Select Board
Meeting Minutes

Date: May 18, 2020
Time: 7:15 PM
Location: Conducted by Remote Participation

Present: Mrs. Mahon, Chair, Mr. Dunn, Vice Chair, Mr. Curro, Mr. Hurd, Mr. DeCourcey
Also Present: Mr. Chapdelaine, Mr. Heim, Ms. Maher

1. Executive Order on Remote Participation

Mrs. Mahon 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.

Mrs. Mahon 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; Mrs. Mahon 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. Discussion & Approval: Shared Streets One Week Pilot
   Adam W. Chapdelaine, Town Manager
   Daniel Amstutz, Senior Transportation Planner

Mr. Chapdelaine explained that this was brought to them during Correspondence Received at a previous meeting where residents have explained that they are looking for safe ways for citizens to stay outside and abide by social distancing. Daniel Amstutz, Senior Transportation Planner briefed the Board with the presentation that was provided to them prior to the meeting. He explained that there have been many inquiries from citizens where they expressed that there were many crowed trails, narrow sidewalks as well as the increase of people walking and biking especially with the warmer weather coming. He explained that many people have had to walk in the streets to abide by social distancing regulations and even though there are fewer vehicles on the road

speeding has been an extreme factor. Mr. Amstutz explained that the concept of the quick-build share streets is that it will prioritize active transportation which will allow people to walk and bike again while maintaining social distancing. They will be using materials that are easily removable and changeable that will be able to be removed and replaced as needed. The overall goal for this project is to prioritize safety by slowing speeds and narrowing the street which will alleviate crowding in parks, trails, and sidewalks. This will be a week-long pilot and during that time they will evaluate the impacts and success of it and collect data through observation and traffic counts. Phase 1 is considered the demonstration project where they will evaluate and collect data on the pilot and receive feedback from the residents. Mr. Amstutz explained that when choosing Brooks Avenue they were looking for a location that would have success and was considered a fairly small location. Brooks Avenue would relief congestion on the Minute Man Bikeway it is also adjacent to Hardy School where there is a high density of children that are under 18 years old. There was also a high interest from neighborhood residents in this location. They are looking to implement this on Wednesday where it will be in place for a week. During this time staff and residents will be observing and collecting data to see if people are social distancing and abiding by the rules.

Mr. Chapdelaine stated that he thinks this is the appropriate next step and stated that this is a week pilot where they will see if it works or doesn't. Mr. Dunn stated that he thinks that this is a good next step and feels the scale of the pilot is appropriate. He would also like to thank the Planning Department for their hard work and outreach. Mr. Curro stated he this this is a creative approach to try and create a safe environment for the community. He expressed that this is a good next step and wanted to ensure people that this will not bring people to their neighborhood and the plan is for people to be able to walk in the streets safely and abide by social distancing. Mr. Hurd is also in agreement and has also received correspondence from citizens and believes this is a great next step especially families with kids. Mr. Hurd did question the flow of traffic for pedestrians and ask that they try and stay on one side of the street so there is no cross trafficking. Mr. Hurd stated that many of the business owners are willing to help with outreach as well. Mr. DeCourcey is in favor of the pilot and had a question about Brooks Avenue and the signage continuing down to Chandler Street. Mr. Amstutz stated that the shared streets would start at Lake Street and Brooks Avenue and they are looking to put a large sign stating that the road is closed. Mr. DeCourcey questioned if they have thought about looking in other parts of Town not every day but maybe on the weekends. Mr. Amstutz stated that they are looking for people to not congregate like a block party so they are looking into many different options. Mrs. Mahon questioned if this pilot was successful if we would consider looking at the bike path. Mrs. Mahon also had some concerns about the small business districts and maybe utilizing the outdoor space to help them as well. Mr. Chapdelaine stated that not closing bike path would be best option and hopefully with this pilot it would take some of the pressure off the bike path. Mr. Chapdelaine feels that it will be very challenging for restaurants to safely open but this pilot will help start to see the idea of utilizing outdoor space.

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

Mr. DeCourcey: yes
Mr. Hurd: yes
Mr. Curro: yes
Mr. Dunn: yes
Mrs. Mahon: yes SO VOTED (5-0)

CONSENT AGENDA

3. Minutes of Meeting: April 27, 2020

4. For Approval: AHS Class of 2020 Banners
   Joanna Begin, AHS Graduation Committee

Mr. DeCourcey stated that unfortunately with the current pandemic the Arlington High School graduation will not be traditionally happening. He stated that there is a graduation committee where they are looking to hang banners along Mass Ave that will include pictures of 5-7 seniors on them and feels that it is a great way to congratulate their accomplishments.

