



Select Board Meeting Minutes

Date: Monday, October 24, 2022

Time: 7:15PM

Location: Select Board Chambers for Select Board and Staff. Members of the Public may access the meeting by Zoom and ACMI.

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

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

1. Executive Order on Remote Participation

Mr. Diggins opened the meeting by stating the Commonwealth passed on February 15, 2022, an act relative to extending certain COVID-19 measures adopted during the state of emergency, which among other things, allows public meetings to be conducted remotely until July of 2022. Tonight's meeting is being conducted via Zoom, is being recorded and is also being simultaneously broadcasted on ACMI. As such, all business will be conducted by roll call vote. Persons wishing to join the meeting by Zoom may find information on how to do so on the Town's website. Persons participating by Zoom are reminded that they may be visible to others and then if you wish to participate, you are asked to provide your full name in the interest of developing a record of the meeting. Further, all participants are advised that people may be listening who do not provide comment, and those persons are not required to identify themselves. Finally, both zoom participants and people watching on ACMI can follow the posted agenda materials, also found on the Town's website using the Novus agenda platform.

2. Acknowledging the Retirement of Marie A. Krepelka

Each Board Member expressed their gratitude to Marie for the many dedicated years of service to the Town of Arlington. Each board member recalled many stories of how Marie helped each one of them and their families throughout the years. The Board thoroughly enjoyed working with Marie and thanked her for all that she has done for the Town of Arlington. The Board wished Marie well in her retirement and look forward to spending time with her outside of the office!

3. Long Range Plan Presentation

Sandy Pooler, Town Manager

Mr. Pooler gave a brief presentation on what the Long Range Planning Committee has met on up to this point. Mr. Pooler explained that they have put in place the final numbers for FY23 and are forecasting out for FY 24, 25 26, 27 and 28. Mr. Pooler

stated that at this point we have a balanced budget for FY24, but we have a deficit coming in FY25; that deficit stands at about \$4.5 million. Mr. Pooler explained that this reflects the fact that there is a structural deficit in Arlington. The services we provide to the public and the services that they deserve cost more than what we can provide under the limitations of proposition two and a half. Periodically, the Town has to go back to the voters and ask them for an override which would be an increase to their taxes which they will have the ability to vote on. Mr. Pooler stated that in this last year, FY23 the Town's new growth was \$1.1 million; this is higher than it has been for the last six years as well our free cash which was reported to be \$15.9 million. Mr. DeCoursey noted that the long range plan is something that is presented every year and included in the finance committees report to Town Meeting as well as the Town Manager's annual budget message. Mr. DeCoursey explained that since 2019 we have met all of the Town's commitments.

The Board thanked Mr. Pooler for the presentation and noted that it is a lot of information and hard work that goes into this report.

Mr. Hurd moved to receive.

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

Mr. Hurd: yes

Mr. Diggins: yes

Mr. Helmuth: yes

Mrs. Mahon: yes

Mr. DeCoursey: yes

SO VOTED (5-0)

FOR APPROVAL

4. Acceptance of Funds from the Estate of Norine T. Casey to the John J. Bilafer
Citizens' Scholarship Fund
Douglas W. Heim, Town Counsel

Mr. Heim explained that the Town is a beneficiary of a \$10,000 request from the estate of Ms. Norine T. Casey. Mr. Heim stated that this is essentially a donation to the Town's Citizens' Scholarship Fund. Mr. Heim explained that it is good practice for the Board to accept gifts and requests to the Town.

The Board thanked Ms. Casey for her generosity as well as thinking about the Town and its students.

Mr. Hurd moved to approve.

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

Mr. Hurd: yes

Mr. Diggins: yes

Mr. Helmuth: yes

Mrs. Mahon: yes

Mr. DeCoursey: yes

SO VOTED (5-0)

CONSENT AGENDA

5. Minutes of Meeting: October 13, 2022

Mr. Hurd moved to approve.

