

Town of Belmont

MASSACHUSETTS



The Town of Homes

2017 ANNUAL REPORT

2017 Annual Report

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Affiliated Organizations:

Belmont has a representative on the governing boards of these organizations

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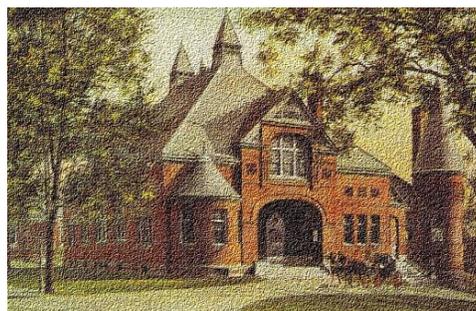
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TOWN PHONE LISTING BY DEPARTMENT

Department:	Number: (617)
Town's Main Phone Line	993-2600
<u>ACCOUNTING</u>	993-2620
<u>ASSESSORS</u>	993-2630
<u>FACILITIES DEPARTMENT</u>	993-2640
<u>COMMUNITY DEVELOPMENT</u>	993-2650
<i>BUILDING</i>	993-2664
<i>ENGINEERING</i>	993-2665
<i>PLANNING</i>	993-2666
<i>PLUMBING</i>	993-2662
<i>INSPECTION LINE</i>	993-2663
<u>COUNCIL ON AGING</u>	993-2970
<u>CREDIT UNION</u>	993-2790
<u>FIRE DEPT</u>	993-2200
<i>Fire Prevention</i>	993-2210
<u>BELMONT HOUSING AUTH</u>	484-1411
<u>EMERGENCY MANAGEMENT</u>	993-2260
<u>HEALTH</u>	993-2720
<i>VETERANS AGENT</i>	993-2725

Department:	Number: (617)
<u>HUMAN RESOURCES</u>	993-2740
<u>INFORMATION TECH</u>	993-2750
<u>LIBRARY</u>	993-2850
<u>LIGHT</u>	993-2800
<u>POLICE</u>	993-2501
<i>Traffic Division</i>	993-2530
<u>PUBLIC WORKS</u>	993-2680
<i>Snow Emergency Hotline</i>	993-2698
<i>Parks</i>	484-2538
<i>Cemetery</i>	993-2710
<i>Recreation</i>	993-2760
<i>Water</i>	993-2700
<u>RETIREMENT</u>	993-2792
<u>SCHOOL DEPT</u>	993-5400
<u>SELECTMEN</u>	993-2610
<u>TOWN CLERK</u>	993-2600
<u>TREASURERS</u>	993-2770
<u>PARKING CLERK</u>	993-2770



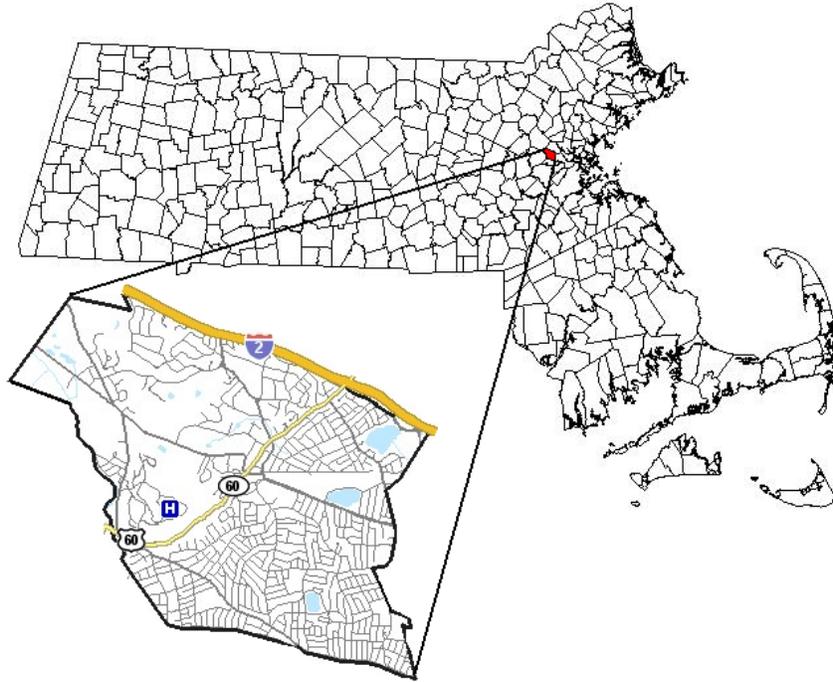
Belmont Town Hall
455 Concord Avenue
Belmont, Massachusetts 02478

Board of Selectmen and Town Administration
Office General E-mail: selectmen@belmont-ma.gov

Town Website: www.belmont-ma.gov

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COMMUNITY PROFILE:



LOCATION:

The Town of Belmont is suburban community located in heart of the Greater Boston Metropolitan Area. Known to longtime residents as “The Town of Homes”, Belmont is a primarily residential community located in close proximity to the region’s economic centers. A part of Middlesex County, Massachusetts, Belmont is situated on Cambridge’s western border and is just 8 miles from Downtown Boston. The Town is also bordered by Watertown, Waltham, Lexington and Arlington.

HISTORICAL:

First Settlers	1639
Town Incorporated	1859

GEOGRAPHIC LOCATION:

Latitude	42° 23' 46”
Longitude	71° 10' 33”

ELEVATION ABOVE SEA LEVEL:

High Point	341.2 feet
Low Point	6.8 feet

AREA DATA:

Area in Square Miles	4.655
Total Acreage	2,978.95
Land Surface Acreage	2,946.40
Water Surface Acreage	32.55

REAL ESTATE IN FY18:

Real Estate Valuation (total)	\$	7,171,735,907
Personal Property	\$	115,745,370
Total Valuation	\$	7,287,481,277
FY18 Tax Rate per Thousand	\$	12.15

POPULATION:

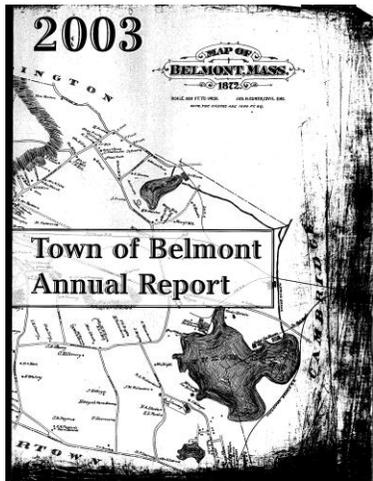
Federal Census, 1970	28,285
Federal Census, 1980	26,100
Federal Census, 1990	24,720
Federal Census, 2000	24,194
Federal Census, 2010	24,729
Town Census, 2015	23,570

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HISTORY OF BELMONT:

By Richard Betts; Town Historian

Settlement in the area that now includes Belmont began in 1630, when Sir Richard Saltonstall and approximately 40 families separated from the first settlers of the Massachusetts Bay Colony and moved inland to start an agricultural community. Originally called Pequosette after the local Indian tribe, the name of the new town soon changed to Watertown. In 1638, by order of the General Court, Watertown paid the Pequosette Indians the sum of 13 pounds, 7 shillings and 6 pence for the land.



The original settlement spread inland extensively into the present towns of Watertown, Waltham, Weston, Lincoln, and parts of Cambridge and Belmont. In 1738, Waltham seceded from Watertown, and the future Belmont was now part of three towns.

In 1805, Frederick Tudor began cutting ice on Fresh Pond. As his business grew, he decided to build a railroad from his wharves in Charlestown to Fresh Pond. This line was built about 1843.

With the railroad so near, the citizens of Waltham clamored to have it extended to their village which was granted and the line ran through what was to become the Town of Belmont. The railroad made the purely agricultural community available for residences of well-to-do Bostonians. Settlements centered around Wellington Station (now Belmont Center), Waverley Station, and Hill's crossing station.

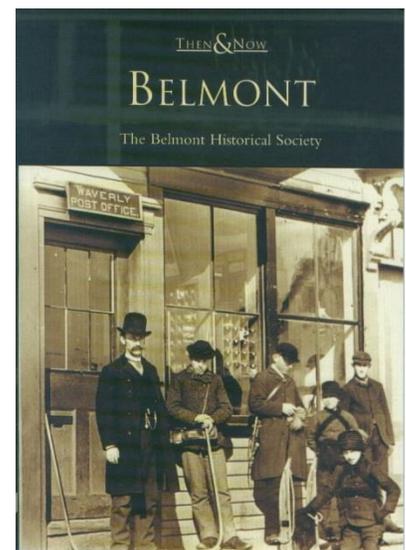
Those settlements grew into villages, but local government arrangements were annoying because citizens had to go to Watertown, Waltham, or West Cambridge (now Arlington) to vote and attend town meetings. A group of about 1,000 people joined together in the early 1850's and announced their desire to form a separate town. One of the most enthusiastic advocates was John Perkins Cushing, the largest taxpayer of the proposed town, who gave generously and openly to the incorporation expense on the condition that it be named after his 200 acre estate "Bellmont."

The towns of Watertown, Waltham, and West Cambridge fought the proposed creation of a new town, but in the end the battle was won and on March 18, 1859 the Town of Belmont was born. Of the then total area of 5 square miles, 2.26 were taken from Watertown, 0.67 from Waltham, and 2.82 from West Cambridge. The population was 1,175 of whom 170 were registered voters and 325 were school children. The new town was a widespread collection of fruit farms and market gardens. Produce from Belmont farms was sold at Faneuil Hall market. Specialties included celery, tomatoes, cucumbers, berries, and small fruits. In fact, "Belmont" became a term of distinction indicating quality and large size.

The original town included a part of present day Cambridge including half of Fresh Pond. Because of a controversy over a slaughter house erected in Belmont on the banks of the pond which was the drinking water supply for Cambridge, 0.89 square mile of Belmont was annexed in 1880 to that city.

This left Belmont with a total area of 4.676 square miles. Minor adjustments due to various Route 2 widenings makes the total area 4.655 square miles today.

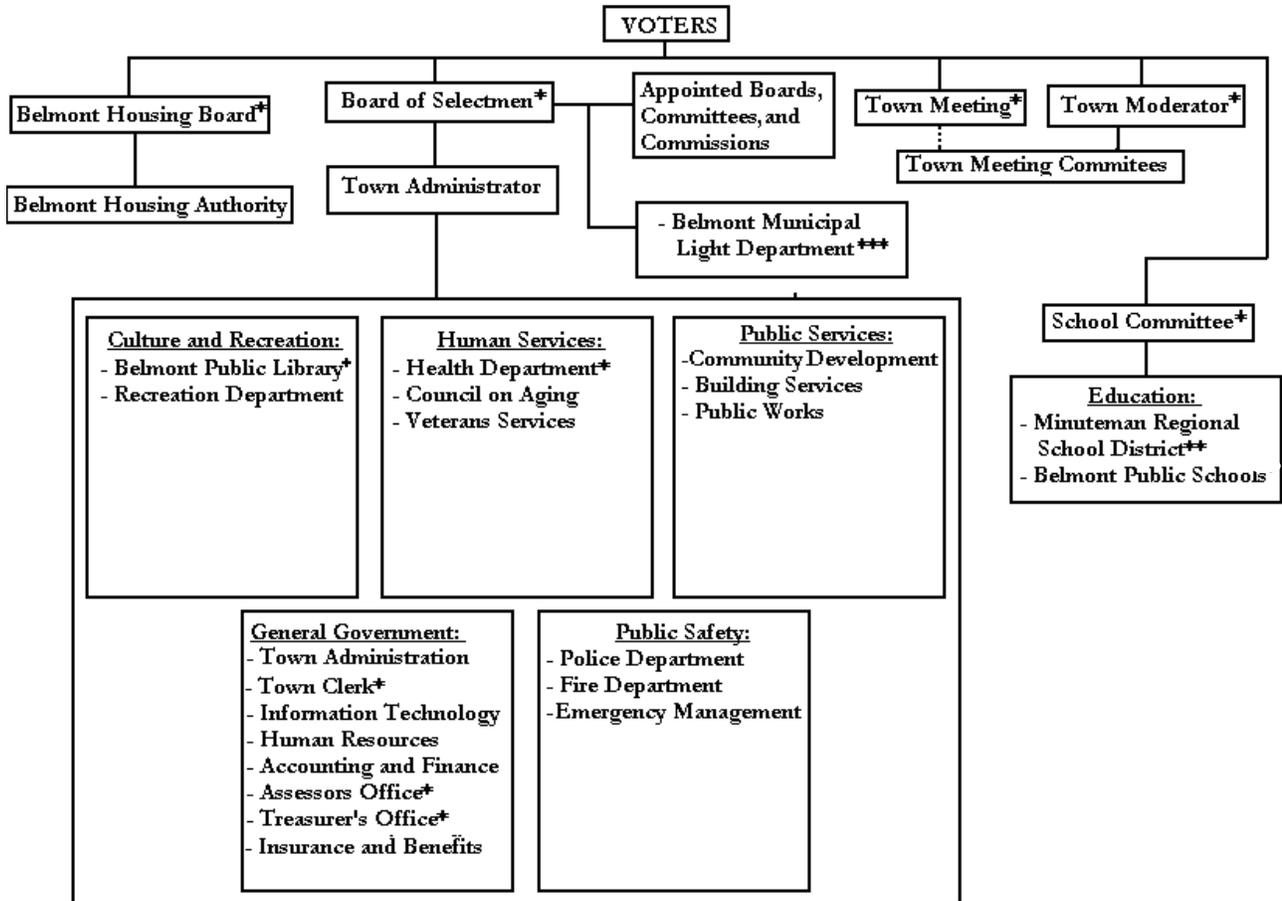
In the 1900's, the large number of artists, authors, educators, physicians, and scientists moving to the town doubled its population. As a result, the farming community disappeared. Belmont today, with a population of 25,349, is almost entirely residential and is known as "*The Town of Homes.*"



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GOVERNMENT ORGANIZATION:

Below is an organizational chart which classifies departments with regard to budget function which differs in some cases from reporting structure. Elected Department Heads and Boards identified with an asterisk and maintain management authority over their respective departments. Department Heads who are elected include the Town Treasurer and the Town Clerk. Departments with elected management Boards include the Cemetery Division, Health Department, Assessors Office, and Belmont Public Library. Please note that space restrictions prevent all appointed committees and boards from being listed independently but they derive power from their appointing authority.



Notes:

* Elected directly by the voters in annual Town elections. When in reference to a Department, the Department Head or Board is elected and has management authority over the department, placement on this chart only reflects budget function.

**Regional Organization of which Belmont is a Member Community. Governed by a Committee on which Belmont has representation.

*** Department in which the Board of Selectmen acts as the managing board.

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ELECTED OFFICIALS:

Board of Selectmen:

	<u>Term:</u>
James R. Williams, Chair	2018
Mark A. Paolillo, Vice - Chair	2019
Adam Dash, Selectman	2020

School Committee:

	<u>Term:</u>
Lisa Fiore, Chair	2018
Sabri Murat Bicer	2019
Catherine Bowen	2020
Susan Burgess-Cox	2018
Thomas Caputo	2020
Andrea Prestwich	2019

Board of Assessors:

	<u>Term:</u>
Robert P. Reardon, Chair	2020
Martin B. Millane Jr., Vice - Chair	2018
Charles R. Lavery III, Secretary	2019

Board of Cemetery Commissioners:

	<u>Term:</u>
Ellen O'Brien Cushman, Chair	2018
William J. Chemelli, Vice - Chair	2019
Alexander E. Corbett, III, Clerk	2020

Board of Health:

	<u>Term:</u>
Donna S. David, Chair	2020
Julie C. Lemay, Vice - Chair	2019
David B. Alper	2018

Board of Library Trustees:

	<u>Term:</u>
Kathleen Keohane, Chair	2020
Elaine Alligood, Vice- Chair	2018
Gail Mann, Secretary	2020
Mark Carthy	2019
Mary Donahue Stearns	2019
Corinne McCue Olmsted*	2018

**Elected to one-year seat in 2017 Election*

Housing Authority:

	<u>Term:</u>
Donna Brescia, Chair	2020
Gloria Leipzig	2018
Anne Barrington Mahon	2021
Tommasina Olson	2019
Charles R. Lavery III, State Appointee	

Town Clerk:

	<u>Term:</u>
Ellen O'Brien Cushman	2019

Town Treasurer:

	<u>Term:</u>
Floyd S. Carman	2020

Town Moderator:

	<u>Term:</u>
Michael Widmer	2018

Representative in General Court:

	<u>Term:</u>
David M. Rogers	2019

Senator in General Court:

	<u>Term:</u>
William N. Brownsberger	2019

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TOWN MEETING MEMBERS:

AT-LARGE:

Town Treasurer:

Floyd S. Carman 184 Brighton St

Town Clerk:

Ellen O'Brien Cushman 38 Scott Rd

Chairman, School Committee

Lisa B. Fiore 34 Van Ness Rd

Board of Selectmen:

Mark A. Paolillo 42 Pilgrim Rd

Adam Dash 12 Goden St

James R. Williams 7 Glenn Rd

Board of Health

Donna Sue David 589 Belmont St

Town Moderator:

Michael J. Widmer 126 Gilbert Rd

Representative in General Court:

David M. Rogers 18 Richard Ave
Cambridge

PRECINCT ONE:



Alcock, John P.	42 Madison St
Barry, Daniel Patrick	129 Goden St
Bicer, Katherine Kershner	117 School St
Bishop, Carolyn J.	7 Orchard St
Borelli, John A.	290 School St
Bundy, Reed F.	259 School St
Carthy, Mark	21 Stone Rd
Dizikes, Peter J.	34 Randolph St
Doyle, Christine M.	15 Cedar Rd
Freidberg, Karen	43 Douglas Rd
Gavin, Mary	12 Long Ave
Golding, Helen E.	18 Louise Rd
Gorman, Gail M.	96 School St
Halston, Daniel W.	10 Myrtle St
Hayes, Jocelyn C.	5 Colonial Ter
Libenson, Michael D.	74 Hillcrest Rd
Lind, Katherine A.	68 Fairmont St
Lisanke, Alina	77 Bow Rd
Mahoney, Anne Marie S.	24 Goden St
McClain, Gretchen	87 School St
McGaw, Robert E.	23 Louise Rd
Miller, Jeffrey B.	286 School St
Miranda, Barbara E.	22 Myrtle St
Muson, Holly Hart	40 Temple St
Ogilby, Lydia Phippen	306 Washington St
Olmsted, Corinne McCue	28 Stone Rd
Paulsen, Frederick S.	90 School St
Poole, Adriana	53 Louise Rd
Staton, James H.	92 Long Ave
Tenney, Yvette J.	70 Bow Rd
Thurston, Emma L.	101 Baker St
Todreas, Ian L.	16 Chenery Ter
Tomczyk, Stephen	47 Hamilton Rd
Vernick, Daniel	73 Fairmont St
Weis, John J.	30 Chenery Ter
Zecchi, Kristen F.	30 Orchard St

PRECINCT TWO:



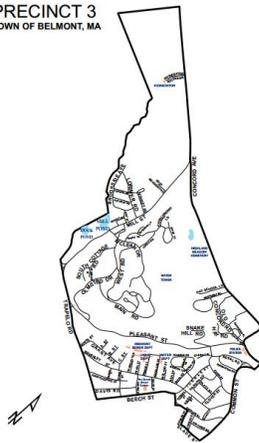
Aitken, Leslie	70 Evergreen Way
Banker, James	79 Scott Rd
Banker, Michele S.	79 Scott Rd
Berger, Rachel J.	33 Stella Rd
Brown, W. Sumner	35 Ross Rd
Brush, M. Patricia	52 Radcliffe Rd
Buckley, John J.	11 Leicester Rd
Burgess-Cox, Susan	135 Radcliffe Rd
Caputo, Thomas M.	63 Richmond Rd
DeStefano, Joseph G.	25 Somerset St
Dionne, Elizabeth Harmer	55 Wellesley Rd
Gammill, James F.	19 Dorset Rd
Geiger, Ronald H.	27 Stella Rd
Helgen, Anne K.	243 Marsh St
Herosian, Karen Barmakian	585 Pleasant St
Huang, Caroline Bing-Yen	39 Howells Rd
Hurley, David	20 Birch Hill Rd
Keohane, Kathleen	19 Rutledge Rd
*Khan, Elizabeth S.	3 Barbara Rd
Lowery, Thomas J.	123 Winter St
Magni, Peter R.	140 Radcliffe Rd
McGuire, Elizabeth M.	70 Lawrence Ln
McLaughlin, Robert E.	81 Wellesley Rd
McSwain, Judith A.	35 Ross Rd
Nolan, Daniel D.	1015 Concord Ave
Ostayan, Karnig	35 Lantern Rd
O'Toole, Devan Michael	62 Beatrice Cir
Papa, Cindy G.	109 Winter St
Pew, Elizabeth W.	27 Wellington Ln
Robotham, John	19 Scott Rd
Robotham, Suzanne H.	19 Scott Rd
Scali, Joseph A.	19 Prospect St
Scali, Maryann L.	19 Prospect St
Trotsky, Amy	10 Clairmont Rd
Weeks, Julia H.	585 Concord Ave
Zipkin, David	137 Clafin St

**Elected at Caucuses*

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PRECINCT THREE:

PRECINCT 3
TOWN OF BELMONT, MA



Alcorn, Anthony J.	172 Waverley St
Allison, Liz	69 Pinehurst Rd
Bass, Suzanne R.	530 Concord Ave
Bates, Lot Webster	112 Waverley St
Bernard, John Joseph	71 Waverley St
Chase David R.	14 Waverley Ter
Cohen, Martin L.	21 Dunbarton Rd
Dieckmann, John T.	47 Lorimer Rd
Friedman, Bonnie L.	16 Hay Rd
Goodman-Belkadi, Ariane	12 Woodland St
Hamann, Charles M.	6 Meadows Ln
Herron, James Patrick	28 Hawthorne St
Iskandarian, Vera L.	338 Waverley St
Jansen, Ann M.	59 Lorimer Rd
Jenkins, Juliet B.	76 Lorimer Rd
Jones, Ralph T.	56 Summit Rd
Kennedy, Mary K.	11 Lorimer Rd
Kennedy, Robert V.	11 Lorimer Rd
Klimasmith, Elizabeth M.	17 Edward St
Kruse, Janet M.	13 Grant Ave
Lemieux, Sarah G.	57 Common St
Manjikian, Raffi M.	12 Pearl St
Marzocchi, Paul M.	19 Waverley Ter
Mayer, John H.	194 Orchard St
McVay, Christine Marie	109 Brookside Ave
Mesard, Wayne	14 Ash St
Moore, Martha	331 Waverley St
Oteri, Lisa A.	31 Waverley Ter
Plass, Martin	10 Stanley Rd
Sarno, Judith Ananian	30 Waverley Ter
Sarno, Robert L.	30 Waverley Ter
Stanton, Vincent P.	32 Royal Rd
Stearns, Mary Donahue	15 Winthrop Rd
Tomford, Heli	72 Pinehurst Rd
Watson, Ian P.	81 Clark St
Williams, Carole	3 Stables Way

PRECINCT FOUR:

PRECINCT 4
TOWN OF BELMONT, MA



Baghdady, Rola M.	14 Loring St
Baghdady, Sami S.	14 Loring St
Baghdady, Samir S.	47 Walnut St
Bakeman, Helen E.	92 Lexington St
Bowen, Catherine A.C.	67 Bartlett Ave
Brown, Judith L.	300 Trapelo Rd, #19
Chemelli, William J.	11 Ripley Rd
Chesson, Michael B.	21 Whitcomb St
Clark, Charles L.	150 White St #2
Cunningham, Kevin M.	20 Chandler St
Deutsch, Debra	56 Hull St
Dillon, William	137 White St
Engerman, David	17 Ridge Rd
Flewelling, David R.	36 Sycamore St
Flewelling, Sheila M.	36 Sycamore St
Gates, Lucia E.	11 Agassiz St
Gibalerio, Lisa M.	20 Chandler St
Hovsepian, Jirair M.	44 Chandler St
Kazarian, Henry V.	22 Banks St
Keefe, Brian	195 Lexington St
Lawrence, Philip W.	68 Agassiz Ave
MacAulay, Andrew C.	41 Chandler St
Mahon, Anne Barrington	19 Alma Ave
Malik, Shonool	4 Sycamore St, #1
Messenger, William G.	84 Lexington St
Occhino, John B.	18 Hull St
Occhino, Sandra M.	18 Hull St
O'Neil, Rose E.	77 Maple St
Pargoli, Lisa A.	223B White St
Powelstock, David	23 Alma Ave
Sawyer, Ogden R.	181 Lexington St
Schmidt, Elizabeth B.	59 Lexington St
Swift, Johanna	92 Hull St
Vanderhart, Laura Joy	96 Agassiz Ave
Webster, David M.	18 Holt St
White, Joseph P.	14 Maple Ter

PRECINCT FIVE:

PRECINCT 5
TOWN OF BELMONT, MA



Alligood, Elaine	265 Beech St
Asadoorian, Arto N.	40 Slade St
Becker, Claus C.	20 Poplar St
*Bell, Kristen	121 Slade St
Bloore, Suzanne W.	37 Hastings Rd
Bradley, Mary	12 Leslie Rd
Carlini, Stephan W.	31 Horne Rd
Carlson, Laurie	20 Upland Rd
Carlson, Nancy A.	12 Poplar St
Coakley, Joanne E.	95 Horace Rd
Crockett, Julie S.	232 Trapelo Rd
Cruz, Ana Helena Silvia	38 Winslow Rd
Donham, Thayer	77 Hammond Rd
Ellard, Janice M.	12 Horace Rd
Feins, Judith D.	71 Bay State Rd
Fine, Howard Mark	88 Bay State Rd
Hansen, Richard Glade	38 Winslow Rd
*Johnson, Raymond	53 Hammond Rd
Kassaraba, Myron J.	43 Hastings Rd
Lombarbo, Francis A.	209 Trapelo Rd
Nelson, Azra	28 Vincent Ave
O'Connor, John M.	35 Upland Rd
Olson, Tommasina Anne	10 Bay State Rd
Plunkett, Andrew	137 Gilbert Rd
Pollock, John W.	383 Common St
Pollock, Lois J.	383 Common St
Rojas, Andres T.	72 Drew Rd
Sanderson, III, Edward C.	44 Flett Rd
Serra-Masciari, Andrea	51 Flett Rd
Steinert, Heidi L.	123 Gilbert Rd
Sullivan, John P.	72 Palfrey Rd
Sullivan, Matthew J.	121 Hammond Rd
Wagner, Mark D.	21 Hastings Rd
Widmer, Jeanne	126 Gilbert Rd
Wille, Lucia	58 Hammond Rd
Wrubel, Roger P.	165 Slade St

**Elected at Caucus*

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PRECINCT SIX

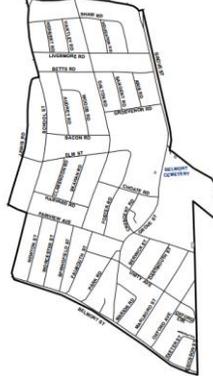
PRECINCT 6
TOWN OF BELMONT, MA



Alper, David B.	1 Oak Ave
Bauerle, Karen McNay	59 Hurd Rd
Bowe, John J.	20 Elizabeth Rd
Colton, Roger Duane	34 Warwick Rd
Donner, Tara	47 Payson Rd, #2
Dukas, Theodore	236 Payson Rd
Epstein, Roy	34 Cushing Ave
Evans, Stephen A.	100 Van Ness Rd
Feinleib, Judith F.	87 Oakley Rd
Gibson, Elizabeth	15 Oakley Rd
Graham, Laurie A.	32 Warwick Rd
Hirsch, Marcie S.	64 Old Middlesex Rd
Johannet, Suzanne	45 Warwick Rd
Jordan, Virginia	34 Lawndale St
Kazanjan, Mary Ann	355 School St
Killeen, Matthew D.	267 Payson Rd
Kirrane, Julie M.	23 Lawndale St
Klionsky, Stephen H.	196 Payson Rd
Licht, Priya Adhikari	174 Lewis Rd
Lipson, Elizabeth	89 Townsend Rd
Marusiak, Jennifer	23 Chester Rd, #2
Mooney, Jeanne R.	60 Oak Ave
Oates, Linda N.	302 Payson Rd
Poulin-Kerstien, Katherine	44 Townsend Rd
Reardon, Robert P.	73 Van Ness Rd
Record, Jocelyn	44 Oak Ave
Saper, Brian S.	16 Old Middlesex Rd
Samuels, Joel M.	18 Bellevue Rd
Shea, Jamie H.	149 Washington St
Shuster, Elyse B.	29 Van Ness Rd
Singler, Judith	53 Selwyn Rd
Slap, Laurie R.	95 Long Ave
Smith, Eric A.	44 Pequossette Rd
Smith, Michael A.	40 Warwick Rd
Thayer, Philip K.	39 Oak Ave
Whitmer, Peter	41 Hurd Rd

PRECINCT SEVEN

PRECINCT 7
TOWN OF BELMONT, MA



Bonnin, Kathleen Lowrey	44 Dalton Rd
Callanan, Margaret M.	21 Sargent Rd
Candee, Richard A. "Nick"	21 Anis Rd
Clark, Jill Eden	45 Dartmouth St, #1
Coutinho, Paul J.	23 Woods Rd
Crawford, Clare G.	134 Dalton Rd
Drevins, Joan A.	61 Betts Rd
Geiger, Benjamin T.C.	3 Anis Rd
Hill, Laura Joyce	10 Hartley Rd
Imberman, Robert N.	450 School St
Jackson, Sara Elizabeth	20 Ericsson St
Jacoby, Henry D.	106 Grove St
John, Thomas Douglas	3 Livermore Rd
Kelley, Patricia	30 Grove St
Kundrot, Jennifer Dewey	101 Fairview Ave
Liberty, Hannah Smith	43 Worcester St
Lockett, Deborah S.	112 Dalton Rd
Lubien, Geoffrey George	38 Unity Ave
McNamara, Michael	41 Marlboro St
Meier, Shelagh E.	82 Betts Rd
Meshoulam, Benjamin J.	54 Newton St
Mohr, Glen	281 Washington St
Moyles, Carol A.	27 Betts Rd
Nelson, Paul S.	40 Unity Ave
Perlow, Meghan	30 Springfield St
Pinkerton, Stephen R.	139 Dalton Rd
Rhodes, Alison M.	54 Newton St
Rosenstein, Amy C.	21 Hartley Rd
Rubeski, Heather	133 Dalton Rd
Ruvolo, Donna	36 Choate Rd
Schafer, Penelope H.	161 Lewis Rd
Sengupta, Annis Whitlow	35 Marion Rd
Sorenson, Brett C.	30 Woods Rd
Titus, Susan Rebecca	26 Livermore Rd
van Geel, Alexandra	64 Livermore Rd
Wong, Glen P.	70 Livermore Rd

PRECINCT EIGHT

PRECINCT 8
TOWN OF BELMONT, MA



Baskin, Kathleen M.	73 Munroe St
Bitner, Marty	207 Clafin St
Brosnan, Kevin P.	31 Tobey Rd
Bunyon, Carolyn	50 Albert Ave
Corbett III, Alexander E.	114 Alexander Ave
Cowing, Kathleen	278 Cross St #1
Crowley, Michael F.	119 Farnham St
Ferrante, Anthony A.	15 Westlund Rd
Gallant, Stuart R.	55 Hill Rd #706
Goldenberg, Anne Covino	36 Stearns Rd
Hraiz, Antoine G.	38 Plymouth Ave
Irion, Melissa Ann	132 Dean St
Kerins, Stephen M.	27 Sandrick Rd
Kisin, Idith Haber	115 Oliver Rd
Kochem, Christine W.	21 Jason Rd
Kochem, Robert C.	21 Jason Rd
Lambert, Anne-Marie M.	79 Chilton St
Leino, Natalie MacLean	27 Sherman St
MacIntyre, Melissa	94 Winn St
Mercier, Donald H.	96 Cross St
Miller, Diane Beckley	52 Statler Rd
Napoli, Frances B	229 Channing Rd
Nuscher, David T.	50 Winn St
Read, Lynn Peterson	62 Munroe St
Read, Roger	62 Munroe St
Rickter, Paul C.	119 Cross St
Rittenburg, Ann M	42 Farnham St
Roberts, Paul F.	54 Cross St
Rosales, Deborah M.	48 Farnham St
Rosales, Stephen B.	48 Farnham St
Schreiber, Ellen F.	49 Sandrick Rd
Smith, Mark P.	73 Chilton St
Stratford, Scott D.	97 Alexander Ave
Sugarman, Ellen J.	119 Cross St
Taylor, Cynthia	315 Channing Rd
Yoon-Huang, Gi Hyun	107 Winn St

*Elected at Caucus

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BOARD OF SELECTMEN:

Chair: James R. Williams

Vice - Chair: Mark A. Paolillo

Selectman: Adam Dash



Town Administration Office Staff:

Town Administrator: David Kale/ Interim Phyllis Marshall

Assistant Town Administrator: Phyllis Marshall

Budget Analyst: Glen Castro

Administrative Coordinator: Susan Murphy

Administrative Assistant: Matthew Haskell

Office of the Board of Selectmen

Committee's Purpose and Duties:

The Office of the Board of Selectmen and Town Administrator is responsible for the oversight and general direction of the Town's delivery of municipal services, and all matters not otherwise provided for by law or specified in the Town's By-Laws.

The Board of Selectmen is comprised of three (3) elected members who serve in a part-time capacity and receive a small annual salary for their service. The members do not maintain individual offices in the Town Hall. Instead, they rely on full-time administrative and management staff to manage the day-to-day operations of the Town.

The Selectmen appoint a full-time Town Administrator to serve as the Town's Chief Administrative Officer and to manage the daily operations of the Town on behalf of the Board.

The Board oversees many aspects of Town business, including the preparation of the annual budget and the Warrant for Town Meeting, approval of local licenses, making committee appointments, setting town policies and overseeing the management and delivery of municipal services. The Board of Selectmen convene regularly throughout the year, typically biweekly on Monday evenings, to discuss policy issues; to set agendas for itself and the Town Meeting; to resolve disputes; to issue licenses; to establish ad hoc committees; to make appointments to existing boards and committees; and to develop a budget recommendation for Warrant Committee consideration and Town Meeting approval.

Although the Town's governing structure is fragmented (e.g., many independent, elected boards and officials), the Board of Selectmen is the primary entity that has the structure and ability to identify issues of Town-wide importance that can be translated into operational goals or placed on the legislative warrant for Town Meeting consideration and approval. It is the Board of Selectmen that creates the official Warrant for the Town Meeting.

Many hours of staff and management support are provided to the Board of Selectmen to fulfill the Town's legal duties and to oversee the delivery of town services in the most efficient and effective way possible. The Town Administrator's Office coordinates the following activities under the authority of the Board of Selectmen: processing Town license applications; working with the Chairman of the Board of Selectmen to set the Board's meeting agendas; preparing the "agenda packet" for each member of the Board of Selectmen; compiling background information for each agenda item to ensure efficient and effective meetings; processing the actions of each Selectmen's meeting; tracking requests from residents for Town information, tracking and processing insurance claims against the Town;



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preparing all materials for the smooth and efficient flow of the Town Meeting; facilitating the preparation and consolidation of the Town's operating budget; formulating a budget recommendation to the Board for their consideration and approval as the Executive branch of Town government.

Summary of Activities and Accomplishments:

- Implement a strategic planning process and coordinate goal-setting sessions with the Board of Selectmen and Department Heads.
- Hire a new Town Administration by the end of 1st Quarter of 2018.
- Develop recommendations for providing vocational education to Belmont students.
- Continued collaboration between the Board of Selectmen, School, Warrant and Capital Budget Committees in developing a fiscal 2018 operating and capital budget.
- Complete the Verizon Franchise License negotiations and award another 10-year contract.
- Continue implementation and monitoring of Green Communities Initiatives to achieve energy consumption reductions.
- Continue the Belmont High School Building process in accordance with MSBA requirements and timelines.
- Continued development of Capital Plan for Major Buildings.
- Commence process for the development of private/public partnership for a new Skating Rink.
- Review recommendations based on the completed Feasibility Study by the Community Path Implementation Committee for BOS approval.
- Finalize decisions on specifications for Solid Waste Contract Bid in FY18.
- Continued implementation of the Recreation Strategic Plan.
- Complete collective bargaining negotiations for expiring labor contracts.
- Approve updated Personnel Policies.
- Develop capital plan for the next phase of Sewer and Storm Water Rehabilitation.
- Finalize plan to implement Water Meter Replacement and Advanced Metering Infrastructure Program in FY18.
- Further refinement of Parking Management Plan for Belmont Center.
- Investigate Stormwater Enterprise Fund Model.
- Continue progress on a new skating rink as part of a public/private partnership once more information on the Belmont High School project becomes available as part of the Feasibility Study Process.
- Continue to implement recommendations contained in the Financial Task Force report.
- Continue to improve communications with the public.
- Revise the Committee/Commission Handbook.
- Continue to make improvements to the Public Budget Document.
- Continue consolidation of Town and School facility budget items.
- Review and update of existing Alcohol Rules and Regulations and Outside Dining Regulations.
- Provided support to the Logan Airport Noise Advisory Committee.
- Coordinated approval of Common Victualler and Retail and Restaurant Liquor Licenses for 2017.
- Coordinated and expanded outreach for facility rentals in Town Buildings.
- Continued to make improvements to the appointment process of residents to various to committees and Boards by the BOS.

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Goals for 2018:

- Implement a strategic planning process and coordinate goal-setting sessions with the Board of Selectmen and Department Heads.
- Continue implementation and monitoring of Green Communities Initiatives to achieve energy consumption reductions.
- Continue the Belmont High School Building process in accordance with MSBA requirements and timelines.
- Review recommendations based on the completed Feasibility Study by the Community Path Implementation Committee for BOS approval.
- Complete collective bargaining negotiations for expiring labor contracts.
- Develop capital plan for the next phase of Sewer and Storm Water Rehabilitation.
- Finalize plan to implement Water Meter Replacement and Advanced Metering Infrastructure Program in FY18.
- Further refinement of Parking Management Plan for Belmont Center.
- Investigate Stormwater Enterprise Fund Model.
- Continue progress on a new skating rink as part of a public/private partnership once more information on the Belmont High School project becomes available as part of the Feasibility Study Process.
- Continue to implement recommendations contained in the Financial Task Force report.
- Continue to improve communications with the public.
- Revise the Committee/Commission Handbook.
- Continue to make improvements to the Public Budget Document.
- Continue consolidation of Town and School facility budget items.
- Continuation of the Belmont High School Feasibility Study
- Construction of a new Pequotsette Playground
- Improvements to the Grove Street Playground
- Continued discussions on the Community Path Feasibility Study Process
- New contract to be awarded and implemented for solid waste collection and more
- Continued discussions on other major capital projects for buildings and other assets with strategic plan of proposed schedule
- Smart Meters for water consumption will be installed to provide real time information to users
- Recommendations for providing vocational education to Belmont students will be developed
- Continued implementation of the recommendations contained in the Recreation Strategic Plan

Respectfully Submitted,

James R. Williams, Chair
Board of Selectmen

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SCHOOL COMMITTEE:

Chair: Dr. Lisa Fiore

Secretary: Susan Burgess-Cox

Committee Members:

Catherine Bowen

Murat Bicer

Thomas Caputo

Andrea Prestwich

School Department Administration Staff:

Superintendent of Schools: John P. Phelan

Assistant Superintendent for Curriculum and Instruction: Janice Darias

Director of Finance, Business, and Operations: Anthony DiCologero

Committee's Purpose and Duties:

The Belmont School Committee is an unpaid six-member board elected to three-year terms at Belmont's annual Town Election. Terms overlap so two members are elected per year. Massachusetts law grants three specific powers to school committees: to appoint and remove the superintendent, to set school policies, and to review and approve budgets.

Summary of Activities and Accomplishments:

- Approved FY17 budget with 5 additional FTEs to help alleviate large class sizes and offer classes for middle and high school students with too much time in study halls and 'free' periods.
- Began negotiations with AFSCME to finalize a three-year contract.
- Continued implementation of a district-wide Social Emotional Learning (SEL) framework.
- Participated with Superintendent's Space Task Force to examine space utilization in all school buildings and determine potential needs for additional capacity in the short and long term, given enrollment increases.
- Statement of Interest (SOI) to Massachusetts School Building Authority (MSBA) for Belmont high school renovation project was accepted.
- Worked with School Committee appointee to support the Belmont Media Center's expanding programming and opportunities for students.

Goals for 2017:

The overall goal of the Belmont School Committee has remained constant over the last several years. Its goal is to use its powers to ensure that the Belmont Public Schools achieve its mission:

With a commitment to teaching and learning, the Belmont Public Schools strive to nurture the intellectual, social, and personal development of each student and to create a dynamic community of lifelong learners who contribute to the common good and are of service to others.

The School Committee will strive to ensure that policies and budgets align with the following three goals, and that the superintendent acts to achieve them:

1. To prepare all students for college, career, and life-long learning through a balanced and healthy school

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experience, and through continuity of curriculum and compliance with Commonwealth and community standards, through support for educators to experiment and innovate, and clear articulation of our instructional models.

2. To support continuous improvement and overall programmatic and fiscal stability by engaging administrators, teachers, and other stakeholders in generally accepted practices of long-term strategic planning.
3. To ensure that students receive instruction from consistently highly qualified educators who pursue continuous improvement of their art by hiring well-prepared and diverse professionals, and sustaining continuous professional development by means of clear and coherent plans, and by implementing a successful educator evaluation system in line with new Commonwealth standards.

The following are liaison assignments and subcommittee and collective bargaining teams:

Moderator Appointments

Belmont High School Building Committee

Tom Caputo

Subcommittees of the School Committee

Policy/Procedure (Crofts Revision)

Dr. Lisa Fiore, Andrea Prestwich, Elyse Shuster, Mary Pederson

Finance Sub-committee

Murat Bicer, Tom Caputo, Susan Burgess-Cox

Curriculum & Instruction Sub-committee

Susan Burgess-Cox

Representatives and Liaisons

Capital Budget Committee

Susan Burgess-Cox

EDCO Board

Andrea Prestich

LABBB Board

John Phelan

Foundation for Belmont Education

Dr. Lisa Fiore

Superintendent's Health, Safety, and Security Advisory Team

Laurie Graham (ex-officio)

Warrant Committee

Dr. Lisa Fiore

Community Education

Dr. Lisa Fiore

Council on Aging

Vacant

One Book One Belmont

Vacant

Foundation for Belmont Education:

The Foundation for Belmont Education (FBE) raises funds in support of enrichment and innovation in the Belmont Public Schools. Founded in 1993 by citizens who wanted to ensure the continued excellence of the school system, the FBE awarded more than \$253,000 to the Belmont Public Schools in the 2016-17 school year.

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The FBE raises funds in several ways. Many residents and families support the FBE's Annual Appeal, which helps to fund various programs. The Dan Scharfman Memorial Run is held on the first Sunday of October and kicks off our fundraising season. In honor of the late school committee member, Dan Scharfman, the 5K and 2K races are a favorite among serious runners and families alike. The Spelling Bee for Grades K-6 is an annual fall event, drawing more than 700 children. It's a fun family day designed to showcase the students' spelling skills. Every March, the FBE holds its Annual Fundraiser and Auction, which has become a much-anticipated community event. With the support of businesses and residents, this event raised more than \$120,000 last year. Additionally, there were more than 750 STAR Awards (Staff and Teacher Appreciation and Recognition) purchased by students and their families to honor and thank Belmont educators and staff for their outstanding contributions to their children's education. During the 2016-17 school year, the FBE again sponsored the Outstanding Teacher Awards, where teachers throughout the district are nominated by students and community members and awards are given to a teacher from each of Belmont's six schools. In addition, the S. Warren Farrell Award for Educational Excellence, a subset of the Outstanding Teacher Awards, was added this year, to both honor Warren Farrell for his many years of volunteer leadership in Belmont and its public schools and to recognize a teacher or other educator for their longstanding dedication and leadership in Belmont's public schools.

In total, the FBE has awarded more than \$3.5 million to the Belmont Public Schools in the form of 700 awards for Learning Excellence Grants, Professional Development support, and large-scale special initiatives. The commitment and generosity of the FBE and its volunteers along with the many families and businesses who contribute to the FBE each year enable the Belmont Public Schools to offer many programs that would otherwise be impossible to undertake. The School Committee and system teachers and administrators are very grateful for the ongoing support of the Foundation for Belmont Education.