5. For Approval: Keno to Go
   Giles Wine & Spirits, 137-137A Massachusetts Avenue

Mr. DeCourcey moved approval of agenda items 3, 4 and 5 subject to all conditions as set forth.
A roll call vote was taken on the motion by Mr. Heim.
Mr. DeCourcey: yes
Mr. Hurd: yes
Mr. Curro: yes
Mr. Dunn: yes
Mrs. Mahon: yes SO VOTED (5-0)

6. Appointment of New Election Worker: (1) Savannah Curro, 21 Millett Street, U, Pct.15

Mr. Curro is recusing himself due to a conflict of interest. Mr. Curro muted his microphone as well as turned off his video to be in compliance.
Mr. DeCourcey moved approval.
A roll call vote was taken on the motion by Mr. Heim.
Mr. DeCourcey: yes
Mr. Hurd: yes
Mr. Dunn: yes
Mrs. Mahon: yes SO VOTED (4-0)
Mr. Curro rejoined the meeting.

PUBLIC HEARINGS

7. Proposed Tree Removal: Massachusetts Ave Sidewalk Project
   Michael Rademacher, Director of Public Works

Mr. Chapdelaine stated that there are two requests before the Board related to two projects one being on Mass Avenue that they are hoping will commence soon and the other is located on Lake Street at the Bikeway intersection. Michael Rademacher, Director of Public Works explained that this project is located on Massachusetts Avenue from Pleasant Street to Franklin Street as well as sidewalk replacement on Broadway through that same stretch. Mr. Rademacher stated that this design will replace all of the sidewalks through those sections and provide better tree wells as well as other amenities. There is one 14 inch honey locust tree located at approximately 420 Mass Avenue that the construction of a proper driveway apron will have a significant impact to. It is believed that this tree will not survive construction. They are planning on planting one tree in the vicinity of the current tree as well as nine other trees throughout the limits of the project.

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

Mr. DeCourcey:	yes	
Mr. Hurd:	yes	
Mr. Curro:	yes	
Mr. Dunn:	yes	
Mrs. Mahon:	yes	SO VOTED (5-0)

8. Proposed Tree Removal: Lake Street/Bikeway Intersection Project
   Michael Rademacher, Director of Public Works

Michael Rademacher, Director of Public Works explained that this project is to create better visibility and usability for the bike path crossing on both sides of the path and Lake Street. Mr. Rademacher stated that one aspect of doing this was to widen the bike path at that location. The plan is to remove 6 trees and plant back 8 in the immediate vicinity with the commitment to look for other locations in nearby neighborhoods to increase street tree planting in the near future.

Mr. Rademacher explained to the Board that for both of these projects they would typically have a separate tree hearing but they are not required by Massachusetts General Law since these are located on a state route. Mr. Rademacher stated that he has also spoke with the tree committee in regards to these projects and he has received overwhelming support from them.

Susan Stamps, Member of the Tree Committee, stated that she would like to support these projects. Mrs. Stamps reiterated that they did not need approval from either the Tree Committee of the Town to take down these trees because Mass Ave is a state route. She agrees that they both look like good projects and thanked Mr. Rademacher for his work.

The Board is in agreement that both these projects are great and even with the loss of some trees the plan to plant more is great. They would also like to thank Mr. Rademacher for his efforts in these projects.

Mr. Curro moved approval.
A roll call vote was taken on the motion by Mr. Heim.
Mr. DeCourcey: yes
Mr. Hurd: yes
Mr. Curro: yes
Mr. Dunn: yes
Mrs. Mahon: yes SO VOTED (5-0)

APPOINTMENTS

9. Disability Commission (term to expire 1/31/2023)
   Paul Parravano

Mr. Parravano stated that he has been a resident of Arlington for 26 years. He explained that he was the former chair of the Arlington Housing Authority's Board of Directors. Mr. Parravano stated that he works at MIT and has been blind since he was an infant and has benefited from technology. He believed that the Disability Commission gives Arlington a very special opportunity to take care of citizens who have disabilities. Arlington does a number of things already for people with disabilities and is excited and grateful for this opportunity. The Board is very grateful to have Mr. Parravano share his talents and expertise and looks forward to having him on the commission.

