



## Select Board Meeting Minutes

Date: Wednesday, November 8, 2023

Time: 7:15PM

Location: Members of the public may access the hybrid meeting via the Select Board Chambers, Zoom, or ACMI

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

Also Present: Mr. Feeney, Mr. Cunningham, Ms. Maher

### 1. Legislative Provision for Remote Participation

Mr. Helmuth opened the meeting by stating that tonight's meeting is being conducted via Zoom, is being recorded and is also being simultaneously broadcasted on ACMI. Because all members are present, votes will be taken by voice unless a roll call is required. 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.

## **PROCLAMATIONS**

### 2. Bob Sprague

Mr. Helmuth noted that this is a proclamation that will be read at an event honoring Mr. Sprague on November 15<sup>th</sup>.

Mr. Diggins moved approval.

SO VOTED (5-0)

### 3. Small Business Saturday

Mr. Helmuth stated that this proclamation was put together and will be distributed by the Economic Development Coordinator to the Small Business Saturday Association.

Mr. Diggins moved approval.

SO VOTED (5-0)

**FOR APPROVAL**

4. Acceptance of Funds from the Friends of the Robbins Farm Park  
Jim Feeney, Town Manager

Mr. Feeney stated that the Town is in receipt of a generous gift submitted on behalf of the Friends of the Robbins Farm Park in the amount of \$58,000. This gift is intended to support the renovation project that is currently underway. The specific purpose of this gift is to support inclusive play. Mr. Feeney stated that the Select Board must formally accept gifts of this nature to separately deposit them and allow for their expenditure for the stated purpose without further appropriation.

Jim Hampi, on behalf of the Robbins Farm Park appeared before the Board to thank the families that have donated to the campaign and stated that he is very passionate about this project and making all playgrounds accessible for all children.

The Board thanked the Friends for their successful and ongoing fundraising efforts resulting in this significant contribution to a highly anticipated project that aims to provide play without barriers.

Mr. Diggins moved approval.

SO VOTED (5-0)

**CONSENT AGENDA**

5. Minutes of Meetings: September 27, 2023; October 11, 2023; October 17, 2023; October 23, 2023
6. Request: Free Parking for Local Holiday Shopping  
Beth Locke, Executive Director, Arlington Chamber of Commerce
7. Holiday Stroll in Arlington Heights on December 9, 2023  
Janet O'Riordan  
Arlington Heights Community Association

Mr. Diggins moved approval.

SO VOTED (5-0)

**APPOINTMENTS**

8. Arlington Bicycle Advisory Committee  
Linda Epstein  
(term to expire: 10/31/2026)

Ms. Epstein appeared before the Board and expressed her interest in this committee as she has been an avid cyclist for many years. Ms. Epstein stated that she is interested in

making improvements on the bike path and noted that she is excited to be working with the Town and different committees to help promote safe cycling in Arlington. The Board thanked Ms. Epstein for her willingness to serve and look forward to working with her in the future.

Mr. Diggins moved approval.

SO VOTED (5-0)

9. Arlington Committee on Tourism & Economic Development

Olga Baker

(term to expire: 10/31/2026)

Ms. Baker appeared before the Board and stated that her initial goal was to get more involved with the Town. Ms. Baker stated that she has a diverse and cultured background from living in different places and traveling and looks forward to bringing her expertise to this committee.

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

Mr. Hurd moved approval.

SO VOTED (5-0)

10. Arlington Redevelopment Board

Shaina Korman-Houston

(term to expire: 01/31/2026)

Mr. Feeney introduced Ms. Korman-Houston stating that she served on the MBTA Communities Working Group, so she well understands the time level, commitment and public interest in the work of the redeveloped board. Ms. Korman-Houston stated that it has been a pleasure becoming part of the town community and has been impressed since moving here about how the Town thinks about priorities and how to translate them into zoning. Ms. Korman-Houston stated that she can bring her talents and experience to the Town and is honored to be able to do that.

The Board thanked Ms. Kormon-Houston for her willingness to serve and look forward to having someone on the Redevelopment Board that is knowledgeable and knows the time restraints.