School Advisory Councils:

As a result of the 1993 Education Reform Act, School Advisory Councils have been established at each of Belmont's schools. The Advisory Councils have taken an active role in addressing policy issues at the site level. Members of the 2015-2016 School Advisory Councils include the following:

School	Teacher Representatives	Parent Representatives	Community Representatives
Burbank	Tricia Clifford, Chair Vicky O'Regan Janet Flaherty	Kathy Meyer Harriet Wong Kristina Elias	Suzanne Alcock
Butler	Danielle Betancourt, Chair Jennifer Pressey Brian Bisceglia-Kane	Parul Garg Donna Santagati Julie Crockett	Open
Wellington	Annemarie Stewart, Chair Kendra Nnyanzi Carolyn Bell Becky Reilly	Don Ellis Katie Colello Sarah Lemieuz	Kate Ascione Cheryl Minor
Winn Brook	Janet Carey, Chair Melissa Crough Lauren Chancey Sarah Daggett Michela Keough	Anne Bauer Patricia Asimacos Sharon Sprague Shilpa Lawande	Lynn Bodmer Songwen Xie
Chenery Middle School	Michael McAllister, Chair Nicolette Foundas	Amelia Newbury Jessica Bendell April Edrington	Scott D. Packard Alton Price

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Belmont High School	Dan Richards, Chair Stacie Ross Gabrielle Garschina	Lyn Bodmer Virginia Cox Wendy Murphy	Ottavio Forte Diane Plamer
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Programs and Instruction

In 2017 the Belmont Public Schools remained committed to universal access to the highest quality curriculum for all students as well as universal proficiency. This is accomplished through the efforts of BPS educators who are supported in their learning and growth through the district’s professional development program. We have established three primary means to achieve this goal: professional development meetings led by Principals, Directors, and Curriculum Specialists focusing on district and school strategic initiatives; Professional Learning Teams (PLTs), educators working together on a targeted area of need to improve learning for all students; and professional development courses, seminars, workshops, and study groups led by BPS educators and partner organizations (held during meeting and early release times as well as optional times after school, evenings, weekends, and summers. This year we have a focus on addressing achievement gaps and developing a comprehensive framework in all schools to support the Social and Emotional Learning (SEL) of all students. A detailed listing of these offerings can be viewed on the Professional Development web site for the Belmont

Public Schools at this address: <http://www.belmont.k12.ma.us/bps/Staff/Professional-Development>.

Assessment

This annual report on the results of standardized testing in the Belmont Public Schools includes information on standardized tests which students took as a result of state mandate and student choice during the 2016-2017 school year.

<u>Student Choice</u>	SAT Reasoning Test	Multiple
	SAT Subject Tests	Administration
	ACT	Dates
	Advanced Placement (AP)	
<u>State Mandated</u>		
Grades 3, 4, 5, 6, 7, 8, 10	Massachusetts Comprehensive Assessment System (MCAS) <i>English Language Arts and Mathematics</i>	Spring (March-May)
Grades 5, 8, 9	Massachusetts Comprehensive Assessment System (MCAS) <i>Science</i>	Spring (May-June)

The testing schedule for Belmont students continues to be challenging. Students participated in the SAT Reasoning Test and the SAT Subject Tests. Belmont students also participated in the ACT program, but at a rate lower than that in the SAT program. Student involvement in Advanced Placement testing is very strong.

This year all students in grades 3 through 10 in the Commonwealth of Massachusetts took the Massachusetts Comprehensive Assessment System (MCAS). For students in grades 3 through 8, this was a new test, the Next Generation MCAS; the high school and science MCAS are still the “legacy” MCAS tests. In 2017 students in grades 4 and 8 took the MCAS on computers; the remaining grades continued to take the test on paper. Assessments in English/language arts and mathematics are administered in Grades 3, 4, 5, 6, 7, 8, and 10; assessments in science are administered in grades 5, 8, and 9. Passing scores on the grades 9 and 10 assessments are a requirement for high school graduation.

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Belmont High School students also participate in the Preliminary Scholastic Achievement Tests. This test is the basis for the National Merit Scholarship Program. This year eight Belmont High School students were named semifinalists in the 2018 Merit Scholarship Competition. In addition, there were 18 commended students.

SAT (2016-2017)

The SAT Reasoning Test

The SAT Reasoning Test includes two sections: the evidenced-based reading and writing section and the math section. Each section is scored on a scale ranging from 200 to 800, resulting in a total possible score of 1600. The reading portion of the tests asks students to read a variety of forms of text and answer multiple choice questions to demonstrate their command of the evidence, their understanding of words in context, and their ability to analyze and synthesize what they've read. In the writing and language section of the test, students demonstrate their ability to improve sentences or passages by selecting a better option from the choices; they also demonstrate their command of Standard English conventions. In the math section students solve real world problems to demonstrate their mastery of math concepts, operations, and relations. There are two sections to the math test. On one you are allowed to use a calculator; on the other you are not allowed to use a calculator. Students have the option of writing an essay in which they analyze a passage, supporting their claims with evidence from the passage. This optional section is required by some colleges and universities as part of their admissions process. The total testing time for the SAT is 3 hours without the essay, or 3 hours and 50 minutes with the essay.

Student Results

The College Board redesigned the SAT, and the first administration of the new test was in March 2016. This report reflects the scores of the new test, which can range from 400 to 1600. The previous version of the test had a score range of 600 to 2400.

The SAT report summarizes information for seniors who took the SAT Reasoning Test at any time during high school through March 2017. If a student took the test more than once, the most recent score was used. Belmont's total score mean is 1,277, which includes a mean score of 635 on the Evidenced-based Reading and Writing Section, and a mean score of 641 on the Math Section. Comparisons with state and national scores are below, along with last year's scores of the previous version of the test.

Two hundred fifty-eight BHS seniors (85% of the class of 2017) reported SAT Test scores. In Belmont, the evidenced based reading and writing test mean is 82 points higher than the state mean and 97 points higher than the national mean. The mathematics mean for Belmont is 91 points higher than the state mean and 108 points higher than the national mean. The combined mean for Belmont students was 174 points higher than the state mean and 206 points higher than the national mean.

The College Board sets benchmark scores to represent readiness for college level courses. Of the 258 Belmont High School students who took the test, 93% met the benchmark for evidence based reading and writing, and 89% met the benchmark for math. 86% of the test takers met both benchmarks.

2015-16 Results (previous version of SAT)

Highest possible combined score = 2400

Overall MEAN	Belmont Public Schools	State	National
Critical Reading	586	517	494
Mathematics	608	530	508

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Writing	582	506	482
Combined	1776	1553	1484

2016-17 Results (new version of SAT)

Highest possible combined score = 1600

Overall MEAN	Belmont Public Schools	State	National
Evidence-Based Reading and Writing	635	553	538
Mathematics	641	550	533
Combined	1277	1103	1071

ACT (2016-17)

The ACT consists of curriculum-based tests of educational development in English, mathematics, reading (social sciences), and science (biology and STEM) designed to measure the skills needed for success in first year college coursework. The ACT is scored on a scale of 1 to 36, with 36 being the highest possible score. The English test focuses on editing and revising skills. The mathematics test consists of problems found in Algebra I, Algebra II, and Geometry. The reading test focuses on reading comprehension questions using a variety of passages from the social sciences. The science test measures interpretation, analysis, evaluation, reasoning, and problem-solving skills required in the natural sciences. This battery of tests takes 3 hours. An optional writing test measures skills in planning and writing a short persuasive essay. The writing test takes 40 minutes.

Student Results

The ACT report summarizes information for seniors who took the ACT any time during high school through spring 2017. One hundred forty eight BHS seniors (49% of the class of 2017) reported ACT scores. Students receive four scores, one for each section of the test. According to ACT, student scores should be compared to the ACT College Readiness Benchmark scores which are the minimum scores needed on ACT subject-area tests to indicate a 50% chance of obtaining a B or higher or about a 75% chance of obtaining a C or higher in the corresponding credit-bearing college courses. The ACT equates their tests to such college courses as English Composition, Algebra, Social Sciences, Biology, and STEM.

2017 Results

	ACT College Readiness Benchmark	BHS Average Score	State Average Score	National Average Score
English	18	27.9	25.4	20.3
Mathematics	22	27.8	25.3	20.7
Reading (Social Sciences)	22	28.4	25.9	21.4
Science (Biology + STEM)	Biology 23 / STEM 26	27.6	24.7	21.0
Composite	N/A	28.0	25.4	21.0

Advanced Placement

The Advanced Placement Program offers 36 discipline-based examinations. These exams consist of multiple choice and open response questions. The examinations are graded on a 5-point scale. Most of the nation's colleges and universities award credit for grades of 3 or higher. The values of an Advanced Placement Program are many. First, AP courses offer a standard curriculum that is used across the country and acknowledged throughout the world for its quality and rigor. Second, the AP curriculum tends to raise the quality of curriculum throughout the entire high school. Finally, the AP

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courses at Belmont High School are aligned with university standards and expectations, allowing students to experience rigorous, college-level courses while still in high school.

Year	Students participating in AP program	Exams taken by the participating students	Subject areas of the exams	Percentage of scores of 3, 4, or 5
2003	290	545	21	89%
2004	298	601	23	89%
2005	317	682	26	86%
2006	321	650	22	90%
2007	362	839	26	87%
2008	392	818	25	89%
2009	391	802	28	93%
2010	415	820	23	95%
2011	378	746	23	94%
2012	386	836	21	94%
2013	414	838	22	93%
2014	459	1,006	25	95%
2015	458	1,032	27	95%
2016	468	1,034	25	95%
2017	498	1,096	28	93%

In 2017, Belmont High School students took Advanced Placement Exams in 28 subject areas. They are listed by discipline:

<p>English</p> <ul style="list-style-type: none"> • English Literature and Composition <p>Foreign Language</p> <ul style="list-style-type: none"> • Chinese Language and Culture • French Language and Culture • Italian Language and Culture • Japanese Language and Culture • Latin • Spanish Language and Culture <p>History and Social Science</p> <ul style="list-style-type: none"> • European History • Human Geography • Macroeconomics • Microeconomics • Psychology • United States Government and Politics • United States History 	<p>Mathematics</p> <ul style="list-style-type: none"> • Calculus AB • Calculus BC • Computer Science A • Statistics <p>Science</p> <ul style="list-style-type: none"> • Biology • Chemistry • Environmental Science • Physics 1 • Physics 2 • Physics C: Electricity and Magnetism • Physics C: Mechanics <p>Fine and Performing Arts</p> <ul style="list-style-type: none"> • Music Theory • Studio Art: 2-D Design Portfolio • Studio Art: Drawing Portfolio
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AP Scholar Awards

Belmont High School students are well represented in the AP Scholar Awards Program.

- The AP Scholar Award was granted to 67 students who received grades of 3 or higher on three or more AP exams
- The AP Scholar with Honors Award was granted to 46 students who received an average grade of at least 3.25 on all AP Exams taken and grades of 4 or higher on four or more of these exams.

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- The AP Scholar with Distinction award was granted to 123 students who received an average grade of at least 3.5 on all AP Exams taken and grades of 3 or higher on five or more of these exams.
- The National AP Scholar Award was earned by 37 students. This award is granted to students who receive an average grade of at least 4 on all AP Exams taken and grades of 4 or higher on five or more of these exams.

In total, 273 AP awards were earned by BHS students in 2017.

Massachusetts Comprehensive Assessment System (MCAS)

During the 2016-17 school year, Belmont students in grades 3 through 10 took the Massachusetts Comprehensive Assessment System tests in English/Language Arts, Mathematics, and Science. See below for the details on the subjects tested at each grade. A review of the results of the 2017 MCAS indicates an overall strong performance for Belmont students in the aggregate, and areas where we need to improve for some subgroups of students.

For the spring 2017 state testing, the Department of Elementary and Secondary Education introduced the new Next Generation MCAS for grades 3 through 8 for both English Language Arts and Math. The names for the performance levels have changed, and the new standards for “meeting expectations” are generally more rigorous than the previous standards for “proficient.” As a result, the Department of Elementary and Secondary Education projected that approximately 50% of students across the state would score in the “meeting expectations” range or above. Our students in grades 3 through 8 exceeded the state projection. In English Language Arts, 75% of our students met or exceeded expectations; in math, 78% our students met or exceeded expectations. Please see below for results by grade level and subject.

MCAS Test Administration for 2016-17

Grade Tested In 2016-17	YOG	Current Grade In 2017-18	# Tested	Subject Tested
10	2019	11	309 310	English Math
9	2020	10	283	Physics
8	2021	9	322 322 323	ELA Math Science
7	2022	8	349 349	ELA Math
6	2023	7	335 335	ELA Math
5	2024	6	348 347 347	ELA Math Science
4	2025	5	350 350	ELA Math
3	2026	4	372 373	ELA Math
Total MCAS Tests Administered, Spring 2017			5,724	

All students must pass a science, English, and math test in order to earn a high school diploma. According to statutes, all students must meet or exceed the proficient scaled score of 240 in English and math, and the needs improvement

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scaled score of 220 in science. Those who score between 220 and 238 on the English and math tests must also fulfill the requirements of an Educational Proficiency Plan (EPP) in order to meet the state Competency Determination Graduation Requirement. The EPP is developed by the Belmont High School administration and guidance counselors to document student progress and completion of this requirement.

English Learners (ELs) participate in the MCAS. In addition, all EL students are assessed annually with the ACCESS test. This test measures students' English language proficiency and progress in learning English in the four domains of reading, writing, listening, and speaking across all content areas.

Yearly Comparison of Combined Percentages of Student Performance at Advanced and Proficient on Legacy MCAS or Exceeding and Meeting Expectations on Next Generation MCAS

Grade	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
3 Reading	80%	79%	82%	81%	85%	82%	86%	77%	81%	85%	82%	69%
3 Math	76%	80%	84%	85%	85%	82%	85%	83%	89%	85%	85%	79%
4 English	80%	82%	78%	75%	82%	84%	80%	83%	72%	90%	85%	75%
4 Math	65%	74%	73%	72%	75%	69%	73%	78%	79%	80%	83%	73%
5 English	84%	85%	87%	85%	84%	88%	83%	86%	91%	87%	89%	72%
5 Math	66%	74%	79%	76%	75%	82%	84%	81%	88%	75%	78%	74%
5 Science	74%	71%	71%	70%	73%	72%	71%	67%	81%	72%	79%	78%
6 English	90%	88%	91%	86%	91%	94%	91%	89%	90%	90%	84%	80%
6 Math	69%	78%	73%	78%	83%	85%	83%	84%	82%	84%	79%	81%
7 English	86%	91%	94%	91%	92%	93%	97%	93%	93%	90%	90%	71%
7 Math	62%	74%	76%	77%	80%	76%	78%	80%	83%	76%	84%	75%
8 English	92%	92%	97%	96%	96%	93%	95%	98%	97%	91%	91%	85%
8 Math	70%	70%	80%	75%	77%	79%	79%	87%	83%	70%	62%	85%
8 Alg. 1										97%	98%	NA
8 Science	60%	62%	74%	68%	78%	71%	78%	80%	78%	75%	72%	76%
9 Physics	NA	87%	88%	93%	95%	94%	95%	92%	91%	94%	95%	90%
10 English	90%	91%	97%	95%	94%	98%	99%	97%	98%	97%	98%	96%
10 Math	88%	96%	95%	94%	96%	95%	96%	95%	96%	96%	96%	96%

Assessment and Accountability

Annually the Massachusetts Department of Elementary and Secondary Education measures each district's and school's progress toward ensuring that all students reach proficiency according to the standards of the federal Elementary and Secondary Education Act.

As noted above, the Department of Elementary and Secondary Education introduced the new Next Generation MCAS for grades 3 through 8 for both English Language Arts and Math. Given the new test and achievement levels, the Board of Elementary and Secondary Education voted in April 2017 to amend the state accountability ratings and not assign accountability levels to districts and their schools whose students took the new MCAS, provided they met the minimum requirement of 90% participation. Belmont's four elementary schools and middle school exceeded the participation requirement, and therefore they and the district received a rating of "No Level." The results from the 2017 MCAS will serve as the baseline for a new accountability system, which will be implemented in fall 2018.

The accountability system remains unchanged for Belmont High School, and this year the high school determination was lowered from Level 1 to Level 2 because the progress of students in the "high needs" subgroup was not sufficient to meet their specific gap narrowing goals. The state's accountability system sets the goal of narrowing proficiency gaps by

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half in six years, as measured by the Progress and Performance Index (PPI). “High needs” is the unduplicated count of all students belonging to at least one of these three subgroups: students with disabilities, EL and former EL students, and economically disadvantaged students.

The annual Progress and Performance Index (PPI) measures a district's, school's, or subgroup's improvement towards its own target over a two-year period on seven indicators: narrowing proficiency gaps in English/Language Arts, mathematics, and science; student growth in English/Language Arts and mathematics; and the annual dropout rate and graduation rate for high schools. The cumulative PPI measures trends by averaging the annual PPIs of the most recent four year period, weighting recent years the most. The cumulative PPI is reported on a 100-point scale, and a score of 75 or higher is needed to demonstrate that a school is making progress toward narrowing proficiency gaps. In 2017, Belmont High School's cumulative PPI for all students was 88 (met target); for the high needs subgroup, it was 70 (did not meet target). As noted above, the elementary and middle schools did not receive an accountability level, and the cumulative PPI was not calculated. Please see the chart below for a summary of this information. Additionally, you can see how each school compared to all similar schools in the state. For grades 3-8, the comparison is by subject; for the high school the school percentile is based on students' performance on all three tested subjects.

Here is a summary of the information for each of Belmont's schools:

School	Cumulative PPI	Accountability and Assistance Level	Achievement/School Percentile
Burbank Elementary School	n/a	No level	ELA 95 Math 99
Butler Elementary School	n/a	No level	ELA 90 Math 92
Wellington Elementary School	n/a	No level	ELA 95 Math 93
Winn Brook Elementary School	n/a	No level	ELA 96 Math 99
Chenery Middle School	n/a	No level	ELA 95 Math 99
Belmont High School	All students 88 Subgroups 70	Level 2	86
District	n/a	No level	n/a

For more information on assessment and accountability information for the district and schools, go to the MCAS/Report Cards information on the Belmont Public Schools web site, at this link: <http://www.belmont.k12.ma.us/bps/Administration/MCAS-Testing-Report-Cards>

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Community Education

The Belmont Community Education program, through the Belmont Public Schools, offers residents the opportunity to participate in a variety of educational, enrichment, and life skills courses. Classes are offered during Fall and Spring terms, beginning in October and March respectively. Courses include both single-evening and multiple-session programs to accommodate a wide range of participants and interests. Course offerings vary from term to term. The Community Education program is committed to offering high-quality courses at affordable costs to Belmont residents and residents

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of surrounding communities. The program welcomes suggestions and input from the community for additional course offerings.

More information is available at the program website: <http://www.belmont.k12.ma.us/community-education>. The Belmont Public Schools are grateful for the advice and support of the Superintendent's Community Education Advisory Board, consisting of Belmont residents Diane Barbieri, Ruth DeVasto, Janice Ellard, Norma Massarotti, Tomi Olson, Scott Stratford, and Director Kelly Higgins.

Business and Finance:

Budget

At the Annual Town Meeting, the members approved a general fund school budget for FY17 of \$50,126,583. However, supplementing this Town appropriation were federal and state grants totaling \$3,559,629. The School Department also offsets a portion of its operational expenses through user fees. In FY17, \$3,390,873 was charged to fee-based revolving accounts to cover operational areas including preschool, full-day kindergarten, food service, athletics, busing, fine and performing arts, student activities, building rentals, and community education.

Increased overall student enrollment, contractual salary raises, medical insurance, and mandated student services were the main cost drivers in the budget. In reviewing costs on a per pupil basis, the Belmont Public Schools continued to spend below the state average. Data obtained from the state Department of Elementary and Secondary Education indicates that for FY16 (the most recent year for which data was available at time of this report), Belmont's average per-pupil expenditure was \$13,349, as compared to the state average of \$15,545.

In the spring of 2015 the community voted in favor of a Proposition 2 ½ budget override, which provided an infusion of funds in the operating budget of the School Department, as well as other Town Departments beginning in FY16. The School Department is appreciative of these funds. These override funds supported a three-year fiscal plan developed by a Town Financial Task Force. The focus of the plan for the School Department was: To add positions to support student engagement and to address class size; To meet mandated services needs such as Special Education out-of-district tuitions, transportation, and contract services, and English Language Learner supports; And, to provide school principals and program curriculum directors the ability to expend their instructional supplies, materials, and texts budgets without having to freeze the school budget as was done in several of the prior fiscal years. FY17 is year two of this three-year plan.

Building Maintenance

School maintenance and custodial functions have been operated in conjunction with the consolidated Town/School Facilities Department. Some of the benefits of the consolidation have been the coordination of bids for awarding contracted trade services for building maintenance and repairs, now covering both Town and School buildings; a consolidated Capital Budget Plan for Town and School facilities; and access to a Facilities Department major building repair account to assist in addressing school building needs, beyond what could be supported by the School Department operating budget alone. In FY17, all of the School Department's general fund non-salary buildings and grounds maintenance budget of approximately \$2,500,000 was migrated from the School Department budget to the Town's consolidated Facilities Department budget. This change was reflected in the Town Meeting appropriation for FY17, and was done to better align facilities dollars with the Facilities Department responsible for maintaining school buildings.

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Belmont High School Project

Based on a Statement of Interest submitted to the Massachusetts School Building Authority (MSBA) in FY15, the MSBA has invited the Town and the School Department to participate in a building project for Belmont High School. In FY16, Town Meeting voted to appropriate \$1,750,000 for a feasibility study for the project. A Building Committee was formed, as well as the project team. Proposals were submitted and reviewed for each architect/design team interested in working on the Feasibility Study. Various grade configurations were also presented as a possible means to address increasing student enrollment at all levels of the district.

Conclusion:

In 2017, as in years past, Belmont has every reason to be proud of its schools and its students. The schools operate efficiently, with minimal administrative overhead; the teaching staff and administrators are excellent, highly trained, and dedicated.

Respectfully submitted,



Dr. Lisa Fiore, Chair
Belmont School Committee



John P. Phelan, Superintendent
Belmont Public Schools

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BOARD OF ASSESSORS:

Chair: Robert P. Reardon, C.A.E.

Vice - Chair: Charles R. Laverty, III, Esq.

Secretary: Martin B. Millane, Jr.

Appointed Staff:

Assessing Administrator: Daniel A. Dargon, Jr., M.A.A.

Assistant Assessing Administrator: Maryanne Knorr, A.A.S.

Purpose and Duties:

The Assessors' Office is responsible for administering Massachusetts property tax laws effectively and equitably and for producing accurate and fair appraisals of all taxable property. In Belmont, the property tax contributes over 67% of the town's operating budget. Taxable property includes not only real estate, but business personal property as well.

Summary of Activities and Accomplishments:

The Assessors held regular bi-monthly meetings, and met on a weekly basis during the busy tax-billing periods, and at other such times, as requested, had conferences and meetings with taxpayers, interested citizens and various Town Boards, Officials and the Board of Selectmen.

Members of the Board and office staff attended schools, classes and conferences sponsored by the Department of Revenue, International Association of Assessing Officers, Massachusetts Association of Assessing Officers and the Middlesex County Assessors Association, in an effort to maintain their proficiency in the administration of the office and the appraisal and maintenance of real and personal property for assessment purposes.

The Board of Assessors voted to issue an actual real estate tax bill for Fiscal Year 2018, with a tax rate of \$12.15 per thousand, in December 2017, to ensure proper financial management for the Town by avoiding unnecessary borrowing costs. The Board of Assessors has successfully issued timely tax bills for more than twenty five years.

The assessed value tax roll for the Town of Belmont contains 8,335 real property accounts and 469 personal property accounts with an annual total assessed value of \$7,287,481,277, an increase in value of \$547,257,493 and 7.5% for Fiscal Year 2018.

The office staff processed approximately 578 transfers of real property, of which approximately 52% of the transfers were determined "valid" sales. There were 21,429 motor vehicle excise tax bills with a total excise tax of \$3,554,546.64 committed to the Tax Collector, with an average excise tax bill of \$165.88. A total of 771 motor vehicle excise tax bills were granted abatements resulting in \$83,118.80 being abated, 147 applications for statutory exemptions for real estate tax were granted resulting in \$251,388.20 being exempted, and 53 applications for CPA surcharge exemption were granted resulting in \$5,865.23 being exempted.

The Annual Town Meeting appropriated \$130,427,458.00 of the projected \$133,025,727.53 in total revenues leaving \$2,598,269.53 which was apportioned to a tax stabilization fund for future use. The Town Government estimated receipts and available funds which totaled \$44,482,830.00, leaving \$88,542,897.53 to be raised by taxation.

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The Board successfully defended overvaluation appeals before the Massachusetts Appellate Tax Board. The Board of Assessors continued the real and personal property re-inspection program as part of the computerized assisted mass appraisal system, otherwise known as the “CAMA” system. During 2017, the Board of Assessors continued updating the existing CAMA system with regards to all property information: building permits, building plans, sketches, images, living area, as well as all other assessment information. Personal Property accounts have also been updated with regards to assessment of furniture and fixtures, equipment and machinery, and inventory. The re-inspection program provided an increase in assessed value of \$159,212,650 in new growth for an increase in tax levy of \$2,020,408 for Fiscal Year 2018. The Assessing Administrator continued visiting homes that sold for Fiscal Year 2019, for sales that occurred between January 1, 2017 and December 31, 2017 in order to verify the sale date, sales price and validity of the sale in person. The continual updating of the computer system of the Assessors Office allows for improved working conditions and public access. The Board also updated the property record information on the Town’s Web site to make data, pictures and sketches available on line.

After extensive negotiations between the Belmont Light Board, the Belmont Board of Assessors, the representatives of Belmont Municipal Light, and Eversource, the substation and personal property was transferred to Eversource in December of 2016. With this transfer, the full amount of New Growth from personal property is realized in Fiscal Year 2018. During the course of negotiations, Belmont Municipal Light and Eversource provided an estimate of personal property that was inconsistent and conflicted with previous estimates. With the support of the Board of Selectmen and Belmont Municipal Light. The Board of Assessors contracted a specialized appraiser to review the transfer. The results of the appraisal, as well as the recent approval of the growth on November 30th, far exceeded initial projections for the potential New Growth projections. The additional growth captured for this transfer was in excess of \$850,000. The Board will continue with an equalized value program. All building, plumbing and electrical permits, and occupancy certificates, will continue to be monitored for possible adjustments in value. Sales ratio studies will be monitored as part of the equalization program in preparation of the Fiscal Year 2019 reappraisal.

The Board of Assessors also provided technical assistance to the Board of Selectmen on matters relating to the potential acquisition and sale of public land. The expertise of the Board and staff saves the cost of real estate appraisal services which would otherwise be required in such matters.

The Town of Belmont’s Board of Assessors Office holds many designations by individual members of the Board and staff. These designations include: one Certified Assessment Evaluators (CAE) and one Administrative Assessment Specialist (AAS), awarded by the International Association of Assessing Officers (IAAO), one Massachusetts Accredited Assessor (MAA) and one Certified Massachusetts Assessor (CMA), awarded by the Massachusetts Association of Assessing Officers (MAAO), as well as numerous other professional designations from both the public and private sectors.

In April, Robert P. Reardon was re-elected as Chairman of the Board, with Charles R. Lavery, III, as Vice Chairman, and Martin B. Millane, Jr., as Secretary.

Respectfully Submitted,

Robert P. Reardon, C.A.E., Chair
Board of Assessors

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BOARD OF CEMETERY COMMISSIONERS:

Chair: Ellen O'Brien Cushman

Vice-Chair: Alexander E. Corbett, III

Clerk: William J. Chemelli

Purpose and Duties:

The Board of Cemetery Commissioners herewith files our annual report of activities for the calendar year 2015, our 159th year in operation. We are a three member, elected, volunteer board, consisting of the above named members. We enjoy a close working relationship with the Department of Public Works employees responsible for day to day cemetery operations. The Cemetery Commission is responsible for setting prices and policies for both Belmont Cemeteries, working with and on the Land Management Committee for Lone Tree Hill, the group that manages the inactive cemetery land at Highland Meadow Cemetery under a Conservation Restriction B1, and planning for any future phases of cemetery development. In addition the Board works cooperatively with the Town Treasurer to ensure proper investment planning for the perpetual care funds as articulated in MGL Ch. 114.

Summary of Activities and Accomplishments:

2017 was dominated by one thing - During the summer of 2017, the Board of Cemetery Commissioners attended and participated in many public hearings held by the Planning Board for the Belmont Day School expansion case. The Day School proposed to add a building on their campus, bordering the inactive Highland Meadow Cemetery, part of Lone Tree Hill Belmont Conservation Land. In addition, the Day School proposed a new entrance roadway/drive from Concord Avenue running the length of the stone wall. The Board sent four separate letters to the Planning Board and attended each public meeting, asking for additional oversight on lighting, signage, HVAC units and dumpster placement, as well as landscaping and the access road itself. Many neighbors and owners of lots at Highland Meadow also sent pleas. On many of the smaller points, the Planning Board considered and the Day School agreed; however the Planning Board allowed the construction of the 20 ft wide roadway, against the Cemetery Commission's and neighbors request.

We have had several lot owners "return" their lots at Highland Meadow totaling \$16,000 because of the construction and expect this to continue throughout the construction period and after opening of the new facilities, because the very nature of our cemetery as conservation land has been changed.

Construction began in late fall of 2017 and the Cemetery Commission is closely monitoring the situation. We continue to manage our relationship with the neighbors and the Day School to assert our interests on behalf of the people of the Town of Belmont and specifically those lot owners and families who utilize and visit Highland Meadow Cemetery.

As of December 31, 2017:

Cemetery Annual Planting Fund	\$ 129,552
Cemetery Perpetual Care Fund	\$1,834,827
Norway Erikson Perpetual Care Fund	\$ 55,946
Highland Meadow Lot Sales	\$3,176,000 since inception

Goals for 2018:

- Continue to fund the perpetual Care Account at 50% of cemetery lot sales.
- Monitor and work cooperatively with the Land Management Committee and the Town to ensure the proposed development at the Belmont Day School will not negatively affect the environs at Highland Meadow Cemetery.

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- Prepare/plan for future cemetery phases – the original master plan maps show possible, future phase alternatives, and we will continue to work with the Town Treasurer on funding alternatives.
- Conduct a survey of similar towns to determine if price increases are warranted. Examine alternative operation scenarios with the DPW to maintain quality and flexibility as well as financial viability.
- Continue both the Annual Planting Program and the Memorial Tree Planting Program to enhance landscape areas at both cemeteries.
- Set up a capital improvement set-aside account after the cemetery lawsuit is finally paid and behind us.

Respectfully Submitted,

Ellen O'Brien Cushman
Chairman, Board of Cemetery Commissioners

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BOARD OF HEALTH:

Chair: Donna S. David, R.N., M.N.

Vice - Chair: Julie C. Lemay, M.P.H.

Board Member: David B. Alper, D.P.M.

Health Department Staff:

Director: Wesley Chin, M.P.H.

Assistant Director: Daniella Wodnicki, M.P.H.

Animal Control Officer: John Maguranis

Public Health Program Assistant & Clerk of the Board: Maria Reddington

LICSW, Youth & Family Services Coordinator: Janet Amdur, LICSW, EdM

Public Health Nurse: David Neylon, R.N., CIC, REHS

Veterans' Service Officer: Robert Upton



Public Health
Prevent. Promote. Protect.



Purpose and Duties:

The mission of the Belmont Board of Health (BOH) is to protect and promote the health and wellbeing of Belmont residents and visitors to the town. This mission is accomplished by a BOH that consists of three elected members who meet on a regular basis to establish and review local policies, regulations, and programs; these programs are designed to minimize the risk of disease, injury, and environmental health hazards to residents and visitors. The day-to-day operations of the BOH are carried out by the Health Department staff. Staff provide the public with education to promote health and prevent spread of disease, oversee all enforcement of local, state, and federal environmental and public health regulations, and regularly monitor health status indicators to determine the needs of the community.

The BOH collaborates regionally with other municipalities to maximize services to the community in such areas as mosquito control, tobacco control and prevention of youth access to tobacco, emergency preparedness and public health nursing. Belmont and Arlington share the services of a Sealer of Weights and Measures. Belmont and Lexington also share a Public Health Nurse. Additionally, Belmont, Brookline, Waltham, and Watertown are members of a Substance Abuse Prevention Collaborative. The Collaborative shares a grant from the Massachusetts Department of Public Health; this grant is managed and administered by staff from the Wayside Multi-Service Center in Watertown to raise awareness and change social norms around underage drinking.

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The Health Department is responsible for conducting routine inspections of permitted food service establishments to ensure safe and sanitary conditions are being maintained and to minimize the risk of a foodborne illness outbreak. There are 121 permitted food service establishments within the Town. These establishments include retail food stores, restaurants, catering establishments, bakeries, schools, mobile canteen trucks, farmers' market stands, etc. Between one and three inspections are conducted at each of these establishments throughout the year, depending on the relative risk of the operation and their level of compliance. Plan reviews are conducted for new establishments and renovations to existing ones. Pre-operational inspections are performed to ensure that actual construction is consistent with the plans that were submitted and approved. In 2017, 1 food establishment closed, 2 new establishments opened, and 6 plan reviews were conducted. The Department also conducts regular inspections at the seasonal Farmers' Market because products available for purchase now include many prepared foods, meats, dairy products and seafood. Volunteers and non-profit organizations, as well as for-profit organizations, are also subject to food safety regulations when they are serving food to the public at temporary food events. Event organizers regularly contact the Department for advice to determine if a temporary food permit is required for their event. Approximately 200+ food service inspections are conducted each year. This number does not include complaint investigations.



The Department enforces the State Sanitary Code, 105 CMR 410.000 Minimum Standards of Fitness for Human Habitation, and responds to residents' complaints concerning possible health and safety violations in their homes or dwelling units. If a housing violation is observed during an inspection, an Order Letter for Correction(s) is issued to the property owner and sometimes the occupant/tenant. The Health Department is often required to facilitate corrective actions between occupants and landlords, so that violations can be remedied in a timely manner. However, cases may occasionally require court intervention to achieve desired compliance. In 2017, the Department conducted 25 housing inspections.

In addition to housing concerns, the Department responded to and took action on 253 complaints that included inappropriate garbage/rubbish storage and disposal, air quality concerns, electric sanding, rodent problems, food and general safety issues. The Department witnessed a 146% increase in rat sightings as reported by residents, which resulted in 82 inspections of private property. In response, the BOH is requesting additional funds in the FY19 budget to extend the length of service for the Environmental Health Intern, typically filled by a graduate student in public health, to assist Department staff with the increased workload associated with rodent problems.

The Department is also responsible for inspecting 10 recreational day camps, 11 swimming pools, and one biotech facility/laboratory annually.

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The Board of Health is responsible for subsurface sewage systems in the town, under the Department of Environmental Protection's (DEP) regulations known as "Title 5." Soil testing, plan reviews, and oversight of construction are responsibilities of Health Department staff.

Due to increased competition from local doctors' offices and pharmacies, the Department experienced low turnout for its 2016 community flu clinic. As a result, in 2017 the Department was allotted only 100 doses of flu vaccine from the State, and a decision was made to provide flu vaccines to residents that are underinsured or uninsured. Additionally, with the assistance of Osco Drug, the Public Health Nurse coordinated two Town employee flu clinics in 2017 and 148 Town employees were vaccinated.

The Health Departments in Arlington, Belmont, Brookline, Newton, and Watertown share a grant from the Massachusetts Department of Public Health to fund a full time regional Tobacco Control Program Coordinator. The Coordinator conducts inspections at tobacco retailers and performs tobacco compliance checks in the five towns. There are 15 tobacco sales establishments in Belmont. In 2017, 3 of these retailers failed tobacco compliance checks and were caught selling tobacco to minors and 2 retailers received multi-day suspensions of their tobacco sales permits for repeat violations.

The Animal Control Officer patrols the Town's parks, streets, and conservation areas. A total of 29 animals were quarantined for possible exposures to rabies and subsequently released. In 2017 there were 1466 animal related service requests. Examples of service requests include: wild animal rescues, wild animal euthanasia due to severe injuries, home visits, Police and Health Department dispatches, and reports of found and missing dogs and cats. In 2017, seven bats were submitted for rabies testing. The ACO conducted 30 annual inspections for the keeping of backyard chicken coops. Department staff coordinated a community rabies clinic for dogs and cats. A total of 39 dogs, cats, and sheep were vaccinated, and many of those participating in the clinic also received a microchip for identifying lost animals.

In an effort to maximize services to Town residents, the Youth and Family Services Coordinator is shared with the Council on Aging (COA). Under this arrangement, the Coordinator works 20 hours per week for the Health Department providing social services for families and children in need and 20 hours for COA providing services for senior citizens. The Coordinator provides individual and family mental health counseling, case management, and crisis intervention services. The Coordinator is also able to connect residents to resources for basic needs such as food, housing, and fuel assistance. Additionally, the Coordinator develops and oversees a number of community programs such as the Girls' Group at the Cheney Middle School, Giving Tree, Golden Shoes, clutter support groups, and substance abuse education.

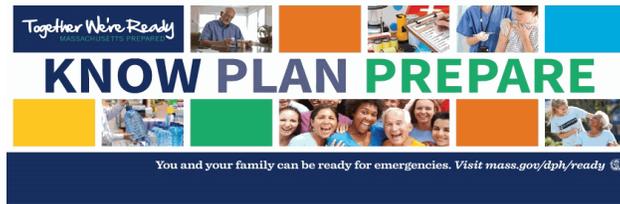
Belmont is one of approximately 25 cities and towns that comprise the East Middlesex Mosquito Control Project. Each participating municipality contributes funds toward the overall maintenance and administration of the District and then additional funds cover specific services provided to each community. Mosquito control specific to Belmont includes adult mosquito surveillance by trapping, helicopter Bti (*Bacillus thuringiensis* var. *israelensis*) application in a small area of Beaverbrook Reservation, and catch basin larval control.



Belmont is a member of Public Health Emergency Preparedness Region 4b with 27 other communities. Through this collaborative effort, local municipalities are encouraged to work together to coordinate for emergency response

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planning. In 2017, the Department worked with the Watertown Health Department to develop and implement a joint active shooter training for staff from both communities' Police and Fire Departments.



In accordance with Chapter 115 of the Massachusetts General Laws, the Veterans' Service Officer (VSO) provides comprehensive services to the Town's veterans and their dependents. The VSO is typically the first individual that a Veteran or dependent contacts for advice and assistance. The VSO works to determine Veterans' eligibility to receive entitlements from the Department of Veterans' Services and Veterans' Affairs through extensive vetting in accordance with State and Federal rules and regulations. The VSO also coordinates and oversees many events to raise awareness and honor Veterans including the annual Memorial Day Parade, Purple Heart Ceremony, Flag Disposal Ceremony, Veterans' coffee hour at the COA, and Veterans' Day exercises with the schools, COA, and local VFW.



The Director and Assistant Director manage all of the programs that are housed in the divisions of Environmental Health, Disease Control, Animal Control, and Social Services with a great deal of support from the Public Health Program Assistant. The day-to-day administrative tasks of the Health Department rest on the shoulders of the Public Health Program Assistant. Administration is considered a division in itself due to the abundance of permits processed, accounts managed, and grants monitored by the Program Assistant. There are daily burial permits that must be reviewed and processed, dozens of phone calls to answer, Board meeting minutes to write, meetings and program planning, social media and web page maintenance and a variety of bookkeeping duties involved. The Program Assistant manages sharps disposal collection and pick-up, mercury and lead battery disposal, temporary dumpster permits and edits documents for

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all staff members. Animal Control dispatch and response is a crucial task for the Program Assistant that takes coordination and attention to detail due to the potential for exposure to rabies.

The Program Assistant assures that department has the most current public health information and updates by maintaining contact with several organizations such as the Massachusetts Health Officers' Association (MHOA), the Massachusetts Environmental Health Association (MEHA), and the Massachusetts Association of Health Boards.

2017 Activities and Accomplishments:

- Through a collaborative effort with the Building Facilities Department, the Town Administrator, and public stakeholders, the Health Department (“the Department”) was awarded a grant from MassDEP to lease an electric car for a three year period. This grant has enabled the Department to reduce its carbon footprint by minimizing its reliance on the use of a fossil fuel burning vehicle for official business.
- A honeybee policy was drafted and adopted by the Board of Health in order to help protect wild native honeybees, domestic honeybees, and residents. The success of this policy was made possible through collaborative efforts with residents, backyard honey bee hobbyists, and members of the Middlesex County Beekeepers Association.
- For the second consecutive year, staff from the Department applied for and received a \$2500 grant from Mass Housing for the implementation of *Buried in Treasures*, a hoarding treatment program for all ages held at the Council on Aging. The treatment included clutter coaching, pre and post assessments, and group talks.
- The Department received grant funding from Mt. Auburn Hospital to address opioid use and misuse in the community. Funding from this grant was used to raise community awareness about opioids through events, such as Community Conversation and a showing of *End of the Line* – a real life theatrical performance by the Improbable Players theater troupe, offering a CPR and Naloxone (Narcan) training to residents, purchasing 30 Narcan kits for Belmont Police Department use, and to partner with the Belmont Media Center to develop and film a public service announcement to raise awareness about youth substance use entitled *Hidden in Plain Sight*.
- The Veterans’ Service Officer, through interdepartmental collaboration, established a process through which the Town of Belmont can assist residents to properly retire and dispose of U.S. Flags. Flag collection receptacles were purchased and the first annual flag retirement ceremony was held.
- The Veterans’ Service Officer expanded outreach to Veterans by working with the Department’s Environmental Health Intern to develop and mail an informational postcard to 600+ veterans that reside in Belmont.
- The Veterans’ Grave Identification Project was completed and will improve the efficiency and ease by which flags are placed for future Memorial Day Ceremonies. The Veterans’ Service Officer worked closely with Sebastian Tolls, an Eagle Scout Candidate, and Bill McEvoy, a veteran and community volunteer, to photograph, geotag, and input data for each grave into a searchable database on Findagrave.com.
- For the fourth consecutive year, the Health Department instituted a summer intern program to focus on community sanitation issues.
- Expanded Animal Care and Control Outreach. The Animal Control Officer (ACO), through social media and an extensive network of partnerships with regional animal organizations, expanded educational opportunities and the capacity to locate lost/found animals.
- The ACO conducted 23 assessments for the Recreation Department’s Off Leash Dog Program.
- The ACO was nominated by the State to be a trainer for all Animal Control Officers in Massachusetts.
- The Department continued to work with the Information Technology Department to expand the use of the People Forms program for administration of additional health permits and inspectional categories.

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Goals for 2018:

- Continued monitoring of health status indicators to determine the health service needs of the Town.
- To apply for and receive available grants for public health initiatives for needs determined through regional and local health assessments.
- To continue working in collaboration with the Information Technology Department to develop cloud-based programs for permitting and inspectional services on the People Forms platform.
- To support the Belmont School Department in its efforts to conduct a Youth Risk Behavior Survey (YRBS).
- To continue to contract out food service inspections in order to increase our capacity to offer health education programs as identified through health assessments and surveys.
- To maintain the seasonal environmental health internship program to raise awareness and educate residents on nuisance conditions that may contribute to rodent problems such as trash, debris, and unkempt properties.
- Expand assistance and linkages of resources to residents and veterans who require counseling and/or other services in order to maintain a safe and sanitary lifestyle.
- To develop and implement intergenerational social programs and community involvement projects to promote charitable contributions, health lifestyles, and improved mental health.
- To expand Veterans' Services outreach to provide services to more Belmont Veterans.
- To coordinate public seminars on hot topics in local public health such as rodent control and adult-use marijuana.
- To work with Town Administration to revive the Belmont Youth Commission.

Thanks and gratitude to the Belmont Board of Health Members, Dr. David Alper, Ms. Donna David, and Ms. Julie Lemay for their service and devotion to the Town of Belmont and support to the staff of the Health Department.

I would also like to thank the other town Departments, Boards, Commissions and the Citizens Emergency Response Team (CERT) for their support and assistance throughout the year.