Mr. Dunn moved approval.
A roll call vote was taken on the motion by Mr. Heim.
Mr. DeCourcey: yes
Mr. Hurd: yes
Mr. Curro: yes
Mr. Dunn: yes
Mrs. Mahon: yes SO VOTED (5-0)

10. LGBTQIA & Rainbow Commission (terms to expire 1/31/2023)
    Maura Albert
    Leonard Goldstein
    Susan Ryan-Volmer

Ms. Albert stated that she has lived in Arlington for 20 years. Ms. Albert is a retired Winchester Elementary School Teacher and would like to get to know her community better. Ms. Albert stated that she is a big proponent of intergenerational connections as well as connections in general and would like to see other groups and committees connect more than they already do with the LGBTQIA+ community. She explained that she is excited to participate.

Mr. Goldstein explained that he was thrilled to be joining this commission and is honored to be recommended by others. He has lived in Arlington for 16 years and feels it is time that he gives back to the community that has given so much to him. Professionally Mr. Goldstein is the financial officer for a nonprofit called Keshet that works for LGBTQ inclusion in Jewish live nationally.

Ms. Ryan-Volmer stated that she has lived in Arlington for the past 14 years where both her children are students at Arlington High school and is thrilled to be joining this commission. Ms. Ryan-Volmer stated that Arlington has been a very welcoming place but there is always room for improvement and excited to see where this goes.

The Board is very grateful to have all the volunteers and looks forward to having them on the LGBTQIA+ commission.

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

Mr. DeCourcey:	yes	
Mr. Hurd:	yes	
Mr. Curro:	yes	
Mr. Dunn:	yes	
Mrs. Mahon:	yes	SO VOTED (5-0)

CITIZENS OPEN FORUM

Kim Holt stated that she is between Arlington residences but has been working with the youth in the Town for 20 years. Ms. Holt explained that she had to briefly leave Arlington because of the injuries from an accident but wanted to thank Arlington for the love and support it has given her. She stated that the last time she was before the Board was in October there was a contentious meeting. Ms. Holt noted that this was one of Mrs. Mahon's last meeting as chair before the election and Mr. Dunn's last meetings on the Board and would like to thank them for their service.

Maura Albert, 19 Wyman Terrace and her wife questioned the Board in regards to the Brooks Avenue shared street pilot. She wondered how it would work for food delivery to get down the street if it were blocked off. Ms. Albert stated that if this were to be implemented in other parts of the Town to designate one day a week for deliveries. Mr. Chapdelaine explained that the way it was approved tonight local traffic, emergency responders and deliveries could still access the road at a safe slow speed.

Janet Zipes, 96 Spy Pond Parkway noted that she has noticed in the past few weeks the traffic signals in East Arlington are staggered in a way that it is taking longer to get around by car. Ms. Zipes stated that she has experienced significant wait times on Lake Street despite very little car traffic and was wondering if this is related to the shared streets initiative or part of a traffic calming program. Mr. Chapdelaine stated that around 6 weeks ago the Town decided to turn off the need to push the pedestrian button and along Mass Ave and Broadway have the pedestrian signals come on automatically to reduce the need for people to touch the button and reduce contact surfaced people have to touch. Mr. Chapdelaine stated that as things start to ramp back up they will be taking a look at whether or not it is appropriate to keep that in place.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

11. Vote of Adoption: Arlington Hazard Mitigation Plan
    Jennifer Raitt, Director, Planning and Community Development

Mr. Chapdelaine stated that they are looking for the Board to formally adopt this new Hazard Mitigation Plan. Mr. Chapdelaine explained that the Board got an in-depth presentation several weeks ago and stated that this is the final plan they have compiled after feedback from the Board, the public, and working with internal and external stakeholders. Mr. Chapdelaine stated that putting this plan in place meets several regulatory guidelines as well as putting us in a position to be able to continue to access grant funds to better protect ourselves against future hazards.