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

Mr. Hurd: yes

Mr. Diggins: yes

Mr. Helmuth: yes

Mrs. Mahon: yes

Mr. DeCoursey: yes

SO VOTED (5-0)

APPOINTMENTS

6. Board of Commissioners of Trust Funds

Ryan Ferrara

(term to expire 06/30/2025)

Mr. Ferrara was not present at the meeting.

Mrs. Mahon moved to approve.

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

Mr. Hurd: yes

Mr. Diggins: yes

Mr. Helmuth: yes

Mrs. Mahon: yes

Mr. DeCoursey: yes

SO VOTED (5-0)

7. CDBG Subcommittee

Rebecca Persson

(term to expire 10/30/2025)

Ms. Persson appeared before the Board and stated that she has been a resident of Arlington for over ten years where she is also a town meeting member. Ms. Persson stated that she has a Master's in Public Health and has followed what the CDBG has done for the last number of years and is interested in learning more. Ms. Persson explained that she is interested in community health and housing and looks forward to being apart of the subcommittee.

The Board thanked Ms. Persson for her willingness to serve and look forward to working with her in the future.

Mrs. Mahon moved to approve.

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

Mr. Hurd: yes

Mr. Diggins: yes

Mr. Helmuth: yes

Mrs. Mahon: yes

Mr. DeCoursey: yes

SO VOTED (5-0)

8. Cyrus E. Dallin Board of Trustees
Mark DeCew (term to expire 10/24/2025)
Amy Moyer (term to expire 10/24/2025)

Mr. DeCew appeared before the Board and stated that he has worked in museums his whole life and currently works at the Museum of Science in Boston. Mr. DeCew is interested in art and since moving to Arlington has been volunteering at the Cyrus Dallin Museum.

The Board thanked Mr. DeCew for his willingness to serve and looks forward to working with him in the future.

Mrs. Mahon moved approval of Mr. DeCew.
A roll call vote was taken on the motion by Mr. Heim.

Mr. Hurd:	yes	
Mr. Diggins:	yes	
Mr. Helmuth:	yes	
Mrs. Mahon:	yes	
Mr. DeCoursey:	yes	SO VOTED (5-0)

Ms. Moyer appeared before the Board and stated that she has been an Arlington resident for over fifteen years. Ms. Moyer explained that she is a former museum professional and has been working as a docent on the weekends at the Cyrus Dallin Museum on the weekends.

The Board thanked Ms. Moyer for her willingness to serve and looks forward to working with her in the future.

Mr. DeCoursey moved approval of Ms. Moyer.
A roll call vote was taken on the motion by Mr. Heim.

Mr. Hurd:	yes	
Mr. Diggins:	yes	
Mr. Helmuth:	yes	
Mrs. Mahon:	yes	
Mr. DeCoursey:	yes	SO VOTED (5-0)

LICENSES & PERMITS

9. For Approval: Common Victualller and All Alcohol Beverages License
Donut Villa Diner, 319 Broadway, Erin Bashllari

Mr. Bashllari appeared before the Board and explained that Donut Villa is a retro brunch restaurant that specializes in donuts. This is a family run business that in the last number of years has expanded. Mr. Bashllari explained that the original restaurant is in Malden but has branched out to Cambridge, Newton and now Arlington.

The Board thanked Mr. Bashllari for choosing Arlington and looks forward to visiting his restaurant in the future. The Board has a discussion regarding hours of operation and noted that they would like them changed to follow the other restaurants in Town to be 7:00a.m to 12:00a.m.

Mr. Hurd moved to approve with the hours of operation to be 7:00a.m.-12:00a.m. Monday- Sunday.

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

Mr. Hurd: yes

Mr. Diggins: yes

Mr. Helmuth: yes

Mrs. Mahon: yes

Mr. DeCoursey: yes

SO VOTED (5-0)

OPEN FORUM

Steve Moore, Piedmont Street, appeared before the Board and expressed his gratitude towards Marie Krepelka for always putting a warm and personal face on Town Government. Mr. Moore also requested a status update regarding the tree hearing at 231 Hillside Avenue.