Respectfully Submitted,

Wesley Chin, MPH, Director
Belmont Health Department

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Cases of Reportable Diseases by Year

Confirmed Disease	2014	2015	2016	2017
Babesiosis	2	1	0	0
Calicivirus/Norovirus	1	0	0	1
Campylobacteriosis	6	5	6	7
Cryptococcus neoformans	0	1	0	0
Cryptosporidiosis	1	1	0	0
Dengue Fever	0	1	0	0
Enterovirus	0	1	0	0
Giardiasis	3	1	2	1
Group A streptococcus	1	2	0	0
Group B streptococcus	1	3	2	2
Haemophilus influenza	1	1	1	0
Hepatitis A	0	1	0	1
Hepatitis B (acute)	0	0	1	0
Hepatitis B (chronic)	1	12	5	1
Hepatitis C (acute)	1	4	0	0
Hepatitis C (chronic)	11	10	3	4
Human Granulocytic Anaplasmosis	0	2	0	1
Influenza	63	61	0	87
Invasive bacterial infection (other)	0	0	0	1
Legionellosis	0	1	0	0
Listeriosis	1	0	0	0
Lyme Disease	10	18	5	0
Measles	0	1	0	0
Meningitis – Unknown Type	0	1	0	0
Mumps	0	2	0	0
Pertussis (and other Bordetella species)	1	1	3	2
Salmonellosis	3	1	4	4
Shiga toxin producing organism	1	0	1	0
Shigellosis	0	0	2	0
Streptococcus pneumoniae	1	5	2	0
Tuberculosis, Active	1	0	0	0
Tuberculosis, Latent (LTBI)	17	16	27	27
Tuberculosis, Class A/B	0	1	1	0
Varicella	0	2	1	0
Vibrio sp.	0	1	1	1

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<u>Cancer Deaths 2017</u>	
Breast	7
Lung	9
Stomach	0
Ovary	1
Prostate	0
Colon	1
Pancreas	3
Remaining Sites	14

Breakdown by age and gender available in the Health Department. This total will not correspond to the total under “All Cancers” in the death statistics below because this total includes more than the primary cause of death.

<u>DEATHS OF BELMONT RESIDENTS -2017</u>			
Heart Disease	25	All Cancers	27
Cerebrovascular Disease	9	Pneumonia & Influenza	14
Chronic Obstructive Pulmonary Disease	5	Diabetes Mellitus	0
Liver Diseases/Cirrhosis	0	Atherosclerosis	2
Accidents/Suicides	7	Alzheimers/Dementia	51
Birth Injuries, Newborn Malformations	0	Infections, Congenital	0
	0	All Other Causes	41
TOTAL DEATHS = 181			

2017 Permits and Licenses Issued			
Animal Permits	30	Food Permits (All Types)*	216
Bakery Registrations	1	Mobile Canteen Licenses	7
Biotech Licenses	1	Rubbish Hauler Permit	48
Burial Permits	87	Septage Hauler Permits	5
Day Camp Licenses	10	Swimming Pool Licenses	10
Dumpsters, Annual	56	Tanning Facilities	0
Dumpsters, Temporary	295	Tobacco Permits	14

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2017 RECEIPTS	
Abrasive Blasting Permits	150.
Animal Permits	1050.
BioTechnology Permits	100.
Body Work/Establishments	0.
Burial Permits	725.
Citations, Animal	1000.
Citations, Tobacco	1000.
Citations, Other	600.
Day Camp	2125.
Dumpster Permits	13330.
Food Establishment Permits	17320.
Food Service Plan Review	1050.
Funeral Director Licenses	350.
Mobile Food Trucks	900.
Rabies Clinic	390.
Rubbish Haulers	5200.
Swimming Pools	725.
Septage Haulers Permits	750.
Sharps Containers & Disposal Fees	882.
Tanning Facilities	0.
Tobacco Sales Permits/grants	2100.
Misc. (late fees, reinspections, etc.)	1576.
Total	\$51,323.

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BOARD OF LIBRARY TRUSTEES / BELMONT PUBLIC LIBRARY:

Chair: Kathleen Keohane

Vice-Chair: Elaine Alligood

Secretary: Gail Mann

Committee Members:

Mark Carthy

Corinne McCue Olmsted

Mary Stearns

Library Administration Team:

Library Director: Peter Struzziero

Administrative Coordinator: Deitra Barnes

Highlights of Library Usage

- Library patrons borrowed 558,777 items this year. **11th** best circulation in the Commonwealth of Massachusetts -**2nd year in a row**. Behind only: Boston, Newton, Cambridge, Brookline, Worcester, Lexington, Quincy, Arlington, Wellesley, and Watertown.
- Ranked **4th** in the state for circulation per open hour and **20th** in the state for non-resident circulation
- 1,168 individuals signed up for library cards, bringing the number of cardholders to 16,143 - more than 63% of our residents!
- **14%** increase in electronic media. Library patrons downloaded 41,790 ebooks, audiobooks, movies, and music selections
- 18,198 children, teens, and adults attended 618 concerts, story times, book clubs, hands-on workshops, and other library programs
- **30%** increase in reference questions answered by Children's Librarians for a new total of 5,912
- Reference Librarians answered 37,682 reference questions
- **20,814** people attended **811** meetings held at the Library
- Enhanced marketing efforts to increase awareness of library programs and services – launched new logo for the library and made continued improvements in website
- Museum passes funded once again by the Friends of the Belmont Public Library provided **2,493** free or discounted visits to area museums for families and individuals
- Great support again this year from our volunteers. 31 individuals provided **1,521 hours** to support library programs and services, including high school students fulfilling their community service requirement

Staffing

This year was marked by several key staff transitions in our Children's, Reference, and Young Adult departments.

We welcomed Rachel Moir as our new Young Adult Librarian. Moir worked previously at the Ann Arbor Public Library as a Public Library Associate in IT, and at the Worcester Public Library as their teen librarian.

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Chris Tremblay also joined our Reference Department. Chris worked at the Abbot Public Library in Marblehead for over 7 years, working his way up from part-time Library Assistant to Adult Services Librarian. He is known for his dedication to customer service.

Our former Coordinator of Children's Services Liz Fraser moved out of state, and long-time Children's Librarian Deborah Borsuk was promoted to be the new Coordinator. Deborah has been a part of the Belmont Library's staff for nine years, both as a former Young Adult Librarian and the Children's Librarian.

Rachel Overbeck, a recent library school graduate, was hired to fill the Children's Librarian role which Deborah left behind. Rachel is originally from Nebraska and previously worked as an intern for the Coolidge Corner Branch of the Brookline Public Library and in the Brookline Public Schools. Additional funding also allowed the Children's Room to add 4 hours to an existing part-time Children's Librarian position.

The Library also added new part time staff to the Circulation and Reference Department to replace others who have moved on.

Adult Services:

Expanding Digital Services

In line with national trends, usage of ebooks and e-audiobooks continued to grow. Downloads of ebooks and audiobooks through Overdrive, a catalog shared by the entire Minuteman Library Network, grew 12% from 29,907 checkouts in 2016 to 33,579 in 2017. The increase was fueled, in part, by the introduction of the new "Libby" app, which makes downloading books to smartphones and other devices much easier than in the past.

Downloads from Hoopla, an additional database for checking out ebooks, audiobooks, movies, music, comics, TV shows, and videos, increased 31%, from 6,545 to 8603 in 2017. Unlike most of our database subscriptions, Hoopla charges per download rather than setting a fixed subscription fee per year. As usage grows, so does our price. To keep our Hoopla affordable and still provide services to the largest number of patrons possible, we have reduced the number of check-outs per month per cardholder from 6 to 5. Since we signed on with Hoopla, 1,192 Belmont patrons have used it to download materials, including 421 new users in 2017.

Usage of databases continued to be strong, particularly for Consumer Reports (12,495 page views last year alone), business and investment databases (Morningstar Investment Research Center and the Wall Street Journal), and genealogy (Ancestry Library Edition and Heritage Quest).

The Lynda.com database, which offers hundreds of video courses on topics from LinkedIn to web design to marketing and branding, proved especially popular. Usage grew by 40% in the second year of our subscription, with 3,476 videos viewed in 2016 and 4,885 videos viewed in 2017.

Following up on patron's strong interest in investment research, the Library signed up on November to a 6-month trial of Weiss Financial Ratings. Patrons will be surveyed to determine which of the financial databases they like the best and would like the Library to retain (Morningstar, ValueLine, and Weiss). These resources differ in coverage, buy and sell recommendations, and how interactive and customizable they are.

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Additional Roku & Introducing Kindle Fire Tablets

The number of Rokus, streaming video devices featuring library Netflix subscriptions, doubled from four to eight. Even with this increase, the Rokus are constantly circulating.

In December the Friends of the Library provided funding to purchase six Kindle Fire HD 10" tablets. These circulate with a variety of cookbooks chosen for their popularity and local appeal. For added interest, a number of podcasts have been included on the tablets, ranging from book to food to general interest.

Technology Related Instruction

Over the course of the year, reference librarians offered several workshops to introduce patrons to our databases and offer insight into how best to use them. Reference librarian Nancy McColm offered a workshop at the Beech Street Center in collaboration with the Council on Aging, providing an overview of the investment databases mentioned above. At the library, she presented an overview of the online genealogy resources available through the library website (Ancestry.com, HeritageQuest, and American Ancestors), focusing on search tips and types of genealogical records found in each. To follow up, genealogist Richard Reid was invited to present a workshop on "The Newest Irish Research Records."

Usage of electronic resources was also encouraged with two "pop-up" library events where patrons could enjoy hot cocoa and cookies while watching a one-on-one demonstration of a resource. In January, McColm set up a laptop in the lobby and explained how to take video courses on Lynda.com. In May, she showed patrons how to read magazines online, using the library's subscription to RBDigital magazines (formerly known as Zinio).

After two pilot sessions in the spring, 3D printing workshops led by 3D printing expert John Walsh, became a monthly program in the fall. More than 50 library patrons of all ages were introduced to the history and design basics of 3D printing, then had the option of having one of their creations printed out after the class. Going forward, we will continue with these monthly sessions with the plan to move printing in-house once the library acquires its own 3D printer in 2018.

Also continuing with a mainstay of our technology program, the 30-minute One-on-One Tech Help sessions for patrons needing assistance with new devices and library e-resources. Increasingly, with more tech-savvy staffers available, appointments usually are not necessary, and patrons are able to get walk-in help.

Self-Service Circulation Kiosks

Two Biblioteca selfCheck systems were added to the adult circulation department, simplifying the check-out process for library users. These units are live with Sierra, the integrated library system used by Minuteman. Patrons can check out, and renew items; view their account info, including currently checked out items, holds and account balances. It is also now possible to pay any fines by credit card using the Comprise Smart Terminal Secure Card Reader, which maintains PCI compliance for secure credit card transactions. In order to offer this capability, a third separate computer network was established within the library dedicated to the Comprise Terminals in children's and adult services.

New Technology from the Reference Room Renovation:

In the reference room, public internet stations were upgraded to cat6 wiring, capable of handling higher speeds than the cat5e cabling present in the rest of the library. This is the current future-proof standard used in other

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town buildings, and although it was not possible to extend this capability to other public or staff machines, this improvement has been noted by patrons in increased internet speeds and reliability.

A more visibly noticeable change was the replacement of outdated 17" monitors with new Dell 24" screens.

One very popular new feature of the reference room is the Velocity charging station, consisting of eight circulating power packs, capable of charging both android and lightening connected iPhones. These devices are individually charged at the central station, and are then able to portably charge patron devices, making this a welcomed convenience for patrons. Depending on battery capacity, phones can be fully charged within an hour of usage. These updates were all funded by the Friends of The Belmont Public Library.

Laptops that were used to accommodate computing needs during the renovation of the Reference room, continue to be available offering patrons the opportunity to choose a comfortable, more private work space within the library.

Programs for Education and Entertainment

The Library hosted a total 3,371 Belmontonians at 186 adult programs in 2017, a 170% increase over the previous year, and the topics addressed were more timely and exciting than ever.

One of the high points was an Eclipse Viewing Party on Aug. 21, attended by over 300 people. Belmont residents of all ages stood on the steps of the library and lined up along Concord Avenue to watch the partial solar eclipse, wearing eclipse glasses provided by the library. Eclipse glasses also were purchased and given out in advance of the event to people planning to watch the event safely on their own.

Another major event was the Night of the Living Library Halloween Party, which featured three library departments (Children's, Young Adult, and Adult) working together to provide activities for the whole family. The Reference Department maintained order at the cookie decorating table, Young Adult librarian Rachel Moir organized a Zombie Apocalypse escape room activity for teens, and the Children's Department provided a spooky story time and a variety of arts and crafts activities (see Children's and Young Adult reports).

This was just one event of a whole summer full of family programs organized collaboratively by the reference and children's department, featuring alternating programs of movies, games, and crafts every Thursday night.

Other notable programs included an April presentation on fake news, with Assistant Professor Laura Saunders and Lecturer Rachel Gans-Boriskin, both of Simmons, discussing the history of fake news and giving tips for evaluating the accuracy and impartiality of news sources and stories. Also in April, National Poetry Month was celebrated with a reading by seven Belmont poets, including Steph Burt and Wendy Drexler; a poetry nature walk; and discussions of the poems of Denise Levertov, Edna St. Vincent Millay, and Robert Frost.

The popular creative writing classes with published author and teacher Lynette Benton continued and were expanded to also include a class on persuasive writing and speaking. Participation in the class led some students who suffered from fear of presentations to gain enough confidence in their abilities to present their original writing publicly.

The Library also completed another well-attended Friends Music Series season, featuring classical piano, folk, love songs from 1895 to 1960, and works of female singer/songwriters across several continents, presented by Women in World Jazz. Other ongoing programs included monthly Tai Chi classes, offered once a month on Saturday morning by Tai Chi coach and practitioner Aisling O'Shea, and occasional crafts/cooking programs

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with projects like making your own ice cream and making pysanky, Ukrainian decorated eggs. Two different programs on cyber security with tips for protecting yourself online were presented in the fall, and may signal the start of a series of “fireside chats” on technology issues presented by local experts.

Book Discussion Groups and New Clubs

The Library offered another successful year of the Books and Bites program. Belmont author Susan Rubin Suleiman spoke on her book *The Nemirovsky Question: The Life, Death, and Legacy of a Jewish Writer in Twentieth-Century France*. Author Virginia Pye spoke on her novel *Dreams of the Red Phoenix*. Author Jay Atkinson spoke on his book *Massacre on the Merrimack: Hannah Duston's Captivity and Revenge in Colonial America*. Belmont author Wendy Drexler spoke on her book of poems *Before There Was Before*. Author Laura Harrington spoke on her novel *A Catalog of Birds*.

One of the Books and Bites programs featured a talk by Reference Librarian Miriam MacNair on the life and work of poet Denise Levertov, focusing on *The Collected Poems of Denise Levertov* and on two biographies- *Denise Levertov: A Poet's Life* by Dana Greene and *A Poet's Revolution: The Life of Denise Levertov* by Donna Krolik Hollenberg.

The Library's two long-standing book discussion groups continued to inspire lively debate and thoughtful conversations. The bimonthly Belmont Book Group, led by Reference Librarian Nancy McColm, focused on current literary fiction; and the senior discussion group, led by reference librarian Miriam MacNair and co-sponsored by the Library and the Council on Aging, read classics.

Two new clubs have come together, giving patrons the opportunity to explore different interests. While they are called “clubs,” everyone is welcome to drop in and give them a try - no registration necessary. One of the clubs is called Dial M for Movies hosted by our Library Director Peter Struzziero - a self described film buff. Patrons have been attending two meetings per month since last fall, the first to view a film at the Library with popcorn and other snacks, the second to come back and discuss it.

The new Knitting Club meets weekly on Friday and is led by Belmont resident Jocelyn Milton, who offers informal instruction and a chance to get to know fellow crafters. Beginner and experienced knitters alike are invited to bring needles and yarn and join in the fun.

Collaboration with Community Partners

The library worked with community partners to respond to local and world events. In February the library collaborated with Belmont World Film, Beth El Temple Center, and the First Unitarian Church of Belmont to organize “A Community Responds: Three Films on the Global Refugee Crisis.” Two films screened at the West Newton Cinema and one in the Library Assembly Room, highlighting the refugee experience in Iran, Syria, and Mexico, attracted a total of 350 people. Proceeds from ticket sales benefited two local refugee assistance non-profits. Belmont Against Racism, the Belmont Religious Council, the Human Rights Commission, and The Dorothy and Charles Mosesian center for the Arts also co-sponsored.

The library added a third conversation circle for new adult English language learners. In September, attendance at the Monday morning group was high enough to warrant splitting into two groups, one at a high beginner level and the other low intermediate. A Wednesday night group is also offered for those who work during the

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day. Participants come from all over the globe, including Spain, Bulgaria, Syria, Russia, China, and Japan. The conversation groups are led by volunteers Moira Lucey, Maureen Trainor, and Natalie Stoller.

Following the success of a pizza lunch “Meet and Greet” for new and old neighbors last year, the Library partnered with the Belmont Public Schools and Belmont Against Racism to host an International Valentine’s Day party in the library Assembly Room. The event was intended to welcome new families to Belmont and introduce them to Valentine’s Day customs, practiced mostly in the US but also around the world. Children decorated valentines intended for their families, classmates, or selected groups of veterans, senior citizens, and immigrants. The Library, the Schools, and BAR hope to make this event an annual occurrence.

Library staff members also participated in a variety of Town events, including Town Day, Meet Belmont, and the Foundation for Belmont Education Spelling Bee. Throughout the summer, Community Services Librarian Mary Carter and other Library staff members set up a table at the Belmont Farmers Market, where shoppers could find out about upcoming library programs, check out a cookbook or bestseller, enter a contest, or chat with a librarian.

Belmont Veterans Agent Robert Upton acted as Master of Ceremonies at our 2nd annual Purple Heart Ceremony that saw over 80 attendees come to see the Library to honor veterans and family members. This ceremony will now take place each year on August 7th, the national day of recognition for Purple Heart recipients.

This year the library paired with a number of local organizations to offer an informative program on LGBT Homelessness in Boston. The program brought in 50 attendees and was co-sponsored by Belmont Against Racism, Belmont Gay-Straight Alliance Committee, Belmont Human Rights Commission, Boston Institute for Non-Profit Journalism, The First Church in Belmont, and the Stand Up Campaign.

The Community Service Club, a joint effort between the children’s and young adult departments, continued in 2017, giving middle school students a chance to work on volunteer projects for the library.

Professional Development

Library staff continued to update their skills and knowledge of trends in library science. Staff attended a variety of webinars and workshop. Staff attended workshops which covered topics including explaining new procedures for interlibrary loan through the regional Commonwealth Catalog; ways to analyze the strengths and weaknesses of the collection; media literacy and evaluating news and news sources; and reader’s advisory, highlighting books to recommend to patrons including Carnegie Medal winners, mysteries, crime fiction, and reading group picks.

Other webinars offered training on how best to use electronic resources that we currently offer patrons (LexisNexis, Weiss Financial Ratings, Social Law Library databases), including the recently digitized collection of Belmont newspapers dating back to the 1890s. At a workshop called “Disabilities Essentials in Your Library,” staff member Chris Tremblay learned about a caption and description editing tool (CADET) that is available now free, having been developed by the National Center for Accessible Media at WGBH through a grant from the Massachusetts Attorney General’s Office. Chris can use CADET to add captions to any videos the Library might create, and also create audio tracks for the vision impaired.

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Coordinator of Adult Services Emily Reardon and Community Services Librarian Mary Carter attended, respectively, an MLS conference on “Talking Social Justice in Massachusetts Libraries: Diversity to Equity” and the NELA Diversity Summit, both full-day conferences addressing diversity in hiring, workplace culture, programming, collection development, and more. Librarians also attended the Annual Conference of the New England Regional Genealogical Consortium (NERGC) and the annual Digital Commonwealth Conference, which included a session on “fake news” that inspired the program for Belmont patrons.

Technology Librarian Ellen Girouard served first as vice-chair, then chair, of the MLN Key Users Interest Group, and other staff members attended Minuteman Library Network meetings for reference, young adult, and program planning.

Library Department Heads and Administration also participated in the Massachusetts Public Library Annual Conference, and Library Director Peter Struzziero represented Belmont at the American Library Association Conference in Chicago.

Young Adults

The attendance for teen programs held strong at 1,370 participants this year, despite having no teen librarian for four months during the middle of the year.

Our programs offered include a number of enrichment and support programs. The Homework and Hot Chocolate program provides middle schoolers with the space to do their homework at the library and then relax with snacks, games and crafts, has continued to have strong participation. Finals Snack and Study provides a similar space for older teens to hit the books in preparation for their exams. To help teens interested in pursuing higher education, the library invited back counselors from Collegewise of Newton to present a program on college admission essay writing.

Teens were also free to explore other interests at the library with a wide variety of entertaining programs with focuses outside the purview of scholarship. The library again offered a Babysitting Workshop to assist teens in learning the skills they need to be safe and effective entrepreneurs in taking care of children. The loyal Anime and Art Clubs both continued to meet at the library, bringing together teens with shared hobbies. Family Game Night provided intergenerational bonding opportunities for teens and their families. The library also held several successful teen parties, including those for Valentine’s Day, Halloween, and the end of the Summer Reading program; the Henna Tattoo Party was especially well attended, bringing in 65 teens. As part of the library’s Halloween party, the teens took part in the library’s first Escape Room, which required the teens to work together to decipher a series of clues while racing against the clock. This program reached its max capacity of 40 attendees, with a wait list, and several teens have requested that the library put on similar programs in the future.

Even without a teen librarian to guide them through the Summer Reading Program, Belmont teens exhibited enthusiasm for it, with 95 teens signing up. Those teens were entered into a drawing for a pair of Red Sox tickets. 40 teens took part in our trivia contests and teens also completed 35 book reviews as part of the program. Scratch tickets made a return as a reward for participating teens, allowing those who reached their reading goals to win free coupons to Shake Shack and J.P. Licks, as well as various gift cards. The program culminated in an end of the year Summer Reading party.

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STEM programming

In 2017, Belmont Public Library maintained its commitment to successful STEM (Science, Technology, Engineering and Mathematics) programming. The library hosted two more seasons of its chapter of Girls Who Code, a national organization dedicated to providing girls with the skills and the confidence required to pursue future careers in technological fields. The club served 35 girls in grades six to twelve, providing them with a framework and mentorship in learning coding. Students in 2017 focused especially on Scratch, a visual programming language developed by MIT, and web development by way of HTML, CSS style sheets, and Javascript.

The library also offered several programs in the computer programming language of Python. Two sessions of a four-week long class, one for middle school students and one for high schoolers, gave Belmont young adults the opportunity to dig into the concepts underpinning Python coding. Teacher Robyn Allen, a MIT grad with 15 years of experience mentoring engineering and coding students, guided students in a rigorous and rewarding curriculum. Students were also invited to join other intrepid coders at our three hour long Saturday Hackathon and Python Workshops, which challenged participants' problem solving capabilities as well as their coding prowess. Students were given instruction on certain coding principles and techniques, then given a specific problem to solve by coding a program to do the necessary tasks.

Other Teen Initiatives

The Teen Advisory Board, or TAB, is now in its third year, and has brought in many new members. The current membership, consisting of 14 teens, has jumped right back into helping shape teen library offerings after its brief hiatus. The board, which meet monthly, helped plan programs and worked on volunteer projects, including helping to gather information to assist in future rearrangements of the teen space.

The new teen librarian is working to revamp the structure of the volunteering program for teenagers and the new program will launch in the coming months. The focus will be for teens to help organize the Young Adult room on the main floor, and help to plan programs as part of the Teen Advisory Board.

The entirety of the young adult collection was weeded and expanded over the course of the year. The young adult kindles received a redesign to make the cases more appealing to young people. The readers advisory list available on the website was expanded, and the new books page of the teen site improved to better reflect new items added to the collection.

Additionally, our new Young Adult Librarian Rachel Moir attended the Teen Library Summit held yearly by Massachusetts Library System, where she learned from presentations on teen mental health, working with teens to create safe spaces with collaborative behavior policies, and teens and civic engagement. She is slated to also take part in a youth mental health first aid training certification in early 2018.

Jane Gray Dustan Children's Room

In 2017, the Jane Gray Dustan Children's Room continued its successful programs and partnerships, and expanded community relationships. 324 library programs were able to reach 13,075 children and caregivers, and 5,912 reference questions were answered, a 30% increase from 2016.

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Outreach

The Children's Librarians held 31 off-site programs, reaching 1,023 children and caregivers. The librarians continued visiting four Belmont preschools (Waverley Square Daycare, Wonder School, Little Sprouts Belmont, and Adventures Preschool). They also participated in Belmont elementary school events, from Library Night at Butler Elementary School to International Walk to School Day at Wellington Elementary School. Children's Room staff was delighted to receive class visits from Butler Elementary second graders and Wellington Elementary third graders.

Over the summer, librarians continued their successful weekly storytimes at the Belmont Farmers' Market. They also returned to the second annual Literacy on the Lawn event held by the Belmont Woman's Club and presented STEAM stories and activities at a visit to the Belmont Summer Enrichment camp at Chenery Middle School.

Summer Reading

Nearly 700 children signed up for the 2017 summer reading program. The theme of the program was *Build a Better World*, and inspired a community service connection for the first time through a summer food drive to help the Belmont Food Pantry. A new math element was added to the program; each child who came to the Children's Room was encouraged to add a Lego block piece to a large container each time they visited. Over 100 children used estimation to guess how many visitors the Children's Room had over the summer based on the number of Legos in the container. The three children who had the closest guess won gift cards to local Belmont businesses. Children once again set their own reading goals for the summer and, when they reached their goal, chose a book as a prize. Pre-readers completed early literacy skill-building activities and also selected a book as a prize when they finished. The prizes were generously funded by the Friends of the Library.

Summer programming kicked off with a concert from children's rock star Vanessa Trien and ended with a wonderful collection of fairy tales performed by Sparky's Puppets. In the middle were a variety of activities, concerts, and performances including a reptile show from the Museum of Science, and magic shows from Awesome Robb and Jungle Jim. For the first time, staff added a new line-up of workshops for elementary aged children including Balloon Sculpting from magician Ed Popielarczyk, Creating a Calder inspired sculpture from the Pop-Up Art School, and Beginning Birding from Hands on Nature.

Programs for Parents

This year the Children's Room expanded program offerings for parents of young children. The spring brought the library's second Early Childhood Information Fair, held at the Beech Street Center, which continued to be a success. Over 140 people were able to meet with directors and teachers from 18 preschools and day cares.

Through the library's continued participation in the Watertown/Belmont Coordinated Family and Community Engagement (CFCE) grant program, the library offered evening parenting workshops presented by speech and language pathologist Megan Olowinski, on topics including "Speech and Language Development" and "Getting Ready for Reading and Writing." In June, Sheryl White of Baby Kneads led three well attended workshops on infant massage, sign language, and mindfulness for children.

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Serving Children from Birth to 5 Years Old

The library continued its popular storytime offerings for ages zero to five and experienced a large rate of attendance once again.

The CFCE grant continues to provide weekly Literacy Playgroups at the Library, which grew in popularity throughout the year. Through the grant, an educator teaches sign language during our weekly librarian-led baby storytimes. The grant educators were also able to offer ten STEAM and Storytime (Science, Technology, Engineering, Art, and Mathematics) playgroups during the summer. The program was an extraordinary success, with a total summer attendance of 635 children and caregivers coming to craft, try simple experiments, sing, and play.

The Jane Gray Dustan Trust continues to fund a variety of programs for young children, including monthly infant-toddler sing-alongs with Matt Heaton, music and movement classes with Belmont resident Rubi Lichauco, and the Musical Storytime series by Powers Music School.

Serving School Age Children

The Children's Room continued offering a variety of programming for school aged children including Yoga, fencing demonstrations from the Olympia Fencing Center, STEAM programs with the Duct Tape Network, and robotics with the library's Lego WeDo kits. Our monthly Parent-Child Book Club continued to be in high demand, and students from Chenery Middle School had a chance to earn community service credit from both the Community Service Club, run in partnership with the Young Adult Librarian, and the Book Buddies program. An early release program for grades K through 4 from Hands on Nature was highly attended, inspiring an effort to create more early release programs in 2018.

Vacation week programs had excellent attendance and included visits from Science Tellers, a program from award winning mime Robert Rivest, and a visit from the extraordinary animals of Creature Teachers.

Intergenerational Programming

The Children's Librarians worked with the Teen Librarian and Reference Librarians to continue offering intergenerational programs. For "Library Lovers" month in February, the Library held a contest encouraging patrons to tell about a book they read to be entered into a raffle for a Kindle Fire or gift cards to local businesses. The library departments came together for a Halloween program that included a spooky storytime, cookie decorating, and crafts.

The Children's Librarians continued to partner with local organizations. We were happy to welcome Belmont Police Lieutenant Kristin Daley along with Officer Cory Taylor, and Grim, the Police Department's K-9, for a storytime and question session about what police officers and police dogs do. The Belmont Fire Department marked Fire Prevention week with a storytime from firefighter Ross Vona and a Touch a Fire Truck event. In support of the Belmont Gallery of Art's fall exhibit, *Home*, young artists came to the library's program with the Duct Tape Network to create their own sculptures of home, some of which went on display in the Gallery.

Friends of the Belmont Public Library

The Friends of the Belmont Public Library continued to provide strong support for the library in 2017, funding a range of programs and projects.

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Program highlights: The Friends sponsored a wide array of library programs, supporting all ages and interests. The long running Music on Saturday and Author Series' brought a diverse group of performers. The authors mentioned earlier such as Laura Harrington, Jay Atkinson, Crystal King Susan Rubin Suleiman, Virginia Pye, Dick Lehr, and Daniel Golden to entertain and educate Belmont patrons were all sponsored by the Friends. Adults also benefited from a range of other programs including craft workshops, Tai Chi, and ESL classes. The Young Adult program was a focus this year, with the Friends sponsoring all YA programming including Homework & Hot Chocolate, Anime Club, and the Teen Advisory Board. Technology classes were funded for all ages, including Python programming, 3D printing, and computer aided design.

The Friends continued to fund the library's popular museum pass program. The museum pass program offers free and discount passes to 20 museums and parks. The Library circulated 2,493 museum passes this year.

Project Highlights: The major project funded in 2017 was the renovation of the reference room (mentioned below). The Friends also took on the exterior of the Library, spearheading a grounds cleanup and refresh, installing 4 new planters. Huge thanks to the Belmont Garden Club for their invaluable help with this project. New Kindles were also purchased and put into circulation at the end of 2017.

Funding for the Friends comes from member donations and used book sale operations. Over 300 members and donors made generous contributions in support of the Belmont Public Library. The community also supports the Friends through thousands of donated books. The Library Friends Annual Book Sale in October was both a financial success and a fun community event. The Friends' Everyday Book Shop, located in the library near the circulation desk, continues to provide a great value for book shoppers as well as funds for library programs. In addition, the Friends were able to provide used books for a variety of other worth causes including materials for teacher libraries in Belmont schools and free books for patrons of the Belmont Food Pantry. The Friends also support the various Free Little Libraries across town whenever they are asked for a donation of books.

Belmont Public Library Foundation

The Belmont Library Foundation, a Massachusetts 501(c)(3) corporation, was formed originally to undertake promotional and fundraising activities for the Belmont Public Library, including construction of a new library. Now that Town Meeting has approved establishment of a building committee to develop a schematic design, the Foundation is preparing a major capital campaign to support fundraising efforts. To this end, the Foundation has been revitalized, with the election of a new board and slate of officers, and renewed collaborations with the Friends and the Trustees. Many thanks to Clair Colburn and Jeff Cronin, whose hard work enabled the Foundation to stay alive and be poised for the campaign ahead.

Notable Building Updates

In addition to the programming and staffing highlights shared above, it is important to note the targeted improvements made to the library facilities.

Key improvements made to the facility and grounds in 2017:

- A new boiler was installed in the Fall of 2017. It replaced the boiler installed in 1964 during original construction.
- As part of a town wide green communities grant, the insulation above the main floor east and west wings will be replaced. This project began in 4th quarter 2017 and is scheduled to conclude in 1st quarter 2018.
- Two self checkout machines were installed in the lobby area of the main floor.
- 11 security cameras were installed in various points throughout the building per the recommendation of the Belmont Police Department as Phase two of needed security updates

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- Utilizing an anonymous donation, the Friends of the Library paid to refurbish the Adult Reference Room. The project included new paint, carpet, technology, electrical and all new furniture. We thank them and the donor for this new space which has been enjoyed by all.
- All public and staff rest rooms had a deep cleaning done with the Saniglaze process to return the tile to near it's original state. This helped the Library to avoid retiling costs, and is a process we will look to utilize annually or as needed.
- As mentioned in the Friends report new planters were added to the main entrances. In addition the Friends paid to have a grounds clean up which included a significant donation of time from Kelly Brothers Landscaping, a Belmont organization.
- A new cleaning company was brought in to improve the quality of cleanliness in the facility.

Administration

Library Director Peter Struzziero continues to guide the Library staff forward providing the best programming and services possible to the community. Peter completed his 1st contract with the town of Belmont after two years of service this year, and together we executed a new service contract that will take him to the spring of 2020.

As part of his goals set by the Board of Library Trustees Peter completed a 10 week course in Effective Leadership Development with Leadership Management International Inc.

Peter participated as a member of the Belmont Steering Committee on Community Education. The committee included membership from The Belmont Public Schools, Powers Music School, The Foundation for Belmont Education, The Belmont School Committee, Belmont Recreation Commission, Belmont Community Education, Belmont Recreation Division, Belmont Summer Enrichment Program, a Professor emeritus from Lesley University, and the owner of Get in Shape for Women in Cushing Square. Marsha Semuels acted as a consultant to manage this process and the writing of an extensive report; of which the goal is to promote successful Community Education program for Belmont.

Although the emphasis of this report is on the accomplishments and contributions of the Library in 2017, we continue to focus on the future of the library facility and services. 2018 marks the 150th anniversary of the founding of the Belmont Public Library, and while we celebrate this achievement, we reflect on the future of Library services in Belmont.

In November 2017 Town Meeting Members voted overwhelmingly to support the formation of and funding for a building committee to develop a schematic design for a new building. In January, the Building Committee was appointed and has begun to carry out their charge. The work of the committee will continue throughout this calendar year. In parallel, the Library Foundation has begun their work in preparing a major capital campaign to support the Town's commitment to the Library.

As noted in this report, visits and utilization of the library services, programs and facility continue to experience strong growth. The Library has something for everyone. If you haven't been to the library lately, come down and see what it can offer to you!

Respectfully Submitted,

Kathleen Keohane, Chair
Board of Library Trustees

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BELMONT HOUSING AUTHORITY:

Chair: Donna Brescia

Vice-Chair: Gloria Leipzig

Secretary: Anne Mahon

Committee Members:

Charles Laverty

Tommasina Olsen

Purpose and Duties:

The Board of the Belmont Housing Authority sets policy for the operations and management of the 3 State-funded public housing properties in Belmont.

Summary of Activities and Accomplishments:

This year, the Housing Authority Board has formalized operating systems, hired a new Executive Director and served as participants on several committees concerned with affordable housing in Belmont.

Goals for 2018:

Our goals for 2018 are to continue formalizing systems, invest in computer software and hardware that will allow for more efficient management of the agency and its funding from the Commonwealth of Massachusetts and provide direction and training for the staff of the housing Authority.

Respectfully Submitted,

Donna Brescia

Belmont Housing Authority

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TOWN CLERK'S OFFICE:

Department Head: Ellen O'Brien Cushman, Town Clerk (Elected)

Assistant Town Clerk: Meg Piccione

Purpose and Duties:

The Town Clerk's Office gathers, records, and communicates governmental vital information in a timely manner and is the first point of contact for most resident/agency inquiries as well as contact point for residents to begin the complaint process. The Town Clerk's Office consists of three programs:

- **Town Clerk:** Responsible for creating, registering and maintaining official Town records, including births, deaths, marriages, businesses, pets, meetings and filings of governmental bodies, and is the point of contact for Town residents, and local, State and federal agencies.
- **Elections & Registrations:** Responsible for running elections and management of the Town census of voters and residents in compliance with local, State and federal laws and verifying residency for inquiring agencies.
- **Legislative:** Responsible for the managing Town Meeting through the elected Moderator, submitting votes to the Attorney General, Department of Revenue and other State agencies, maintaining contact information for and sending official communications to Town Meeting Members.

Summary of Activities and Accomplishments:

- *Customer Interactions:* As forecast, these numbers settled back to the new normal with only one election and the introduction in June of our new Public Records Portal, NextRequest. Telephone calls are of course not included in these numbers.

Customer-reported satisfaction, trust and confidence in our department is extremely high.

Customer Interactions	2017	2016	2015
Visitors	14,300	25,729	15,029
Emails Sent & Received	43,878	65,366	31,800

- *Elections and Early Voting:* During 2017, more than we registered more than 946 voters were registered and more than 1600 voters were deleted. Though only one election was held in 2017, we continue to depend upon our highly-skilled election workers. In 2017 eight Belmont election workers were asked to work for the City of Waltham's city election where they were lauded by the City Clerk's staff and our Town Clerk and Assistant Town Clerk were asked to participate in yet another recount, this one for the Mayoral race in Leominster.
- *Fulfillment of Public Records Requests:* Successfully launched the new Public Records Portal, NextRequest to track and fulfill Public Records Requests in compliance with the newly amended Public Records Law. The portal allows centralized viewing and depository of documents as well as request. Since its July 1st introduction, more than 400 requests were fulfilled, within an average of three business days.
- *Community Preservation Act Project to Digitize and Preserve Belmont's Vital Records:* in 2017 we began to utilize our digitized records to issue certified copies to the public; we continue to phase in full implementation in our daily routines.
- *Town Meeting Actions:* Successful acceptance by the Attorney General of four amendments/additions to the General and Zoning Bylaws, among twenty five articles acted upon by Town Meeting; certified five citizen petitions for Town Meeting articles. We appreciate working with our skilled Town Moderator Michael Widmer who runs Town Meeting smoothly, simplifying the certification process.
- *New Computer Databases and Indices of Town Records:* The Town Clerk staff members, with IT staff expert assistance have continued to add to and create indices and databases of the Town records utilizing the database system by

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PeopleGIS, our Town GIS provider and other database software. The last phase of our Business License Data System was fully deployed in 2017 for our 82 licensees, allowing for online application, payment, and departmental review and approval; it's been extremely well received. The web-based Yard Sale Permit system issued 99 free permits in 2017. We continue to add to our index of Town Meeting votes, as of this writing going back to 1932.

- *Minutes for Town Boards, Commissions and Committees:* We continue to work with all committees to provide missing minutes and are working to make significant progress to fill the gaps.
- *Some additional Statistics:* 2153 pet licenses issued, more than 4000 other fee-based requests fulfilled, 251 births, 182 deaths and 97 marriages were recorded for Belmont residents.
- *Residency Verification for School Children.* We provide detailed data to the School Dept. and look forward to working with the Superintendent and School Committee to further enhance the verification process to include mid-point verifications; we saw no change of number verifications & students from 2016:

Residency Verifications	2017	2016	2014
# Verifications (one per family)	647	646	474
# School Age Children Verified	1087	1080	770

- *Town Clerk Achievement:* The Massachusetts Town Clerks' Association certified Town Clerk Ellen O'Brien Cushman as a Certified Massachusetts Municipal Clerk (CMMC), only 109 of the Commonwealth's 301 town clerks hold this designation. The CMMC designation is achieved by attending MTCA-sponsored educational courses and passing a 250-question aptitude test measuring the municipal clerk's knowledge of Massachusetts general laws in categories such as elections and election procedures, vital records, campaign and political finance, town meetings, Chapter 40A (planning), Chapter 41 (zoning), ethics and public records, as well as meeting all other professional and educational standards.

Goals for 2018:

Work with IT to evaluate programs for providing agenda development, through legal posting and minutes, integrated with the meeting calendar on the website. We will continue to work with other Town departments by actively sharing our databases and information. We anticipate further expansion of online payment for certified copies.

Continue CPA project scanning Town Meeting Transcripts & Annual Reports, preserving fragile vital record books.

The Town Clerk's Office staff will continue to strive for efficiency by tracking and improving our throughput. Policies and procedures are developed thoughtfully to minimize effort and maximize results. We strive to address a customer's problem in the first contact with complete and accurate information. Touch a piece of paper once. Enter data once. Make information accurate and accessible so it's not a time-consuming hunt when asked to produce a document. With the pressures of the newly revised Public Records Law, all communities will be tested for efficient accurate responses to Public Records Requests. We will collaborate with Town Departments to fulfill these requests.

We rely on the ideas, innovation and follow-through of Meg Piccione, Assistant Town Clerk and our full-time staff members, Nancy Casale and Dan Cane, every day to turn potential into progress and am grateful for their partnership.

Respectfully Submitted,

Ellen O'Brien Cushman
Town Clerk

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TOWN TREASURER'S OFFICE:

ELECTED TREASURER, COLLECTOR AND PARKING CLERK: Floyd S. Carman

TREASURER'S OFFICE STAFF:

Assistant Treasurer and Assistant Collector: Daniela Boccia

Payroll Technician: Mary Ehler

Administrative Assistant: Iwona Gosz

Real Estate Technician: Michael Trainer

Excise Technician: Richard Arria

Accounts Payable: Sue Allegro

The Treasurer/Tax Collector Office has responsibilities to oversee the Town investments, cash management, and revenue collection activities, manage the issuance of General Obligation Bonds, prepare and file debt service compliance reports and administration of payroll and employee benefits. They also directly support the Parking Clerk, Permanent Audit Committee, Capital Endowment Committee, Town of Belmont Scholarship Fund Committee, Community Preservation Committee, Belmont Employees Credit Union and Belmont Cultural Arts.

FY17 ACCOMPLISHMENTS:

➤ **PAPERLESS TAX BILLING SOLUTION:**

As of 12/31/2017 Belmont was 1 of 67 communities offering the optional paperless solution. The future benefits for a paperless solution should reduce paper cost and postage.

As of 12/31/2017 these are the metrics for Belmont Taxpayers using the on-line features:

	12/31/2015	12/31/2016	12/31/2017
Real Estate bills Issued:	8,275	8,300	8,325
Personal Property bills Issued:	516	510	479
Excise Tax bills issued	<u>21,186</u>	<u>21,323</u>	<u>21,429</u>
Total:	29,977	30,133	30,233
On-line Users	2,434	3,869	5,707

The Department also offers the ability to pay on-line with a credit card. It is anticipated that as time moves on the next generation of Belmont homeowners will sign up for paperless billing in larger numbers.

➤ **COMMUNITY PRESERVATION COMMITTEE:**

The Community Preservation Comprehensive Plan was updated and approved June 2017. During FY17 reviewed 6 project applications and approved 5 projects for Town Meeting vote on May 3, 2017.

All of the projects were approved for appropriation by Town Meeting totaling \$1,183,325.

In September 2017 (FY2018) received 6 project applications and 6 approved as eligible projects. Final vote by CPA Committee was held on January 10, 2018.

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➤ ***FY17 ISSUED DEBT:***

Water Bond (MWRA): \$0.5 Million

➤ ***EXCISE TAX:***

Reviewed 2012-2017 open excise tax receivables. The research identified 33 records (\$3,795) which was abated by the Assessor.

➤ ***AFFORDABLE CARE ACT***

Collaborated with the Human Resources Department and worked with our software vendor (MUNIS) to complete the extensive filing requirements relative to the Affordable Care Act.

➤ ***BELMONT CENTER PARKING***

Treasurer met monthly (June 2017 - December 2017) with DPW and Traffic Management Personnel to implement new parking meter plan.

➤ ***CUSHING SQUARE***

Treasurer worked with Starr Group to clean up past due taxes and water liens totaling \$152,030 on 6 properties in Cushing Square.

➤ ***MAJOR CAPITAL PROJECTS WORKING GROUP***

Met twice a month with Committee (July 2017 – present) and updated Town Meeting November 2017.

➤ ***BMLD FINANCIAL SYSTEMS IMPLEMENTATION***

Collaborated with the Belmont Municipal Light Department, Town Accounting Department and Water and Sewer Department to complete the implementation of a new Utility Billing and Collection System.

➤ ***WELLINGTON SCHOOL BUILDING PROJECT***

Treasurer met monthly with representative of the Wellington School Building Committee, Facilities Director and the School to review financial and physical status of completion of the project. Wellington has received its final reimbursement from MSBA.