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

Mr. DeCourcey:	yes	
Mr. Hurd:	yes	
Mr. Curro:	yes	
Mr. Dunn:	yes	
Mrs. Mahon:	yes	SO VOTED (5-0)

12. Discussion: Massachusetts FY 21 Budget
    Adam W. Chapdelaine, Town Manager

Mr. Chapdelaine gave an update on where we stand for the FY20 budget where we are in good shape. Meals and hotel tax have been greatly reduced but otherwise local receipts and other tax collections have been near or on par with past fiscal years. Mr. Chapdelaine stated that the big item they would be worries about is whether or not there would be a mid-year state aid cut based on the tax revenues that the state is losing during this current fiscal year however the Governor has said on numerous occasions it's likely too late in the year for state aid cuts and the state will live to the end of FY20 and the Governor's worth. Mr. Chapdelaine stated that with that they feel good about our ability to finish FY20 in the black despite these very challenging circumstances. FY21 and beyond is still uncertain and is hard to determine with the onset of this pandemic. Mr. Chapdelaine stated that right now state officials are expecting anywhere between a 4-6 billion dollar revenue shortfall next year or they expect to collect 4-6 billion dollars less than what had been projected in Governors budget. It is very likely we will be seeing state aid cut in the next year. Mr. Chapdelaine stated that there is the possibility of further federal assistance which could backfill some of that revenue gap. They are still expecting for there to be severe of significate loss in state aid in FY20 and beyond. Mr. Chapdelaine explained that we don't know what those numbers will be as well as the state and are unsure of what the exact impacts of this pandemic will be on an ongoing basis. Two weeks ago they met with our revenue working group and last week met with the long-range planning committee to discuss what we thought a range of scenarios may be from a revenue point of view and then what the corresponding expense changes might need to be in FY21. Mr. Chapdelaine stated that they spoke to the long-range planning committee where they discussed the impacts on our own local receipt collections, our own projections of free cash and our own expectations for what

state aid would be. They discussed how much overlay surplus we may or may not want to use as operating revenue on a go forward basis. They were asked to come up with two scenarios that the Finance Committee could review and then be brought to Town Meeting which is tentatively to be held on June 15th.

Mr. Curro moved receipt.
A roll call vote was taken on the motion by Mr. Heim.
Mr. DeCourcey: yes
Mr. Hurd: yes
Mr. Curro: yes
Mr. Dunn: yes
Mrs. Mahon: yes SO VOTED (5-0)

13. Discussion: Policy Review / Code of Conduct
    Diane M. Mahon, Chair
    Joseph A. Curro, Jr., Select Board

Mr. Curro referenced the Mass Municipal Association forums that he attended at the beginning of January one being on social media policies and the other was on public speaking and civility which was based on the conduct of meetings. He explained that both of these forums spoke about policies that public bodies can take to set expectations around their own behavior as well as expectations for the conduct of civil discourse through their meetings. Mr. Curro stated that the reference attached to Novus are handouts and presentations that he received from the forum and one was put together by a school association. The nature of the MMA meeting is mixed some of the audience are members from Select Boards and some elected officials and others will be municipal administrators and managers. Mr. Curro stated that it would be hard to move some of these policies to Arlington because of our form of municipal government but what he would like to offer is to take some of these materials and ideas and to take a look at the Select Board policy handbook with Town Council to implement some of the ideas.

14. Discussion: June 2020 Select Board Meetings

The Board voted the following meeting dates for June:
Monday, June 1st and Monday, June 8th

Mr. Dunn moved approval.
A roll call vote was taken on the motion by Mr. Heim.
Mr. DeCourcey: yes
Mr. Hurd: yes
Mr. Curro: yes
Mr. Dunn: yes
Mrs. Mahon: yes SO VOTED (5-0)

FINAL VOTES & COMMENTS

Articles for Review:
Article 50 Endorsement of CDBG Application
Article 51 Revolving Funds
Article 52 Endorsement of Parking Benefit District Expenditures

Mr. DeCourcey moved approval.
A roll call vote was taken on the motion by Mr. Heim.
Mr. DeCourcey: yes
Mr. Hurd: yes
Mr. Curro: yes
Mr. Dunn: yes
Mrs. Mahon: yes SO VOTED (5-0)

CORRESPONDENCE RECEIVED

15. Letter and Comment to CDBG Subcommittee with Respect to CDBG Funding Enabled by the CARES Act
    Patricia Baron Warden, Former Member and Chair, Arlington Housing Authority; Town Meeting Member

16. Exclusionary Zoom Meeting Practices
    Beth Melofchik, 20 Russell Street

Mr. Hurd moved receipt.
A roll call vote was taken on the motion by Mr. Heim.
Mr. DeCourcey: yes
Mr. Hurd: yes
Mr. Curro: yes
Mr. Dunn: yes
Mrs. Mahon: yes SO VOTED (5-0)

NEW BUSINESS

Mr. Heim stated that we received 2 Host Community Agreement Applications from Calyx Peak who has applied previously and one from a new applicant called the Human Connection. Mr. Heim stated that the process for these applications is that there is a preliminary review team made up of different department heads who will review these applications. After that the Marijuana Study Group will need to convene and provide any substantive questions or comments before the Select Board meets to decide which applicants if any they want to give the remaining license too.