Barry Jaspan, 11 Campbell Road spoke against the appointment.

Mr. Hurd moved approval.

SO VOTED (5-0)

**LICENSES & PERMITS**

11. For Approval: Common Victualler License

Umi Sushi, 474 Massachusetts Avenue, Qiao Chen

Ms. Chen appeared before the Board and stated that they are opening a sushi restaurant in Arlington. Ms. Chen noted that she and her husband have many years of restaurant experience and look forward to opening their business here in Arlington.

The Board thanked Ms. Chen for choosing Arlington and look forward to trying her restaurant in the future.

Mrs. Mahon moved approval.

SO VOTED (5-0)

### **OPEN FORUM**

No members of the public were present to speak.

### **TRAFFIC RULES & ORDERS / OTHER BUSINESS**

#### 12. Vote: Date for 2024 Annual Town Election

Michael Cunningham, Interim Town Counsel

Mr. Cunningham stated that under the Town Bylaws it states that the Annual Town Election is to be held on the first Saturday of April. Mr. Cunningham stated that the date this year is April 6, 2024. Mr. Cunningham explained that unless the Board has a reason that would better facilitate the needs of the public for the purposes of the election, April 6, 2024, will be the default date.

Mrs. Mahon moved to set the Annual Town Election as Saturday, April 6, 2024.

SO VOTED (5-0)

#### 13. For Approval: Opening of Warrant for Annual Town Meeting 2024

Michael Cunningham, Interim Town Counsel

Mr. Cunningham explained that the Board must take a vote to set the dates that the Town Meeting warrant should open and close. Mr. Cunningham noted that required under the Town Bylaws, Town Meeting must occur on the fourth Monday of April making the date for Annual Town Meeting April 22, 2024. Mr. Cunningham noted that in advance of that the Board must vote the dates to open and close the warrant. As stated in Mr. Cunningham's memo to the Board, he suggested to open the warrant on December 8, 2023, and close on January 26, 2024. Mr. Cunningham noted an amendment to the motion to require that the notice of intent to open the warrant be posted no later than December 1, 2023.

Mrs. Mahon moved to open the Annual Town Meeting Warrant on Friday, December 8, 2023, and close the last Friday on January 26, 2024, with the intent to post the opening of the warrant no later than December 1, 2023. Town Meeting will commence on Monday, April 22, 2024.

SO VOTED (5-0)

#### 14. Recommended Improvements to Brooks Avenue and Elmhurst Road

Jim Feeney, Town Manager

Mr. Feeney stated that for the Board's consideration this evening is the Board's support for the installation of two stop signs at the intersection of Brooks Avenue and Elmhurst Road. At the Select Board's September 11, 2023, meeting, multiple residents of Brooks Avenue and Elmhurst Road submitted correspondence outlining concerns with increased speeding, traffic volumes, and safety risks on the two roadways. They also voiced concerns in-person at the October 11, 2023, Transportation Advisory Committee meeting. The Arlington Police Department deployed traffic volume and speed counters on Elmhurst Road in response to these residents' concerns. Data were collected between October 3-5, 2023. Mr. Feeney noted that while the data that was collected and analyzed did not show concerns with either speed or volume, it did appear that there was consensus that certain driver behaviors could be corrected with the installation of a stop sign. Mr. Feeney noted that it is recommended that the Town take the following actions to address increased traffic volumes and potential safety risks at the intersection of Brooks Avenue and Elmhurst Road:

- 1. Install a STOP sign at the end of both roadways where they intersect. This will make drivers come to a complete stop before turning at the skewed 'L' intersection where visibility might be blocked by vehicles parked on-street. The attached conceptual design illustrates this configuration.
- 2. Request that Google Maps, Apple Maps, and Waze include the existing time-restriction regulation for Elmhurst Road from Massachusetts Avenue in their navigation applications to prevent increased traffic volumes during the designated time period.

Mr. Diggins moved approval of the recommendation.