Miscellaneous Accomplishments:

The Town continues to maintain its AAA rating being reaffirmed April 2017. All of the continuing financial/debt disclosures were prepared and filed on time. Working with Town Accountant received unqualified opinion on our FY17 Town Financial Statements. All FY16 and prior year audit comments were cleaned up. Final audit presentation was made to the Towns Permanent Audit Committee January 2018.

Treasury Management

The balance of General Fund earnings \$326,166 increased by \$20,737 from the previous years. The FY17 weighted annual interest rate was .75%. Our cash flow continues to be steady with a 99.0% tax collection rate.

Debt Management

As of 6/30/17 the current year Net Debt Service Cost was \$8,201,167 with total outstanding debt remaining of \$74,363,107. This represents ten projects which include Blair Pond Electric Substation, Wellington Elementary School, Town Hall Complex, Fire Station, BHS Athletic Field and Town Water/Sewer projects.

Tax Collection

The Town continues to enjoy a high collection rate, 99.0% for FY17. A number of properties are delinquent with back taxes and the appropriate tax title taking documents were filed to establish a lien and protect the Town's interest in collecting delinquent taxes. Taxpayers experiencing financial hardship are encouraged to consult with the Board of Assessors to determine eligibility for deferrals and exemptions as options to allow them to remain in their homes. While properties in deferral accrue interest on outstanding taxes at 8% annually, overdue tax and lien amounts incur 14%

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interest and 16% when in tax title. All taxes, liens, and accrued interest are ordinarily collected when the property is sold or refinanced.

Parking Clerk

The parking revenue for FY17 was \$178,390.

Respectfully submitted

Floyd S. Carman
Treasurer/Tax Collector and Parking Clerk

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TREASURY MANAGEMENT TREASURER BOOK BALANCE FISCAL YEAR 2017 GOVERNMENTAL FUNDS

Checking Accounts

Treasurer/Parking Tickets	Bank of America	080133858	798,926.73	
Treasurer	Belmont Savings	0751002250	1,191,591.44	
Parking Coin	Belmont Savings	0751002315	39,011.66	
Library	Belmont Savings	0751002263	18,040.74	
Athletic	Belmont Savings	0751002276	40,463.47	
School Lunch	Belmont Savings	0751002289	518,637.50	
Light/Water	Belmont Savings	0858011323	526,294.38	
Recreation	Belmont Savings	0858011367	162,676.35	
School On Line Fee Payment	Century	21491380	72,253.19	
Treasurer/lockbox	Century	24988	694,861.22	
Light/Water Lock Box	Century	24821	277,898.87	
Town of Belmont/Ambulance	Century	21734216	79,793.13	
Town Clerk On Line	Century	21492085	7,273.58	
	Petty Cash		1,400.00	
	Return Checks		7,251.80	\$4,436,374.06

Investment Accounts

Investment	Belmont Savings	0130002402	4,238,321.52	
Investment	Belmont Savings	0138501718	10,813,793.60	
Investment	Cetera	6BB-538031	437,482.05	
Investment/ Vendor Payment	CENTURY	66199204	2,548,611.19	
Payroll Account	Citizens	1137490699	1,000,000.00	
Investment/ Federal/State Grants	Citizens	1132180500	2,396,795.50	
Highland Meadow Cemetery	MMDT	44273159	718,700.00	
Investment	MMDT	44202174	690,883.47	
Certificate of Deposits	Leader Bank	4100089103	5,233,359.52	
Certificate of Deposits	Cambridge Sav Bank	400753921	5,089,009.94	
Certificate of Deposits	Cambridge Sav Bank	10558429	3,020,057.62	36,187,014.41

Performance Bonds

Omnipoint Tower	Citizens	1135699175	7,151.97	
X/M Satelite Tower	Citizens	1135699183	5,108.58	12,260.55

Capital Endowment Fund

	Ameriprise	232546408001		
Cash Equivalents			564,976.54	
Equities			2,360,589.37	
Fixed Income			935,175.06	3,860,740.97

General Stabilization Fund

	Morgan Stanley	593-011644	3,945,967.01	3,945,967.01
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Sped Stabilization Fund

	Morgan Stanley	593-057562	3,237.43	3,237.43
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Belmont Cultural Council

	Investors Capital	PJQ-016158	5,065.02	5,065.02
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CPA

	Cetera	593-057563	3,103,573.48	3,103,573.48
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Woodfall Sale

	Cetera	593-022103	1,773,853.66	1,773,853.66
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Belmont Light Transfer Station

(Short Term Bond)	Belmont Savings	0858004767	2,579.30	2,579.30
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NESWEC- Land Fill

	MMDT	44273076	3,486,668.59	3,486,668.59
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Sub-Total Governmental Funds

56,817,334.48

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TREASURY MANAGEMENT TREASURER BOOK BALANCE FISCAL YEAR 2017 FIDUCIARY FUNDS

Student Activity Fund

High School - Savings	Belmont Savings	0130002364	235,819.34	
High School - Checking	Belmont Savings	0751002292	15,151.38	
Chenery School- Savings	Belmont Savings	0130002372	19,845.02	
Chenery School- Checking	Belmont Savings	0751002302	12,547.58	283,363.32

Scholarships

Various Scholarships (39)	Cetera	PJQ-016158	601,476.56	601,476.56
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Library Funds

Library Gift Fund	Cetera	PJQ-016158	190,043.08	
Michael E. Deluty	Cetera	PJQ-016158	16,173.99	
Katharine W. Atkins	Cetera	PJQ-016158	22,873.42	
Margaret Wrisley	Cetera	PJQ-016158	19,788.03	
Ester Burdick	Cetera	PJQ-016158	12,882.26	
Blanche Howe Jenney	Cetera	PJQ-016158	17,436.35	
Jane Gray Children Education	Cetera	PJQ-016158	602,985.72	
Library Capital Building Fund	Cetera	PJQ-016158	26,609.14	
Dustan Library Bequest Fund	Cetera	PJQ-016158	352,911.32	1,261,703.31

Cemetery Funds

Cemetery Annual Planting	Cetera	PJQ-016166	132,694.75	
Cemetery Perpetual Care	Cetera	PJQ-016166	1,835,072.94	
Northway/Erickson Perpetual Care	Cetera	PJQ-016166	56,501.64	2,024,269.33

Other Trust Funds

Scholarship Check Off	Cetera	PJQ-016158	296,798.62	
Education Check Off	Cetera	PJQ-016158	79,309.91	
Senior Center Check Off	Cetera	PJQ-016158	14,552.56	
Local Law Enforcement	Cetera	PJQ-016158	69,178.03	
Carl Barron Fire Grant	Cetera	PJQ-016158	1,812.32	
Marian Mugar Police Kitchen Fund	Cetera	PJQ-016158	6,903.23	
General Check Off (Capital)	Cetera	PJQ-016158	17,385.83	485,940.50
Underwood Pool Project	Belmont Savings	858002689	417,022.77	417,022.77
OPEB Fund	Morgan Stanley	593-057564	3,105,258.94	3,105,258.94
Health Employer	MMDT	44274454	5,154,194.83	
Health Employee	MMDT	44274447	1,855,892.38	7,010,087.21
Housing	Morgan Stanley	593-058766	20,187.93	20,187.93
Police Cash Evidence	Belmont Savings	0858013067	7,616.15	7,616.15

ENTERPRISE FUNDS

BMLD Contigency	Cetera	593-063839	1,610,035.57	
Light Depreciation Fund	Cetera	6BB-461549	8,127,307.27	
Light Rate Stabilization Fund	Cetera	6BB-461358	2,323,994.32	
BMLD/Eversource	Belmont Savings	0858011601	14,319,334.00	
MWRA I/I Study & GIS Loan/Grant	MMDT	44223006	81,196.43	
MWRA Interest Free Loan	MMDT	44208494	756,231.46	
Water Fund	TDBankNorth	8246080901	2,458,047.19	
Sewer Fund	TDBankNorth	8246080919	2,062,785.05	

31,738,931.29

Sub-Total Fiduciary and Enterprise Funds

46,955,857.31

Total Governmental, Fiduciary and Enterprise Funds as of 6/30/2017

103,773,191.79

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TREASURY MANAGEMENT RECAP OF SCHOLARSHIP ACTIVITY FOR FISCAL YEAR 2017

<i>(For Belmont High School Students)</i>	BALANCE 7/1/2016	DONATIONS	INCOME	EXPENDITURES	BALANCE 6/30/2017
Ruth Achorn	\$4,710.93		\$89.01	\$200.00	\$4,599.94
Richard Allen Learning Center	681.20		13.18	500.00	194.38
Guy & Madeline Arno	7,348.05		140.07	200.00	7,288.12
Edmund B Bakon	20,878.19		393.18	1,000.00	20,271.37
William Bettencourt	30,854.12		591.84	500.00	30,945.96
Lillian Blacker	26,341.81		508.99	1,000.00	25,850.80
Richard Burnham	5,400.60		102.35	200.00	5,302.95
Charles Crisafulli	3,758.89		70.58	200.00	3,629.47
Cosmo DeStefano	550.26	500.00	10.01	500.00	560.27
Dennis Fitzpatrick Book Award	3,889.85		75.32		3,965.17
Abbey Freeman	1,767.73		23.18	1,000.00	790.91
Brendan Grant	32,229.83		574.25	4,500.00	28,304.08
Paul D Hanson	2,699.46		50.07	200.00	2,549.53
Malcolm Hecht	37,228.61		715.23	500.00	37,443.84
Paul Kelly	20,870.36		401.86	200.00	21,072.22
Teddy Lee & Donald Ray	11,572.07		224.06		11,796.13
Duncan Lyons	6,387.65		121.47	200.00	6,309.12
Joseph D McNeill	6,558.94		121.48	500.00	6,180.42
Clyde Meyerhoefer	1,274.91		19.17	500.00	794.08
Alice Nahabedian	4,930.31		89.94	500.00	4,520.25
John Olin	6,602.45		125.62	200.00	6,528.07
Eleanor Galland Palais	9,340.66	750.00	182.66	500.00	9,773.32
Phi Betta Kappa Book Award	1,369.31		26.51	30.00	1,365.82
Reid Family Scholarship	13,048.34	500.00	256.46	500.00	13,304.80
Brian & Shaun Riley	76,607.90		1,472.11	1,000.00	77,080.01
Rotary Club of Belmont	6,520.23		115.20	1,000.00	5,635.43
William Ruane	9,468.16		177.81	500.00	9,145.97
Patricia Saia	5,858.26	500.00	110.66	500.00	5,968.92
Howard Sharpe	8,128.32	300.00	157.00	300.00	8,285.32
Norma Lee Shaw	729.61	500.00	13.48	500.00	743.09
John Sullivan	17,961.93		347.76	0.00	18,309.69
Robert Sullivan	3,367.99	650.00	63.42	500.00	3,581.41
Maria A. Tellier (will be given out in 2028)	82,993.83		1,606.80		84,600.63
Unselfish Teammate Award	3,829.13		62.67	1,000.00	2,891.80
Viale Athletic Scholarship	2,525.66	500.00	38.37	1,019.29	2,044.74
Westlund Family Scholarship	15,609.76	500.00	297.20	500.00	15,906.96
Carl Westphal	58,364.47		1,118.91	1,000.00	58,483.38
Mary E. Whitney	42,516.31		812.10	1,000.00	42,328.41
Arthur Cherkerzian	10,465.21	1,000.00	214.58		11,679.79
Belmont Women's Rotary	1,620.78		29.21	200.00	1,449.99
TOTAL	\$606,862.08	\$5,700.00	\$11,563.77	\$22,649.29	\$601,476.56

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RECAP OF OTHER TRUST FUNDS FOR FISCAL YEAR 2017

OTHER TRUST FUND	OPENING BALANCE 7/1/2016	DONATIONS OR TRANSFERS IN	INCOME	EXPENDITURES OR TRANSFERS OUT	ENDING BALANCE 6/30/2017
Scholarship Check -Off <i>(for Town Residents)</i>	\$295,495.22	\$1,541.55	\$5,661.85	\$5,900.00	\$296,798.62
Education Check Off <i>(for School Technology)</i>	73,679.70	4,202.27	1,427.94		79,309.91
Senior Center Check -Off <i>(for New Senior Center)</i>	12,879.43	1,973.29	249.84	550.00	14,552.56
General Check-Off <i>(Town Use)</i>	15,069.93	2,024.75	291.15		17,385.83
Local Law Enforcement <i>(Multi Jurisdictional Task Force)</i>	72,868.90		1,409.13	5,100.00	69,178.03
Carl Barron Fire Grant <i>(Fire Dept Grant)</i>	2,636.53		50.79	875.00	1,812.32
Marian Mugar Kitchen Fund <i>(Police Dept Kitchen Accessories Fund)</i>	6,772.10		131.13		6,903.23
TOTAL	\$479,401.81	\$9,741.86	\$9,221.83	\$12,425.00	\$485,940.50

RECAP OF LIBRARY FUNDS FOR FISCAL YEAR 2017

LIBRARY FUNDS	OPENING BALANCE 7/1/2016	DONATIONS OR TRANSFERS IN	INCOME	EXPENDITURES OR TRANSFERS OUT	ENDING BALANCE 6/30/2017
Library Gift Fund	\$186,434.17		\$3,608.91		190,043.08
Michael E Deluty	16,331.66		311.09	468.76	16,173.99
Katharine W Atkins	23,097.46		439.95	663.99	22,873.42
Margaret Wrisley	19,981.50		380.60	574.07	19,788.03
Esther Burdick	13,007.30		247.78	372.82	12,882.26
Blanche Howe Jenney	17,606.53		335.36	505.54	17,436.35
Jane Gray Children's Educ Fund	608,958.51		11,597.83	17,570.62	602,985.72
Dustan Library Bequest	346,208.41		6,702.91		352,911.32
Library Capital Building Fund	28,065.34		543.38	1,999.58	26,609.14
TOTAL	\$1,259,690.88	\$0.00	\$24,167.81	\$22,155.38	\$1,261,703.31

RECAP OF CEMETERY FUNDS FOR FISCAL YEAR 2017

CEMETERY FUNDS	OPENING BALANCE 7/1/2016	DONATIONS OR TRANSFERS IN	INCOME	EXPENDITURES OR TRANSFERS OUT	ENDING BALANCE 6/30/2017
Cemetery Annual Planting	\$129,552.06	\$600.00	\$2,542.69		\$132,694.75
Cemetery Perpetual	1,834,827.06		36,045.88	35,800.00	1,835,072.94
Northway/Erickson Perpetual	55,413.87		1,087.77		56,501.64
TOTAL	\$2,019,792.99	\$600.00	\$39,676.34	\$35,800.00	\$2,024,269.33

RECAP OF LIGHT FUNDS FOR FISCAL YEAR 2017

LIGHT FUNDS	OPENING BALANCE 7/1/2016	DONATIONS OR TRANSFERS IN	INCOME	EXPENDITURES OR TRANSFERS OUT	ENDING BALANCE 6/30/2017
Light Rate Stabilization	\$2,021,517.68	\$300,000.00	\$2,476.64		\$2,323,994.32
Light Depreciation	4,224,486.27	3,900,000.00	2,821.00		8,127,307.27
TOTAL	\$6,246,003.95	\$4,200,000.00	\$5,297.64	\$0.00	\$10,451,301.59

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DEBT MANAGEMENT DEBT SERVICE COST AS OF 6/30/2017

Description of Debt	Bonded Amount	Issue Year	Year of Payment	Principal Paid	Interest Paid	P& I Total Paid
Title V Loans	\$ 60,160	2001	16 of 19	\$ 3,134	622	\$ 3,756
Fire Station Construction	979,900	2015	2 of 11	100,000	28,298	128,298
Concord Avenue Land	350,150	2015	2 of 10	40,150	10,505	50,655
Senior Center	3,310,000	2010	8 of 17	195,000	69,318	264,318
Wellington School	26,700,000	2010	7 of 25	800,000	856,988	1,656,988
FY 2012 Refunding	9,956,000	2013	5 of 12	1,000,000	325,000	1,325,000
BHS Harris Field	960,000	2014	3 of 10	95,000	30,400	125,400
Department Vehicles	1,420,000	2014	3 of 10	145,000	45,100	190,100
Underwood Pool	2,790,000	2015	2 of 15	190,000	72,450	262,450
Belmont Center	1,450,000	2015	2 of 10	145,000	39,150	184,150
Fire Station	115,398	2015	2 of 3	40,000	2,250	42,250
BHS Fire System	1,055,000	2016	1 of 5	160,000	28,794	188,794
Radio System	1,086,350	2016	1 of 10	116,000	31,570	147,570
Subtotal	\$ 50,232,958			\$ 3,029,284	\$ 1,540,445	\$ 4,569,729
GOB Sewer Loan	1,259,950	2015	2 of 12	134,850	\$ 41,973	176,823
MWRA Water Bond	714,000	2009	9 of 10	71,400		71,400
MWRA Water Bond	872,000	2010	8 of 10	87,200		87,200
MWRA Water Bond	988,785	2011	7 of 10	98,879		98,879
MWRA Water Bond	988,785	2010	6 of 10	98,879		98,879
MWPAT	7,226,667	2012	6 of 20	328,047	110,346	438,393
MWRA Water Bond	1,000,000	2012	5 of 10	100,000		100,000
MWRA Sewer Bond	559,405	2013	5 of 5	111,881		111,881
MWPAT	1,579,600	2013	4 of 20	68,154	26,993	95,147
MWRA Water Bond	500,000	2013	4 of 10	50,000		50,000
MWRA Sewer Bond	2,300,000	2014	2 of 20	95,059	44,139	139,198
MWRA Water Bond	500,000	2014	3 of 10	50,000		50,000
MWRA Water Bond	500,000	2015	2 of 10	50,000		50,000
TOWN Water Bond	482,000	2014	3 of 20	25,000	16,238	41,238
TOWN Water Bond	269,602	2015	2 of 20	15,000	7,225	22,225
MWRA Water Bond	500,000	2016	1 of 10	50,000		50,000
Subtotal	20,240,794			1,434,349	246,914	1,681,263
BMLD	26,100,000	2014	2 of 20	1,045,000	905,175	1,950,175
TOTAL	\$ 96,573,752			\$ 5,508,633	\$ 2,692,534	\$ 8,201,167

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DEBT MANAGEMENT TOWN OUTSTANDING DEBT AS OF 6/30/17

	Principal Outstanding 6/30/2015	Principal Outstanding 6/30/2016	Principal Outstanding 6/30/2017
Title V Loans	15,670	12,536	9,402
Concord Avenue Land	400,000	350,150	310,000
Fire Station Construction	1,100,000	974,900	874,900
Fire Station Construction	115,398	75,000	35,000
Senior Center	2,140,000	1,945,000	1,750,000
Wellington Elementary School	23,090,000	22,300,000	21,500,000
Town Hall / Fire Station Debt Refunding	8,400,000	7,400,000	6,400,000
Fire Vehicles	1,278,000	1,130,000	985,000
Harris Field	867,050	760,000	665,000
Underwood Pool	2,790,000	2,600,000	2,410,000
Belmont Center	1,450,000	1,305,000	1,160,000
Public Safety Radio Equipment		1,086,000	970,000
BHS Fire Alarm		800,000	640,000
Belmont Municipal Light	25,055,000	24,105,000	23,060,000
MWRA Water Bond	4,425,266	4,274,307	3,577,950
MWRA Sewer Bond	11,487,020	10,753,847	10,015,855
TOTALS	\$ 82,613,404	\$ 79,871,740	\$ 74,363,107

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DEBT MANAGEMENT DEBT AUTHORIZED BUT NOT ISSUED AS OF 6/30/17

Description of Debt Authorization	Year	Amount	Amortization Period
Wellington School	2009	1,602,091	25 years
Water	2011	477,000	10 years
Water	2012	2,898,398	20 years
TOTAL AUTHORIZED NOT ISSUED		\$ 4,977,489	

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SUMMARY OF TAX COLLECTOR'S REPORT JULY 1, 2016 TO JUNE 30, 2017

Real Estate, CPA & Personal Property Taxes

Commitment	Real Estate	\$ 84,909,984.24
Commitment	CPA	\$ 1,121,268.39
Commitment	Personal Property	\$ 623,455.66
Total	Commitment	<u>\$ 86,654,708.29</u>

Collection	Real Estate	\$ 83,779,000.93
Collection	CPA	\$ 1,104,270.69
Collection	Personal Property	\$ 620,609.13
Refund	Real Estate	\$ (126,379.18)
Refund	CPA	\$ (8,423.81)
Refund	Personal Property	\$ (2,323.81)
Abated	Real Estate	\$ 372,155.19
Abated	CPA	\$ 15,327.78
Abated	Personal Property	\$ 226.63
Uncollected	Real Estate	\$ 885,207.30
Uncollected	CPA	\$ 10,093.73
Uncollected	Personal Property	\$ 4,943.71
Total		<u>\$ 86,654,708.29</u>

Real Estate Tax collected for Previous Years **\$ 518,727.88**

CPA for Previous Years and Interest Collected **\$ 6,126.82**

Real Estate & Tax Deferred Interest and Fees Collected **\$ 198,101.81**

Tax Title Interest and Fees Collected **\$ 28,378.07**

Tax Deferral

Opening Balance 07/01/16		\$ 529,628.41
Plus FY17 New Tax Deferred Taxes		\$ 79,919.37
Less Paid Tax Deferred in FY17		<u>\$ (103,246.07)</u>
Outstanding Balance as of 6/30/17		\$ 506,301.71

Tax Title

Opening Balance 07/01/16		1,082,797.31
Plus New Tax Title in FY17		\$ 55,060.06
Less Paid Tax Title in FY17		<u>\$ (114,480.11)</u>
Outstanding Balance as of 6/30/17		\$ 1,023,377.26

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SUMMARY OF TAX COLLECTOR'S REPORT JULY 1, 2016 TO JUNE 30, 2017

Motor Vehicle Excise Tax

Total Commitment		<u>\$3,213,013.45</u>
Collections		\$3,048,287.38
Refunds	(27,289.62)	
Abated		53,895.06
Uncollected		<u>138,120.63</u>
Total		<u>\$3,213,013.45</u>

Motor Vehicle Excise Tax collected for Previous Years in:

FY17	\$514,559.73
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Motor Vehicle Excise Tax Fees Collected for Previous Years in:

FY17	\$36,628.20
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Motor Vehicle Excise Tax Marking Fees Collected in:

FY17	\$9,800.00
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Uncollected Motor Vehicle Excise Tax for Previous Years:

FY16	\$33,759.07	
FY15	\$14,560.74	
FY14	\$8,956.64	
FY13	\$8,020.98	
FY12	\$9,984.06	
FY11	\$10,173.87	
FY10	\$10,730.26	
FY09	\$7,776.78	
FY08	\$10,144.87	
FY07	\$6,375.12	
FY06	\$10,314.12	
FY05	\$9,904.39	
FY04	\$13,043.97	
Prior to 2003	\$136,981.06	\$290,725.93

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SUMMARY OF TAX COLLECTOR'S REPORT JULY 1, 2016 TO JUNE 30, 2017

Parking Fines

Outstanding Parking fines as of 07/01/2016	\$474,387
New Parking Tickets Issued in FY17	184,898
Less Payments FY17	<u>-168,790</u>
Outstanding Parking fines as of 06/30/2017	<u>\$490,495</u>

Handicap Parking Fines

Outstanding HP Fines as of 7/01/2016	\$16,425
New Parking Fines Issued in FY17	12,200
Less Payments FY17	<u>-9,600</u>
Outstanding HP Fines as of 6/30/2017	<u>\$19,025</u>

2017 Annual Report

**SUMMARY OF TAX COLLECTORS REPORT
BELMONT REAL ESTATE AND EXCISE
CHECK OFF TAX BILL DONATIONS
July 1, 2016 to June 30, 2017**

	<u>Number</u>	<u>Amount</u>
Senior Center	89	\$ 1,973
Education	67	4,202
Scholarship Fund	64	1,542
General Fund	49	2,025
Capital Endowment	44	1,411
TOTAL	313	\$11,153

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CAPITAL ENDOWMENT FUND Fiscal Year 2017

The advisors for the Capital Endowment Fund are:

- Jonathan B. Treat
- Ernest E. Fay
- S. Warren Farrell, Jr.
- James F. Gammill
- Jim Williams, Ex-Officio, Board of Selectmen
- Floyd S. Carman, Ex-Officio, Town Treasurer
- John J. Olohan, Ameriprise Financial Services, Inc.

*** Dalton J. Avery retired in June of 2017

The Capital Endowment Fund was established to fund and facilitate innovations in town government and to assist with long range capital planning. This fund was enacted by the state legislature and signed into law by the Governor of the Commonwealth in April of 1995.

\$2,000,000 was received from the proceeds of the sale of Belmont's cable system. An additional \$943,949.24 was appropriated into the fund by Town Meeting in 2001. All proceeds from the voluntary tax bill check-off for capital projects are deposited into this account.

Capital Endowment Fund Activity

Opening Balance 7/01/2016	\$3,675,930
Tax Check-Off Donations by 44 Residents	1,411
Withdrawal per TMM Vote	-125,000
Income Earned	<u>308,401</u>
Closing Balance 6/30/2017	\$3,860,742

Capital Endowment Fund Asset Allocation As of 6/30/2017

Cash & Cash Investments	\$654,977
Equities	2,360,589
Fixed Income	935,175
Closing Balance 6/30/2017	\$3,860,741

Respectfully submitted,
Floyd S. Carman, Town Treasurer

2017 Annual Report

LIST OF MODERATOR APPOINTED COMMITTEES:

PERMANENT

Bylaw Review Committee:

Charles Hamann, *Chair*
Robert McGaw
Raymond Miyares
Mark Thurber
Ellen O'Brien Cushman *ex-officio, Town Clerk*

Capital Budget Committee:

Anne Marie S. Mahoney, *Chair*
Rebecca Vose, *Secretary*
Patricia Brusch
Susan Burgess-Cox *ex-officio, School Committee*
Charles Clark *ex-officio, Planning Board*
Jennifer Fallon *ex-officio, Warrant Committee*
Mark Paolillo *ex-officio, Board of Selectmen*
Chitra Subramanian *Town Accountant*

Resigned in 2017

Raffi Manjikian *ex-officio, Planning Board*

Minuteman High School Committee Member:

James Gammill

Permanent Building Advisory Committee:

Patricia Brusch, *Chair*
William Lovallo
Robert McLaughlin
Joel Mooney
William Shea

COMMITTEES

Warrant Committee:

Roy Epstein, *Chair*
Ellen Schreiber, *Vice-Chair*
Michael Crowley, *Secretary*
John Alcock
Elizabeth Dionne
Christine Doyle
Jennifer Fallon
Anne Helgen
Michael Libenson
Paul Lisanke
Geoffrey Lubien
Robert McLaughlin
Laurie Slap
Jack Weis
Lisa Fiore *ex-officio, School Committee Chair*
James Williams *ex-officio, Board of Selectmen Chair*
Resigned in 2017
Sami Baghdady *ex-officio, Board of Selectmen*
Adam Dash
James Gammill
Greg Mennis

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TEMPORARY

DPW/Police Short Term Building Committee

Anne Marie Mahoney, *Chair*
Anthony Ferrante, *Vice-Chair*
Kathleen (Fitzie) Cowing, *Secretary*
Roy Epstein
Stephen Rosales
Judith Sarno
William Shea
Michael Smith
James MacIsaac, *Town Liaison – Asst. Police Chief*
Michael Santoro, *Town Liaison – DPW Highway Mgr.*

High School Building Committee

William Lovallo, *Chair*
Phyllis Marshall, *Secretary - Town Administrator Designee*
Patricia Brusch
Joseph DeStefano
Robert McLaughlin
Christopher Messer
Diane Miller
Joel Mooney
Daniel Richards
Phil Ruggiero
Jamie Shea
Emma Thurston
Tom Caputo *ex-officio, School Committee*
Adam Dash *ex-officio, Board of Selectmen*
John Phelan *ex-officio, School Superintendent*

Resigned in 2017

Sami Baghdady *ex-officio, Board of Selectmen*
Gerald Boyle *ex-officio, Town Facilities Director*
David Kale *ex-officio, Town Administrator*

Library Building Committee

Clair Colburn, *Chair*
Stephen Sala, *Secretary*
Sally Martin, *Treasurer*
Steven Engler
Jennifer Fallon
Marcie Hirsch
Kathleen Keohane
Robert McLaughlin
Barton Nelson
Robert Schafer
Heli Tomford

COMMITTEES

Committee to Study the Number of Selectmen

Paul Rickter, *Chair*
Maryann Scali, *Vice-Chair*
Michael Crowley
Debra Deutsch
Judith Feins
Laurie Graham
Daniel Halston
Doug John
Ralph Jones
Andrew Plunkett
Lynn Read
Amy Trotsky
Peter Whitmer

Wellington School Building Committee:

Mark Haley, *Chair*
Patricia Brusch, *Vice-Chair*
William Lovallo, *Secretary*
Chris Kochem, *Clerk*
John Bowe
Laurie Graham
Heidi Sawyer
Eric Smith
Joseph Barrell *Selectmen's Liaison*
Tony DiCologero *School Department Liaison*
Amy Spangler, *Wellington Principal*
Ara Yogurtian, *Community Development Liaison*

Resigned in 2017

Donna Pini, *School Department Liaison*

2017 Annual Report

BYLAW REVIEW COMMITTEE:

Chair: Charles M. Hamann

Committee Members:

Robert E. McGaw

J. Raymond Miyares

Mark Thurber

Ellen O'Brien Cushman. Town Clerk, ex officio

The principal function of the Bylaw Review Committee is to review proposals for General Bylaw changes. It is not charged with the task of proposing substantive changes on its own. If requested by the Selectmen or another Town Board or officer, the Committee will assist in drafting amendments or additions to the General Bylaws that are proposed for inclusion in the Warrant for any Town Meeting. The Committee is also charged with the duty of reporting to the Town Meeting any recommendations it considers appropriate on any article in a Town Meeting Warrant that proposes an amendment or addition to the General Bylaws. In recent years the Committee has also assisted Belmont citizens in refining their proposed amendments to the Bylaws

Prior to the Annual Town Meeting in May, 2017, the Committee worked with the Historic District Commission and the Planning Board on a revision of the Town's Demolition Delay Bylaw. The revised bylaw was approved by Town Meeting. The Committee also reviewed a bylaw proposed by a citizens' petition to increase the size of the Board of Selectmen from three to five members. The proposed bylaw was referred to a study committee, the members of which were to be appointed by the Moderator.

The Committee also reviewed two proposed bylaws presented at a Special Town Meeting held in November 2017. The first was an amendment to the General Bylaws setting out rules for revolving funds and also designating those funds maintained by the Town. This bylaw, which was approved by Town Meeting, was in response to a new state law mandating that revolving funds be authorized by a bylaw. The second proposed amendment, submitted by a citizens' petition, would have converted the Planning Board from a Board appointed by the Selectmen to an elective Board. The Committee worked with the proponents to refine the terms of the proposed bylaw. This proposed bylaw was not approved by Town Meeting.

Once again, special thanks to Ellen Cushman, Town Clerk and our ex officio member. Ellen works tirelessly to keep the Committee on track in attending to its work.

Respectfully submitted,

Charles M. Hamann, Chair

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CAPITAL BUDGET COMMITTEE:

Chair: Anne Marie S. Mahoney

Vice-Chair: NA

Secretary: Rebecca Vose

Committee Members:

M. Patricia Brusch	2018
Anne Marie S. Mahoney	2019
Rebecca Vose	2020
Susan Burgess-Cox	School Committee
Jennifer Fallon	Warrant Committee
Raffi Manjikian	Planning Board
Sami Bagdady	Board of Selectmen through April 4
Mark Paolillo	Board of Selectmen from April 5
Phyllis Marshall	Interim Town Administrator, Ex Officio

Purpose and Duties:

The Capital Budget Committee (CBC) consists of seven members: three members appointed by the Town Meeting Moderator and one representative from each of the following: Board of Selectmen, School Committee, Warrant Committee and Planning Board. Phyllis Marshall, Interim Town Administrator, advised the CBC and Glen Castro was the administrative liaison.

The CBC is empowered under Article 13 of the Town's by-laws to recommend to Town Meeting those "public improvements and non-recurring major equipment needs which represent the most necessary enhancement projects or purchases to be undertaken by the Town each year" along with the cost for such improvements or purchases and if necessary, the method for financing them. The CBC works with the Town Administrator and the department heads to prioritize and fund these projects within the funds allocated to it by the Board of Selectmen and available bonding capacity. Department heads present a projected five-year list of capital needs along with their present year requests.

Summary of Activities and Accomplishments:

Please see *FY2018 Capital Budget Committee Report to Belmont 2017 Annual Town Meeting* for detailed information.

The Capital Budget Committee has the difficult task of deciding what repairs and purchases can be funded out of a small annual budget. We take Martin Luther King's words to heart: "If you can't fly then run, if you can't run then walk, if you can't walk then crawl, but whatever you do you have to keep moving forward." Each year we move forward with whatever money we have. Ideally, the Town should fund the annual capital discretionary budget at a steady level of \$3.0 million. The CBC will not get close to that ideal in the foreseeable future so we spend many hours from January through June analyzing, debating, and creating the Capital Budget that is presented to Town Meeting in June.

For Fiscal 2018 the CBC received \$3.2 mil. in requests from town department heads and the school department. This does not include requests met by water and sewer enterprise funds nor Chapter 90 roads money. These do include the usual requests for roads and sidewalks as well as fire department vehicles, building security, an HVAC tech van, school floor replacements and library repairs. Our allocation from the Board of Selectmen was \$1,366,600 which included \$74,000 in turn-backs. Roads and sidewalks have a total of \$2,425,089 to work with from the 2001 and 2015 overrides. This figure includes the Chapter 90 roads money of \$542,601 and \$210,000 for sidewalks from the 2015 override.

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In order to make the most of the money we have available to us we work closely with the department heads to maximize potential grants and fundraising, to share equipment among departments, and to explore partnerships with contiguous towns. Every year what we receive in grants or what we are able to accomplish with grants is different. This year we were pleased to learn of a last-minute state grant which allowed us to purchase a new medi-van for the Senior Center for only twenty percent of the total cost or \$11,240.

The CBC places the highest priority on public safety and security. With that in mind, the Committee recommended funds to purchase a new cardiac monitor for the ambulance; a spill response trailer for the fire department; security cameras for both town and school buildings.

The CBC funded requests for facilities and equipment for: converting an existing dump truck into a snow fighter; replacing unit ventilators in the school buildings; replacing floors in both the Butler and the Chenery; continuing our ongoing building envelope work on all town buildings; purchasing Chromebooks and carts to facilitate state testing in the schools. Also, we allocated \$38,000 to redesign the sidewalk and road crossing in front of the Burbank School for the safety of students and their families.

In summary, Capital Budget discretionary funds were allocated to departments as follows:

Public Safety	\$ 270,900	
Public Facilities	\$ 607,760	
Library	\$ 153,000	
Department of Public Works	\$ 90,240	
Schools	\$ 105,460	
Information Technology	\$ 90,000	
Council on Aging	\$ 11,240	
Community Development	\$ 38,000	
Additionally,		
Pavement Management	\$1,852,000	(Includes \$210,000 for sidewalks)
Chapter 90	\$ 542,601	(State roads money)
Water Enterprise Funds	\$2,103,821	
Sewer Enterprise Funds	\$2,066,506	

Goals for 2018:

The Capital Budget Committee will continue to work with the town department heads to fund capital requests as allocated funds will allow in 2018 for FY19. The CBC will maintain communication with the Belmont High School Building Committee and the newly formed DPW/Police and Library Building Committees since these buildings are major capital assets of the Town. As these buildings are renovated and/or replaced their need for major capital repairs will diminish. Until that time, however, there remains an on-going immediate need for upkeep and repair. Additionally, the continuing growth of enrollments at all levels of the school system could possibly require more modular space to be added to existing buildings in the near future, which could be a capital expense.

Respectfully Submitted,

Anne Marie S. Mahoney
Capital Budget Committee

2017 Annual Report

MAJOR CAPITAL PROJECTS WORKING GROUP:

Chair: Anne Marie S. Mahoney, Capital Budget Committee

Vice-Chair: NA

Secretary: NA

Committee Members:

M. Patricia Brusch	Permanent Building Committee, Capital Budget Committee
Roy Epstein	Warrant Committee
Jennifer Fallon	Warrant Committee, Capital Budget Committee, Library Feasibility Study
Mark Paolillo	Selectman, Capital Budget Committee
Phyllis Marshall	Interim Town Administrator
Floyd Carman	Town Treasurer

Purpose and Duties:

The Major Capital Projects Working Group began in 2016 as a subset of the Capital Budget Committee to form a path forward for the last four major building projects – Belmont High School, the DPW, the police station, and the library.

The group was formally created in February, 2017 when the charge given to the MCPWG by the Board of Selectmen was:

“To analyze the capital projects, in addition to Belmont High School, which still need to be addressed: DPW, Police Station, Library and incinerator site, in order to define a sound plan for building, sequencing and possible financing which will lead to a successful and timely completion of these projects. It is understood that the BHS project is underway and is under the direction of the building committee in concert with the MSBA guidelines.”

We acknowledge that there are other, smaller capital projects which need to be addressed, however, our charge is to focus on the Big Four along with how the incinerator site might complement the major four if it can.

Summary of Activities and Accomplishments:

Please see the MCPWG reports to June, 2017 Town Meeting and the November 13, 2017 Special Town Meeting for greater detail.

As the MCPWG began to study the four outstanding projects we saw that they were going in three directions: First, the Belmont High School building project was well underway under the direction of a building committee and the guidelines of the MSBA. Therefore, our only concern was the size, timing and impact of the debt exclusion for the high school project on the other projects. Second, a feasibility study for the library was completed in February. A warrant article sponsored by the Trustees was adopted by the Special Town Meeting to approve a building committee to develop a schematic design for a new library on the existing site in order to facilitate private fundraising for this new building. Therefore, our only concern became the timing and size of a debt exclusion for library construction once the fundraising goal has been met.

That left the MCPWG with a focus on the DPW and police station, the two facilities in the worst condition; but unlike the high school and library, with no constituency to advocate for them. We had to become their advocates and form a plan to address their needs as soon as possible. We believe that we have a moral and economic obligation to provide basic and appropriate working conditions for our town employees who have languished in these sub-standard buildings

2017 Annual Report

for too long. Additionally, we must provide working space that is accessible for both our employees and the public as well as being adequate to the function.

As we met and worked with Symmes, Maini, McKee Associates, an architectural/engineering consulting firm, several points became clear. The incinerator site was not adequate or appropriate for a new DPW or police station. An alternative to the undersized and problematic location for the police station was highly desirable. With the assistance of SMMA we determined that the northern end of the DPW land had enough space for a new police station. In addition, a new DPW facility would still fit on the southern part of the existing yard.

We developed a plan to address the needs of the DPW and police using a two-phase approach. We proposed short term or emergency solutions to both facilities to the November Special Town Meeting. SMMA estimated that \$4.4 mil. would bring both facilities up to code, provide appropriate employee amenities, and meet immediate functional needs in both buildings. The goal is to complete these emergency renovations as soon as possible. Meanwhile, MCPWG would continue to pursue long term or permanent solutions which would be new construction of both facilities on the DPW yard within the next ten years. Special Town Meeting approved the formation of a single building committee and \$383,000 to develop a schematic design for renovations to both facilities.

Goals for 2018:

We worked throughout 2017 to form a plan for permanent solutions to the DPW, police and library along with a timetable, sequencing and financial plan for all four projects. We gave an interim report to Town Meeting in June and a more substantive report and recommendations to Special Town Meeting in November. We continue to meet and to work closely with the BHS, library and DPW/Police building committees. We expect to come back to Annual Town Meeting in June of 2018 to present recommendations with costs and a timetable for construction of a new DPW facility, police station, and library.

Respectfully Submitted,

Anne Marie S. Mahoney
Major Capital Projects Working Group

2017 Annual Report

BELMONT PERMANENT BUILDING ADVISORY COMMITTEE:

Chair: Patricia Brusch

Secretary: Steven Sala

Committee Members:

William Lovallo

Robert McLaughlin

Joel Mooney

William Shea

Michael Smith

Purpose and Duties:

The purpose of the Belmont Permanent Building Committee is to provide a resource for, and to give advice to all building committees in the town. In addition, the Permanent Building Committee oversees all building projects with an estimated cost of \$50,000 or greater, and reviews all building projects with anticipated costs below the \$50,000 threshold. Most members of the committee are appointed by the Moderator, with one member appointed by the Board of Selectmen.

Summary of Activities and Accomplishments:

For the past several years, since the town created a consolidated town-wide Facilities Department, the Permanent Building Committee has worked closely with that department on most of the projects. Gerry Boyle, the Director of that department, worked to standardize many of the documents that are used for major building projects in addition to the more common repairs and minor projects. This standardization of this process has been a tremendous help for all building projects. Gerry retired at the end of December and we wish him well, and are looking forward to working with his replacement.

During 2017, the Belmont High School Building Project was the major project being worked on in the town. There are 16 members of that building committee, 4 of whom come from the Permanent Building Committee (Bill Lovallo, Pat Brusch, Bob McLaughlin, and Joel Mooney). The Feasibility Study for the High School will be submitted to the Mass. School Building Authority early in 2018, and once it is approved, a Schematic Design for the building will be prepared. Following completion of the Schematic Design (and its approval by the MSBA), the project will be placed before the voters as a ballot question to approve funding. Right now it is anticipated that this vote will take place either in the fall of 2018 or the spring of 2019.

In November 2017 a Special Town Meeting approved the creation of 2 new building committees to address other building needs. One committee is to develop schematic designs for both the Department of Public Works and the Belmont Police Station. Both of these departments have a pressing need for building improvements, but given the cost and complexity of the Belmont High School project it was felt by the town that it might not be possible to accomplish this for several years. Therefore the Major Capital Projects Working Group developed a plan to make temporary improvements at both buildings which will improve access to these facilities and will improve working conditions for the staff and other users. Bill Shea and Mike Smith are the Permanent Building Committee members on this building committee. This committee has hired an Owner's Project Manager and an architect and will report to Annual Town Meeting this spring. It is hoped that renovations to both of those facilities can begin in 2019.

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The other building committee created by Special Town Meeting in November was one for the replacement of the Belmont Public Library. A feasibility Study was done for this facility in 2016-17, and the recommendation was to build a new building on the current site. As determined by the town many years ago, funding for this project will be both public and private. In order to raise significant private funds, the Library Trustees felt that a Schematic Design was needed, so a building committee was created to provide this. Steve Sala and Bob McLaughlin serve on this committee from the Permanent Building Committee. The committee will choose an owner's project manager and then an architect and then will work on a schematic design which will be given to the Belmont Library Foundation to allow them to begin to raise funds. At this time there is no date set for future town approvals.

In addition to the 3 newer projects, the Permanent Building Committee has been assisting with closing out two other projects. At the Wellington School there have long been some issues with excessive noise (room to room) inside the building. Once the final audit was completed by the Massachusetts School Building Authority, the Wellington Building Committee worked on this issue and has recommendation some mitigation measures which will take place in the spring and summer of 2018. Pat Brusch and Bill Lovallo represent the Permanent Building Committee on this project.

Also, fairly extensive repairs are necessary at the Fire Stations. There were issues identified following the construction of these buildings and finally a settlement was reached with the contractor. The Capital Budget Committee approved funding to supplement the settlement money, and these repairs were bid in 2017. Bob McLaughlin is following this project, with assistance from Bill Lovallo and Bill Webster, both of whom served on that building committee. It is hoped that the repairs can be completed on the Headquarters Station this year, and then can be begun on the station in Belmont Center.

Respectfully Submitted.,

Patricia Brusch, Chairman

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WARRANT COMMITTEE:

Chair: Roy J. Epstein

Vice-Chair: Ellen Schreiber

Secretary: Michael Crowley

Committee Members:

John Alcock

Elizabeth Dionne

Chris Doyle

Jennifer Fallon

James Gammill (resigned, December 2017)

Anne Helgen

Michael Libenson

Paul Lisanke

Geoffrey Lubien

Robert McLaughlin

Laurie Slap

Jack Weis

Ex-Officio and Liaisons:

James Williams, Board of Selectmen

Lisa Fiore, School Committee

Purpose and Duties:

The Warrant Committee (many towns use the label “Finance Committee”) consists of up to seventeen members appointed by the Town Moderator for staggered three-year terms. One representative from the Board of Selectman and one from the School Committee serve as ex-officio members. The Warrant Committee elects its officers: Chair, Vice-Chair and Secretary.

