to clarify for the people watching that he doesn't think the intent is that the Board is going to have another large banner hanging above the doors and anticipates this is something more permanent. Mr. Curro stated that ideally his intent would be to see that portion of the policy of Arlington displayed somewhere near the entry by the time that the banner is removed. Mr. Hurd stated that those words are important and certainly a statement of values of this Town. Mr. Hurd explained that back in June the Board along with the Manager, Chief of Police, a number of members of the Arlington Police Department, who supported our efforts and they raised the banner in response to a really horrific event that happened. Mr. Hurd stated that we have also been doing this work for years and this was a statement that this Town has been working with racial equality training and we were affirming that we as a Town understand that institutional racism still exists at many levels. Mr. Hurd stated that they did not raise that banner to direct that towards the Arlington Police

Department and that we should be able to say that they affirmed that Black Lives Matter and while at the same time that they support the men and women of the Arlington Police Department and that those two notions are not contradictory.

Mr. Diggins stated that his understanding is that the banner is going to be up until the end of September. Mr. Hurd confirmed that the date is September 30th. Mr. Diggins would like to know why 16 more days and feels like the Board has a good sense of what's going to happen in the interim and if there is a ceremony that the Board generally has when banners are brought down. Mr. Hurd clarified that there is no ceremony that is down for banners being brought down. Mr. Chapdelaine stated that he simply offered that as a time so it didn't seem like the Town was acting in any haste in taking it down should the Board want to pursue a different date that's fine by him. Mr. Hurd clarified that it was for a date certain and while we are in the middle of September now that is was appropriate transition date. Mr. Diggins stated that he would like to advocate for a sooner date as well as having a little ceremony in taking it down but will defer to the other Board members. Mr. Curro stated that he is comfortable with the Town Manager's timeline for two reasons; the first being that it gets us through the final community conversations and the second reason is if we do adopt his motion and we are able to arrange the display of our policy in place before we remove the banner.

Mr. Curro moved that the Select Board requests the Town Manager to cause to be displayed near the entryway to Town Hall that portion of Title II Article 9 Section 2 Subsection C of the bylaws of the Town of Arlington as pertains to its purpose and enumerated protected classes with temporary exceptions at the Town Manager's discretion to accommodate display needs for Town sponsor sanctioned events or initiatives as well as to support the Town Managers decision to remove the banner on September 30th.

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

Jordan Weinstein, 23 Lennon Road, appeared before the Board to thank Mr. Curro for his well-written statement in regards to the Black Lives Matter Banner. Mr. Weinstein disagrees with Mr. Curro's use of the word fascism. Mr. Weinstein stated that he agrees with Mrs. Mahon's words that actions speak louder than words but feels that a lot of words are being used to say how abhorrent white supremacy is to the Town. Mr. Weinstein feels that Lt. Pedrini is the problem within the Police Department and would like to note that he should be removed from the department.

Donna Kelly-Williams, 110 Mary Street request the Board to reconsider the approval of the Share Street Pilot on Mary Street on the Select Board meeting of August 17. Ms. Williams stated that she was never approached regarding this approval and has received many complaints from her neighbors. Ms. Williams feels as though this proposal would make Mary Street unsafe and would like the Board to reconsider going forward.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

10. Update: Arlington Economic Development Recovery Task Force
Jenny Raitt, Director of Planning and Community Development
Mr. Chapdelaine stated that this was meant to be correspondence received.

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)

11. Discussion: Future Select Board Meetings
The Board voted on the following Select Board dates:
November 9, 2020
November 16, 2020
November 30, 2020
December 7, 2020
December 21, 2020 @ 6:00p.m.

12. Vote: Special Town Meeting

John V. Hurd, Chair

Mr. Chapdelaine stated that they have had a lot of conversation regarding the Special Town Meeting. Mr. Chapdelaine stated that they are looking to open the warrant a week from today and having a Town Meeting beginning on November 9th and skipping the November 11th date due to Veteran's Day and then starting up again on November 16th unless the Board is willing to meet on day not on a Monday and Wednesday.

Mr. Diggins stated that he has had a discussion with Mr. Helmuth and Mr. Leone and he is concerned about the technology aspect of the virtual Town Meeting and would like to push the first day of Town Meeting to November 16th and stick to the meetings on Monday and Wednesdays and do a practice the week of November 9th.

Mr. Leone stated that with the training schedule for Town Meeting Members and the Town staff the date of November 16th would be a viable date. Mr. Leone stated that he

would like to keep the Monday and Wednesday dates for Town Meeting and feels it will be difficult as is and would like to leave that alone.