Carl Wagner, Edgehill Road, appeared before the Board and encouraged members of the Board and Town Employees to be careful with costs. Mr. Wagner stated that it is important that the Town be run transparently, but also in a lean way that allows us to focus on spending money on important services.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

10. Community Equity Audit Interim Report

Yasamin Gordon, Project Director

Iris Bond Gill

Jillian Harvey, Diversity Equity Inclusion Director appeared before the Board and stated that they are before the Board to give they Community Equity Audit update that the Board supported last winter. The audit has been moving forward where they brought on Opportunity Consulting in June. Iris Bond Gill, CEO at opportunity consulting appeared before the Board and explained that they focus on advancing equity, improvement, public policy, and outcomes. Ms. Gill explained that in their work they partner with mission driven organizations. school systems, municipalities, work force development organizations and other public agencies to help them align equity focused intentions with actions and outcomes. Ms. Gill stated that the Town of Arlington commissioned this equity audit to better understand the inequalities that exist in the Town with regard to civic engagement, town workforce and what potential policies may be contributing to those gaps. Yasamin Gordon, Project Director, stated that they are coming before he Board tonight a little more than halfway through their project. Ms. Gordon gave a brief overview of the steps that have been taken up to this point. In December, they are hoping to hold workshops between the lead stakeholder groups that have convened and the Town leadership team. In January, they are hoping to come back before the Board to present the final report and recommendations to the Town.

The Board thanked them for the interim report presentation and asked what they could do as a Board to get people to participate and be part of the study. The Board is extremely thankful for Ms. Harvey, her team, and Opportunity Consulting for bringing

this matter to the Town of Arlington. The Board looks forward to the final report in the new year.

Mrs. Mahon moved to receive.

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

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

SO VOTED (5-0)

11. Update & Recommendations: Transportation Advisory Commission Reports

Laura Swan, TAC Chair

Lenard T. Diggins, Chair

Mr. Diggins stated that the Board is in receipt of 4 recommendations from the Transportation Advisory Committee. The Board discussed each of the following reports:

Overlook Road Vehicle Speeds

TAC recommends that the Select Board take no action at this time. Arlington Police Department was asked to add Overlook Rd to the rotation for speed enforcement as the resident has observed fast-moving vehicles.

Arlington High School Short Term Recommendations

TAC's short term recommendations, to be completed in 2022 are as follows:

- a) At Mill Street and Mill Brook Drive: install do-not-block intersection markings and signage at Mill and Mill Brook.
- b) At the signalized pedestrian crosswalk on Mass Ave, directly in front of the school: Install a semi-permeable barrier (e.g., flex posts) in the parking lane on Mass Ave upstream of the signalized crosswalk. On the westbound side, they would go approximately 40' to the stop bar. On the eastbound side, they would go approximately 20' to the driveway. Lengthen pedestrian clearance interval at the Mass Ave. pedestrian signal to be MUTCD compliant
- c) Add the planned bike parking to the southeast corner of the property (by Mass Ave) as soon as possible.

Mr. Hurd moved receipt of the two reports from TAC.

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

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

SO VOTED (5-0)

Removal of Parking Space Before Crosswalk at Town Hall

TAC recommends removing this parking spot to increase pedestrian safety and installing the No Parking Signs and Yield Here To Pedestrians Signs to bring this crosswalk into compliance with MUTCD guidelines. The Town also may consider

installing flexible bollards or similar infrastructure to prevent illegal parking in this area and preserve visibility.

Mr. Hurd moved to follow TAC's recommendation to remove the one circles parking spot next to the crosswalk across Mass Avenue.

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

Mr. Hurd: yes

Mr. Diggins: yes

Mr. Helmuth: yes

Mrs. Mahon: yes

Mr. DeCoursey: yes

SO VOTED (5-0)

Request for Crosswalk Across Summer St at Newland Rd for Peirce Elementary School.