The Town By-Laws give the Warrant Committee responsibility for reporting and making recommendations to Town Meeting on any article that involves the appropriation of money. The most significant is the annual Town budget. The Warrant Committee also reports on any matter that in the Committee’s judgment significantly impacts the Town’s financial interest. In addition, the Warrant Committee reviews and approves all requests for transfers from the Reserve Fund. Established by Town Meeting, the \$400,000 Reserve Fund is designed for use for unbudgeted, emergency expenditures that arise during the course of the year.

Summary of Activities and Accomplishments:

In 2017, the Warrant Committee worked with the Board of Selectmen, the School Committee and various town and school departments to present a FY2018 budget to Town Meeting. This work included the annual Warrant Committee Report on the Town Budget. This document provides an executive summary of the budget for Town Meeting Members, as well as more detailed analyses of the budgets for individual departments. In addition, we reported to Town Meeting on a number of other warrant articles, including analysis of articles sponsored by the Retirement Board and a citizen petition to place additional money in the General Stabilization Fund.

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Goals for 2018:

The main responsibility of the Warrant Committee is to report on the annual Town budget. The Warrant Committee does so through the work of a series of subcommittees, namely: Education, General Government, Human Services, Public Safety, and Public Services – with additional liaisons to the Capital Budget Committee, the Financial Task Force, and the Minuteman School Committee. The Committee also meets with the Board of Selectmen from time to time to consider relevant financial issues.

The Warrant Committee uses a template it has developed to evaluate appropriations and Warrant Articles. Specifically, for all projects coming before Town Meeting where a Warrant Committee recommendation is appropriate, the template includes: 1) questions about project scope, costs, and justification and requests for clarifying data; 2) assessment of future financial impacts such as effects on operating revenues and costs, and, 3) assessment of broader economic effects on the Town such as growth, distribution / equity, and efficiency. The Committee may also consider the longer-term consequences and tradeoffs of pursuing particular capital projects. The Warrant Committee relies on its collective professional expertise in finance and economics as well as experience in Town affairs. Examples of Warrant Committee analyses in the past year include management of our pension obligations, strategies for extending the useful life of the police station and DPW facility, and evaluating proposals for pay-as-you-throw trash collection.

Respectfully Submitted,

Roy J. Epstein, Chair
Warrant Committee

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WELLINGTON SCHOOL BUILDING COMMITTEE:

Chair: Mark Haley

Vice - Chair: Patricia Brusch

Treasurer: John Bowe

Committee Members:

Joseph Barrell, Board of Selectmen Liaison

Gerald Boyle, Director of Facilities

Laurie Graham

William Lovallo

Heidi Sawyer, Wellington Parent Liaison

Eric Smith

Ex-Officio and Liaisons:

Chris Kochem, Clerk

Amy Spangler, Principal, Wellington School

Anthony DiCologero, School Department Liaison

Fred Domenici, Facilities Department Liaison

Donna Pini, School Department

Ara Yogurtian, Office of Community Development

Purpose and Duties:

The Wellington School Building Committee is a temporary committee appointed by the Town Moderator and authorized under Article 6 of the February 7, 2005 Town Meeting to build a new Wellington School.

Summary of Activities and Accomplishments:

The new Wellington School opened in September 2011. The project architect was Jonathan Levi and Associates in association with Burt Hill/Stantec. The construction team was Skanska USA, and the Owner's Project Manager was PMA Consultants. Since that time, the Wellington School Building Committee has been working to complete the remaining project issues. In February 2014, the Boston Society of Architects (BSA) awarded three Design Awards to the Wellington School: the first, Educational Facilities Design – K-12, the second, Honor for Design Excellence and the third, the Harleston Parker Medal, which is the most prestigious Award bestowed by the BSA for design. MSBA final reimbursement payment of \$1,036,494.00 was received in June 2016. During 2017, the Committee focused on addressing remaining project matters, including certain interior acoustical issues.

Goals for 2018:

The Committee will work on completion of the few remaining project matters.

Respectfully Submitted,

Mark Haley, Chair

Wellington School Building Committee

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SELECTMEN APPOINTEES:

Belmont Emergency Management (BEMA):

Leo Saidnawey, *Director*
Rick Nohl, *Assistant Director*
David Frizzell
Wayne Haley
Glen Castro

Belmont Energy Committee:

Roger Colton, *Chair*
Anthony Barnes
Marty Bitner
James Booth
Quentin Fennessy
Travis Franck
Jenny Marusiak
Donald Mercier
Gerry Boyle, *Facilities Dept Liaison*
Glenn Clancy, *Community Development Liaison*
Fred Domenici, *Facilities Dept Liaison*
Andrew Healy, *McLean Hospital Liaison*
Lauri Mancinelli, *Belmont Light Liaison*

Belmont Media Center Board of Directors:

Carole Yelverton

Cable Television Advisory Committee:

Mark Carthy, *Chair*
Jonathan Green
Chet Messer

Community Path Implementation Advisory Committee:

Russell Leino, *Chair*
Michael Cicalese, *Vice-Chair*
Brian Burke Sr.
Heather Ivestor
Vincent Stanton Jr.

Community Preservation Committee:

Floyd Carman, *Board of Selectmen Appointee*
Anthony Ferrante, *Recreation Commission*
Lisa Harrington, *Historic District Commission*
Gloria Leipzig, *Housing Authority*
Anne Marie S. Mahoney, *Board of Selectmen Appointee*
Stephen Pinkerton, *Planning Board*

Andrés Rojas, *Board of Selectmen Appointee*
Margaret Velie, *Conservation Commission*
Tom Caputo, *Board of Selectmen Liaison*

Conservation Commission:

James Roth, *Chair*
Charles Chiang
Christopher Morris
Jeffrey North
Margaret Velie
Miriam Weil
Kate Weinstein
Mary Trudeau *Conservation Agent*
Adam Dash, *ex-officio Board of Selectmen*

Constables:

David Benoit
William Chemelli
Donna Feeley
Thomas Maguire
Richard Picceri
James Tortola

Council on Aging:

Maryann Scali, *Chair*
Michael Cahalane, *Vice-Chair*
Carolyn Bunyon
Theodore Dukas
Ethel Hamann
Chao-Qiang Lai
Tommasina Olson
Joel Semuels
Judy Singler
Phyllis Solomon
Jim Staton
Mark Paolillo, *Board of Selectmen Liaison*
Nava Niv-Vogel, *COA Staff Liaison*

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Cultural Council:

Juliet Jenkins, *Chair*
Jennifer Angel
John Baboian
Sarah Freiberg Ellison
Lauralee Gianotti
Anette Goodro
Nancy Linde
Norah Piehl
Rebecca Richards
Arlyn Roffman

Disability Access Commission:

Janet MacDonald, *Chair*
Mark Clark
Nancy Donald
Michael Lanza
Emily Walsh
Erica Zidel

Education Scholarship Committee:

Floyd Carman, *Chair*
Leslie Aitken
Julie Crockett
Wega Firenze
Mary McCormick
Sherri Turner, *Superintendent's Designee*
Emily Walsh
June Yacubian

Historic District Commission:

Lisa Harrington, *Co-Chair*
Lauren Meier, *Co-Chair*
Michael Chesson, *Alternate Member*
Jacob Cohen
Kathleen Fahey
Karl Leabo
Theresa McCarthy
Elizabeth (Sue) Pew
Michael Smith, *Alternate Member*
Nushin Yazdi, *Alternate Member*
Lydia Phippen Ogilby *Member Emeritus*

Belmont Housing Trust:

Judith Feins, *Co-Chair*
Gloria Leipzig, *Co-Chair*
Helen Bakeman, *Secretary*

Madeline Fraser-Cook
Alisa Gardner-Todreas
Rachel Heller
Paul Rickter
Judy Singler

Human Rights Commission:

Anthony Moroso, *Chair*
Kathryn Bonifiglio, *Belmont Against Racism Liaison*
Sue Boylan
Carl Brauer
Mirela Duda
Kathleen (Kayta) Gajdos
Alexandra (Sandi) Gubin
Seneca Hart
Paul Solomon
Fran Yuan
Peter Hoerr, *Police Department Liaison*

Information Technology Advisory Committee:

Paul Roberts, *Chair*
Philip Lawrence, *Vice-Chair*
James Berets
Cheryl Fletterick
David Goldberg, *Secretary*
Daniel Ellard
Jonathan Green
Charles Smart
Glenn Wong
Steve Mazzola, *School IT Liaison*
David Petto, *Town IT Liaison*
John Steeves, *Police Department Liaison*
Robin Tillberg, *Belmont Light Liaison*

Land Management Committee for Lone Tree

Hill:

Ellen O'Brien Cushman, *Chair, Cemetery Commissioner*
Radha Iyengar, *Board of Selectmen Appointee*
Michele Gougeon, *McLean Hospital Appointee*
Tom Grimble, *McLean Hospital Appointee*
Andy Healy, *McLean Hospital Appointee*
Stephen Kidder, *McLean Hospital Appointee*
Jeffrey North, *Conservation Commission Appointee*
Wesley Ward, *The Trustees of Reservations*

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Local Emergency Planning Committee:

Wes Chin, *Health Department*
Fred Domenici, *Facilities Dept.*
John Farino, *Purecoat North Representative*
David Frizzell, *Fire Department*
Wayne Haley, *Fire Department*
Andrew Healy, *McLean Hospital Representative*
James MacIsaac, *Police Department*
Jay Marcotte, *Public Works*
Richard McLaughlin, *Police Department*
Rick Nohl, *Emergency Management / Fire Dept*
James Palmer, *Belmont Light*
Leo Saidnawey, *Emergency Management*
Michael Santoro, *Public Works*
Craig Spinale, *Belmont Light*
Scott Spuria, *Fire Department Hazmat Rep*

Logan Airport Community Advisory Committee:

Myron Kassaraba, *Primary Representative*

MBTA Advisory Board:

James Williams, *Primary Representative*
Matthew Haskell, *Alternate Representative*

Metropolitan Area Planning Council:

Jeffrey Wheeler, *Town Planner*

Municipal Light Department Advisory Board:

Patricia DiOrio
Ralph Jones
Steve Klionsky
Gretchen McClain
Mark McVay

MWRA Advisory Board:

Jay Marcotte, *Public Works Director*
Michael Bishop, *Designee*

OPEB Working Group:

Ralph Jones, *Chair*
Christine Doyle
Timothy Luehrman
Geoffrey Lubien
Michael Widmer

Parking Clerk:

Floyd Carman

Permanent Audit Committee:

Floyd Carman, *Clerk, Town Treasurer*
Frank Caruso
Robert Forrester
Robert Keefe
Glenn Logan
Chitra Subramanian, *Town Accountant Liaison*

Planning Board:

Charles Clark, *Chair*
Thayer Donham
Karl Hagland
Stephen Pinkerton
Edward Sanderson, *Associate Member*
Edmund Starzec

Recreation Commission:

David Kane, *Chair*
Ann Bere
Mary Bradley
Anthony Ferrante
Lynn Findlay
Anne Helgen
Kathryn Jones
Marsha Semuels
Matthew Sullivan

Registrars of Voters:

Stanley Dzierzerski, *Republican*
Robert McGaw, *Chair, Democrat*
Ellen O'Brien Cushman; *Town Clerk, Unenrolled*
James Staton, *Democrat*

Shade Tree Committee:

Lucia Gates, *Chair*
Michael Chesson
Nancy Forbes
Ruth Foster
Kathleen (Kayta) Gajdos
Laura Simmons
DeNee Reiton Skipper
Jay Marcotte, *Public Works Director*
Thomas Walsh, *Appointed Tree Warden*

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Traffic Advisory Committee:

Laurence MacDonald, *Chair*
Dana Miller, *Vice-Chair*
Peter Curro
Mary Gavin
Michael Lanza
Donald Mercier
Tommasina Olson
Elizabeth (Sue) Pew
Matthew Sullivan
Glenn Clancy, *Community Development Liaison*
Ben Mailhot, *Police Department Liaison*

Vision 21 Implementation Committee:

Natalie Leino, *Chair*
Kevin Dorn
Perry Haynsworth
Doug John
Juan Montoya
Jennifer Page
Mary Power
Gang Zhao
Erica Zidel

Water Advisory Board:

Frank French, *Chair*
William Shea, *Secretary*
Joseph Barrell, Jr.

Zoning Board of Appeals:

Nicholas Iannuzzi, *Chair*
Tino Lichauco
Andrew Plunkett
Craig White
Demetrios (Jim) Zarkadas
Phil Ruggiero, *Associate Member*
Ara Yogurtian, *Community Development Liaison*

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CABLE TELEVISION ADVISORY COMMITTEE:

Chair: Mark Carthy

Committee Members:

Jonathan B. Green

Chester R. Messer

Ex-Officio and Liaisons:

Chester R. Messer, Chair of the Board of Directors, Belmont Media Center

Jeffrey Hansell, Executive Director, Belmont Media Center

David Petto, Director of Information Technology, Town of Belmont

Steve Mazzola, Director of Technology, Belmont Public Schools

Phyllis Marshall, Assistant Town Administrator and Acting Town Administrator

Douglas Meagher, Acting Assistant Town Administrator

Purpose and Duties:

The Cable Television Advisory Committee advises the Selectmen in their role as Issuing Authority when negotiating the cable TV franchise agreements with the Town's cable TV providers (currently Comcast and Verizon).

Summary of Activities and Accomplishments:

- The major work of the Committee focused on the ten year Verizon Cable contract which ran from Sept 2006 to Sept 28th, 2016.
- In 2016 the Committee recommended and the Town of Belmont agreed to extend this agreement to Sept, 28, 2017
- Through 2015, 2016 and early 2017 the Committee completed public ascertainment processes and required RFPs
- The Committee met with Verizon and advisors a number of times and met with the Selectmen to keep them informed.
- In July 2017 the Committee reached agreement on a five year franchise renewal proposal that they felt they could present to the Selectmen for a decision. On July 31 the Committee presented this proposal to the Selectmen for a decision and signing. The Selectmen signed the Verizon franchise renewal contract on 31 July.

Goals for 2018:

- Monitor the existing agreements

Respectfully Submitted,

Mark Carthy, Chair

Cable Television Advisory Committee

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COMMUNITY PRESERVATION COMMITTEE:

Chair: Margaret Velie, Conservation Commission Appointee

Vice-Chair: Edward Sanderson, Planning Board Appointee*

Committee Members:

Adam Dash, Board of Parks Commissioners Appointee*

Floyd Carman, Board of Selectmen Appointee *

Anthony Ferrante, Recreation Commission Appointee

Lisa Harrington, Historic District Commission Appointee

Gloria Leipzig, Housing Authority Appointee

Anne Marie Mahoney, Board of Selectmen Appointee

Andrés Rojas, Board of Selectmen Appointee

* Jim Williams stepped down as the Board of Parks Commissioners Appointee in March 2017.

* Karl Haglund stepped down as the Planning Board Appointee June 2017.

Purpose and Duties:

The Community Preservation Committee (CPC) was formed to evaluate the community preservation needs of Belmont and make recommendations to Town Meeting as part of the annual budget process. The CPC is responsible for reviewing applications for funding under the Community Preservation Act (CPA). The CPA fund is a powerful resource that can be used to maintain the character of Belmont, but doing so requires active members of the community to sponsor CPA eligible projects. With this in mind, the CPC encourages Belmont residents to spearhead their own community-based projects that uphold the integrity of our community.

Summary of Activities and Accomplishments:

The CPC recommended that Town Meeting appropriate \$1,183,325 out of the full \$2,271,255.01 in available funds for five projects in Belmont's fifth year of awarding grants under the Community Preservation Act (CPA). As required by CPA funding criteria, each of these projects addressed one of the following community asset categories: community housing, historic preservation, and open space/recreational land.

Community Housing

- *Assessment and Project Redevelopment of Sherman Gardens* - \$173,200 to complete an assessment and project redevelopment plan of Sherman Gardens Apartments. The assessment and redevelopment plan will focus on the feasibility of new construction on the site to provide elevator access for the elderly and disabled residents of Belmont and also the creation of affordable apartments on the site.

Historic Resources

- *Belmont Headquarters Sons of Italy – Historical Artifacts Preservation* - \$24,125 to document the Sons of Italy historical collection which preserves artifacts that chronicle the history of Italian-American populations in Belmont and around Massachusetts. The preservation and documentation of these artifacts will enable the Belmont Sons of Italy Headquarters to share online and in Belmont school presentations the rich cultural traditions and the role of Italian immigrants in Belmont and the Commonwealth.

Open Space / Recreational Land

- *Grove Street Tennis Courts* - \$336,000 to remove and replace the four tennis courts located at the Grove Street Park location. This important Town asset is needed as an integral part of the resident's opportunity to have athletic facilities available to them for both pleasure and competitive enjoyment with the associated health benefits. The

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availability of tennis courts also allows every new generation to have the opportunity to acquire skills that they can enjoy for a lifetime.

- *Grove Street Park Intergenerational Walking Path Construction Site Plan* - \$35,000 to design a site plan for an ADA compliant Intergenerational Walking Path. The design will also improve entrances to Grove Street Park, create a path that brings people into the park instead of walking along the edges, create a plan for the planting of shade trees and other landscaping, create areas with seating for resting and socializing for all ages, and improve the overall look and feel of the park as a welcoming environment for everyone in the community.
- *PQ Playground Revitalization Project Phase 2* - \$615,000 to implement and construct the Pequotsette Park Playground, as designed during Phase 1 of the project. The improvements to the PQ Park playground area will include: removal of all playground components, which includes broken and outdated equipment; installing age-appropriate play structures and equipment; replacing and extending paths around the playground area allowing for a handicapped accessible and intergenerational multi-use path; and all related site work.

In addition to overseeing the fifth year of Belmont's CPA grant application process—in which all five recommended projects received Town Meeting approval—the CPC monitored the progress of FY13 through FY17 CPA projects to ensure they are completed on time and within their allotted budgets. The following prior year CPA projects were completed or cancelled during calendar year 2017:

FY 14

- *Comprehensive Cultural Resources Survey of Belmont* - \$115,000 to create a town-wide survey and inventory of historic properties, neighborhoods and other historic resources in Belmont. **Project completed as of January 2017.**
- *Irrigation Improvements at Rock Meadow Community Gardens* - \$10,000 to improve and expand the existing water supply the need for additional spigots. **Project completed as of March 2017.**
- *Preserving and Digitizing Belmont's Vital Records* – Up to \$100,000 to hire a suitable vendor to conduct and prepare is completed will be used to scan and preserve the most critical volumes. **Project completed as of February 2018.**

FY 15

- *Belmont Community Moving Image* - \$12,000 to maintain a community archive that will preserve the unique history, culture, visions, and voices of Belmont through film and video. The project will preserve historic resources for the Town and will enable anyone to access the video history of Belmont. The archives will benefit historians, elected officials, civic activists, and students looking to research the history of the town in which they live. **Project completed as of March 2017.**
- *Belmont Village Electrical Upgrade – Internal Wiring* - \$165,000 to add additional circuits and upgrade the electrical panels at six of the twenty-five buildings at Belmont Village in order to decrease circuit overloads within the apartments. The interior electrical wiring has not been upgraded since it was installed in 1949. **Project completed as of April 2017.**
- *Daniel Butler School Playground Project (Phase II)* - \$66,524 to complete the second phase of construction for the new Daniel Butler School Playground, which was shut down in the Fall of 2011. The goals of the project are to increase lighting and signage, increase the number of trash receptacles, stump edging around perimeter, repaint basketball courts and hard top, and make improvements on the back field. **Project completed as of January 2018.**

FY 16

- *Electrical Upgrade – Internal Wiring* - \$522,500 to replace the electric panel, all wiring, the receptacles and the light switches as well as install additional circuits in each apartment in the 19 buildings that were not addressed in the

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FY15 CPA project. Each receptacle will have three wire circuits (Hot, Neutral, Ground), and Ground Fault Circuit Interrupter protected outlets will be installed in the kitchen, bathroom, and basement areas. As required by code, the project will also install Arc-Fault protected circuits. **Project completed as of February 2018.**

- *Wellington Station Exterior Restoration and Rehabilitation* - \$26,300 to ensure the long-term preservation of the historic Wellington Station by restoring its wood shingle roof, which is now at the end of its useful life after nearly 30 years. This project will include stripping the existing roof shingles, restoration of deteriorated roof sheathing boards, installing new wood shingles, replacing deteriorated sections of trim at the roof, and touching-up exterior paint at the roof trim elements. **Project completed as of November 2017.**
- *Digitization of Belmont Newspapers (1890-1923)* - \$17,923.24 to preserve Belmont's local history and make it accessible to the public 24/7; to help preserve the longevity of the local newspapers; to make information readily available in a means that the public now expects; to make Belmont's historic newspapers available to future generations; to help improve staff efficiency by reducing the amount of time library staff devote to researching local history questions by offering "keyword" searching which is not available on the microfilm. **Project completed as of February 2018.**
- *Pequossette Tennis Courts Rehabilitation and Restoration* - \$295,000 to completely remove and replace the four tennis courts at the Pequossette Playground. The cost estimate includes the construction, professional design, specification preparation, and construction administration (including periodic inspection) by a Landscape Architect to ensure the quality of the work. **Project completed as of February 2018.**

FY17

- *PQ Park Playground Project* - \$25,000 to conduct an Existing Conditions Survey and to hire a Landscape Architecture firm to perform of all phases of a design for the playground located at Pequossette Park. The Landscape Architecture (including landscape architects and civil engineers) firm will complete all phases of the design for the ~1 acre playground: (a) Preliminary Design, (b) Construction Documents, (c) Bidding and Award, and (d) Construction Administration. **Project completed as of October 2017.**

Goals for 2018:

The CPC will be reviewing six projects that have requested CPA funding for FY19. Projects that receive CPC approval will be presented before the 2018 Annual Town Meeting. In preparation for Town Meeting, the CPC will convene with a number of advisory boards and hold a public forum with the League of Women Voters to vet any questions or concerns the community may have regarding the proposed FY19 CPA projects. Throughout the year, the CPC will continue to monitor the progress of approved projects to ensure they are completed on time and within their allotted budgets. The following FY13 through FY17 projects are expected to continue during the calendar year 2018:

FY16

Historic Resources

- *1853 Homer House Rehabilitation and Restoration* - \$100,000 to address high-priority preservation and rehabilitation needs of the 1853 William Flagg Homer House as described in the professional Building Survey and Investigation (funded by Town Meeting, through CPA, in 2013), and as necessary to follow the Winter 2014 emergency work (funded by the Belmont Woman's Club and the Belmont Savings Bank) that involved the temporary stabilization/netting of the House's cupola for public safety. The first phase of work will produce construction documents informed by historical analysis. Primary focus of the implementation phase will be on the cupola restoration and the replacing of failed or missing elements. One aspect of this project, restoring operability to the cupola windows, will allow proper ventilation of the house, provide access to the roof, and enhance the visitor experience.

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FY17

Historic Resources

- *Town Hall Exterior Railings Improvements* - \$75,000 to replace the exterior historical ornamental iron railings system on the Concord Avenue side of Town Hall with new, historically accurate ornamental iron railing in the same location, and of the same style. The exterior iron railings have fallen into significant disrepair. The two upper portions of the railing system are of a condition where refurbishment consisting of a thorough grinding, priming and repainting can bring them to a suitable finish. The lower portion of the railing measures 40 feet in length. This section of railing is significantly deteriorated, rendering it in need of replacement rather than refurbishment.
- *Preserving Belmont's Original Vital Records* - \$80,000 to preserve the original vital records of births, deaths and marriages in Belmont that was started as part of the FY14 Preserving and Digitizing Belmont's Vital Records Project. The Town Clerk's office will select which books to preserve of the original documents per the preservation survey, and engage a vendor to conduct the prescribed preservation
- *Digitizing Belmont's Town Meeting Records* - \$85,000 to digitize the images of the Town Meeting and Annual Report documents from their many forms, and index them topically into the existing PaperVision database software the Town Clerk's office licenses for managing Belmont's vital records. Indexing by topic will make them accessible and usable to the Town Clerk's staff utilizing the existing database software, cutting the research time certainly, but more importantly, it will allow the staff to obtain a complete picture of all the transactions or items involving that topic.

Open Space / Recreational Land

- *Construction of Intergenerational Walking Path at Clay Pit Pond* - \$228,350 to create a 2500 linear foot walkway through the 13.5 acres of parkland on the south side of Clay Pit Pond. The path will provide fully handicapped accessible paths linking the Clay Pit Pond water feature; an expanded Veterans Memorial; the Ruth Ippen arboretum; and proposed educational kiosks and sitting areas. The current earthen path will be replaced with a 6 to 8 foot wide, permeable stone surface incorporating subsurface engineering to improve the existing drainage issues and extend the seasonal use of the walking.
- *Winn Brook Tennis Courts* - \$325,000 to completely remove and replace the four (4) tennis courts at the Winn Brook Playground. The goal is to build a new athletic facility and the objective is to properly maintain the asset so that the community as a whole can enjoy for 20-30 years. This project coincides with the Town's Comprehensive Plan of improving the quality of life, maintaining recreational facilities, investing in routine asset management, meeting the needs of children, youth and seniors, maintaining open space and reflects community priorities.

Respectfully Submitted,

Margaret Velie
Community Preservation Committee

2017 Annual Report

CONSERVATION COMMISSION:

Chair: James Roth

Vice-Chair: Jeffery North

Committee Members:

Charles Chiang

Christopher Morris

Margaret Velie

Mariam Weil

Kate Weinstein

Purpose and Duties:

The Conservation Commission is appointed by the Board of Selectmen and is responsible for the implementation of the Massachusetts Wetlands Protection Act (WPA), a state law that is administered primarily by municipalities throughout the Commonwealth. As the Town has adopted Storm Water Regulations, the Conservation Commission has been an integral part of this increasing level of environmental protection within Belmont. Through their experience in the implementation of storm water management regulations developed by the Massachusetts Department of Environmental Protection, the Commission has modeled regulatory implementation of Storm Water Regulations and works with the Office of Community Development to issue permits.

While the regulation of activities within the jurisdiction of the Wetlands Protection Act is the primary function of the Commission, the Conservation Commission is also the responsible agent for Conservation lands in Belmont, and spends a great deal of time and energy in promoting and sponsoring the stewardship of Rock Meadow. With the considerable assistance of an active group of volunteers, the Commission also runs the Victory/Community Gardens at the southern end of Rock Meadow, and provides over one hundred thirty low cost plots for the growing of produce, herbs or flowers.

Personnel:

The Commission consists of seven (7) regular members. The members of the Commission commit to attending regular, monthly meeting of the Commission, as well as site visits to inspect each property subject to a wetlands permit. The Commission notes that they continue to benefit from the participation of many well informed and interested Townspeople. Notices of meetings, agendas and meeting minutes are posted by the Town Clerk, and are available on the Town web site. Commission notes that all are welcome and participation encouraged at the monthly meetings.

Current Commission members are James Roth (Chairman); Jeff North (Vice Chairman) Charles Chiang; Kate Weinstein; Christopher Morris; Margaret Velie and Miriam Weil. James Roth accepted the role of chairperson in 2012, and has been re-elected through 2017 and continues in this role for the Commission. Jeff North continues as Vice-chair. Margaret Velie also represents the Commission on the Community Preservation Act Committee, and Jeff North is a member of the Land Use Management Committee.

The Commission has a part time agent, Mary Trudeau, who keeps regular office hours in the Homer Building, located at 19 Moore Street, in the Town Hall complex. As an agent of the Commission, Ms Trudeau is also empowered to monitor Applicant's activities, and to issue enforcement actions in connection with activities that violate the WPA. This has resulted in timely enforcement of the Act against activities that may have otherwise gone undetected. Her

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daily responsibilities include interacting with applicants, as well as being the interface between the Commission and residents. As the public face of the Commission, the Agent meets with applicants and assists them in preparing the documents they need to file. This results in hearings that focus on substantive aspects of the application, rather than in addressing information defects in the application process. The Commission realizes the importance of providing assistance to property owners and potential property owners who must appear before us before conducting activities in wetland resource areas or buffer zones. We are dedicated to providing a clear understanding of the requirements under the WPA.

CPA Funded Projects

The Town of Belmont adopted the Community Preservation Act in 2010. The largest project undertaken by the Conservation Commission through the CPA grant process is an application for the funding of a portion of the work proposed in the Master Plan for an Intergenerational Walking Path at Clay Pit Pond. The proposal was awarded \$ 220,000 dollars, in 2016, to develop an Intergenerational Walking Path at the Clay Pit Pond property. This 220, 000 dollar grant will allow for the construction of the proposed paths through Clay Pit Pond property on the east, south and western perimeters of the Pond. The design of the walking path is based on the original Underwood plan for the park, and contains iconic design elements unique to Belmont. The compacted stone, walking path will run between Hittinger Street and the school driveway, and will provide a three season, permeable and well drained walking path through the park. The Commission has been coordinating with the Belmont Veterans Committee, and a portion of the path system will include a memorial area for use of the Veterans. Completion of the path will create safe pedestrian access through one of Belmont's most scenic and beloved properties. The Commission is currently working on preparation of bid documents, and expects construction of the path to begin in 2018.

Land Management Activities:

The Town of Belmont has undertaken the maintenance (mowing) of Rock Meadow, as well as the responsibility for a dog waste removal station. The annual mowing is required to keep the grassland in a meadow condition, and is supplemented by path mowing throughout the growing season. Portions of the mowing work is funded by the garden rental fees generated by the Community Gardens, located in the Meadow.

For the past few years, the Commission has entertained a grazing program on a grassy section of the meadow. Sheep have been the grazers, to date, and this year the Commission hopes to add a few goats to the mix to further improve the eradication of non-native and invasive plant species. While the sheep do a nice job with grasses, the goats are willing to eat bittersweet; poison ivy and other undesirables. The sheep have become a popular attraction for walkers through the meadow.

The Commission has recently contemplated the development of a Master Plan for Rock Meadow. After receiving several informal bids from local planners, the Commission submitted an application to the Conway School of Landscape Design. The request was for assistance with the development of a Master Plan, and the school has recently accepted the project for their spring 2018 graduate student seminar. The school will assign several students and faculty to the project, and the resultant Plan will be the thesis work of the students. This collaboration allows the Commission to receive a high quality project, for a greatly reduced fee. The process of developing the Master Plan includes a variety of community meetings to ensure public input into the process. The Commission is excited to begin this process.

The Commission allowed the Belmont Hill School to use Rock Meadow running trails for (2) "home" cross country meets this year, and anticipates continuing with this practice. The Harvard Cross Country Running Club also used the

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Meadow for a running event this fall, as did the Race Around Waltham running event. These events hosted approximately 400 runners through the four events, and provided great exposure for our trails and paths. The Commission received donations towards the upkeep of the meadow from Belmont Hill School, the Harvard Running Club and the Race Around Belmont road race sponsors in return for the use of the running trails. These funds are put towards mowing the paths and trails to keep them accessible throughout the year.

Victory Gardens and Rock Meadow Activities

The Victory Gardens are located in the southeast corner of Rock Meadow, and provide plots for up to about 137 local gardeners. The gardens remain a popular activity, and there continues to be a waiting list of approximately 100 gardeners. While each plot is individually managed, the Commission uses the rental fees to provide water and compost to the gardens and funds access and restoration of the path system. As noted above, in recent years, garden receipts have also been used to fund mowing of trails in Rock Meadow.

As noted in past reports, much of the path mowing is done by Joe Finn, a local naturalist. Joe continued to mow in 2017, and continues to assist in the mowing the garden paths as well as the mowing of walking paths in the Meadow and in the Lone Tree Hill lands. Joe does a spectacular job and has also undertaken the maintenance of the Commission's brush-cutter mower.

Garden fees are also used to improve safety in the gardens, replacing rusted or dangerous fencing on an as needed basis. Labor is donated by the gardeners, and the improvement in appearance of the various improved plots is notable. Expanded efforts in the gardens included new compost bins and storage areas for chips and mulch products.

This summer, the Commission allowed local farmer, Joan Teebagy, to organize a volunteer group to pilot raising chickens for eggs within a small fenced section of the gardens. The project was managed cooperatively by a small group of citizens interested in local food sourcing. The layer project was very popular, and successful, and this year the Commission is piloting 16 layer hens. Bee keeping continues at Rock Meadow. Under the supervision of Mindy Minicello, we hosted approximately (6) hives this past summer. This is the eighth year of bee hives at the Meadow, and, this continues to be a very exciting project. In addition to the honey produced, the bees increase pollination within the gardens and meadow.

The Commission continues to delegate much of the garden management responsibilities to a team of gardeners. This team includes: Steve Pinkerton, Nigel Krauss, Amelia Fannin, Steve Klionsky and Sarah Richardson. The day to day operation of the gardens is managed by this team, and the Conservation Commission will continue to maintain oversight of the program. The gardeners meet once a month throughout the year, and the meetings are posted at the Town Hall. The garden committee promotes the use of environmentally sensitive pest control; efficient watering and conservation; and provides education to the community on a variety of topics throughout the growing season.

Amelia Fannin has continued producing and distributing the Garden Newsletter, and communication continues to improve throughout the community. Maria Leza maintains the wheel barrows owned by the Gardens, and also, provides continuous efforts towards eradication of invasive plant species within Rock Meadow and the gardens. Diane Bissaro continues to manage the garden waiting list, and keeps accurate records of the garden requests. Joan Teebagy organized a community garden plot, and donated all of the produce to the local food bank. Steve Pinkerton coordinates with the Belmont Water Department and maintains and tirelessly upgrade the water system.

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Joe Finn, a local birding expert in addition to his talents as a mower, continued his Bluebird nesting work in Rock Meadow. Joe established and maintained over twenty bird boxes last summer, resulting in several nesting pairs and subsequent broods of Bluebirds. Joe is one of the volunteers who add technical expertise and energy to the Commission's efforts to increase the value of Rock Meadow for wildlife habitat. His management of the mowing within the western meadow has resulted in healthy stands of grasses, and reduction of woody growth in this section of the meadow.

There are several local volunteer organizations that contribute man power to Rock Meadow maintenance programs. Belmont Serves, the Belmont High School Community Service program and Temple Beth El of Belmont all offer work days that benefit the Town. Projects include control of invasive plant species; cleaning of trash and debris; maintenance of drainage culverts and path maintenance and improvements. The Commission is grateful to these organizations for the valuable assistance provided.

Public Hearings

The Commission meets monthly to review applications for work within the jurisdiction of the Commission. Any project within one hundred feet of a wetland requires the review of the Conservation Commission and the issuance of a permit under the Massachusetts Wetlands Protection Act. The review and issuance of permits is time consuming, requiring extensive review of proposals, site visits and occasionally the use of experts to evaluate a particular project. This year the Commission reviewed proposals for delineations of wetlands; additions to single family homes; as well as the demolition and reconstruction of single family homes.

Respectfully submitted,

James Roth, Chairman

Jeff North; Charles Chiang, Christopher Morris, Margaret Velie, Miriam Weil and Kate Weinstein

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BELMONT CULTURAL COUNCIL:

Chair: Juliet Jenkins

Secretary: Sarah Ellison

Treasurer: Annette Goodro

Committee Members: Jennifer Angel, John Baboian, Lauralee Gianotti, Nancy Linde, Norah Piehl, Rebecca Richards, Arlyn Roffman

Purpose and Duties:

The Cultural Council is a permanent committee appointed by the Selectmen and is a part of a network of local and regional cultural councils which receive funding through a central state agency, the Massachusetts Cultural Council. Funds are re-granted to individuals and organizations to promote excellence, access, education and diversity in the arts, humanities and sciences in Belmont. The Massachusetts Cultural Council supports the Local Cultural Council Program, a resource for people to find out more about the programs, including a web page for every council.

Duties include but are not limited to promoting the availability of funds and general purpose of funds, assisting in grant preparation by individual applicants, reviewing applications and prioritizing funding areas. The committee reaches out to the community every 3 years for input on funding priorities, as dictated by state agency. 2018 is a community input year. Committee members assist funded applicants in promoting events and grant reimbursement process. Treasurer meets with town finance officers and coordinates compliance with state agency.

Summary of Activities and Accomplishments:

2017 activities include significant outreach to the community by all committee members to explain and solicit applications, including email outreach and presence at Meet Belmont. Each member is assigned organizations to reach out to in order to increase awareness of programs. This year we received a great deal more applications than last year.

With 26 applications, selecting programs to fund and the amounts to give was harder. Last year being the first year of online-only applications resulted in a slight dip in applications so our members were more fervent in publicizing the program and offering assistance to individuals as the state online application portal is in-process and changing year to year. Additionally our members have increased their efforts in assisting funded applicants in the promotion of their events, through attendance and increased utilization of our Facebook page for the Council. We had \$5450 to grant this year and gave funds to the following organizations/individuals: Belmont HS Performing Arts Co Improv Troupe, Powers Music School Storytelling for pre-schoolers, Jambo Africa for Wellington Elementary 2nd graders, SETU stage ensemble theater unit for performances at Town Hall auditorium of Indian play, Armenian music and dinner at Beech St COA, Art demonstrations by Belmont Art Association artists at our very own Belmont Art Gallery, Homer Building, Birds and Bees talk and nature guided walk at Belmont Public library and Habitat Mass Audubon, Intergenerational Nature Workshop at Mass Audubon Habitat, Stand-up cello performance by Mike Block at Belmont Public Library, Indian music and dance drama by local artist Shonool Malik with other classical Indian performers, Bugology program for Butler Elementary 1st graders, Ayla Brown music concert as part of Payson Park Summer Music Festival, Arlington Belmont Chamber Chorus performance at Payson Park Church, and lastly a new all community event Belmont's First Porchfest.

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Goals for 2018:

- Continue our high level of assistance to funded applicants on the grant reimbursement process and the promotion of events
- Execute a well publicized community input survey to help clearly identify funding priorities
- Consider best ways to support Belmont Gallery of Art as well as new initiative of all-community event (a funding priority) Belmont 1st Porchfest

Respectfully Submitted,

Juliet Jenkins
Belmont Cultural Council

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EDUCATION SCHOLARSHIP COMMITTEE:

Chair: Floyd S. Carman

Committee Members:

Leslie Aitken
 Sherri Turner
 Wega Firenze
 Julie Crockett
 Mary McCormick

The Belmont Education Scholarship Committee was established under MGL 60 §3C by the April 1995 Town Meeting. The Education Scholarship Committee awards scholarships to residents of Belmont who are pursuing higher education. Awards are based on the applicants' financial need, academic achievement, community involvement and school activities. The Committee also makes an annual award to the Belmont Public Schools. Funding is provided by Belmont Taxpayer's contributions to the voluntary Education and Scholarship check-offs on Belmont's real estate, personal property and motor vehicle excise tax bills.

The 2017 Town of Belmont Scholarship was awarded to the following recipients totaling \$10,000. Checks were mailed on 12/07/2017 to be applied to the recipient's second semester.

Recipient	College/University	City and State	Award Amount
Su Jing Chen	Case Western Reserve University	Cleveland, OH	1,000.00
Aisling Madden	Mass College of Art & Design	Boston, MA	1,000.00
Francesca Mei	Northeastern University	Boston, MA	1,000.00
Noah Riley	Boston University	Boston, MA	1,000.00
Bo Lan	Tufts University	Medford, MA	1,000.00
Judy Li	Dartmouth College	Hanover, NH	1,000.00
Ava Madden	UMass Boston	Boston, MA	1,000.00
Xinyi Zhang	University of Toronto	Toronto, Canada	1,000.00
Eleanor Thidemann	Simmons College	Boston, MA	1,000.00
Anna Brooks	Mass Bay Community College	Framingham, MA	1,000.00

Activity Report for the Town of Belmont Scholarship Check-Off Fund for Fiscal Year 2017

Opening Balance 7/1/16	\$295,496
Plus Tax Check-Off Donations	1,542
Plus Income Earned	5,662
Less Scholarship 2016/mailed December 2016(FY17)	(5,400)
Less Finnick Book Award	<u>(500)</u>
Closing Balance 6/30/2017	\$296,800

In Fiscal Year 2017, sixty-four residents contributed to the Town of Belmont Scholarship Check-Off Program.

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Activity Report for the Town of Belmont Education Check-Off Fund for Fiscal Year 2017

Opening Balance 7/1/16	\$73,680
Plus Tax Check-Off Donations	4,202
Plus Income Earned	<u>1,428</u>
Closing Balance 6/30/2016	\$79,310

In Fiscal Year 2017, sixty-seven residents contributed to the Town of Belmont Education Check-Off Program.

Respectfully submitted,

Floyd S. Carman, Town Treasurer

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BELMONT ENERGY COMMITTEE:

Chair: Roger Colton

Vice-Chair: None

Secretary: None

Committee Members:

Tony Barnes

Martin Bitner

James Booth

Fred Domenici

Travis Franck

Andrew Healey

Jennie Marusiak

Don Mercier

Purpose and Duties:

The Special Town Meeting held in the fall of 2009 voted to adopt a climate action policy committed to reducing greenhouse gas (GHG) emissions in the Town of Belmont by 80% by the year 2050. In furtherance of that commitment, Town Meeting voted also to create the Belmont Energy Committee. The Energy Committee was appointed by the Board of Selectmen in the Spring of 2010 and began meeting in the Summer of 2010. The work of the Energy Committee since 2012 has been devoted to work on electricity, transportation, and residential heating/cooling.

Summary of Activities and Accomplishments:

The charge of the Energy Committee is to “facilitate, enable and help” other groups and officials to engage in actions that help the Town achieve its emissions reduction objective. With that in mind, the Energy Committee worked with local residents to review and develop plans to meld plans to combine an active recreation facility (e.g., bike park/skating park) with a “solar farm” for Belmont’s old incinerator site. The Energy Committee worked with Sustainable Belmont to help present the case favoring increased recycling through a metered trash collection program. The Committee worked in collaboration with the Light Board Advisory Committee (LBAC) to review Belmont Light’s energy efficiency programming and power supply procurement policies. Energy Committee members worked with Belmont Light to help prepare and submit a grant application to the State to fund solar storage technology in town. That grant, at the time of this writing, is still pending.

One of the Energy Committee’s greatest successes flowed from the Committee’s continuing collaboration with climate change activists to promote electric vehicles in Belmont. Electric vehicle charging stations were installed in Belmont Center. And the Belmont Drives Electric program generated an electric vehicle take-up rate that places Belmont at the top of all Massachusetts communities in the number of electric vehicles being purchased and/or leased.

Goals for 2018:

The Energy Committee has established the following priorities for 2018 and beyond:

1. Communications: to establish and pursue a public communications campaign on climate change.
2. Transportation: to facilitate the continuation of the Belmont Drives Electric campaign.
3. Renewables: To promote community solarization for those unable to install solar units on their roofs and to promote community solar “storage” strategies.

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4. Town infrastructure: to support the inclusion of solar installations in the BHS renovation; to support the approval of an off-road Community Path; to pursue conversations to ensure that sustainability strategies agreed to by the former Cushing Village developer will be carried forward by the new Cushing Village developer. To support, and provide public education on, the ongoing efficiency efforts of Town and McLean staff.
5. Belmont Light policies and programs: To increase coordination and collaboration with the Light Board Advisory Committee in support of such policies and activities as a municipal light Renewable Portfolio Standard, an enhanced residential efficiency program, and energy efficient rate design.

More specifically, the Energy Committee will undertake a planning process in 2018 that will set measurable interim goals for progressing toward the 2050 emission reduction objective, accomplishment of which goals can be periodically and regularly assessed to determine whether the Town is making adequate progress toward its 2050 objective.

Respectfully Submitted,

Roger Colton
Energy Committee

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HISTORIC DISTRICT COMMISSION:

Co-Chair: Lauren Meier

Co-Chair: Lisa Harrington

Secretary: Rotates each meeting amongst committee members

Committee Members:

Michael Chesson

Jacob Cohen

Kathleen Fahey

Karl Leabo

Theresa McCarthy

Elizabeth (Sue) Pew

Michael Smith - Alternate

Nushin Yazdi - Alternate

Richard Cheek – Emeritus

Lydia Phippen Ogilby – Emeritus

Purpose and Duties:

The Historic District Commission (HDC), appointed by the Board of Selectmen, is charged with reviewing additions and modifications to properties located within the Town's three local historic districts, as well as those properties on which the Town holds preservation restrictions. The HDC offers advice to those property owners considering making alterations to their historic properties. The HDC holds public hearings to review proposed projects at protected properties to determine the appropriateness of such alterations, and issues Certificates of Appropriateness to those projects that meet the HDC's guidelines. The HDC advises the Inspector of Buildings with respect to the demolition applications of the buildings subject to the Demolition Delay Bylaw, and addresses Town-wide historic preservation issues. As part of the Town's 1999 Memorandum of Agreement with McLean Hospital regarding the rezoning of the McLean Hospital campus, the HDC acts as the historic preservation authority regarding changes are proposed for the exterior of the historic buildings, the historic landscapes, and/or the historic landscape elements of the hospital campus as well as historic resources that were transferred to the Town (Brick Barn and open space). The HDC also serves as the Town's Historical Commission, advising on general matters related to historic resources in Belmont including both buildings and landscapes. Spencer Gober serves as the Town's staff planner and administrative support to the HDC.