Mr. Diggins had a question in regards to the closing of the Warrant. Mr. Heim stated that once the Select Board votes to set a Town Meeting and a date for the opening of the warrant you have to allow five days from the vote to open the warrant and actually opening the warrant itself. Mr. Heim stated the warrant can open and close the same day or it can be open a week. Once the warrant closes you have to allow 14 days before a Special Town Meeting can be held. We must also be sure that we advertise the Special Town Meeting that the warrant is distributed. Mr. Heim stated that with respect to the ARB the major consideration for them is that they have to run a legal ad for two consecutive weeks prior to their hearing of the warrant articles. Mr. Heim feels the Board will legally have enough time if they set the date for November 16th. Mr. Heim stated that to have a virtual Town Meeting the Moderator needs to consult and advise the Select Board that a remote meeting should be held and vote on that one week in advance of Town Meeting.

Mr. Curro questioned the Moderator that if we pick the November 16th date if we would meet the Wednesday before Thanksgiving? Mr. Leone stated that he feels like the date before Thanksgiving due to people traveling and cooking. Mr. Curro also had another consideration around the closing of the warrant to those who had submitted citizen warrant articles that we would resubmit them on their behalf but at the last couple of meetings the Board talked about contacting all of the proponents to see if they still want to submit them at all or if they want to submit them through us with different wording in the same sense of the article. Mr. Curro questioned if the Board had to ensure that the warrant didn't close before their next meeting. Mr. Heim stated that if the proponents are submitting the same wording the Select Board does not necessarily need to take a vote to put the same warrant article on the Special Town Meeting Warrant. If proponents are modifying their warrant article there are potentially other means by which something could be requested to be placed in the Special Town Meeting Warrant without it being a 100 signature resident petition. Mr. Heim explained that the Board in past has accepted warrant articles at the request of the Town Manager. The main purpose of keeping the warrant open for a longer period of time is to make sure any residents who want to file new warrant articles that the Board was not already committed to bringing back they can do that and gather their 100 signatures.

Mrs. Mahon moved to have Special Town Meeting start on Monday, November 16, 2020.

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)

13. For Approval: Opening of Special Town Meeting Warrant

John V. Hurd, Chair

Mr. DeCoursey moved to authorize the Town Manager to submit warrant articles that had previously been submitted at the regular Town Meeting upon confirmation from the proponents that they wish to go forward with the articles or make slight revisions thereto; and to open the Special Town Meeting Warrant on September 21 at 8:00a.m. and close September 29 at 4:00p.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)

NEW BUSINESS

Mr. DeCoursey would like to recognize Joe Caniff in the Police Department, Health Department and Homeless Coalition of Somerville for their hard work at the Mugar Property. There have been a number of issues there during the summer and he is going to work with the neighbors and come back and reach out the property owner.

Mr. Chapdelaine is holding two dates for joint meeting with ARB and they are able to meet on 9/21. Mr. Chapdelaine would also like to thank the men and women of the Arlington Police Department for their hard work. The Bluebike installation is going to be moved near magnolia field and would like to make the Board aware. Mr. Chapdelaine stated that the community event regarding Lt. Pedrini will be held on September 22nd and will be finalizing the agenda in the upcoming week.

Mrs. Mahon would like the current draft goals of the Board to include last year's goals that were not previously put up. Mrs. Mahon would like a timeframe of when Town Hall will be open for business. Mrs. Mahon would also like to note that the sign for the healthcare and essential workers and hopes it happens soon and is more prominent. Mrs. Mahon stated that the previous Police Chief, Fred Ryan asked that the cruiser in question in regards to the emblem be placed on the vehicle. Mrs. Mahon stated that it is for memorializing the fallen police officer Garrett Cody and would like to see it returned. Mrs. Mahon would also like to know when the reevaluation of the Town Manager will come before the Board.

Mr. Diggins would like to recognize the violence of the officer shot in Wisconsin and suggest people watch and listen to the words his mother wrote as well as the shooting over weekend of the officers in California. Mr. Diggins would like to place two possible liaison positions to the HPIC and Envision Arlington Standing Commission on the next agenda.

Mr. Hurd would like to thank the people of the APD and their excellent effort on Thursday. Mr. Hurd would like to compliment Joe Connolly, Recreation Department with

the process and the overall stage of the rink and keeping everyone safe. Mr. Hurd also stated that the banner is in production with DPW and then will be placed in a prominent location at Whittemore Park.

Mr. Curro moved to adjourn @ 9:48 p.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, Monday, October 5, 2020

A true record attest

Ashley Maher
Administrative Assistant

9/14/2020

Agenda Item	Document Used
1	Executive Order on Remote Participation
2	Fourth Quarter Budget Report
3	Draft 8.31.2020 Minutes
4	Banner Schedule Shop Arlington First Banner Request
5	Contractor/Drainlayer Tocci Excavating Reference
6	Election Worker Master Records
7	Reference from ACAC C. Noah Reference S. Morgan-Wu Reference
8	Number 1 Taste Inspection Reports Number 1 Taste Food Vendor Application
9	
10	Economic Development Recovery Task Force Reference
11	November – December Calendar
12	
13	