TAC recommends installing a marked crosswalk across Summer St at the west side of Sunset Rd. The Town should also consider Designating no parking within 20' before the crosswalk per the Guidelines. However, automobiles generally do not park on the shoulder of this stretch of Summer St.

Mr. Hurd moved to follow TAC's recommendation to install a crosswalk on the west side Sunset Road across Summer Street as well as the designation of no parking signs as well as crosswalk and warning signs.

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

Mr. Hurd: yes

Mr. Diggins: yes

Mr. Helmuth: yes

Mrs. Mahon: yes

Mr. DeCoursey: yes

SO VOTED (5-0)

12. Discussion & Vote: Potential Overnight Parking Pilot

Lenard T. Diggins, Chair

Mr. Diggins gave a brief summary of events leading up to the memo that is before the Board. Mr. Diggins stated that the Board has concluded that if we are going to have an overnight parking pilot we should wait until next year. Mr. Diggins explained that there will be a number of meetings in the future with potential stakeholders. The Board had a lengthy discussion regarding the amount that the Town would charge patrons to park in the municipal lots. Mr. Diggins suggested only charging 1/3 of the year because they are uncertain when the pilot will begin and believes it would be easier to charge people less than reimburse them. The Board discussed the many different options regarding payment and believe that since they are unsure when the parking pilot will begin or if it will be the whole Town or just a section of the Town, they will not be taking a vote tonight. Mr. Heim explained that the fee you pay for overnight parking is access to a spot and you may access that spot at all times, not just overnight. Mr. Heim explained that the fees are related to the cost of running things.

13. Discussion: Boston MPO 2022 Municipal Election Ballot Inner Core Committee

Lenard T. Diggins, Chair

Mr. Diggins stated that it was the chair's prerogative to attend this meeting. Mr. Diggins explained that there was no one to vote for at this meeting that the City of Somerville ran unopposed. The City of Somerville has had this position for a number of years. Mr. Diggins believes that more communities should get involved with the MPO.

CORRESPONDENCE RECEIVED

14. Unclear Stop Line at Symmes Road Light
Greg Dennis, 19 Wheaton Road

Mrs. Mahon moved receipt and referred to TAC.
A roll call vote was taken on the motion by Mr. Heim.

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

SO VOTED (5-0)

NEW BUSINESS

Mr. Heim noted that the votes regarding the amended bylaws from the 2022 Annual Town Meeting were approved by the Attorney General's Office Municipal Law Unit and have been duly posted by the Town Clerk's Office. Mr. Heim explained that all amended bylaws are not in effect with the exception of three articles that were held for further review. Those articles are 11, 18 and 30, should they reject any of these articles Mr. Heim will bring it to the attention of the Town Manager and the Board.

Mr. Helmuth would like to draw the attention of the Board to review the Affordable Housing Action Plan that has been submitted and will be on the next Select Board's agenda.

Mr. Diggins noted that at the next Select Board meeting he will be asking former Select Board members to speak regarding Marie's retirement and asked if the Board would be able to meet at 6:45p.m. Mr. Diggins stated that he would like to have a discussion at a future Select Board Meeting.

Mrs. Mahon moved to adjourn at 10:20p.m.
A roll call vote was taken on the motion by Mr. Heim.

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

SO VOTED (5-0)

Next Scheduled Meeting of Select Board November 7, 2022

A true record attest

Ashley Maher
Office Manager

10/24/2022

Agenda Item	Documents Used
1	Executive Order on Remote Participation
2	
3	Long Range Planning FY24 Free Cash and New Growth
4	Acceptance of Funds Reference
5	Draft Minutes 10.13.2022
6	R. Ferrara Reference
7	R. Persson Reference
8	M. DeCew Reference A. Moyer Reference
9	Donut Villa Diner Inspection Reports Donut Villa Diner CV and AA Application
10	DEI Interim Report
11	Overlook Road – TAC AHS – TAC Town Hall – TAC Summer Street / Sunset Road - TAC
12	Memo from L. Diggins
13	Boston MPO Inner Core – Reference
14	G. Dennis CR