Summary of Activities and Accomplishments:

Secured passage of amended Demolition Delay Bylaw and associated List of Significant Buildings (the List) in collaboration with the Planning Board, which utilized information from the Historic Resource Survey completed in 2016.

Coordinated with the Board of Selectmen to implement the Demolition Delay Bylaw Appeals Process which provided properties owners a process for appealing inclusion of their property on the List. In total, six appeals applications were received from five separate property owners.

Drafted a preliminary study report for the creation of a new local historic district, as requested by the owner of 291 Brighton Street, to be known as the Thaddeus Frost House Local Historic District.

Submitted a Community Preservation Committee application, in partnership with the Land Management Committee and the Office of Community Development, for Community Preservation Act funds to stabilize and mothball the historic McLean (Brick) Barn.

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Secured funds and released an RFP, in partnership with the Land Management Committee and the Office of Community Development, for a study on the stabilization and mothballing of the historic McLean Barn.

Responded to five Section 106 notifications for three individual projects being executed by the MBTA and MassDOT.

Finalized the effort to update application materials and processes to ensure clarity, efficiency, and transparency.

Integrated HDC Files with the Building Department, as part of an ongoing effort to have all files associated with buildings in Town in one location.

Reviewed 19 applications for projects, 18 within the Pleasant Street Historic District and one within the Common Street Historic District.

Updated and enhanced the HDC website to facilitate public engagement, government transparency, and information sharing.

Goals for 2018:

- Complete the Demolition Delay Bylaw appeals process;
- Complete study used to identify recommendations for mothballing and stabilization of McLean Barn;
- Continue timely review, advice, and action on applications and requests from property owners in the three historic districts;
- Secure CPA funding for the mothballing and stabilization of the McLean Barn (at Town Meeting); continue collaboration with the Land Management Committee on reuse options for the Barn.
- Secure creation of Thaddeus Frost House Local Historic District (at Town Meeting);
- Respond to Section 106 notifications as they are received;
- Participate and provide input into major Town capital projects (Police Station, High School, etc.);
- Explore ideas and options (other than traditional historic districts) to retain neighborhood character;
- Maintain and enhance HDC website;
- Continue to integrate files with Building Department;
- Continue to coordinate administrative responsibilities with the Office of Community Development

Respectfully Submitted,

Lauren Meier, Co-Chair
Lisa Harrington, Co-Chair
Historic District Commission

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BELMONT HOUSING TRUST:

Co-Chairs: Judith Feins, Gloria Leipzig (ex-officio, Housing Authority)

Secretary: Paul Rickter

Committee Members:

Helen Bakeman

Madeline Fraser-Cook

Alisa Gardner-Todreas

Rachel Heller

Betsy Lipson

Tommasina Olson

Judy Singler

Charles Clark (ex-officio Planning Board)

Purpose and Duties:

Authorized by Town Meeting in 1999 and then created by the state legislature (Chapter 126 of the Acts of 1999), the Belmont Housing Trust is a local body appointed by and answering to the Belmont Board of Selectmen. The Trust's purposes are: (1) to investigate and implement alternatives for providing affordable housing for persons of low, moderate, and middle income; (2) to enhance the Town of Belmont, Massachusetts and lives of its residents, and so lessen the burdens of government, by promoting and undertaking the development and maintenance of affordable housing for the benefit of persons of low and moderate income; (3) to foster and promote community-wide interest and involvement in the problems associated with the under-development of affordable housing, and toward that goal, to sponsor and participate in public symposia and discussions involving governmental officials, real property developers, and community organizations and institutions; and (4) to assist parties in obtaining financial support for affordable housing projects from state and federal agencies, foundations and other sources; and by any other means, to cooperate with, encourage, and contribute to the efforts of parties in the accomplishment of affordable housing purposes.

Summary of Activities and Accomplishments:

Trust Membership

During 2017, the Housing Trust welcomed two new members: Betsy Lipson and Madeline Fraser-Cook. The Selectmen also re-appointed Tommasina Olson and Paul Rickter. We thanked departing member Ann Verrilli for her long and devoted service. Finally, in December the Planning Board appointed Charles Clark to serve on the Housing Trust ex officio. Judith Feins and Gloria Leipzig continue to serve as co-chairs, and Paul Rickter is Secretary.

MetroWest Collaborative Development

The Belmont Housing Trust continues its relationship with Metro West Collaborative Development, now a regional nonprofit. An Innovations Grant from the Massachusetts Housing Partnership in 2009 supported the original effort to organize MetroWest. Alisa Gardner-Todreas serves on the Board of MetroWest and, as such, is their liaison to the Trust. MetroWest Collaborative Development is the Town's designated Community Housing Development Organization (CHDO). Several of its staff members worked with the Trust in 2017, assisting with the community forums and doing analysis, drafting, and revisions for the Housing Production Plan.

Housing Production Plan

In 2017, in close partnership with MetroWest Collaborative Development, the Housing Trust completed its work on a draft *Housing Production Plan (HPP)*. The HPP includes a Housing Needs Assessment based on an analysis of local demographic, socioeconomic, and housing indicators. Then it details production goals and strategies aimed at meeting these needs over the next five years.

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The HPP was developed in a process that included a series of public meetings in 2016, organized by the Housing Trust and the Belmont League of Women Voters, to discuss Belmont's current and future housing needs. This very successful community engagement process focused attention on specific needs in the Belmont community for housing for seniors, new families, and very low-income households.

The Housing Trust presented an initial draft of the Housing Production Plan at a further public meeting in April 2017 and approved the final draft in August 2017. The Trust has presented the HPP to the Planning Board and Board of Selectmen and will work with both bodies in 2018 to secure their approval. Once that has been accomplished, the Trust will work to pursue the goals and strategies of the HPP.

Community Preservation Act (CPA) Funding Proposal

The Housing Trust has submitted a proposal to the Community Preservation Committee to set aside \$250,000 of CPA funds for use by the Housing Trust to encourage the development of affordable housing. Real estate is time-sensitive, and opportunities can arise and disappear quickly. Having funds that the Housing Trust can invest, based on developers successfully completing benchmarks, will help the Town develop community-scale developments in locations where the Town would prefer to focus development. The Trust is hopeful that Town Meeting will approve this funding request. The funds will then be used strategically to implement the Housing Production Plan.

Belmont Affordable Shelter Fund

The Belmont Affordable Shelter Fund (BASF) is an initiative of the Belmont Housing Trust. This local crisis intervention fund is used to address situations in Belmont involving a threat to a household's ability to maintain adequate shelter due to an inability to pay. Completely supported by local contributions, 100 percent of the funds are distributed as benefits to Belmont residents. In 2017, BASF ended its partnership with the Family to Family Project, a nonprofit homelessness prevention organization in the Boston area, when FTFP merged with a larger regional organization.

Applications for assistance are generally not made directly to BASF. Instead, the majority of people in need are identified by the social outreach worker in the Town's Department of Health. Some persons are referred by the Belmont Council of Aging (COA), and others come to us from various clergy or faith institutions in Town. We thank Belmont Savings Bank for the free checking account it provides to BASF.

In the program year covering the 2016 - 2017 heating season through the end of 2017, BASF made 10 grants totaling \$2,650. Of those grants, most went to pay electricity bills, with fewer being used to help pay past-due natural gas and fuel oil bills. Due to insufficient funding, BASF made no grants in 2017 to help make rent payments where tenants were in danger of losing their home. *Donations to BASF are needed now more than ever.* Checks can be made out to Belmont Affordable Shelter Fund and mailed to BASF at 34 Warwick Road in Belmont.

Goals for 2018:

- See the Housing Production Plan (HPP) through approval by the Planning Board and Board of Selectmen.
- Submit HPP to the Commonwealth's Department of Housing and Community Development for approval.
- Work in pursuit of the priorities and strategies the HPP sets forth, including use of Community Preservation Act funds where possible.

Respectfully Submitted,
Judie Feins and Gloria Leipzig, Belmont Housing Trust

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BELMONT HUMAN RIGHTS COMMISSION:

Chair: Anthony Moroso

Commission Members:

Carl M. Brauer
Alexandra Gubin
Kathleen Gajdos
Seneca Jane-Hart
Dr. Paul Solomon
Fran Yuan

Liaisons:

Belmont Police Department, J. Peter Hoerr, Captain
Belmont High School, Jia Zhang
Belmont Against Racism, Kathryn Bonfiglio

Purpose and Duties:

The Belmont Human Rights Commission (henceforth “the Commission”) was established by the Board of Selectmen to advance the fair and equal treatment of individuals in Belmont and to create a mechanism for addressing concerns or incidents related to these issues. In particular, the Commission is charged to:

Address the full range of discrimination in the areas of commerce, education, public accommodation, housing, employment, and access to municipal services;

Serve as a resource to the citizenry, the business community, and public agencies on issues regarding diversity and discrimination;

Give visibility to and increase awareness of issues related to diversity and discrimination through educational activities;

Assist the citizenry and town agencies in informally resolving disputes on issues relating to discrimination;

Receive allegations of violations of human rights laws and related legislation, and refer matters to relevant Town, State and Federal authorities for disposition of matters within their respective jurisdictions; and

Report annually on its activities to the Board of Selectmen.

Summary of Activities and Accomplishments:

The Commission continued its outreach in the Belmont community. The Commission held 10 monthly meetings. Commission members monitored the Commission’s phone line and e-mail account (617) 993-2795 and Belmont.hrc@gmail.com). The Commission sent representatives to major Town events, such as Meet Belmont, to further its visibility and further educate others about its work in the community. It continued to share its informational materials at community sites, such as the Belmont Public Library and Beech Street Center, and the Commission spearheaded or participated in a number of collaborative town events. Throughout 2017 there were a number of additions and departures to the Commission. Departures include former Chair Barbara Watson and members Nan

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Donald and Jirair Hovsepian. Additions include Alexandra Gubin, Kathleen Gajdos and Susanne Boylan. Anthony Moroso was nominated and approved as the new Chair of the Commission.

The Commission began 2017 with Belmont's 23rd Annual Dr. Martin Luther King, Jr. Community Breakfast. The event features guest speaker Dorothy Stoneman, of YouthBuild, who addressed the gathering on her inspiring journey, additionally, a panel of METCO Alumni participated in a question-and-answer session. The breakfast on Monday, January 16, 2017 brought together hundreds of people including Belmont residents, Boston residents who participate in, or are associated with, Belmont's METCO program, elected and appointed town officials and administrators, town agencies, including the school and police departments, businesses, community leaders and volunteers and religious leaders and other representatives of church groups, interested in celebrating and promoting Dr. King's values and legacy. As in the past, the breakfast served as a fundraising event for the Belmont Against Racism's METCO Support Fund, with a particular emphasis on raising funds for late day transportation for Belmont high school students from Boston who are engaged in afterschool activities, including athletic and performing arts activities, at Belmont High School. The Commission is grateful for all of the community volunteers and other donors who made this event a success.

Throughout the year the Commission co-sponsored and members attended a number of community events. These events include the International Valentine Celebration, Belmont Town Day, Mother's Day Walk for Peace, Homelessness and LGBT Youth in Greater Boston presentation and discussion, and Meet Belmont.

In February the Commission co-sponsored the Belmont Public Library's *A Community Responds: Three Films on the Global Refugee Crisis*. The film series was organized in response to the European refugee crisis. The showings were followed by panel discussions and an entrance fee was charged. Proceeds from the series were donated to the Boston-based Refugee and Immigrant Resettlement Center and the International Institute of New England.

In March, the Commission hosted an evening event with Assistant Attorney Generals from the Attorney General's Civil Rights Division at the Belmont Public Library. The event featured a presentation by the two attorneys regarding the work their division does and was followed by a question-and-answer session. In April a member of the Commission attended the Homelessness and LGBT Youth in Greater Boston presentation and discussion which was held as part of Belmont High School's Diversity week. The event was well received and future consideration was given to bringing this event to the Belmont community.

In April, then current Commission member Jirair Hovsepian participated in and represented the Commission at the 100th Anniversary Commemoration of the Armenian Genocide in Boston.

In May, then current Chair Barbara Watson attended a Belmont Town Meeting to voice support on behalf of the Commission for passage of The Welcoming Town Citizen Petition. The petition was passed at the Town Meeting by a vote of 158-59.

In late May, the Commission co-sponsored a second Homelessness and LGBT Youth in Greater Boston presentation and discussion at the Belmont Public Library. This event was inspired by the event mentioned above. Journalist Mike DeSocio, Ms. Liniste (a gay woman experiencing homelessness), and Joe Finn, executive director of Massachusetts Housing and Shelter Alliance served on the panel. These individuals, connected in various ways to the issue of homelessness, spoke to the Belmont community about the crisis of homelessness, its impact on people in Massachusetts, and the issues that affect LGBT youth experiencing homelessness.

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The Commission is grateful for the support it received in 2017 from the Office of the Board of Selectmen, the Town Administrator, the Town Clerk, and the School Department, and the Commission's liaisons, Captain Peter Hoerr of the Belmont Police Department and Kathryn Bonifiglio of Belmont Against Racism.

Summary of Matters Reported to the Commission by the Belmont Police Department:

The Commission is fortunate to have a liaison from the Belmont Police Department report at its monthly meetings. Throughout the year, the following incidents were reported to the Commission:

- February 2, 2017 A presentation (following a broadcast by 60 Minutes on the topic) on the Chicago police regarding the decrease in stops by police officers and the increase in crime and possible contributing factors to both.
- May 4, 2017 A discussion of the citizen petition to Town Meeting for a "welcoming community" resolution and how the final language reflected the Belmont PD's current practices.
A discussion of how an upcoming SJC case (Commonwealth v. Lunn) might decide issues having to do with detention by police officers of immigrants at Homeland Security direction.
A presentation of the differing results of US Department of Justice investigations into two police shootings in North Carolina and Louisiana.
- June 1, 2017 A briefing on a police report of a traffic crash in which a car (which left the scene) drove across a Washington Street lawn, destroying a personally-owned sign that welcomed immigrants to the community.
- September 7, 2017 A briefing on a report of an incident in which a person found the "N" word spelled out in tape applied to the wall of the pedestrian tunnel under the Belmont Center railroad station. No suspect was identified.
- October 3, 2017 Information regarding the new town-wide speed limit of 25 mph was presented.
- November 2, 2017 A briefing on a police report in which a father with his adult daughter were walking on the high school track when three teenage males addressed them with foul language while referring to their perceived ethnicity/nationality.

A briefing on a police report about a small swastika found penciled on a light pole on Cross Street.
A presentation on a pending bill written and submitted by Senator Brownsberger at the request of Chief McLaughlin: If passed into law, any municipality that approved this local option would be allowed to accord resident's preference to civil test service applicants who have obtained a diploma from a high school in the community regardless of where the applicants reside at the time of the test. One purpose of this law would be to allow the Belmont Police Department to consider for hire Boston residents who have graduated from Belmont High School through the METCO program.
- December 5, 2017 A briefing on a police report regarding a dispute between two residential tenants in which one was alleged to have directed a racial epithet towards another.

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Goals for 2018:

The Commission will continue education and outreach activities; respond to inquiries and complaints received through the phone line and e-mail account; and, collaborate with other community groups to address difficult and important community issues. The Commission will again present Belmont's Dr. Martin Luther King, Jr. Community Breakfast, on January 14, 2019, and will organize and or co-sponsor events that fit with its mission and goals.

The members of the Commission are committed to helping continue Belmont's tradition of being an open, welcoming and respectful community to all, and we are grateful to be able to do so.

Respectfully Submitted,

Anthony Moroso
Chair
Human Rights Commission

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INFORMATION TECHNOLOGY ADVISORY COMMITTEE (ITAC):

Chair: Paul F Roberts

Vice-Chair: Phil Lawrence

Secretary: David Goldberg

Committee Members:

- James Berets Cheryl Fletterick
- Daniel Ellard Jonathan Green
- Charles Smart Glenn Wong

Purpose and Duties:

The stated role of the Information Technology Advisory Committee (ITAC) is to provide guidance to the Board of Selectmen, Town departments, and other Town committees on technology matters. The ITAC's mandate is broad. The Committee, covering "matters of information delivery; ensuring access to communications technology; increasing the efficiency of transactions involving the Town departments; and working to ensure the deployment of infrastructure for the Town departments and citizenry." In addition, the ITAC engages in strategic planning and provides advice to the Town's various departments and committees, including and especially those elected bodies that directly appoint ITAC members, namely: The Board of Selectmen, the School Committee and the Library Board of Trustees.

The committee is composed of nine voting members, each serving three-year terms. Four members are appointed by the Board of Selectmen, four by the School Committee, and one by the Board of Library Trustees. A member of the School Committee acts as a non-voting Management Liaison. The full committee, including voting members and IT liaisons meets three times a year: in quarters 1, 2 and 4. Meetings of just voting members and subcommittees made up of voting members meet more frequently, and typically on a monthly basis.

Summary of Activities and Accomplishments:

Our Committee enjoyed a busy and productive 2017, including the introduction of a number of initiatives to increase ITAC's engagement with- and service to the broader Belmont community. Among our activities and accomplishments, ITAC:

- Led by example by making all ITAC full committee meetings available online as live, streamed events and offered video records of all recorded sessions via the Committee's YouTube page [here](#).
- Stood up two subcommittees: *The Technology, Cyber Security and Public Health Subcommittee* chaired by Glenn Wong and the *21st Century Committee Subcommittee*, chaired by Phil Lawrence and Vice Chair Paul Roberts
- Conducted a "fireside chat" on cybersecurity under the direction of Mr. Wong and the *Technology, Cyber Security and Public Health Subcommittee*. This was held at Belmont Public Library in October and brought a cyber security subject matter expert from the firm Recorded Future to Belmont to discuss topics such as ransomware and online fraud. It was well attended, reported on by the Belmont Citizen Herald, and recorded by Belmont Media.
- Surveyed Belmont peer communities about their use of technology under the direction of Mr. Roberts and Mr. Lawrence and the *21st Century Committee Subcommittee*. Towns were assessed in areas such as online access to committee meetings, scheduling of meetings and other town business and the dissemination of materials to community members.
- Developed two additional surveys under the auspices of *The 21st Century Committee Subcommittee* to gauge the use of technology to facilitate interaction, transparency and communication between Belmont's Committees and Town residents: one to be completed by Committee officers and one to be completed by residents. Results of

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these surveys will be shared with ITAC appointing committees and the broader Belmont community in the form of a report, including recommendations in Q4 of 2018.

- Continued to work closely and productively with our IT liaisons for the Town (David Petto), School Department (Steve Mazzola), Public Library (Ellen Girouard) and Police Department (John Steeves). Among the issues we tracked were the replacement of desktop systems for Town employees, rollout of the Splunk log management system, cyber security matters, deployment of security infrastructure including IP-enabled surveillance cameras at Belmont Public Library.

Goals for 2018:

- Continue to advise key Town Committees and work with our IT Liaisons at Town, School Dept., public safety and Library on pending IT-related projects. Among them:
 - Fiber assessment for moving the existing hubs
 - IT issues related to the renovation and expansion of the Belmont High School Facility
 - Continued investment in smart metering, including possible introduction of smart water metering
 - Streamlining of Committee business (scheduling, submission of meeting minutes)
- Field surveys of Town Committee officers and residents on technology use and adoption
- Compile report on 21st Century Committee incorporating results from surveys and other subcommittee research.
- Submit report to ITAC and then ITAC appointing committees for review and approval.
- Continue to foster discussion and learning in town on pressing technology matters including:
 - Cybersecurity and public safety
 - Access to public/government information
- Assess ways to improve transparency and engagement including expanding the use of video platforms (Google Hangouts, WebEx, Blue Jean, GoToMeeting, etc.) to permit online participation in committee meetings and other events.
- Assess ways to improve communication about Town business through use of social media (Facebook, NextDoor, etc.)

Respectfully Submitted,

Paul F. Roberts, Chairman
Phil Lawrence, Vice Chairman
Information Technology Advisory Committee

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LAND MANAGEMENT COMMITTEE FOR LONE TREE HILL CONSERVATION LAND: (FORMERLY McLEAN OPEN SPACE)

Chair: Ellen O'Brien Cushman, Belmont Board of Cemetery Commissioners Appointee

Committee Members:

Harlan Carere, Belmont Resident, Selectmen Appointee (through June 30)

Radha Iyengar, Belmont Resident, Selectmen Appointee (effective July 1st)

Lauren Meier, Belmont Historic District Appointee

Jeffrey North, Belmont Conservation Commission Appointee

Michele Gougeon, McLean Hospital Appointee

Tom Grimble, McLean Hospital Appointee

Andy Healy, McLean Hospital Appointee

Steven Kidder, McLean Hospital Appointee

Purpose and Duties:

The McLean Land Management Committee, created by the Memorandum of Agreement between the Town of Belmont and McLean Hospital, consists of nine members (Chairman Ellen O'Brien Cushman, Jeff North, Harlan Carere and Lauren Meier from Belmont, Michele Gougeon, Andy Healy, Tom Grimble and Steve Kidder from McLean Hospital) and one member appointed by the Board of Selectmen. The work of the Committee is funded by the McLean Open Space Maintenance Fund created by the McLean transaction, by the revenue from the cell tower in the inactive cemetery land as well as by generous grants from local land preservation/conservation groups; it is not funded by property tax.

Summary of Activities and Accomplishments:

2017 was a year of follow-up activities. Following the pruning and selective removal of trees in the Pine Allee per the \$150K donation from JKR Memorial Conservation Fund and contract Tree Specialists in 2016, we fulfilled the required replanting of seedlings to renew the Allee. To celebrate Arbor Day, using volunteer labor provided by the Belmont Citizens' Forum, three types of seedlings were planted: 1. Seedlings sourced and harvested from elsewhere on Lone Tree Hill, 2. Seedlings purchased from local commercial nursery, fresh dug in burlap bags, and 3. Seedlings purchased from commercial nursery, in pots, provenance unknown. The three types were tagged and the activities were overseen by Tree Specialists. Monitoring for at least two years will be necessary to determine which group provides best result at the Pine Allee. We expect to expand this activity in 2018.

In 2017 we continued to follow the recommendations of Jeff Collins of Mass Audubon for fields and meadows management by again engaging Land Stewardship, Inc. formerly Polatin Ecological Services, to continue to eradicate the competitive and invasive species, this year focusing on Black Swallowwort. Due to this work and the drought, we only mowed Lone Tree Hill meadows once during 2016.

In Fall, 2017, we completed work on the Upper Coal Road to help limit the erosion and improve access for walkers, bicyclists and fire/emergency equipment.

We are grateful to McLean Hospital for keeping our fire roads clear and open. Several volunteer days were held in 2017 by Belmont Citizens Forum and Belmont Serves at Lone Tree Hill to pick up trash and debris and eliminate invasive plants.

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Throughout 2017 and into 2018, the Committee worked with the Cemetery Commission through the Planning Board process in an effort to minimize effects to the Lone Tree Hill property and Highland Meadow Cemetery due to an expansion of the Belmont Day School. The project includes a new road/driveway immediately abutting the Conservation Land and Highland Meadow Cemetery. Members wrote letters and attended meetings. Though the Planning Board approved this development and the road/driveway, the Land Management Committee asserted to the Day School our intention to preserve our rights under the existing access easement on this 40 foot strip of property running from Concord Avenue to the Coal Road, to assure two-way safe access for pedestrians and bicyclists. We will work with Town Counsel to assure a positive result.

Additionally, the Chair represented the Committee to the Community Path Implementation Advisory Committee in their consideration of routes to ensure that the conservation interests on the property were preserved and protected.

The Committee thanks Harlan Carere, resident member appointed by the Selectmen who served with us for ten years. His financial expertise and neighborhood focus were invaluable skills for the committee and he will be missed. We welcome long-time energetic volunteer Radha Iyengar and look forward to working with her.

Lastly, we reached out to the Historic District Commission and Glenn Clancy, Director of the Office of Community Development to co-sponsor a CPA project to mothball and stabilize the McLean Barn. The focus of the project is to preserve this beautiful structure so that the Town can decide how to use it. A project has been submitted for approval at Town Meeting in 2018.

Goals for 2018, continue from 2017

We implement the overall goals, objectives and outline of work highlighted in the ecological management plans developed by BSC and Audubon Extension Service and trails plan prepared by Pressley Associates.

1. We will vigorously enforce the conditions of the Conservation Restrictions with abutting neighbors, particularly the Kendall Gardens neighborhood to ensure compliance and limit “bleed-over” effects both onto and from the property.
2. We continue to employ our budget strategy when considering one-time endeavors and repetitive costs.
3. Continue to restore and revitalize the meadows following the 2014 recommendations by Jeff Collins to restore meadows by mowing and selectively use herbicides.
4. We will reinvigorate our activities in preserving the McLean Barn by working with interested residents and encouraging the Board of Selectmen to act on the request to appoint a committee to evaluate same, including a member from the Land Management Committee.

We will work with Town resources to ensure a positive relationship and outcome on the Day School project.

We want more visitors to the property; drive to Mill Street and park in the lot, walk or bike to the property and enjoy the trails, the nature, the sunsets, the peace and the vistas! Please “take a walk in the wild” at Lone Tree Hill, Belmont Conservation Land.

Respectfully Submitted,

Ellen O'Brien Cushman

Chairman, Land Management Committee for Lone Tree Hill, Belmont Conservation Land
(formerly known as the McLean Land Management Committee)

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OTHER POST-EMPLOYMENT BENEFITS (OPEB) FUNDING ADVISORY GROUP:

Chair: Ralph Jones, Chair

Committee Members:

Christine Doyle
Timothy Luehrman
Geoffrey Lubien
Richard Waring
Michael Widmer

Purpose and Duties

Under the direction of the Board of Selectmen, this temporary working group will evaluate and make recommendations on the Town of Belmont's OPEB strategy. Members will be asked to evaluate the current policy, and consider whether it is prudent to adopt alternative operating and funding alternatives for the Town's unfunded OPEB liability

Summary of Activities and Accomplishments

The working group met with representatives from the Town of Wayland to understand the directions they had provided to their actuary for their most recent valuation of OPEB liabilities. Wayland believed that their requirement that the actuary use Wayland-specific costs of retiree health care was critical to the final estimate. The valuation showed a reduction of their OPEB liability by a substantial amount. Committee members met with Town administrative staff to develop an RFP for actuarial services that incorporated this concept of reliance on Belmont-specific data on the costs of retiree health care. In July 2017, a contract was awarded to Segal Consulting.

In November 2017, Segal Consulting presented the results of their valuation report for OPEB in accordance with GASB Statement 75 for the period ending June 30, 2017. The result was a reduction of the Town's estimated unfunded liability from \$186,332, 698 to \$96,480,521.

In December, Richard Waring resigned from the committee. His replacement has not been named by the Board of Selectmen.

Goals for 2018

The members of the working group would like to complete the work of this temporary committee. Two tasks remain. First, the charge to the committee asked us to consider other ways by which the remaining unfunded OPEB liability might be funded. Second, the charge asked the committee to look at possible changes in Belmont's retiree health plan that might reduce costs.

Respectfully submitted,

Ralph T. Jones,
Chair

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PERMANENT AUDIT COMMITTEE:

Chair: Robert A. Keefe

Committee Members:

Frank Caruso

Glenn Logan

Robert Forrester

Ex-Officio Members:

Adam Dash, Board of Selectmen

Floyd S. Carman, Town Treasurer

Chitra V. Subaramanian, Town Accountant

Purpose and Duties:

The Permanent Audit Committee was established pursuant to Article 16 of the Town's General By-Laws. The Committee is charged with assisting the Selectmen in the selection of an independent auditor to perform an audit of the Town's financial statements, monitoring the work of the auditor, and participating in a review and discussion of the audit's results and findings.

Town By-Laws require that an audit be carried out not less than triennially. The Town, however, undertakes an annual audit to comply with federal regulations which call for an annual audit for recipients of certain federal funds. Additionally, it is essential that audits be completed in a timely fashion in order to meet annual bondholder required disclosures and help ensure the maintenance of the Town's Aaa credit rating, which is the highest rating category of Moody's Investors Service. The Town's credit rating has resulted in favorable rates and lower borrowing costs.

Summary of Activities and Accomplishments:

The Aaa rating was last affirmed April 2017. The Town is 1 of 14 out of 351 cities and towns in the Commonwealth that have been assigned an Aaa rating by Moody's.

The Town awarded a three year audit services contract for the years FY17, FY18 and FY19 to Powers & Sullivan, based on the three major factors:

1. Recent GASB pronouncements affecting Pension and OPEB liabilities
2. Quality of Services
3. Proposed Costs increase of less than 1%

The Town's general financial statements for the fiscal year ended June 30, 2017 were audited by Powers & Sullivan, LLC. The Town received an unmodified opinion on its basic financial statements. The Town also received a report that it was in compliance on each of its major federal programs for the year ended June 30, 2017. Copies of these financial statements are included, may be obtained from the Town Accountant, and they are also posted on the Town Treasurer's web site. The financial statements of the Belmont Contributory Retirement System for the year ended December 31, 2016 were audited by Powers & Sullivan, LLC. Copies of these financial statements may be obtained from the Town Accountant and they are posted on the Town Treasurer's web site.

The Municipal Light Department's financial statements for the year ended December 31, 2016 were audited by Goulet, Silvadio & Associates, P.C. The Light Department received an unmodified opinion on its financial statements. The financial statements for December 31, 2016 may be obtained from the Municipal Light Department and they are posted

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on the Light Department's web site. The Light Department has its own credit rating established with Standard & Poor's. The AA-/stable rating was last affirmed on September 20, 2016.

Respectfully Submitted,

Floyd S. Carman
Permanent Audit Committee

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PLANNING BOARD:

Chair: Charles L. Clark

Elizabeth Allison (resigned October 24, 2017)

Vice-Chair: Stephen Pinkerton

Barbara Fiacco (resigned October 24, 2017)

Committee Members:

Thayer Donham

Karl Haglund

Edmund Starzec

Edward Sanderson

Raffi Manjikian (resigned October 10, 2017)

Purpose and Duties:

The primary goal of the Planning Board is to protect and preserve the character and the quality of life that defines Belmont. The Board addresses issues that affect the future physical development of the Town. To achieve this, the Board drafts Zoning By-Laws, studies land-use patterns, and evaluates both private and public development projects.

Summary of Activities and Accomplishments:

- *New Sign By-Law Zoning Amendment* – The Planning Board drafted a significantly updated Sign By-Law (last updated in 1987), addressing such issues as awnings and sandwich boards, and it was overwhelmingly adopted by Town Meeting.
- *Review General Residence Zoning District By-Law* – With the pending expiration of portions of the General Residence Zoning By-Laws on June 30, 2018, the Board began to review the By-Law and to assess whether it has been successful and if it needed to be revised.
- *General Residence and Single Residence C Zoning Districts Implementation*. As the Board continues to implement the GR and SR-C zoning amendments, it constantly looks to improve the procedures and processes for reviewing the Special Permits applications.
- *Integrated Mapping as a tool to review projects* - The Board began to integrate mapping (GIS) into reviewing and analyzing Special Permit applications and zoning issues as a better way to visualize the impacts of a proposed development.
- *Reviewed numerous Special Permit and Design and Site Plan Review cases* – The Board worked very closely with applicants in reviewing their projects to insure that the projects comply with the purpose of the Zoning By-Law.
- *Assisted the Historic District Commission in gaining passage of the Demolition Delay Bylaw* – Worked with the Historic District Commission to revise the Demolition Delay Bylaw and to gain its passage at Town Meeting.
- *The Bradford (formerly Cushing Village)* - Continued to work with the developer to insure that this development moves toward construction. Additionally, insured that the conditions of the Special Permit were (and continue to be) adhered to.

Goals for 2018:

- To gain passage at Town Meeting of General Residence Zoning Amendments and to make these amendments permanent with no further Sunset Provision.
- To help the Town move forward with deciding how to implement retail/adult use marijuana.
- To analyze Waverley Square and South Pleasant Street and to begin draft zoning amendments as a result.
- To continue monitoring the impacts of the General Residence Zoning Districts and Single Residence C zoning amendments.

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- To streamline the application and review processes relative to Special Permits and Design and Site Plan Review Approval applications.
- To work with the Housing Trust to revise and accept the Housing Production Plan, and possibly begin to implement several of its strategies.
- To draft Design Guidelines for the Single Residence C Zoning District.
- To develop better tools for assessing the impact of potential overlay districts and other zoning changes.
- To revisit commercial base development issues and update key portions of Comprehensive Plan to promote economic development in the town.

Respectfully Submitted,



Charles L. Clark
Planning Board Chair

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BELMONT BOARD OF REGISTRARS:

Chair: Robert E. McGaw

Vice-Chair: James Staton

Committee Members:

Stanley Dzierzeski

Ellen O'Brien Cushman, Town Clerk, Ex-Officio

Purpose and Duties:

The responsibilities of the Board of Registrars include the following:

- Conducting the Town's annual listing of residents
- Assisting in registration of voters
- Ensuring compliance with voting laws and procedures
- Determining validity of a ballot, when there is a questionable or ambiguous ballot cast or if a ballot is challenged
- Ensuring that all persons qualified to vote in Belmont are allowed to do so
- Deciding challenges to a person's right to vote
- Responding to allegations of election irregularities
- Deciding validity of signatures on petitions and nomination papers
- Conducting re-counts and hand-counts of ballots
- Counting overseas ballots
- Certifying election results

Summary of Activities and Accomplishments:

The Board of Registrars conducted 1 election in 2017. The turnouts for each election were as follows:

2017 Election Date	Type of Election	Number of Registered Voters	Total Absentee Ballots Fulfilled	Total Votes Cast	Turnout
April 4	Annual Town Election	17,803	205	4,980	27.97 %

In 2017 calendar year, 946 new voters were registered and 1,607 were deleted. There were a total of 16,955 registered voters as of December 31, 2017.

The Town is proud to have such dedicated and committed election workers, who were all updated, trained, and deployed in 2017. We have a continual need for more election workers, and we encourage any resident who is interested to contact the Town Clerk's Office. To encourage more people to be poll workers, they can now work half a day (until recently, poll workers were required to work a full day—6 am to 9 pm).

<p>REMINDER: Residents need to promptly return their annual census form. This allows the Registrars to know who is a resident and maintain accurate voting lists. Even if you are registered to vote, residents who fail to return timely their annual census forms will be put on the inactive voting list.</p>

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GOALS FOR 2018: There will be three elections in 2018: Annual Town Election on April 3rd, State Primary Election on September 4th, and State Election on November 6th.

Early Voting will be allowed during the ten days before the November 6th election, and will be held at one central location: Town Hall. We hope that we can make that process easy for voters. The Early Voting process will require many election poll workers to commit to work during that time, and we urge voters to be patient as we check in voters as efficiently as possible

We will be continue making concerted efforts to accomplish the following:

- to ensure that all residents who want to vote are informed of registration requirements
- to ensure that qualified voters can vote and have their vote counted accurately
- to ensure that the polls have adequate voting machines, ballots, staffing, and security
- to ensure that no voter experiences intimidation at the polling place
- to ensure that all campaign workers know and held accountable to follow the rules
- to ensure that unregistered voters who seek to vote are treated fairly and courteously
- to ensure that election workers are treated respectfully as they perform their work

We hope to continue to recruit and train more poll workers, and continue to make the voting process easier, even more transparent, and more efficient. We want to support the continuing efforts of the Town Clerk Ellen O'Brien Cushman and her staff to update, verify, and make available via the Town's website, the resident lists and the voting lists—so that, especially on election days—the records are accessible, accurate, and complete.

We are especially grateful to the staff of the Town Clerk's office—Meg Piccione, Nancy Casale, and Dan Cane—for their amazing work, great attitudes, and accuracy.

Respectfully submitted,

Robert E. McGaw, Chair

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SHADE TREE COMMITTEE:

Chair: Lucia Gates

Secretary: DeNee Reiton Skipper

Committee Members:

Michael Chesson

Nancy Forbes

Laura Simmon

Tom Walsh

Purpose and Duties:

The Shade Tree Committee is an Advisory Committee. Our duties are primarily the protection of public street trees in the town. We work closely with the Tree Warden, Tom Walsh, and the Highway Department on choosing and planting new trees. We are also called on to help with projects that require advice and expertise involved in planting around public buildings, parks and other public spaces like deltas. It is a requirement of 'Tree City USA' that we maintain a Shade Tree Committee.

Summary of Activities and Accomplishments

Every year the town plants approximately 100 new trees to replace those lost to old age, storm damage and accidents. Our objective is to plant 110% of the trees lost the previous year. We plant bare rooted trees which are less expensive and have a better survival and growth rate than trees that are balled and wrapped.

Each year we celebrate Arbor Day with the planting of a larger and more special tree than in the above 100 trees. The planting in April, 2017 was for 3 oaks trees on the Wellington Elementary School grounds.

The Committee reviewed and consulted with committees making Community Preservation Grant applications for both the Pequossette and Grove Street playgrounds.

In November 2017 we hosted a meeting with Javier Marin of the Massachusetts Department of Agricultural Resources regarding the influx of Emerald Ash borers into eastern Massachusetts and the impact this insect will have on Belmont ash trees. Members of the Audubon Society and the Belmont Garden Club joined us.

Finally, over the summer of 2017, committee members updated the list of notable trees in Belmont. This list was published in the Belmont Citizen Herald and the Belmont Garden Club newsletter.

Goals for 2018:

Our goals continue to be involvement in the care of Belmont's urban forest. There are challenges ahead as we consider improvements to Claypit Pond Park, continued consultation on the two CPA grants, the Emerald Ash Borer and continual monitoring of Belmont trees.

Respectfully Submitted,

Lucia Gates, Shade Tree Committee Chair

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TRAFFIC ADVISORY COMMITTEE:

Chair: Laurence Macdonald

Vice-Chair: Dana Miller

Secretary: Michael Lanza

Committee Members:

Peter Curo

Don Mercer

Tomasina Olsen

Sew Pew

Matthew Sullivan

Purpose and Duties:

The traffic Advisory Committee addresses concerns raised by Belmont residents, community groups, the Board of Selectmen, the Police Department, the Department of Public Works, and the Office of Community Development about all aspects of pedestrian, vehicular, and bicycle safety, and traffic management in the Town of Belmont. The Committee meets with Town constituents, and with regional and State committees and officials in its efforts to better understand and address traffic and pedestrian safety concerns.

Committee members are appointed for three-year terms by the Board of Selectmen and meet on a monthly basis. Meeting times, agendas, and minutes are posted on the Town website. The Belmont Town Engineer and a representative of the Belmont Police Department serve as ex-officio members of the Committee.

Committee tasks include, but are not limited to, providing a forum for residents to voice concerns about traffic and pedestrian safety; making recommendations to the Board of Selectmen about ways to address traffic and pedestrian safety concerns; conducting public hearings; recommending signage for pedestrian, vehicular, and bicycle safety enhancement; facilitating public education concerning transportation safety issues, using professional traffic consultants to assist in the evaluation of specific roadways and intersections and the development of recommendations for improvements; refining roadway and intersection reconstruction projects to enhance pedestrian, vehicular, and bicycle safety; considering solutions from other communities for application to traffic concerns in Belmont; and developing long-term traffic strategies. The Chair and/or appointed Committee representatives attend meetings with regional officials relevant to traffic concerns within the Town of Belmont.

Summary of Activities and Accomplishments:

Among the Traffic Advisory Committee 2017 activities and accomplishments were: the installation of improvements on School Street for pedestrian safety near the Burbank School; the installation of signage on Brighton Street to keep traffic out of nearby neighborhoods; the implementation of a town-wide 25mph speed limit; the establishment of 5 four-hour parking slots in front of the library to ensure that commuter parking does not consume all on-street parking for library business; the recommendation to the Board of Selectmen that a second crossing guard be assigned to the Burbank School; the recommendation to the Board of Selectmen that one 15-minute parking space be provided at 687 Belmont Street to accommodate clients of local business; and the establishment of a handicapped parking space at 161 Belmont Street; and a first meeting with traffic consultants and residents to explore possible remedies to the traffic problems at the intersections of Mill Street, Concord Avenue, and Winter Street.

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Goals for 2018:

The Traffic Advisory Committee will continue to respond to concerns about traffic and pedestrian safety with public hearings, the collection and analysis of traffic data and other information as necessary, and recommendations to the Board of Selectmen. The Committee will also continue to support planning for traffic and pedestrian safety as these relate to new town projects. Among the current concerns being addressed by the Committee are traffic safety in the vicinity of the intersection of Winter Street, Mill Street, and Concord Avenue; pedestrian safety at the Winn Brook School; speeding vehicles on Cross Street; parking on Cross and Dean Streets; traffic safety related to the planned new high school; town intersections at which four-way stop signage could improve pedestrian and vehicular safety; and town-wide traffic mitigation.

Respectfully Submitted,

Dana Miller
Traffic Advisory Committee

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VISION 21 IMPLEMENTATION COMMITTEE:

Chair: Natalie Leino

Vice-Chair: Allen Babroudi (through June 2017)

Committee Members:

Kevin Dorn

Perry Haynsworth

Doug John

Juan Montoya (beginning September 2017)

Jennifer Page

Mary Power

Carol Trager (through June 2017)

Gang Zhao (beginning September 2017)

Erica Zidel (beginning September 2017)

Purpose and Duties:

(From the Committee's mandate, approved by the Board of Selectmen on December 7, 2009):

"It shall be the responsibility of the Committee to facilitate, enable, and help the Town of Belmont realize the Working Vision adopted by the Town Meeting on April 23, 2001."

Summary of Activities and Accomplishments:

In 2015, the Vision 21 Implementation Committee released a report, entitled "A Working Vision for Belmont's Future: Priorities and Progress," that detailed the results from a town-wide survey that was conducted by the Committee. Following up on that report and its findings, in 2016 the Committee worked to begin new projects touching upon two themes raised throughout the survey results-- Belmont residents would like more opportunities to connect with others in Belmont and a better understanding of town government and how decisions are made. This work continued from 2016 into 2017 with the following projects:

- Continuing a project started in the Fall of 2016, in 2017 the Committee hosted several committees on the VIC's new Meet Belmont podcast, broadcast from the Belmont Media Center station in Waverly Square. In each episode of the podcast, Committee members interviewed leadership from other town committees regarding the work of the committees, how the committees' work furthers the Working Vision, and current actions the committees were taking to address concerns raised in the survey. The Committee hopes that these podcasts will serve as a resource for town residents looking to better understand what each of the Town's committees do and how to get more involved in town government and the decision-making process.
- The Committee expanded upon the Meet Belmont concept with a new event (intended to become annual) called "Talk of the Town". At the first event held in March 2017 at the Chenery Middle School, with free admission, four prominent Belmont residents gave "TEDtalk"-like talks. It was the Committee's hope that this insight into some of the great work done by Belmont residents would be another way for members to feel connected with their community. Based on the positive reception of the event, which more than 400 people registered for, we believe this was achieved. Planning for the 2018 Talk of the Town began in the fall of 2017.
- The Committee also continued to organize and implement the yearly Meet Belmont Community Information Fair, which was founded in 2003 and occurs every August. The Community Information Fair was initially designed to enable newcomers to town to become familiar with town departments, services, and non-profit

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organizations. However, the event also serves to bring long time residents into contact with these groups and serves as a place to connect and ask questions. In 2017 an estimated 400 people attended.

Goals for 2018:

- Help ensure a transition plan for Meet Belmont Community Information Fair (expected to occur again in August 2018) to a more permanent committee structure.
- Work with the town to make the Meet Belmont podcasts available on the town committee websites.
- Host the 2nd annual "Talk of the Town" event in March 2018.
- Continue to raise awareness regarding the findings in the survey report, "A Working Vision for Belmont's Future: Priorities and Progress".
- Pursue additional initiative related to best practices in the area of attracting and working successfully with the Belmont business community.