Mr. Chapdelaine gave the Board a brief updated on the Town Election. The Postcard to request an early voting application went out last week He stated that 3 drop boxes and picked sites, they will be located at the following locations:
Mass Avenue and Lake Street on the Winter Street side in front of Town Tavern
Mass Avenue in front of Town Hall located on the lower plaza

Mass Avenue and Park Avenue located nearby the clock or the used to be Brigham's They will be very plainly and easily marked reading ballots only do not insert mail. These will be available for people to drop off so they don't have to pay postage.

Economic Recovery Task Force has met three times since the past Select Board Meeting. Starting at the Select Board's next meeting they would like to start making a regular update to the Board on the work that they've done.

Mr. Chapdelaine stated that he has Heard from several Board members and citizens about a fire involving propane tanks very that occurred in the Mugar Woods on Saturday Evening. Mr. Chapdelaine stated that he will communicate with Board members but also work closely with the Chief of Police as well as the Board of Health on what the next steps will be. Mr. Chapdelaine wanted the Board to know that this is not an issue that has been ignore but actually an issue that Health and Human Services the Police Department working with the Somerville Homeless Coalition has paid a real tremendous amount of attention to over the past few years.

Mr. DeCourcey thanked Mr. Chapdelaine for the update regarding the disturbing incident at the Mugar property and look forward to the update on this challenging situation.

Mr. DeCourcey stated that he attended a salute at Mount Auburn Hospital where they all supported the health care workers and first responders. Mr. DeCourcey stated that it was very moving and wanted to thank the first responders and health care workers who are working so hard during this time.

Mr. Hurd spoke in regards to the Economic Recovery Task Force and wanted to thank Ali Carter and Jenny Raitt for their work in this and he looks forward to working with them going forward.

Mr. Hurd wanted to remind the public that Memorial Day is coming and there is still an event that will start at 9:30 a.m. even though it is closed to the public it will be broadcasted on ACMi.

Mr. Curro wanted to note that in addition to the post card they received their early voting ballot so the public should be aware and get those out as soon as possible.

Mrs. Mahon spoke in regards to the seriousness about the accident on Appleton Street. A woman was a witness and was stamped and filed with the Select Board. Mrs. Mahon stated that this would be on the next agenda. Mr. Chapdelaine stated that the police department has already referred this to TAC due to the seriousness of the incident.

Mrs. Mahon stated that ACE Cleaners is making f ace masks with ACE Cleaners and referred her to Ali Carter. A lot of the small business are not familiar with social media and would speak to the committee about the businesses that are in trouble to give them information.

Mrs. Mahon read a statement that she prepared regarding a reopening plan for the Town.

Mr. Hurd moved to adjourn at 9:28 p.m.
A roll call vote was taken on the motion by Mr. Heim.
Mr. DeCourcey: yes
Mr. Hurd: yes
Mr. Curro: yes
Mr. Dunn: yes
Mrs. Mahon: yes SO VOTED (5-0)

Next Scheduled Meeting of Select Board June 1, 2020

A true record attest

Ashley Maher
Administrative Assistant

5/18/2020

Agenda Item	Document Used
1	Executive Order on Remote Participation
2	Arlington Shared Streets Reference J. Costa Correspondence
3	Draft Minutes 4.27.2020
4	AHS Class of 2020 Banner Request Banner Schedule
5	Giles Keno to Go Reference
6	Election Worker Master Record
7	Proposed Tree Removal Reference
8	Proposed Tree Removal Reference
9	P. Parravano Reference
10	M. Albert Reference L. Goldstein Reference S. Ryan-Vollmar Reference
11	Resolution Hazard Mitigation Plan
12	Presentation
13	Social Media Policies Civility Code of Conduct from Southborough Calming the Crowd Public Speaking and Civility Civility Code of Conduct from Acton
14	June Calendar
Votes & Comments	Draft Final Votes & Comments W.A. #52 Reference

15	P. Worden Reference
16	Exclusionary Zoom Meeting Practices