SO VOTED (5-0)

#### 15. Draft Comments Re: Alewife CSO

Mr. Feeney noted that before the Board tonight are draft comments for the Board's consideration as there is an opportunity to weigh in on the draft NPDES Permit, which is a surface water discharge permit that the MWRA is seeking to have renewed. Mr. Feeney noted that the permit was issued 20 years ago and while it primarily pertains to the Deer Island treatment facility, it also specifically pertains to several CSO's. Mr. Feeney explained that the comment period is open until November 28<sup>th</sup> and before the Board is a preliminary draft outline.

The Board thanked Mr. Feeney, Mr. Cunningham, members of the public and members of Save the Alewife Brook who have put a considerable amount of time into this. The Board noted that this is an important issue and stated that within the draft there are limitations that the Board would like to see more detail on and be as specific as possible in terms of what the Town perceives as the limitations in the draft proposal. The Board explained that NPDES is a National Pollutant Discharge Elimination System which is a permit that is granted to municipalities or entities who wish to discharge pollutants to a

surface water of the United States they must obtain this permit. Mr. Cunningham noted that before the Board on their November 20<sup>th</sup> meeting will be an update comment letter for the Boards consideration.

## **BOARD AND STAFF ANNOUNCEMENTS**

Mr. Helmuth stated that the voters of Arlington resoundingly approved a property tax override and would like to thank the voters of Arlington for doing so. The vote will not only head off service cuts but will also enable the Town to raise educators pay to be more competitive with similar districts and make additional investments in pedestrian infrastructure and trash collection.

Mr. Feeney thanked the support of the voters and the taxpayers for supporting the override. Mr. Feeney introduced Mr. Cunningham who as of Monday will be the Arlington's Town Counsel. Mr. Feeney expressed his thanks to Attorney Cunningham and noted that he is looking forward to many years of working with him. Mr. Feeney further noted that the Town has hired Phillip McGovern as the new Veterans' Service Director and would like to invite members of the public to attend the annual Veterans' Day Ceremony that will take place on Saturday at 11:00a.m. at the Central Fire Station.

Mr. Cunningham thanked members of the Board and Town Manager for their kind remarks and is appreciative of the appointment. Mr. Cunningham noted that he is excited to start his work as Town Counsel in the Arlington Community.

Mrs. Mahon thanked the voters and the chair for their work on the override vote. Mrs. Mahon congratulated Mr. Cunningham on his appointment and looks forward to working with him in the future. Mrs. Mahon also thanked Joe Connolly, Recreation Director for his work especially during the Dan Kelly event this past weekend. Mrs. Mahon requested a future agenda item regarding Town employee salaries.

Mr. Hurd congratulated Attorney Cunningham and looks forward to working with him. Mr. Hurd thanked the Town and the residents for the override vote and would like to thank the Veterans ahead of Veterans' Day.

Mr. DeCoursey congratulated Attorney Cunningham and look forward to working with him. Mr. DeCoursey thanked the voters and the Town for the override vote and noted that the Long Range Plan will be meeting and plan to bring an update to the Board at their next meeting.

Mr. Diggins congratulated Attorney Cunningham on his new position. Mr. Diggins stated that Town Day 2024 is under way and the planning is starting now. Mr. Diggins further congratulated the Town of Arlington and the voters for the successful override vote.

Mrs. Mahon moved to adjourn at 9:17p.m.

SO VOTED (5-0)

Next Scheduled Meeting of Select Board November 20, 2023

A true record attest.  
 Ashley Maher  
 Board Administrator

11/8/2023

Agenda Item	Documents Used
1	
2	Proclamation – Bob Sprague
3	Proclamation – Small Business Saturday 2023
4	SB Memo Acceptance of Robbins Farm Park Gift
5	Draft 9.27.2023 Minutes Draft 10.11.2023 Minutes Draft 10.17.2023 Minutes Draft 10.23.2023 Minutes
6	Free Parking Request
7	Heights Holiday Stroll Permit Application
8	ABAC L. Epstein Reference
9	Tourism & Economic Development O. Baker Reference
10	ARB S. Korman-Houston Reference
11	CV Application – Umi Sushi Inspection Reports
12	TC Memo – Opening of 2024 Warrant
13	TC Memo – Opening of 2024 Warrant

14	Brooks Ave and Elmhurst Road Reference
15	Alewife Brook Draft Comments