Respectfully Submitted,

Natalie Leino, Chair
Vision 21 Implementation Committee

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WATER ADVISORY BOARD:

Chair: Frank E. French

Vice-Chair: Joseph Barrell

Clerk: William Shea

The Water Advisory Board continues in its function to advocate and advise the Town on policies, operational management, the resolution of water and sewer billing disputes, financial practices and capital investments of the Water Division that will result in the sustained provision of high quality, reliable water service. We are annually challenged by the steadily increasing wholesale cost of water from the MWRA which comprises almost one-half of the Water Division budget, reinvesting in the water infrastructure while managing rates and providing quality, reliable service to our customers for both the supply of drinking water and fire protection.

In 2017 the Water Advisory Board continues to support the 30 year capital investment plan developed by the former Board of Water Commissioners and Water Division staff in 1995. This plan has increased our investment in our water system from \$647,000 to \$1.3M annually rising with inflation. This investment increase was necessary in order to meet the Capital Improvement Plan (Water Main Replacement Program) goal of replacing all unlined water main in the system within a period of 30 years. This is planned to be accomplished by utilizing no-interest loans from the MWRA and bonding capital expenses while striving to meet the goal of an annual water rate increase of about 5% or less. The Water Main Replacement Program continues and is now in the 22nd year (of 30 years) with considerable progress made but there is still much work ahead as we replace an aging water distribution system. This program is a vital investment to meet the needs of our customers both now and into the future.

We express our sincere appreciation to the highly skilled and dedicated employees of the DPW Water Division for their efforts this past year.

Respectfully submitted,

Frank E. French, Chairman

Joseph Barrell, Vice Chairman

William Shea, Clerk

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ZONING BOARD OF APPEALS:

Chair: Eric Smith / Nicholas A. Iannuzzi Jr.

Committee Members:

Jim Zarkadas: Vice Chair

Faustino Lichauco Craig White Andrew Plunkett

Phil Ruggiero, Associate Member

Gang Zhao, Associate Member

Liaison: Ara Yogurtian- Office of Community Development

Purpose and Duties:

The Zoning Board of Appeals is a permanent committee appointed by the Board of Selectmen. It derives its jurisdiction from Chapter 40A of the Massachusetts General Laws (the "Zoning Act") and the Town of Belmont Zoning By-Law (the "By-Law"). The Board acts in a quasi-judicial capacity in deciding whether to grant applications for special permits and variances and in hearing appeals by aggrieved persons concerning enforcement decisions.

Summary of Activities and Accomplishments:

The Zoning Board of Appeals held public hearings in almost all months in 2016. During the year, the Board heard total of 30 Cases, of which 25 were granted the relief(s) requested, 3 were denied and 2 were withdrawn.

Goals for 2018:

The Board will continue to hold public hearings on and consider applications for special permits, variances, and other matters that come before the Board.

Respectfully submitted,

Nicholas Iannuzzi, Chair
Zoning Board of Appeals

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HUMAN RESOURCES:

Department Head: Jessica Porter, M.P.A.

Purpose and Duties:

The Town of Belmont Human Resources office consists of a team of four staff members. Serving under the full time Director is an H.R. Generalist, an H.R. Assistant, and a part-time (32.5 hours) Administrative Assistant. Together, our team is responsible for administering benefits for all Town and School employees (inclusive of the Belmont Municipal Light Department) and eligible retirees. Administration includes all billing and deductions, reconciliation of the Health Insurance Trust, and handling questions and concerns from employees, retirees and prospective employees.

The Human Resources staff is also responsible for recruitment of all new employees (exclusive of the Belmont Municipal Light Department). Once hired, our staff seeks out relevant, applicable training for our employees to insure they remain current in their skills, often utilizing resources available through our partnerships with the Massachusetts Municipal Association (M.M.A.) and the Massachusetts Interlocal Insurance Agency (M.I.I.A.). The Human Resources staff is responsible for creation and maintenance of all Town job descriptions, and is also responsible for the administration of pay plans for all non-union and union employees (exclusive of the Belmont Municipal Light Department).

Our staff also manages worker's compensation issues and unemployment, in collaboration with the School Human Resources office. The Director is also responsible for the negotiation of all Town union contracts (seven (7) in total, excluding IBEW Union), and the handling of any grievances and labor related issues. Lastly, our staff manages employee concerns, performance issues/management, drafting and enforcement of policies, and administration and maintenance of the Employee Handbook.

In addition to the aforementioned, the Human Resources staff provides informational assistance to residents, prospective applicants, and other municipalities, upon request, regarding our benefits, compensation and staffing. Collaboration and information sharing between municipalities ensures fair and consistent policies and practices, and assists us with recruiting and retaining the best talent possible.

Summary of Activities and Accomplishments:

Some highlights of our accomplishments for 2017 are below:

- Recruited and hired a replacement H.R. Generalist.
- Held regular meetings of the Town Safety Committee, which meets quarterly to discuss training opportunities, workers compensation cases, and grant opportunities.
- Organized the third annual Thanksgiving Food Drive for benefit of the Belmont Food Pantry.
- Collaborated with the payroll office and worked with our software vendor (MUNIS) to complete the extensive filing requirements relative to the Affordable Care Act.
- Collaborated extensively with the Belmont Retirement Board office on various issues, including assisting with the organization of an all-member meeting.
- Collaborated with the Department of Public Works to restructure positions in the Recreation Division.
- Assisted with the recruitment of a new Town Administrator.
- Assisted with the recruitment of a new Facilities Director.
- Assisted with the recruitment of a new General Manager for the Belmont Municipal Light Department.
- Worked on various position reclassifications among several departments.

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- Began negotiations with all unions for period July 1, 2017 to June 30, 2020; reached favorable, cost effective settlements with several unions.

Goals for 2018:

Our staff expects to be very busy in 2018. Some of the goals we hope to accomplish are below:

- Successfully negotiate outstanding collective bargaining agreements for period July 1, 2017 to June 30, 2020
- Collaborate with the IT and Payroll Departments to continue exploring other “paperless” opportunities to streamline processes and reduce costs.
- Update outdated/obsolete job descriptions.
- Make necessary updates to the Employee Handbook.
- Continue fulfilling the various reporting requirements of the Affordable Care Act.
- Continue to accurately and efficiently administer all benefit plans for eligible employees and eligible retirees.
- Continue to maintain compliance with all applicable Federal and State laws.
- Continue to recruit and retain top talent when openings occur.

Respectfully Submitted,

Jessica Porter, M.P.A.
Human Resources Director

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INFORMATION TECHNOLOGY:

Department Head: David Petto

Purpose and Duties:

The Information Technology Department has five primary responsibilities.

- *Desktop Services.* The Department provides Computer Help Desk, Printer, PC replacement and Mobile (laptop, tablet and smartphone) services for all Town Departments.
- *ERP System Administration.* The Department provides Enterprise Resource Planning (ERP) System administration for the Town's MUNIS system.
- *GIS and Database Administration.* This Department is responsible for maintaining the Town's Geographical Information System (GIS) including the Master Address Table (MAT) also maintains the several Databases developed by all Town Departments.
- *File Server and Communications Administration.* This Department maintains the Town's Email System (MSOffice 365), systems security (anti-virus, anti-malware and encryption), Intrusion Detection System (IDS), Identity Management System, User Behavioral Analytics, Browser services, File storage, Fire Dispatch System, Fire Staff Management System, Backup Systems, Cloud Based Systems and Virtual Machines.
- *Technical Training.* The Department is responsible for providing training in the use of a number of the Town's Systems, such as, Email, GIS and File Storage. Also, to provide training in proper security measures for protection of personal information for residents and staff.



Summary of Activities and Accomplishments:

- Upgraded ERP System to new version (MUNIS).
- Replaced 25 Desktop Computers, 4 Laptops, 4 tablets and 4 Printers.
- Added 5 new Desktop Computers and 6 Tablets.
- Upgraded remaining Windows 7 pc's to Windows 10.
- Created Imaging System to deploy new versions of Microsoft Windows 10.
- Adjusted Intrusion Detection System (IDS) and Log File Management System on Network (Splunk) to compensate for new attack vectors.
- Replaced Mobile Device Management System (Baramundi).
- Adjusted Data Auditing & Protection, Identity Management, and User Behavioral Analytics System for new types of malware detection.
- Implementation of formal Security Awareness training (KnowBe4).
- Created new technology training sessions for all staff.
- Added new data to Town Clerk's Vital Records Document Management System.
- Assisted in selecting, testing and configuring Records Management System for Town Clerk.
- Implemented two-factor authentication system in IT Department.
- Continued training and deployment of secure file transfer system (Citrix –Sharefile).
- Upgraded personal information (PI) identification system (IdentityFinder).
- Expanded patch management system.
- Continued consolidation of School and Town Security Systems.

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- Performed penetration testing on Fire Department hosted system (ZOLL).
- Assisted with implementation of hosted scheduling system for Fire Dept. (Kronos).

Goals for 2018:

- Move office applications to Microsoft Office 365 (OFF 365).
- Create a 'cloud based' collaboration space within OFF 365.
- Continue to integrate our GIS with several other Town systems.
- Enhance our cybersecurity posture by fine tuning security systems and implementing 'best practices'.
- Continue Security Awareness training.
- Provide focused technology training for the staff.

Respectfully Submitted,
David Petto
Town IT Director

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TOWN ACCOUNTANT:

Department Head: Chitra V. Subramanian, CGA

Purpose & Duties.

The Town Accountant maintains fiscal records and internal controls for all departments of the Town and School.

Responsibilities include maintenance of a) key financial records including the Financial Statements and the General Ledger ; b) internal controls by monitoring revenues and expenditures of all departments of the Town and School; c) certify availability of funds prior to entering into contracts and prior to payment of invoices; d) assist in providing financial reports to departments, in preparation of the Town budget , in Tax Rate setting and in preparing any other information or reports as requested by the Town. The department ensures that all financial reporting requirements are in accordance with state, federal and town bylaws The Town Accountant Office is responsible for directly preparing or assisting in the preparation of several important financial documents. It is in the interest of the Town to provide complete, accurate and timely financial reporting documents. This is especially important to the rating agency as part of their review of the Town's Management and Financial functions.

I would like to thank Donna Tuccinardi, Brian Wyncoop, and Maria Kiorpes for their hard work and in making FY18 a very productive and successful year for the Accounting Department.

FY18 ACCOMPLISHMENTS:

- Free Cash certified on Nov 8th, 2017.FY17 Free Cash certification and Schedule A schedules and documents were submitted to DOR on or before October 20, 2017.
- The Town's Audited Financial Statements were presented to the Permanent Audit Committee on January 29th, 2018. Coordinated schedules of the Retirement Board's audit and the Town's audit to complete the FY17 audit by December 20, 2017.
- Management letter comments for the prior years were researched, reviewed and all findings resolved, and presented to the Audit committee and the Board of Selectmen.
- Closed the Fiscal Year in MUNIS on October 1st, 2017.
- FY18 Tax Rate set on December 15, 2017-Collaborated with the Assessor, Treasurer, Town Administrator and Town Clerk in submitting documents, in GATEWAY and setting the FY18 Tax Rate.
- Town Accountant participated in the FY19 Budget as part of the Town Administrator's budget team.
- Coordinated with OPEB Actuaries to receive OPEB studies as of 7/1/16 on March 30, 2017 and OPEB study as of 7/1/17 on December 18, 2017.The Town Accountant coordinated with the Human Resources, Belmont Contributory Retirement System, Light Department, School and Treasury departments to collect, assemble and coordinate with the actuaries to prepare the OPEB studies as of July 1, 2016 and as of July 1, 2017.
- GASB # 74 has been implemented, as related to the above OPEB studies and have been incorporated in the Town's FY17 audited financial statements.
- GASB# 75 will be implemented in the FY18 Town's financials and in the December 2018 Light's financials.
- GASBs # 67 & 68 has been implemented - as related to pension actuarial studies and have been incorporated in the financials of all entities - the Town, Retirement System, Housing Authority and the Light Department.
- The Enterprise utilities billing system (NISC) has been implemented and the Accounting department has been successful in importing their receivables to the General Ledger and in reconciling Water, Sewer and Light receivables on a monthly basis.

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- The Recreation department scheduling software system (MAXGALAXY) has been implemented. Treasury and Accounting import program billing and receipts to the General ledger from this scheduling program. This has resulted in quick reconciliations of cash and receivables.
- Completed and mailed Form- 1099s for 2017 in January 2018.
- The Light department's substation project is substantially complete and cash has been reconciled on a monthly basis.
- Revolving and Grant funds were reviewed and reported on a quarterly basis to the Board of Selectmen, Warrant Committee and the respective department managers.
- The Assistant Town Accountant is working with the Project Manager and the State MSBA to review and process payment requests from the MSBA for the High School Construction project
- The Assistant Town Accountant has completed the MSBA PROPAY training program and the three essential courses offered by the MCPPO.
- Staff Accountant was certified as Associate Massachusetts Procurement .and Purchasing Officer. Staff Accountant has completed Municipal Law section of the Governmental Accounting certification exams and will take the Accounting section tests in the coming session with a goal of becoming a Certified Governmental Accountant (CGA).He has also completed the three procurement courses offered by the MCPPO and is a board member of the Belmont Credit Union and attends monthly board meetings.
- Town Accountant attended Government Finance Officers Association (GFOA) budget webinars, MMAAA and MGFOA conferences and Education seminars approved by PERAC.
- As member of the Belmont Retirement Board, the Town Accountant completed annual continuing education credits as mandated by PERAC (the Public Employee Retirement Administration Commission) by attending Emerging Issues Forum and Trustee Educational Seminars (TEDS) offered by the MASS Retirement Systems and attended monthly Board meetings.
- Department has been cross trained in preparation of all Accounting reports and all accounting functions. This year we will continue training in annual closing of books in MUNIS in the new Dashboard platform and in the preparation of the FY19 RECAP.
- Maria Kiorpes, our Accounts Payable Specialist joined the department in Sept 2017 and has been trained in the Accounts Payable module.

OPPORTUNITIES AND CHALLENGES:

The Town Accountant's Office continues to streamline processes resulting in increasing efficiencies. Current Initiatives include working with other departments to interface their program software to the MUNIS accounting software.

Opportunities:

- Successful implementation and use of software interfaces result in savings in time and efficiency through reduction of errors caused by manual entries. In FY19, Accounting plans to improve efficiencies in in NISC, Max Galaxy, MUNIS and journal entry approval process in MUNIS.
- Assess, implement and update Town's Internal Control Procedures per our auditor's FY17 management letter recommendations and per the latest Office of Management and Budget (OMB) administrative and audit requirements for Federal grant awards.
- Explore implementation of the Benefits module available in MUNIS and work with Human resources to populate and update data for biennial OPEB and pension actuarial studies.

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- Implement OPEB related GASBs #75, #74 and #73 accounting and reporting requirements for Town and School in the FY18 Town's audited financials and reporting for Light department by the 2018 audited financial statements.
- Study and implement regulations in accordance with the newly enacted Municipal Modernization Act of 2016.
- As part of *Vision 21*- objectives of reducing printing paper
 - Implement Paperless Purchase Order workflow
 - Implement Paperless Journal Entries workflow and
- Explore implementation of utilizing the Contract Management module in MUNIS

Challenges include synchronization of the department's software modules with other departments systems and implementing them in a safe and secure cyber environment.

Respectfully Submitted,

Chitra V. Subramanian, CGA

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TOWN OF BELMONT						
FY17 STATEMENT OF OPERATIONS						
ALL FUNDS other than GENERAL FUND						
Description	Balance 7/1/2016	Revenue FY17	Expenditures FY17	Transfers FY17	Donations FY17	Balance 6/30/2017
COMMUNITY PRESERVATION CAPITAL PROJECTS						
Reserve:						
CPA FUND BALANCE RESERVED FOR OPEN SPACE	2,980.00	-	-	5,632.83	-	8,612.83
CPA FUND BALANCE RESERVED FOR HIST RESOURCES	2,980.00	-	-	33,865.65	-	36,845.65
CPA FUND BALANCE COMMUNITY HOUSING	2,980.00	-	-	255,273.63	-	258,253.63
UNRESERVED BALANCE	1,321,489.05	1,338,641.72	(23,074.77)	(679,784.49)	-	1,957,271.51
TOTAL RESERVE PROJECTS	1,330,429.05	1,338,641.72	(23,074.77)	(385,012.38)	-	2,260,983.62
OPEN SPACE:						
CLAYPIT POND	1,030.00	-	-	(1,030.00)	-	-
BUTLER PLAYGROUND	5,536.00	-	-	-	-	5,536.00
WINN BROOK FIELD	3,626.46	-	-	(3,626.46)	-	-
ROCKMEADOW IRRIG	1,289.37	-	(313.00)	(976.37)	-	(0.00)
CONST. OF INTERGENERATIONAL WALKING PATH 7(a)	-	-	-	228,350.00	-	228,350.00
PEQUOSETTE PARK REVITALIZATION 7(B)	-	-	(25,000.00)	25,000.00	-	-
WINN BROOK TENNIS COURTS (7B)	-	-	(200,473.96)	325,000.00	-	124,526.04
RECREATION:						
PEQUOSETTE TENNIS COURTS	111,861.98	-	(23,802.19)	-	-	88,059.79
UNDERWOOD POOL	2,600.14	-	(2,600.14)	-	-	(0.00)
HISTORIC PRESERVATION:						
HOMER HOUSE REHABILITATION	100,000.00	-	(10,200.00)	-	-	89,800.00
HOMER SURVEY	500.00	-	-	(500.00)	-	-
TOWN HALL DOORS	129.50	-	-	(129.50)	-	-
VITAL RECORDS	22,314.91	-	-	-	-	22,314.91
DIGITIZING ORIGINAL VITAL RECORDS 7(D)	-	-	-	80,000.00	-	80,000.00
DIGITIZING TOWN MEETING RECORDS (7(E))	-	-	-	85,000.00	-	85,000.00
TOWN HALL EXTERIOR RAILINGS IMPROVEMENTS 7(F)	-	-	-	75,000.00	-	75,000.00
VETERANS MEMORIAL	33,200.00	-	-	(33,200.00)	-	-
BELMONT COMMUNITY MOVING IMAGE 15(F)	12,000.00	-	(11,963.85)	(36.15)	-	(0.00)
DIGITIZATION OF BELMONT NEWSPAPERS	17,923.24	-	(17,105.00)	-	-	818.24
WELLINGTON STATION EXTERIOR RESTORATION & REHAB	26,300.00	-	-	-	-	26,300.00
COMMUNITY HOUSING:						
COMMUNITY HOUSING WIRING	18,838.78	-	-	(18,838.78)	-	-
FIRST TIME HOMEBUYER	375,000.00	-	-	(375,000.00)	-	-
SURVEY- HISTORIC PROPERTIES	40,000.00	-	(40,000.00)	-	-	-
BHA ELECTRICAL UPGRADE	375,204.73	-	(317,335.45)	-	-	57,869.28
TOTAL - CPA CAPITAL PROJECTS	1,147,355.11	-	(648,793.59)	385,012.74	-	883,574.26
FUND BALANCES RESERVED FOR APPROPRIATION						
INSURANCE REIMB. > \$20,000	85,500.19	-	-	(85,500.19)	-	(0.00)
FIRE STATION INSURANCE REIMB	985,000.00	-	-	(985,000.00)	-	0.00
EXCESS CHAPTER 90 FUNDS	13,700.00	-	-	(13,700.00)	-	0.00
KENDALL SCHOOL FIRE INSURANCE	3,042,955.02	-	-	-	-	3,042,955.02
STABILIZATION FUND - GENERAL	1,692,978.95	2,988.06	-	1,250,000.00	-	2,945,967.01
CAPITAL ENDOWMENT FUND	3,675,959.40	309,811.57	-	(125,000.00)	-	3,860,770.97
SALE WOODFALL ROAD	61,306.48	10,085.11	-	-	-	71,391.59
SALE OF CUSHING SQUARE PARKING LOT	0.00	1,000,000.00	-	-	-	1,000,000.00
SALE OF CEMETERY LOTS	610,537.50	120,400.00	-	-	-	730,937.50
PARKING METER RECEIPTS	95,433.53	77,950.12	-	(90,000.00)	-	83,383.65
CEMETERY PERPETUAL CARE FUND	210,703.68	-	-	35,800.00	-	246,503.68
ASH LANDFILL STABILIZATION FUND	3,467,272.46	22,387.82	-	-	-	3,489,660.28
CUSHING SQUARE LOT FEES	640,000.00	15,000.00	(320,000.00)	-	-	335,000.00
	14,581,347.21	1,558,622.68	(320,000.00)	(13,400.19)	0.00	15,806,569.70
TOWN GIFTS AND REVOLVING ACCOUNTS						
SPRINGWELL HEALTH	1,050.00	-	-	-	-	1,050.00
COUNCIL OF AGING GIFT	11,862.30	3,300.00	(1,240.75)	-	-	13,921.55
FRIENDS OF SENIOR CENTER-CAPITAL NEEDS	16,794.00	-	-	-	-	16,794.00
ROCK MEADOW GIFT-CITIZEN FORUM	4,369.00	500.00	-	-	-	4,869.00
MCLEAN GIFT CONSERVATION	36,447.78	-	(243.42)	-	-	36,204.36
BELMONT UPLAND ALEWIFE	302,025.61	-	-	-	-	302,025.61
MCLEAN TRAFFIC MITIGATION	2,200.13	-	-	-	-	2,200.13
PLAN BD SITE PLAN REVIEW	10,800.00	2,650.00	-	-	-	13,450.00
PLANNING BOARD LEGAL ADS	2,761.08	6,600.00	(7,762.47)	-	-	1,598.61
WETLAND PROTECTION CONSERVATION	9,913.08	867.50	-	-	-	10,780.58
MCLEAN LAND MANAGEMENT	60,769.44	16,798.36	(10,593.00)	-	-	66,974.80
BUS SHELTER - OAKLEY DEVELOPMENT	5,000.00	-	-	-	-	5,000.00
GRANITE CURBING	123,333.67	66,221.83	(1,642.50)	-	-	187,913.00
GIFT WOODLAND SEWER I/	108,794.34	1,205.00	-	-	-	109,999.34
CAPITAL GROUP	10,000.00	-	-	-	-	10,000.00
STORM WATER REMEDIATION	1,500.00	6,000.00	-	-	-	7,500.00
STORM WATER CONSULTING	-	11,500.00	(5,891.03)	-	-	5,608.97
CERT VOLUNTEER PROGRAM GIFT	490.08	-	-	-	-	490.08
NATIONAL GRID EFFICIENCY GRANT	-	9,600.00	-	-	-	9,600.00
DONATION FIRE DEFIBRILLATOR	146.45	-	-	-	-	146.45
FIRE SAFETY	12,679.34	7,500.00	(4,956.02)	-	-	15,223.32
MISC FIRE GIFT - CAPITAL	34.75	-	-	-	-	34.75
CUMMINGS FITNESS PROGRAM	1,000.00	-	(1,000.00)	-	-	-
ANIMAL CONTROL GIFT	1,194.91	-	-	-	-	1,194.91
ALS STUDY - GRANT	190.18	-	-	-	-	190.18
CHNA CAP BUILDING FLU VACCINE	0.43	-	-	-	-	0.43
OUTREACH WORKER - DONATION	3,077.53	75.00	-	-	-	3,152.53
MAH COMMUNITY HEALTH DEPARTMENT	10,000.00	-	(9,887.05)	-	-	112.95
LIBRARY GIFT ACCOUNT	9,744.47	3,799.00	(1,647.07)	-	-	11,896.40
LIBRARY ART COUNCIL	121.35	-	-	-	-	121.35
FRIENDS OF BELMONT LIBRARY	-	23,200.00	-	-	-	23,200.00
BICYCLE RODEO DONATION	4,398.24	-	-	-	-	4,398.24
PAPPAS GIFT - FIREARMS	281.48	-	-	-	-	281.48
BARRON POLICE ACHIEVEMENT AWARD	8,035.54	2,000.00	-	-	-	10,035.54

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TOWN OF BELMONT						
FY17 STATEMENT OF OPERATIONS						
ALL FUNDS other than GENERAL FUND						
Description	Balance 7/1/2016	Revenue FY17	Expenditures FY17	Transfers FY17	Donations FY17	Balance 6/30/2017
POLICE DEPT MEMORIAL	100.00	-	-	-	-	100.00
VIDEO SURVEILLANCE EQUIPMENT GIFT	7,180.65	-	-	-	-	7,180.65
K-9 PROGRAM DONATION	6,471.56	-	-	-	-	6,471.56
PAPPAS FIT EQUIPMENT	8,429.16	-	-	-	-	8,429.16
PAPPAS GIFT - UNIFORMS	25.00	-	-	-	-	25.00
PRISONER MEALS	500.00	-	-	-	-	500.00
LEXIPOL PROGRAM	-	42,071.00	-	-	-	42,071.00
CRIMINAL HISTORY BACKGROUND CHECK	-	1,190.00	-	-	-	1,190.00
BENCHES FOR BELMONT	3.39	-	-	-	-	3.39
DONATION - SHADE TREE	4,285.06	10,883.98	(4,450.24)	-	-	10,718.80
UNDERWOOD POOL FUND	147.68	-	-	-	-	147.68
MEMORIAL TREE DONATIONS - CEMETERY	3,803.00	750.00	-	-	-	4,553.00
SOLAR COLLECTORS	524.48	-	-	-	-	524.48
CROSSWALK/ROADS GIFT - BELMONT	7,258.20	-	-	-	-	7,258.20
HIGH SCHOOL TRACK LIGHTING GIFT	2,573.26	-	-	-	-	2,573.26
BOSTON FOUNDATION DONATIONS PLAYGROUNDS	1,025.80	-	-	-	-	1,025.80
PEQUOSETTE PLAYGROUND IMPROVE.	3,110.64	-	-	-	-	3,110.64
PLAYGROUND EQUIPMENT DONATIONS	4,364.27	-	-	-	-	4,364.27
PARKS ELECTRICITY GIFT	25.00	-	-	-	-	25.00
CEMETERY PLANNING & DEVELOPMENT	1,634.17	-	-	-	-	1,634.17
HARRIS FIELD PRESS P	-	75,000.00	(575.00)	-	-	74,425.00
YOUTH GIFT FROM DARE	40.46	3,434.00	(3,014.00)	-	-	460.46
RECREATION DEPARTMENT GIFTS	4,049.99	2,500.00	(2,610.00)	-	-	3,939.99
BELMONT SPORT FITNESS PROGRAM	2,398.92	14,000.00	(350.00)	-	-	16,048.92
COUNCIL ON AGING REVOLVING	33,318.87	118,857.33	(103,419.31)	-	-	48,756.89
YOUTH COMMISSION REVOLVING	3,725.20	3,728.00	(2,570.49)	-	-	4,882.71
CONSERVATION ROCK MEADOW GARDEN PLOTS	13,407.40	9,636.00	(4,698.09)	-	-	18,345.31
LIB REVOLVING - PRINTERS/LOST BOOKS	23,198.86	9,173.96	(13,965.16)	-	-	18,407.66
CULTURAL COUNCIL REVOLVING	6,142.45	10,297.87	(9,042.08)	-	-	7,398.24
HUMAN RIGHTS COMMITTEE GIFT	174.12	-	-	-	-	174.12
HISTORIC DISTRICT	10,227.37	-	-	-	-	10,227.37
ENVIRONMENTAL FAIR	2,076.28	-	-	-	-	2,076.28
CULTURAL COUNCIL GALLERY GIFTS	2,851.33	-	-	-	-	2,851.33
UNDERWOOD POOL	38,212.97	1,869.80	(34,060.00)	-	-	6,022.77
BOS RETIRE STUDY GIFT	5,000.00	-	-	-	-	5,000.00
INSURANCE REIMBURSEMENT < \$20,000	31,261.57	35,880.51	(29,415.03)	-	-	37,727.05
VISION IMPLEMENTATION GIFTS	2,406.86	1,975.00	(1,247.01)	-	-	3,134.85
CABLE TELEVISION - TRAFFIC MGT	40,000.00	-	-	-	-	40,000.00
CABLE TELEVISION - NEW EQUIPMENT	45,281.86	3,813.50	-	-	-	49,095.36
HOLIDAY PARTY	1,506.20	-	(1,053.50)	-	-	452.70
TOWN LANDSCAPING GIFT	7,500.00	-	-	-	-	7,500.00
TOWN CLERK GIFT	57.19	-	-	-	-	57.19
TOWN MEETING ELECTRONIC VOTING	14,050.44	-	-	-	-	14,050.44
BELMONT 150TH CELEBRATION	16,885.99	-	-	-	-	16,885.99
TREASURER DONATION	905.33	-	-	-	-	905.33
RMV - PARKING HANDICAPPED	73,284.47	10,000.00	(380.30)	-	-	82,904.17
	1,188,440.63	516,877.64	(255,713.52)	-	-	1,449,604.75
SCHOOL LUNCH PROGRAM	243,442.69	1,197,237.08	(1,018,379.74)	-	-	422,300.03
SCHOOL GIFTS & REVOLVING ACCOUNTS						
INSURANCE PROCEEDS OVER \$20,000 (School)	7,611.49	-	-	-	-	7,611.49
LOST BOOKS	4,137.21	1,757.00	-	-	-	5,894.21
BHS ATHLETIC REVOLVING	36,092.58	558,833.10	(530,403.18)	-	-	64,522.50
ADULT EDUCATION	12,604.51	18,198.00	(21,587.05)	-	-	9,215.46
TUITION - STUDENTS	164,208.30	118,388.40	(62,839.49)	-	-	219,757.21
SUMMER SCHOOL	37,694.62	64,100.00	(35,965.21)	-	-	65,829.41
SCHOOL BUILDING RENTALS	390,842.35	256,067.70	(293,608.94)	-	-	353,301.11
SATURDAY MUSIC PROGRAM	31,093.15	48,540.01	(51,160.74)	-	-	28,472.42
BUSING FEES	36,355.21	296,272.32	(232,619.07)	-	-	100,008.46
KINDERGARDEN TUITION	482,408.56	997,118.00	(815,047.30)	-	-	664,479.26
WELLINGTON SCHOOL-DONATIONS	4,139.37	2,152.50	(1,298.36)	-	-	4,993.51
SANTOS EXPENSE - BUTLER	312.92	-	-	-	-	312.92
BELMONT AGAINST RACISM	24,420.38	4,500.00	(15,290.98)	-	-	13,629.40
BELMONT SAVINGS DONATIONS	10.24	-	-	-	-	10.24
WINN BROOK DONATION	4,970.31	2,619.20	(2,344.00)	-	-	5,245.51
FTECH TRAINING MANAGEMENT	36.43	-	-	-	-	36.43
BELMONT SPED ADV COUNCIL	598.36	-	-	-	-	598.36
SCHOOL GENERAL DONATION (NOT TREAS.)	5,197.91	77,530.00	(76,002.62)	-	-	6,725.29
BURBANK SCHOOL DONATION	0.82	812.20	(659.70)	-	-	153.32
CONCORD CONSORTIUM	15.00	-	-	-	-	15.00
BURBANK MAEVE GOULDING DONATION	3,285.10	4,675.00	-	-	-	7,960.10
HS CURB CUTS & WHEELCHAIR GIFT	4,067.35	-	-	-	-	4,067.35
INSTRUMENTAL MUSC REVOLVING	109,454.16	127,263.42	(84,475.49)	-	-	152,242.09
BHS FINE & PERM ARTS REV	64,056.12	120,892.56	(139,988.16)	-	-	44,960.52
BHS CLUB ACTIVITIES	6,032.01	8,025.00	(200.00)	-	-	13,857.01
CMS FINE ARTS & CLUB ACTIVITIES	25,636.45	61,711.87	(28,596.03)	-	-	58,752.29
BUTLER DONATIONS	3,146.31	8,600.00	(10,784.06)	-	-	962.25
CMS ATHLETIC REVOLVING	-	-	-	-	-	-
MJ FIRENZE SCHOOL DONATION	450.00	-	-	-	-	450.00
BUTLER PLAYGROUND	4,805.73	-	-	-	-	4,805.73
DAN DOWNEY MEMORIAL IT FUND	1,105.00	-	-	-	-	1,105.00
SUPERINTENDENT'S INNOVATION FUND	28,693.40	-	-	-	-	28,693.40
ELEMENTARY CURRICULUM	5,000.00	-	(55.44)	-	-	4,944.56
CHENERY MIDDLE SCHOOL DONATION	2,671.82	-	-	-	-	2,671.82
COMMISSIONED MUSIC WORK	1,345.45	-	-	-	-	1,345.45
BELMONT HIGH SCHOOL DONATION	-	20,868.00	-	-	-	20,868.00
WELLINGTON SCHOOL-TECH	542.70	-	-	-	-	542.70
	1,503,041.32	2,798,924.28	(2,402,925.82)	-	-	1,899,039.78

2017 Annual Report

TOWN OF BELMONT						
FY17 STATEMENT OF OPERATIONS						
ALL FUNDS other than GENERAL FUND						
Description	Balance 7/1/2016	Revenue FY17	Expenditures FY17	Transfers FY17	Donations FY17	Balance 6/30/2017
FOUNDATION FOR BELMONT EDUCATION	-	87,525.09	(64,430.24)	-	-	23,094.85
TOWN FEDERAL GRANTS						
USDA ROCK MEADOW GRANT	5,316.18	-	(1,414.57)	-	-	3,901.61
CDBG - READY RESOURCE (WAVERLEY FIRE)	1,725.00	337.00	-	-	-	2,062.00
FEMA-FLOOD REIMB SUSP.	3,068.00	-	-	-	-	3,068.00
POLICE BULLETPROOF VEST	1,774.74	7,433.97	(7,433.99)	-	-	1,774.72
DRUG GRANT U.S. JUSTICE	162.95	-	-	-	-	162.95
TITLE III - HEALTH EDUC COUNCIL ON AGING	52.92	-	-	-	-	52.92
TITLE IIIIE - ALTERNATIVE	4,888.89	-	-	-	-	4,888.89
EOPS - HOMELAND SECURITY	332.96	-	-	-	-	332.96
GOVERNORS HIGHWAY SAFETY PROGRAM	(4,927.38)	2,500.00	(1,049.81)	-	-	(3,477.19)
FEMA EMERGENCY PLANNING	1,260.53	-	-	-	-	1,260.53
CDC - EMERGENCY PREP	4.69	-	-	-	-	4.69
OFFICE OF JUSTICE GRANT	75.64	-	-	-	-	75.64
ARRA FIREFIGHTER GRANT	1,380.31	-	-	-	-	1,380.31
PHER	4,641.76	466.29	(466.29)	-	-	4,641.76
FEMA CITIZEN CORP	2,418.10	-	-	-	-	2,418.10
SPRINGWELL HEALTH	-	-	-	-	-	-
SAFER	(25,877.58)	132,360.00	(106,482.42)	-	-	-
FEMA SNOW REMOVAL	(0.00)	-	-	-	-	(0.00)
	(3,702.29)	143,097.26	(116,847.08)	-	-	22,547.89
SCHOOL FEDERAL GRANTS						
DRUG FREE SAFE SCHOOLS 98	2,169.87	-	-	-	-	2,169.87
DRUG FREE SAFE SCHOOLS 00	7,391.00	-	-	-	-	7,391.00
DRUG FREE SAFE SCHOOLS 02	1,138.31	-	-	-	-	1,138.31
IDEA SPED 94-142 GRANT 2015	(455.00)	-	-	-	-	(455.00)
SPED IDEA FY16	(87,498.88)	288,744.00	(201,245.12)	-	-	-
SPED IDEA FY17	-	909,119.00	(953,834.90)	-	-	(44,715.90)
TEACHER QUALITY FY11	(40.00)	-	-	-	-	(40.00)
TEACHER QUALITY FY16	1,032.03	31.00	(1,063.03)	-	-	(0.00)
TEACHER QUALITY FY17	-	59,304.00	(58,263.00)	-	-	1,041.00
LEP SUPPORT FY14	1,306.40	-	-	-	-	1,306.40
LEP TITLE III FY16	1,819.00	22,165.00	(23,984.00)	-	-	-
LEP TITLE III FY17	-	12,275.00	(11,910.52)	-	-	364.48
LEP TITLE III IMMIGRANT FY17	-	13,618.00	(13,767.77)	-	-	(149.77)
LEP SUMMER FY17	-	996.00	(996.00)	-	-	-
SPED ED TITLE VI 2001/2002	2,391.59	-	-	-	-	2,391.59
SPED ED TITLE V 2003/2004	6,497.49	-	-	-	-	6,497.49
SPED EARLY CHILDHOOD FY16	430.76	-	(430.76)	-	-	0.00
SPED EARLY CHILDHOOD FY17	-	25,080.16	(24,636.70)	-	-	443.46
CHAPTER 1 DISTRIBUTION 02/03	56.04	-	-	-	-	56.04
CHAPTER 1 DISTRIBUTION 03/04	560.34	-	-	-	-	560.34
CHAPTER 1 DISTRIBUTION FY13	40.40	-	-	-	-	40.40
CHAPTER 1 DISTRIBUTION FY14	1,865.00	-	-	-	-	1,865.00
CHAPTER 1 DISTRIBUTION FY15	(1,905.40)	-	-	-	-	(1,905.40)
CHAPTER 1 DISTRIBUTION FY16	(3,200.25)	8,920.00	(7,822.40)	2,102.65	-	0.00
CHAPTER 1 DISTRIBUTION FY17	-	11,810.00	(9,707.35)	(2,102.65)	-	(0.00)
CHAPTER 1 DISTRIBUTION FY17 (CARRYOVER)	-	132,857.00	(130,518.00)	-	-	2,339.00
SPED PROF. DEV. FY02	5,880.00	-	-	-	-	5,880.00
SPED PROF DEV FY16	485.13	13,419.00	(13,904.13)	-	-	-
SPED PROF DEV FY17	-	11,182.00	-	-	-	11,182.00
	(60,036.17)	1,509,520.16	(1,452,083.68)	-	-	(2,599.69)
TOWN STATE GRANTS						
EXTENDED ELECTION HOURS	66,102.03	9,024.00	-	-	-	75,126.03
STATE AID TO LIBRARIES	214,591.54	34,996.58	(34,794.38)	-	-	214,793.74
LIBRARY MATCH INCENTIVE	3,094.00	-	-	-	-	3,094.00
COA SERVICE INCENTIVE GRANT	746.90	-	-	-	-	746.90
COA COORDINATOR - EOEVA VOL/GERIATRIC	0.68	53,080.00	(52,450.71)	-	-	629.97
HAZARDOUS MATERIALS	3,658.92	21,449.14	(11,525.08)	-	-	13,582.98
SAFE GRANT OVERTIME	6,370.48	7,336.00	(7,537.95)	-	-	6,168.53
MWPAT:SEPTIC TANK MANAGEMENT PROG	41,516.63	-	-	-	-	41,516.63
POLICE-BULLETPROOF VEST	(3,863.37)	4,812.43	(7,433.98)	-	-	(6,484.92)
COMMUNITY POLICING	18,694.90	1,134.16	(50.00)	-	-	19,779.06
DARE-EDUCATION ON SMOKING/DRUGS	2,377.39	-	-	-	-	2,377.39
911 SUPPORT & INCENTIVE	15,927.89	2,867.31	-	-	-	18,795.20
911 TRAINING & EQUIP & PROF GRANT	2,451.44	8,532.13	(5,874.17)	-	-	5,109.40
SALE OF COMPOSTERS	6,656.93	2,255.00	(2,655.22)	-	-	6,256.71
ARTS LOTTERY	4,482.93	5,065.02	(5,315.63)	(400.00)	-	3,832.32
WELLINGTON BROOK GRANT	100.00	-	-	-	-	100.00
EOPS 911 TRAINING	803.30	-	-	-	-	803.30
COA INCENTIVE GRANT -FY12	575.00	-	-	-	-	575.00
EVIDENCE COLLECTION GRANT	(2,949.89)	2,736.93	(1,690.21)	-	-	(1,903.17)
WELLINGTON SOLAR GRANT	(1,200.00)	1,200.00	-	-	-	-
GREEN COMMUNITY GRANT	(113,887.50)	113,887.50	-	-	-	-
911 FURNITURE & CHAIR GRANT	-	32,680.36	(51,930.36)	-	-	(19,250.00)
COMMUNITY PATH FEASIBILITY STUDY	100,000.00	-	(100,000.00)	-	-	-
SAFE HOUSING GRANT TASK FORCE	-	2,500.00	(2,500.00)	-	-	-
EARLY VOTING	-	1,100.00	(571.39)	-	-	528.61
	366,250.20	304,656.56	(284,329.08)	(400.00)	-	386,177.68

2017 Annual Report

TOWN OF BELMONT						
FY17 STATEMENT OF OPERATIONS						
ALL FUNDS other than GENERAL FUND						
Description	Balance 7/1/2016	Revenue FY17	Expenditures FY17	Transfers FY17	Donations FY17	Balance 6/30/2017
SCHOOL STATE GRANTS						
METCO	-	547,355.00	(547,355.00)	-	-	-
CIRCUIT BREAKER FY 16	324,629.45	-	(324,629.45)	-	-	-
CIRCUIT BREAKER FY 17	-	1,687,664.00	(580,422.04)	-	-	1,107,241.96
	324,629.45	2,235,019.00	(1,452,406.49)	-	-	1,107,241.96
	6.96		(1,210,153.40)			(1,210,146.44)
CHAPTER 90 - STATE HWY GRANTS						
TOWN SMALL CAPITAL PROJECTS						
FY06 ERP/FINANCIAL SOFTWARE	8,251.32	-	-	-	-	8,251.32
FY07 CAPITAL PROJECTS - Town Landfill	49,003.49	-	-	-	-	49,003.49
FY11 PARKS CHAIN LINK FENCE	29,800.00	-	(8,900.00)	-	-	20,900.00
FY13 ASH LANDFILL PROJECT	705,034.00	-	-	-	-	705,034.00
FY13 PUBLIC SAFETY LEASE	-	-	-	-	-	-
FY13 BS FACILITIES AUDIT	4,685.05	-	-	(50.00)	-	4,635.05
FY13 DPW HWY DUMP TRUCK	(0.00)	-	-	-	-	(0.00)
FY13 DPW HWY 2 PICK UP TRUCKS	-	-	-	-	-	-
FY13 POOL REPLACEMENT PUMPS (4)	-	-	-	-	-	-
FY13 SIDEWALKS	(0.00)	-	-	-	-	(0.00)
FY14 FIBER OPTIC CABLE	10,406.39	-	-	(10,406.39)	-	0.00
FY14 FIRE PUMPER VEHICLES	5,871.06	-	(4,818.64)	-	-	1,052.42
FY14 FIRE AMBULANCE (Installment#1)	50,000.00	-	(14,120.00)	-	-	35,880.00
FY14 FIRE LADDER TRUCK	9,784.17	-	(9,870.76)	-	-	(86.59)
FY14 FIRE MONITOR (Installment#1)	7,000.00	-	-	-	-	7,000.00
FY14 HARRIS FIELD COMPLEX	125,096.23	-	-	-	-	125,096.23
FY14-LEASE PURCHASE	141.54	-	-	(141.54)	-	(0.00)
FY15 AMBULANCE REPLACEMENT (INSTALLMENT 2)	100,000.00	-	-	-	-	100,000.00
FY15 BELMONT CENTER	1,266,628.76	-	(1,226,255.52)	-	-	40,373.24
FY15 CAD/RECORDS MGMT SERVICES	542.89	-	-	(542.89)	-	(0.00)
FY15 FIRE MONITOR (Installment#2)	14,000.00	-	-	-	-	14,000.00
FY15 DPW MAIN BUILDING - NEW STOREFRONT/DOOR	15,000.00	-	-	-	-	15,000.00
FY15 FUEL TANK EMERGENCY REPAIR	1,315.81	-	-	(19.00)	-	1,296.81
FY15 GROVE STREET	8,099.74	-	-	(8,099.74)	-	0.00
FY15 LIBRARY AUTOMATIC DOOR	10,382.80	-	-	(10,382.80)	-	-
FY15 LIBRARY ELEVATOR REPAIR	6,302.54	-	-	(6,302.54)	-	(0.00)
FY15 SECURITY CAMERA STUDY	94,850.02	-	(80,802.13)	-	-	14,047.89
FY15 SHIFT COMM RESP	548.22	-	-	(548.22)	-	0.00
FY15 SIDEWALKS	9.46	-	(146,650.00)	205,000.00	-	58,359.46
FY15 SYSTEMWIDE BUILDING	58,615.31	-	-	-	-	58,615.31
FY15 UNDERWOOD POOL	147,672.58	-	(142,817.00)	-	-	4,855.58
FY16 LIBRARY SHED	6,874.00	-	-	(6,874.00)	-	-
FY16 LIBRARY FEASIBILITY STUDY	44,318.98	-	(20,844.45)	-	-	23,474.53
FY16 RADIO EQUIPMENT	7,088.08	-	(6,357.58)	-	-	730.50
FY16 BHS FIRE ALARM	358,112.01	-	(195,406.43)	(120,000.00)	-	42,705.58
FY16 RESURFACE BASKETBALL COURT	25.00	-	-	-	-	25.00
FY16 TOWN HALL ALARM SYSTEM REPLACEMENT	40,000.00	-	-	-	-	40,000.00
FY16 BHS BASKETBALL COURT FLOOR REPLACEMENT	92,650.00	-	(92,650.00)	-	-	-
FY16 BUTLER SCHOOL SYSTEM WIDE BUILDING ENVELOP	140,755.12	-	(1,491.50)	-	-	139,263.62
FY16 BUTLER SCHOOL BOILER REPLACEMENT	62,500.00	-	-	-	-	62,500.00
FY16 BUTLER SCHOOL FIRE ALARM SYSTEM REPLACEMENT	143,250.00	-	-	-	-	143,250.00
FY16 BURBANK SCHOOL BOILER REPLACEMENT	150,310.00	-	-	-	-	150,310.00
FY16 BURBANK SCHOOL CURBING-SIDEWALKS	35,000.00	-	-	-	-	35,000.00
FY16 TRAFFIC SPEED MITIGATION-LEXINGTON/SYCAMORE	48,000.00	-	-	-	-	48,000.00
FY16 COMMUNITY PATH FEASIBILITY STUDY	100,000.00	-	(73,670.50)	-	-	26,329.50
FY16 CHERNERY MODULARS	1,419,093.70	-	(1,344,964.74)	-	-	74,128.96
FY17 TURNOUT GEAR REPLACEMENT	-	-	-	25,000.00	-	25,000.00
FY17 AMBULANCE REPLACEMENT	-	-	-	166,000.00	-	166,000.00
FY17 CARDIAC MONITOR	-	-	-	7,000.00	-	7,000.00
FY17 FIRE STATEMION BUILDING ENVELOPE REPAIRS	-	-	(9,767.20)	1,448,500.00	-	1,438,732.80
FY17 DPW VENTILATION IMPROVEMENTS	-	-	(45,391.00)	250,000.00	-	204,609.00
FY17 TOWN/SCHOOL SECURITY UPGRADES DESIGN	-	-	-	67,449.00	-	67,449.00
FY17 WINN BROOK BOILER REPLACEMENT	-	-	-	55,000.00	-	55,000.00
FY17 ANIMAL CONTROL VAN	-	-	(43,544.00)	43,544.00	-	-
FY17 LIBRARY BOILER REPLACEMENT	-	-	(26,147.21)	80,000.00	-	53,852.79
FY17 ZETRON STATION ALERTING SOFTWARE CONVERSION	-	-	(57,078.40)	61,750.00	-	4,671.60
FY17 ABOVE GROUND MOBILE LIFT	-	-	(47,035.50)	47,800.00	-	764.50
FY17 SIDEWALK MANAGEMENT	-	-	-	50,000.00	-	50,000.00
	5,377,018.27	-	(3,598,582.56)	2,343,675.88	-	4,122,111.59
FIRE STATION BUILDING COMMITTEE						
FIRE STATIONS CONSTRUCTION	16,033.62	-	-	-	-	16,033.62
	16,033.62	-	-	-	-	16,033.62
TOWN NON BUILDING CAPITAL FUND- Pavements						
FY11 PAVEMENTS	7,896.48	-	-	-	-	7,896.48
FY13 PAVEMENTS	8,782.12	-	(8,782.12)	-	-	0.00
FY14 PAVEMENTS	55,056.20	-	(28,912.80)	-	-	26,143.40
FY15 PAVEMENTS	1,007,210.19	-	(751,095.65)	-	-	256,114.54
FY16 PAVEMENTS	722,041.16	-	(176,750.10)	-	-	545,291.06
FY17 PAVEMENTS	-	-	(31,627.25)	1,601,700.00	-	1,570,072.75
	1,800,986.15	-	(997,167.92)	1,601,700.00	-	2,405,518.23
SCHOOL CAPITAL PROJECTS						
DESIGN - HIGH SCHOOL ATHLETIC FIELDS	9,577.78	-	-	16,060.00	-	25,637.78
CONSTRUCTION - HIGH SCHOOL ATHLETIC FIELDS	16,616.38	-	-	(1,000.00)	-	15,616.38
FY11 ATHLETIC FIELD FENCE	40,000.00	-	-	-	-	40,000.00
FY13 NETWORK SWITCH	13,000.00	-	-	-	-	13,000.00
FY15 NETWORK SWITCHES	20,908.45	-	-	(5,350.00)	-	15,558.45
FY17 NETWORK SWITCH	-	-	(40,488.04)	60,000.00	-	19,511.96

2017 Annual Report

TOWN OF BELMONT						
FY17 STATEMENT OF OPERATIONS						
ALL FUNDS other than GENERAL FUND						
Description	Balance 7/1/2016	Revenue FY17	Expenditures FY17	Transfers FY17	Donations FY17	Balance 6/30/2017
FY14 CMS SECURITY	47,818.68	-	(26,652.24)	-	-	21,166.44
FY14 INSTALL CEILING FANS	23,389.02	-	-	-	-	23,389.02
FY17 MAPLE TERRACE SIDEWALK	-	-	-	38,000.00	-	38,000.00
	171,310.31	-	(67,140.28)	107,710.00	-	211,880.03
WELLINGTON SCHOOL CONSTRUCTION	859,318.09	-	(18,254.00)	-	-	841,064.09
BELMONT HIGH SCHOOL	1,750,000.00	-	(20,844.99)	-	-	1,729,155.01
NON EXPENDABLE TRUST FUNDS						
CEMETERY PERPETUAL CARE	1,834,827.06	36,045.88	-	(35,800.00)	-	1,835,072.94
BURDICK, ESTHER E. MEMORIAL. (Library)	13,007.30	247.78	-	(372.82)	-	12,882.26
DELUTY, MICHAEL E. (Library)	16,331.66	311.09	-	(468.76)	-	16,173.99
NORTHWAY ERICKSON	55,413.87	1,087.77	-	-	-	56,501.64
GRAY (DUSTAN), JANE EDUCATION SCHOLARSHIP (Library)	608,958.51	11,597.83	-	(17,570.62)	-	602,985.72
JENNEY, BLANCHE HOWE LIBRARY (Library)	17,606.53	335.36	-	(505.54)	-	17,436.35
ATKINS, KATHERINE LIBRARY (Library)	23,097.46	439.95	-	(663.99)	-	22,873.42
WRISLEY, MARGARET LIBRARY (Library)	19,981.50	380.60	-	(574.07)	-	19,788.03
MARIE TELLIER (Non-expend to 2029)	82,993.83	1,606.80	-	-	-	84,600.63
	2,672,217.72	52,053.06	-	(55,955.80)	-	2,668,314.98
OPEB PERMANENT TRUST						
OPEB TRUST FUND	2,574,116.76	187,460.18	-	343,682.00	-	3,105,258.94
WATER ENTERPRISE						
WATER OPERATIONS	3,579,391.83	6,917,475.23	(5,311,844.78)	(1,236,121.00)	-	3,948,901.28
WATER CAPITAL PROJECTS						
MWRA BOND EARNINGS-Interest	7,015.35	6,387.75	0.00	(13,403.10)	0.00	0.00
WATER MAIN REPLACEMENT	9,030.81	0.00	(104,389.60)	538,403.10	0.00	443,044.31
FY14 WATER MAIN REPLACEMENT	275,000.00	0.00	0.00	(275,000.00)	0.00	0.00
WATER VEHICLE REPLACEMENT	3,341.03	0.00	(107,468.33)	110,000.00	0.00	5,872.70
GIS HARDWARE & SOFTWARE	75,130.39	0.00	0.00	0.00	0.00	75,130.39
FY13 GIS	49,600.00	0.00	0.00	0.00	0.00	49,600.00
WATER METERS	272.92	0.00	0.00	500,000.00	0.00	500,272.92
WATER BUILDING DOORS & WINDOWS FY10	272.00	0.00	0.00	0.00	0.00	272.00
FY11 WATER ROOF REPAIRS	3,984.58	0.00	0.00	0.00	0.00	3,984.58
MWRA WATER SYSTEM MMDT-FY12	1,628,379.67	0.00	(1,544,453.01)	0.00	0.00	83,926.66
FY13 WATER MAINS ART12/ATM 5/12	(968,401.75)	0.00	(365.76)	0.00	0.00	(968,767.51)
	1,083,625.00	6,387.75	(1,756,676.70)	860,000.00	0.00	193,336.05
*Borrowing in subsequent year						
SEWER ENTERPRISE						
SEWER OPERATIONS	3,014,683.59	9,044,086.47	(7,462,294.71)	(1,519,272.00)	-	3,077,203.35
SEWER CAPITAL PROJECTS						
SEWER & DRAIN REPLACEMENT	626,372.54	-	(517,005.04)	499,452.30	-	608,819.80
FY09 MWRA LOAN	176,407.74	-	-	105,279.36	-	281,687.10
TRUCK REPLACEMENTS	106,029.56	-	(179,370.00)	179,370.00	-	106,029.56
GIS ENGG & HARDWARE	7,903.00	-	-	-	-	7,903.00
PHASE 1 SEWER METERS	-	-	-	500,000.00	-	500,000.00
	916,712.84	-	(696,375.04)	1,284,101.66	-	1,504,439.46
SEWER SRF LOAN FY09 PROJECT						
FY09 \$11.608M SRF LOAN	671.08	-	-	-	-	671.08
INTERNAL SERVICE FUND						
EMPLOYEE HEALTH INSURANCE	1,988,161.65	3,434,042.29	(3,566,311.56)	-	-	1,855,892.38
EMPLOYER HEALTH INSURANCE	6,864,701.61	296,699.58	(12,256,984.71)	10,249,778.30	-	5,154,194.78
	8,852,863.26	3,730,741.87	(15,823,296.27)	10,249,778.30	0.00	7,010,087.16
EXPENDABLE TRUST FUNDS						
DUSTAN GRAY CHILD LIBRARY	8,937.12	-	(16,466.83)	17,970.62	-	10,440.91
BELMONT EDUCATION DONATIONS (Check off)	73,679.70	1,427.94	-	-	4,202.27	79,309.91
MUGAR MEMORIAL POLICE	6,772.10	131.13	-	-	-	6,903.23
LAW ENFORCEMENT	72,868.90	1,409.13	(5,100.00)	-	-	69,178.03
CEMETERY ANNUAL PLANTING	129,552.06	600.00	-	-	2,542.69	132,694.75
SENIOR CENTER CHECK OFF	12,879.43	249.84	(550.00)	-	1,973.29	14,552.56
LIBRARY GIFT FUND (Library)	186,434.17	3,608.91	(1,999.58)	-	-	188,043.50
TRUSTEES BLDG FUND (Library) CHALLENGE	28,065.34	543.38	-	-	-	28,608.72
DUSTAN LIBRARY BLDG BEQUEST NON EXPEND	346,208.41	6,702.91	-	-	-	352,911.32
BARRON, CARL FIRE GRANT	2,636.53	50.79	(875.00)	-	-	1,812.32
SPECIAL TRUST from 5200	5,778.17	-	(438.36)	2,585.18	-	7,924.99
	873,811.93	14,724.03	(25,429.77)	20,555.80	8,718.25	892,380.24
SCHOLARSHIP FUNDS						
ACORN, RUTH SCHOLARSHIP	4,710.93	89.01	(200.00)	-	-	4,599.94
ARNO, GUY LIB. SCHOLARSHIP	7,348.05	140.07	(200.00)	-	-	7,288.12
BAKON, EDMUND B. SCHOLARSHIP	20,878.19	393.18	(1,000.00)	-	-	20,271.37
BELMONT SCHOLARSHIP FUND (Check off)	295,495.22	5,661.85	(5,900.00)	-	1,541.55	296,798.62
BELMONT WOMEN ROTARY	1,620.78	29.21	(200.00)	-	-	1,449.99
BETTENCOURT, WM. SCHOLARSHIP.	30,854.12	591.84	(500.00)	-	-	30,945.96
BLACKER, LILLIAN SCHOLAR.	26,341.81	508.99	(1,000.00)	-	-	25,850.80
BURNHAM, RICHARD A. SCHOLARSHIP	5,400.60	102.35	(200.00)	-	-	5,302.95
CRISAFULLI, CHARLES SCHOLARSHIP	3,758.89	70.58	(200.00)	-	-	3,629.47

2017 Annual Report

TOWN OF BELMONT						
FY17 STATEMENT OF OPERATIONS						
ALL FUNDS other than GENERAL FUND						
Description	Balance 7/1/2016	Revenue FY17	Expenditures FY17	Transfers FY17	Donations FY17	Balance 6/30/2017
DESTEFANO, COSMO, SCHOLARSHIP	550.26	10.01	(500.00)	-	500.00	560.27
FRIENDS OF BELMONT WRESTLERS	10,465.21	214.58	-	-	1,000.00	11,679.79
GRANT, BRENDAN SCHOLARSHIP	32,229.83	574.25	(4,500.00)	-	-	28,304.08
HANSON, PAUL MEMORIAL SCHOLARSHIP	2,699.46	50.07	(200.00)	-	-	2,549.53
HECHT, MALCOLM, JR. SCHOLARSHIP.	37,228.61	715.23	(500.00)	-	-	37,443.84
KELLEY, PAUL L. SCHOLARSHIP	20,870.36	401.86	(200.00)	-	-	21,072.22
LEE, EDWARD -RAY, DONALD SCHOLARSHIP	11,572.07	224.06	-	-	-	11,796.13
LYONS, DUNCAN SCHOLARSHIP	6,387.65	121.47	(200.00)	-	-	6,309.12
MCNEIL, JOSEPH SCHOLARSHIP	6,558.94	121.48	(500.00)	-	-	6,180.42
MEYERHOEFFER, C. SCHOLARSHIP	1,274.91	19.17	(500.00)	-	-	794.08
NAHABIDIAN, ALICE MEMORIAL	4,930.31	89.94	(500.00)	-	-	4,520.25
OLIN, JOHN R. SCHOLARSHIP	6,602.45	125.62	(200.00)	-	-	6,528.07
PHI BETA KAPPA BOOK AWARD	1,369.31	26.51	(30.00)	-	-	1,365.82
ALLEN, RICHARD LEARNING CENTER SCHOLARSHIP	681.20	13.18	(500.00)	-	-	194.38
RILEY, BRIAN SCHOLARSHIP	76,607.90	1,472.11	(1,000.00)	-	-	77,080.01
SAIA, PATRICIA MEMORIAL SCHOLARSHIP	5,858.26	110.66	(500.00)	-	500.00	5,968.92
SHARPE, HOWARD D. SCHOLARSHIP	8,128.32	157.00	(300.00)	-	300.00	8,285.32
SULLIVAN, JOHN J.,SCHOLARSHIP	17,961.93	347.76	-	-	-	18,309.69
WESTLUND SCHOLARSHIP FUND	15,609.76	297.20	(500.00)	-	500.00	15,906.96
WESTPHAL CARL A., SCHOLARSHIP	58,364.47	1,118.91	(1,000.00)	-	-	58,483.38
WHITNEY, MARY E. SCHOLARSHIP FUND	42,516.31	812.10	(1,000.00)	-	-	42,328.41
SHAW, NORMA LEE, MEMORIAL ART SCHOLARSHIP	729.61	13.48	(500.00)	-	500.00	743.09
HIGH SCHOOL SCHOLARSHIP	42,968.00	-	(40,418.00)	-	34,900.00	37,450.00
RUANE, WM L JR SCHOLARSHIP FUND	9,468.16	177.81	(500.00)	-	-	9,145.97
FITZPATRICK, DENIS BOOK AWARD	3,889.85	75.32	-	-	-	3,965.17
REID FAMILY SCHOLARSHIP	13,048.34	256.46	(500.00)	-	500.00	13,304.80
VIALE SCHOLAR ATHLETE AWARD	2,525.66	38.37	(1,019.29)	-	500.00	2,044.74
ROTARY CLUB SCHOLARSHIP	6,520.23	115.20	(1,000.00)	-	-	5,635.43
ABBAY FREEMAN SCHOLARSHIP	1,767.73	23.18	(1,000.00)	-	-	790.91
ROBERT SULLIVAN SCHOLARSHIP	3,367.99	63.42	(500.00)	-	650.00	3,581.41
PALAIS SCHOLARSHIP	9,340.66	182.66	(500.00)	-	750.00	9,773.32
THE UNSELFISH TEAMMATE AWARD	3,829.13	62.67	(1,000.00)	-	-	2,891.80
	862,331.47	15,618.82	(68,967.29)	-	42,141.55	851,124.55
SPED STABILIZATION FUND						
INTEREST INCOME	3,236.96	0.47	-	-	-	3,237.43
	3,236.96	0.47	-	-	-	3,237.43
AGENCY FUNDS						
TOWN HALL/ANNEX DETAIL	274.38	16,938.36	(18,803.54)	-	-	(1,590.80)
CUSHING VILLAGE REVIEW	6,034.35	-	-	-	-	6,034.35
BELMONT HOUSING TRUST	18,608.04	2.89	-	-	-	18,610.93
ABC STORMWATER FLOODING	12,000.00	24,000.00	(24,000.00)	-	-	12,000.00
RETIREMENT BOARD PAYROLL	(0.00)	171,904.59	(171,904.59)	-	-	(0.00)
FIREFIGHTERS - PAID DETAILS	626.02	43,645.59	(47,080.34)	-	-	(2,808.73)
AMBULANCE BILLING - THIRD PARTY	(847.56)	857.77	-	-	-	10.21
LIBRARY - CUSTODIAL DETAIL	154.75	-	-	-	-	154.75
POLICE OFFICERS - PAID DETAILS	(62,928.81)	854,019.23	(869,934.58)	-	-	(78,844.16)
FIREARM LICENSE/REGISTRATION	2,200.00	9,487.50	(9,275.00)	-	-	2,412.50
EVIDENCE COLLECTION	-	7,616.15	-	-	-	7,616.15
SCHOOL - CUSTODIAL DETAIL	1,397.56	77,255.55	(77,255.55)	-	-	1,397.56
BHS ACTIVITY AGENCY	259,022.42	327,783.17	(329,702.44)	-	-	257,103.15
CMS ACTIVITY AGENCY	34,745.04	213,562.97	(215,276.69)	-	-	33,031.32
	271,286.19	1,747,073.77	(1,763,232.73)	-	-	255,127.23
GRAND TOTALS	52,220,390.18	32,067,101.40	(46,815,324.69)	14,371,067.39	50,859.80	53,623,249.09

2017 Annual Report

EMERGENCY MANAGEMENT AGENCY:

Department Head: Leo J. Saidnawey

Assistant Director: Rick Nohl:

Purpose and Duties:

The Emergency Management Agency is a mandated function at the State and Federal levels. The Belmont Emergency Management Agency is responsible for planning, training, compliance, and mitigation in relation to disaster planning and Homeland Security. While BEMA is not a first responder agency, management and coordination at multi agency incidents is provided in addition to acting as liaison to the State and Federal partners.

Summary of Activities and Accomplishments:

2017 was a busy year with storms in both the winter and non-winter months. Significant snowfall and rains kept the department busy with planning, coordination and updates. There were no major events on 2017 aside from the weather events to report, however, members of BEMA did participate in several outreach programs and attended several external training sessions. BEMA also participated in an active shooter exercise conducted with the Watertown Police/Fire and Belmont Police/Fire.

Emergency Management continues to play a key behind the scenes role in helping other Town departments respond to emergencies. Our staff receives and distributes regular updates from the Massachusetts Emergency Management Agency that detail weather events and other hazards.

Goals for 2018:

Our goals for 2018 are to remain prepared and ready to serve in the event we are needed. Assist the Police and Fire as well as other town departments as needed and to continue to stay active and participate in external training sessions offered by our state and federal partners.

Respectfully Submitted,

Leo J. Saidnawey

Director of Emergency Management

2017 Annual Report

FIRE DEPARTMENT:

Chief: David L. Frizzell (EMT)

Assistant Chief: Wayne L. Haley (EMT)

This is my 14th Annual Report as Chief of Department. I wish to express my appreciation to the Board of Selectmen, Town Administrator David Kale, Assistant, Interim Town Administrator Phyllis Marshall, my fellow Department Managers, and the dedicated Officers and Firefighters of the Belmont Fire Department for their continued support, cooperation and assistance during 2017. The Fire Department continues to provide top notch service to the residents of Belmont. The Department continues to expand its Advanced Life Support (ALS) service to the Town's residents. Thanks to the efforts of the men and women of the Department the Department has had a successful year. The effort and support to bring this service forward is greatly appreciated.

ROSTER OF THE FIRE DEPARTMENT

ADMINISTRATION

CHIEF of DEPARTMENT

David L. Frizzell (EMT)

ASSISTANT CHIEF

Wayne L. Haley (EMT)

FIRE PREVENTION BUREAU

Captain Kenneth Gardiner, Jr. (EMT)

ASSISTANT FIRE PREVENTION/TRAINING OFFICER

Lieutenant Brian Corsino (EMT)

ADMINISTRATIVE ASSISTANT

Kimberly A. Kaufman

PART TIME ADMINISTRATIVE SECRETARY

Wendy McDonald

FIRE SUPPRESSION

CAPTAINS

David J. DeMarco (EMT), Andrew Tobio (EMT), Scott Spuria (EMT), Richard Nohl (EMT)

LIEUTENANTS

David Alesse (EMT)

Agostino D. Azzone (EMT)

Gerard M. Benoit (EMT)

Jason Corsino (EMT)

Geoffrey Harvey (EMT)

Michael MacNeil (EMT Medic)

Michael Madruga (EMT Medic)

Daniel Scannell (EMT)

David Toomey (EMT),

Steven Whalen (EMT)

Robert Wollner (EMT)

2017 Annual Report

FIREFIGHTERS

Joseph Baptista (EMT)	Charles Gerrard (EMT Medic)	Tracy Mullen (EMT)
James A. Bing (EMT Medic)	Andrew Goneau (EMT)	Nicholas Navarrett (EMT Medic)
Thomas Biondo (EMT)	Christopher Hadge (EMT)	Brian O'Neill (EMT Medic)
Andrew Butler (EMT Medic)	Dana Harrington (EMT)	Dustin O'Neill (EMT Medic)
Brian Campana (EMT)	William A. Kaufman, Jr. (EMT)	Gregory Ouellet (EMT Medic)
Shaun Campana (EMT)	Ryan Keane (EMT Medic)	Steven Reilly (EMT)
Jonathan Carabello (EMT Medic)	James Kelly (EMT Medic)	Sean Ryan (EMT)
Michael Dayton (EMT Medic)	Elizabeth Kinch (EMT Medic)	Brittany Taylor (EMT Medic)
Scott D'Entremont	John D. MacDonald (EMT)	Christian Tocci (EMT)
Thomas Deneen (EMT)	Dennis Maher (EMT)	Ross Vona (EMT)
Christopher Drinan (EMT)	Michael McNamara (EMT Medic)	
Ace Elefteriadis (EMT)	James T. McNeilly (EMT Medic)	

Appointments

On January 3, 2017 Nicholas Navarrett was appointed as Firefighter.
On January 23, 2017 Jonathan Carabello was appointed as Firefighter
On January 23, 2017 Michael McNamara was appointed as Firefighter
On January 23, 2017 Gregory Ouellet was appointed as Firefighter
On January 23, 2017 Brittany Taylor was appointed as Firefighter.

Promotions

On February 12, 2017 Firefighter Jason Corsino was promoted to the rank of Fire Lieutenant.
On April 10, 2017 Captain Wayne Haley was promoted to the rank of Assistant Fire Chief.
On April 10, 2017 Lieutenant Andrew Tobio was promoted to the rank of Fire Captain.
On April 10, 2017 Firefighter Thomas Deneen was promoted to the rank of Fire Lieutenant.
On June 28, 2017 Lieutenant Richard Nohl was promoted to the rank of Fire Captain.
On June 29, 2017 Firefighter Michael Madruga was promoted to the rank of Fire Lieutenant.
On July 1, 2017 Lieutenant Scott Spuria was promoted to the rank of Fire Captain.
On July 1, 2017 Firefighter Michael MacNeil was promoted to the rank of Fire Lieutenant.
On July 9, 2017 Firefighter Brian Corsino was promoted to the rank of Fire Lieutenant.

Retirements

On January 2, 2017 Lieutenant Edward Corsino retired after 30 years of service.
On April 29, 2017 Captain John Mooney retired after 34 years of service.
On June 3, 2017 Firefighter James Papadinis retired after 8 years of service.
On June 30, 2017 Assistant Chief Angus Davison retired after 29 years of service.
On June 30, 2017 Captain John Pizzi retired after 32 years of service.
On July 8, 2017 Lieutenant Stephen Wilcinski retired after 31 years of service.
On November 6, 2017 Firefighter Anthony Lynch retired with 31 years of service.

The Department recognizes the 195 years of combined service and thanks these members for their dedicated service to the Department and the Town of Belmont.

2017 Annual Report

<u>Apparatus Presently Operated by the Fire Department</u>		<u>Location</u>
Engine 1	2014 Emergency One 1250 GPM Class A Pumper	Headquarters
Engine 2	2005 Emergency One 1250 GPM Class A Pumper	Station 2
Engine 3 (Reserve)	2007 International/Emergency One 1000 GPM Custom Pumper	Station 2
Engine 4 (Reserve)	2003 Emergency One 1250 GPM Class A Pumper	Headquarters
Ladder 1	2014 Emergency One 110' Aerial Ladder	Station 2
Ladder 2	1999 Emergency One 110' Aerial Ladder	Station 2
Rescue 1	2017 Ford F550 Horton Rescue Type 1 Ambulance	Headquarters
Rescue 2	2012 Ford F450 Horton Rescue Type 1 Ambulance	Headquarters
Boat with Trailer	Inflatable Rescue Boat and trailer	Station 2
Light Tower	Trailer light tower (Town resource)	Headquarters
Tech Rescue	18' Cargo Trailer for Technical Rescue)	Headquarters
Squad 1	1999 Ford F450 (transfer from DPW)	Headquarters
Car 1	2017 Ford Interceptor Utility– Chief's Vehicle	Headquarters
Car 2	2017 Ford Interceptor Utility – Assistant Chief's Vehicle	Headquarters
Car 3	2015 Ford Expedition– Shift Commander's Vehicle	Headquarters
Car 4	2013 Ford Interceptor Utility – Fire Prevention Vehicle	Headquarters
Car 5	2015 Ford F-150 – Fire Prevention/Training Vehicle	Headquarters
Car 6 (Reserve)	2007 Ford Expedition	Headquarters

Note: Reserve apparatus not staffed

Fire Alarm Record

2009 – 3026 Calls	2013 – 3163 Calls
2010 – 3484 Calls	2014 – 2764 Calls
2011 – 3076 Calls	2015 – 2872 Calls
2012 – 3047 Calls	2016 – 2814 Calls

The Fire Department responded to **2804** calls during 2017.

A sample of fires and incidents responded to in 2017 are as follows:

Structure Fires	63	Over Pressure or Rupture	1
Working Fires	2	Bomb Scare-	0
Second Alarm	1	Hazardous Conditions – Other	47
Third Alarm	3	Smoke Scare	28
Outside Fires	13	Good Intent Calls	163
Refuse Fires	4	Dispatched & Cancelled Enroute	62
Vehicles Fires	3	System Malfunction	259
Fire/Explosion/Other	1	Unintentional Alarms	168
Motor Vehicle Extrication	93	Malicious False	18
Carbon Monoxide Activation	28	Water Calls	34
Spill, Leak, No Ignition	34	Assist Police Department or other agency	26
Hazardous Electrical Equipment	36	Total Service Calls all categories	808

2017 Annual Report

Fire Prevention Bureau

The Fire Prevention Bureau, located at Fire Headquarters, has been under the direction of Captain Ken Gardiner Jr. since July 2017. He has been supported by Lieutenant Brian Corsino since July of 2017, who serves the work of the Bureau in addition to being in charge of the Fire Department's Training Division. Wendy McDonald has served as the Bureau's part-time Administrative Secretary since 2006. The Fire Prevention Bureau provides a systematic inspection program of commercial establishments, schools, and institutions, as well as residential occupancies. They are inspected for the purpose of removing hazards, correcting conditions, and ensuring compliance with all Massachusetts General Laws, the Code of Massachusetts Regulations, and By-Laws of the Town of Belmont that are under the authority of the Belmont Fire Department. Pursuant to this effort, the Bureau reviews applications and issues permits requiring that all applicable work done in Town is in accordance with Massachusetts fire prevention laws and regulations.

As part of this effort, the Bureau provides planning consultations for permit applicants (architects, contractors, lessees, business owners, property owners, and legal representatives) and conducts substantive conversations with residents who have general questions or specific concerns regarding fire and life safety.

Along with the multiple daily construction projects and renovations being conducted on residential dwellings and commercial buildings there are several major construction projects currently under the supervision of the Bureau; The Royal Belmont complex, 375 Acorn Park Drive, is almost complete with 3 out of 5 buildings occupied; the Toll Brothers purchased the Cushing Village project and is now known as "The Bradford." Construction of the first of three buildings is underway; The Belmont Day School is in the early phase of building a new fire access road and athletic/classroom facility known as "The Barn"; the major renovation of the commercial block on Leonard Street (the former Macy's Building) was completed in December of 2017. Each of these projects requires a substantial amount of hours from the Fire Prevention Bureau to ensure that all fire codes and regulations are followed. In addition, review and preparation for the construction or renovation of the Senior High School, Police Station and Department of Public Works garage are underway.

The Fire Officers assigned to the Fire Prevention Bureau are members of the Fire Prevention Association of Massachusetts (FPAM). Both Bureau officers attend the monthly meetings and seminars presented by the Fire Prevention Association of Massachusetts and the Department of Fire Services. In addition, the Fire Prevention Bureau works in conjunction with the Department of Fire Services, Division of Fire Safety, to obtain the latest information for compliance with and enforcement of Massachusetts General Law Chapter 148, Massachusetts Fire Prevention Regulations 527 CMR, and Fire Protection sections of the State Building Code 780 CMR.

In the interest of life safety and property protection, all citizens of the Town are encouraged to contact the Fire Prevention Bureau with any concerns pertaining to fire protection and safety. As a part of its public education agenda, the Bureau schedules children's group and school class visits to Belmont fire stations.

Dollar Value Saved & Loss Analysis:

Total value of Property involved in incidents	= \$ 6,276,325
Total of Property Losses in incidents	= \$ 1,189,825
Total of Property Saved in Incidents	= \$ 5,086,500
Total Value of Passenger Vehicles involved in incidents	= \$ 2,000

2017 Annual Report

589 Permits were issued in the following categories:

General -	57
Blasting -	0
Building Permit Plan Review -	71
Propane Use/Storage -	17
Smoke Detector/CO Alarm Inspections (26F & 26F1/2) -	271
Oil Burner/Tank Installation -	41
Tank Truck (FP44) -	9
Tank Removal (AST & UST) -	70
Cutting and Welding -	10
Fire Alarm Contractors Permit -	0
Flammable/Combustible Storage -	43
Hazardous Material Process -	0

Total Revenue - \$58,758.50

1000 Inspections and Fire Drills reflect the following categories:

Restaurant Alcohol License Inspections
Above/Underground Tank Removal
Tank Truck (FP44)
McLean Hospital
Public and Private Schools
Nursery Schools, Pre-Schools
Day Care Centers
Assembly occupancies
Nursing Home
Lodging Houses & Group Homes)
“Red Tag” Service Notices
General Permits Inspections
Blasting
Smoke Detector/CO Alarm Inspections
Building Permit Plan Review
Propane Use/Storage
Cutting and Welding
Flammable/Combustible Storage

Respectfully submitted,
Captain Ken Gardiner Jr., Fire Prevention Bureau

2017 Annual Report

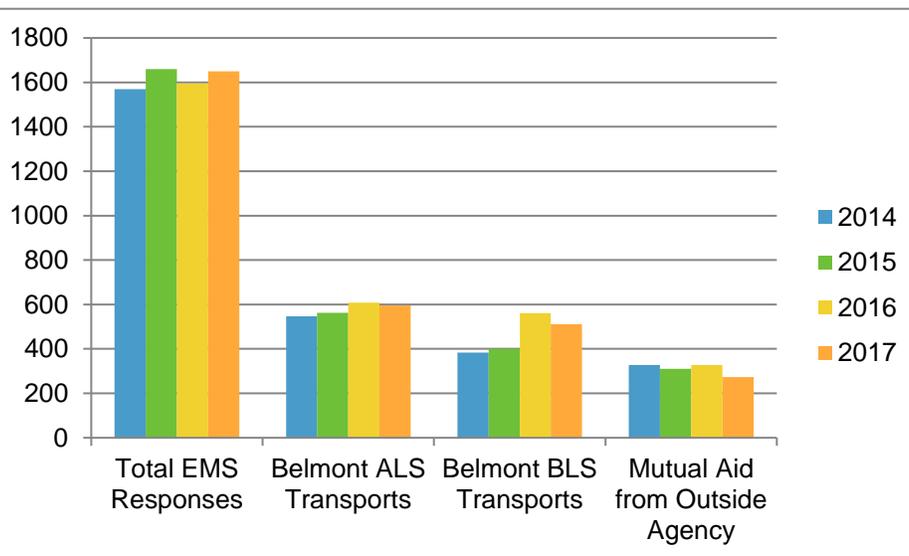
Belmont Fire Department EMS Report:

It is our pleasure to present the 2017 Annual Report of the Belmont Fire Department's Emergency Medical Services Program. The EMTs and Paramedics that staff our fire apparatus are a remarkable team of highly trained, proficient and dedicated professionals. These dedicated pre-hospital providers take their roles and responsibilities very seriously and are truly committed to serving our community.

During calendar year 2017, the Department responded to 1,650 calls for emergency medical services. 1,284 patients were transported to the hospital which is approximately 78% of the calls. Of the 1,650 calls, the Fire Department Rescue responded to 1,510 of the calls which resulted in the transport of 1,107 sick and injured individuals, in the Department's ambulance; the remaining 177 patients, were transported by other agencies. 64% of the patients were treated at an Advanced Life Support (ALS) (Paramedic Level) while the remaining 36% received care at the Basic Life Support (BLS) level. It is important to note that all Belmont Fire Companies render first response care (ALS and/or BLS). When the

Rescue unit is not available, Fire companies perform care while awaiting the arrival of an outside transporting agency. In addition, some patients choose to be treated on scene and refuse to be transported to a medical facility. This demographic is not depicted in the graph.

Although, it is impossible to include every aspect of our EMS program in this report, we hope to provide you with a snapshot of its structure, functions, contributions, and value.



The continued support of the Town Administrator, Board of Selectmen and last, but not least, the citizens of Belmont have made and will continue to make both the Belmont Fire Department's Advanced Life Support Program and Basic Life Support systems successful and beneficial to Belmont citizens and visitors as well.

The Fire Department provides first response Basic Life Support (BLS) and Advanced Life Support (ALS) transporting service for the community. This equates to faster access to basic care from EMTs as well as advanced care from Paramedics including advanced airway control, intravenous (IV) access, medication administration, cardiac monitoring, interpretation, and treatment/defibrillation. These highly trained Paramedics work together with our Emergency Medical Technicians (EMTs) to transport patients to area hospitals.



The Belmont Fire Department continues to be a leader and innovator in out-of-hospital care. All of our in-service companies are equipped and operate

2017 Annual Report

at the minimum or a BLS level; this includes: Defibrillator, Oxygen, Basic First-Aid supplies, Epi-Pens, Albuterol, Aspirin, Narcan, Glucose, Glucometers, pulse oximetry as well as the Lucas2 CPR devices. The Rescue (transporting ambulance) operates at the ALS level and carries: Cardiac Monitor, a large compliment of emergency medications, CPAP (an advanced airway care procedure), capnography monitoring, and the like 24 hours a day / 7 days a week / 365 days a year. In addition to Rescue 1, the Department also staffs the remaining engines and ladder at an ALS level when Paramedic staffing is available. This results in a minimum of one ALS staffed unit (Rescue 1) up to a maximum of four ALS staffed units according to the staff working the shift.

All of our EMTs and Paramedics are licensed through the Massachusetts Department of Public Health, Office of Emergency Medical Services and also hold certifications in Basic Life Support (BLS). These EMTs are required to complete a minimum of 40 hours of continuing education every two years. The Paramedics are also required to maintain a certification in Advanced Cardiac Life Support (ACLS) as well as Pediatric Advanced Life Support (PALS), and Tactical Combat Casualty Care Course (TCCC); in addition to these certifications, they must attend a minimum of 60 hours of continuing education every two years. In calendar year 2017, Department EMTs and Paramedics attended a 16 hour program on Advanced Medical Life Support (AMLS).

The Belmont Fire Department not only meets, but continually exceeds the minimum training standards - such as providing quarterly HALO – High Acuity, Low Occurrence Training to our staff utilizing our in-house simulation lab. In the event of the most critical and life threatening emergency, a cardiac arrest, all the members of the Belmont Fire Department use the latest approach and equipment (the LUCAS CPR Compression Device). This is coupled with quarterly training on “pit crew” CPR, which has been proven to be successful if delivered by highly trained practitioners.

Mount Auburn Hospital’s Medical Directors: Dr.Gary Setnik and Dr. William Porcaro, who are continually pro-active in striving to deliver the best pre-hospital care possible, use the latest science and technology to oversee all EMS activity in conjunction with the EMS Coordinator and ALS Coordinator.

With the continued support of the community, it is our hope that the Belmont Fire Department will be able to continue to train our EMTs and Paramedics to the highest level of care and remain on the cutting edge of prehospital emergency medical care. As additional Paramedics join the ranks of the Belmont Fire Department, we look forward to further increasing the number and frequency of fire department companies able to provide Advanced Life Support care.

Respectfully submitted,

Captain David J. DeMarco, EMT-Basic, I/C, EMS Coordinator

Firefighter James T. McNeilly, Paramedic, I/C, Advanced Life Support Coordinator

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Training Division

The Training Division has been staffed by three different Lieutenants in 2017. Robert K. Wollner, Richard M. Nohl, and currently by Brian J. Corsino. The Training Division works under and reports to the Chief of the Department. The Training Officer works in conjunction with the Department of Fire Services/Massachusetts Firefighting Academy (DFS/MFA) and other public and private organizations, to provide training to the members of the Belmont Fire Department. Training activities are conducted in accordance with professional standards set forth by the National Fire Protection Agency (NFPA). Additionally, the Training Officer works with the EMS and ALS Coordinators to schedule appropriate EMS continuing education training.

The Training Officer's responsibilities include; selection and implementation of up-to-date continuing education in the areas of fire, rescue, safety and related public safety topics; organization of fire department training materials, and the production and maintenance of training records for members of the Belmont Fire Department. Additional duties include equipment maintenance and inventory, providing support to the Fire Prevention Bureau as the Assistant Fire Prevention Officer, and manpower support to fire suppression activities. The Training Officer is also a member of the Massachusetts Institute of Fire Department Instructors and the Fire Prevention Association of Massachusetts and attends monthly educational and training seminars.

During 2017, members of the Belmont Fire Department received training in the following areas:

Massachusetts Firefighting Academy-

- Fitness Orientation for new recruits
- Four members attended the firefighter recruit academy

Department Conducted Training-

- The Training Division offered training to four new recruits before they were assigned to the Massachusetts Firefighting Academy on everything from search and rescue techniques to motor vehicle extrication, and ladder pipe and master stream operations.
- Training was provided to all members of the Department on our new tablets and computer software programs as we continue to move from paper to electronic documentation, mapping, and record keeping.
- Training was provided on industrial accidents to new members of the Department using evolutions and tactics from 2015's Man vs. Machine class.

Health & Fitness Training-

- Fitness Training and physical workouts were provided for all members.

Multi-Agency Training-

- The Training Division continued the initiative started in 2015, where we conduct joint training exercises with the Belmont Police Department. The joint training includes a department orientation for new police officers and firefighters to learn what the other department's needs and expectations are during a response.
- The Belmont Fire Department participated in joint training exercises with the Arlington Fire Department along with the MBTA on their Red Line Service near Alewife Station.
- The Fire Department along with the Belmont Health, and Police Departments and the Watertown Health, Police and Fire Departments conducted a joint training exercise in responding to an active shooter/hostile event incident. This exercise consisted of a full day's worth of scenarios with each department assuming the lead agency and support agency roles. The exercise was conducted in one of Watertown's schools and it was a great success.

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Annual Evolutions-

- In the Spring, annual testing was completed on the Department's 10,000+ feet of firefighting hose.
- During the fall, the Department continued a multi-year project of marking the location of fire hydrants by placing bands on telephone poles to more easily identify the hydrant locations during a fire or after a snow storm. This program has been made possible by the generous support of the Belmont Lions Club. The Club has donated the banding materials to the Town.
- Over the winter months, snow was removed from around fire hydrants throughout the Town following snow storms.

Respectfully submitted,

Lieutenant Brian J. Corsino, Training Officer/Assistant Fire Prevention Officer

Metro Fire

The Fire Departments of 34 greater Boston communities and Massport, with the support and approval of their local governments comprise the Metro Fire District 13 Association.

Formed in 1980, the association is enacted under provisions of the Massachusetts General Laws. Metro Fire serves and protects the largest population area in the Commonwealth. Its service area encompasses the urban area within the Route 128 perimeter, serving an area of 351 square miles and a population of approximately 1,883,000. The premise for Metro-Fire is the realization that no urban community can completely self protect. This is the basis for mutual aid among the communities. A very natural extension of this concept is the mutual sharing of a single or limited number of specialized resources. In the fire service, there are many instances requiring specialized equipment that are vital to a given situation, but only occasionally used. Metro-Fire is providing the mechanism for these types of resources to be available on a cooperation-shared basis.

Once again, the robustness of the Metro Fire Mutual Aid system was clearly demonstrated when our neighbor, the City of Waltham, had a 10 alarm fire on July 23, 2017 at a new development under construction on Elm Street. Belmont's Engine 1, Chief of Department and Assistant Chief responded along with almost every available resource from Metro Fire District 13. Although the fire was large in scope the resources kept the fire from consuming more homes.

Additional resources include District 2 Hazardous Material Response Team. The Team is available on a 24-hour basis to respond to hazardous material incidents that are beyond the capabilities of any one individual community to control. All members of the Team have attended an extensive 160-hour training course and participate in monthly training sessions throughout the year. The Belmont Fire Department is extremely proud in having two members from the Department, Lieutenant Michael Madruga., and Captain Scott Spuria on the District 2 HazMat Team. Their knowledge, interest and dedication to the program are a credit to the Department.

In addition to the HazMat Team and trucks, there is the Field Communications 20 vehicle with a communications center on board. In addition, a heavy rescue for all transit accidents, a confined space/collapse/tunnel rescue unit, air supply units, firefighting foam and other additional specialized resources are available to member departments. We also have access to the S.A.F.E. House trailer for training young people in fire safety at home. In an emergency situation, the vehicles can be delivered to the community in need. That community must then supply the personnel to operate it.

Metro Fire looks to expand the services to departments and communities in the future by enhancing response capabilities and training.

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Recommendations from the Chief

- That the Town continues to support Department in its Capital and Operational needs to protect the citizens of the Town. By:
 - The Town restoring the two vacant firefighter positions to the suppression forces to provide for four shifts with 13 personnel assigned to each.
 - The Town establishing a fulltime ALS Coordinator Position to oversee and enhance the Department's EMS program.
 - The Town increasing Information Technology(IT) support maintain the Department's IT needs
 - The Town explore the options of removing itself from the current State run Civil Service system which struggles to meet modern day hiring and promotion practices and implement more appropriate locally controlled process.

Goals for 2018

- Mentor the new Assistant Chief, Fire Prevention Officer and senior officers.
- Review, update and implement Department policies.
- Upgrade the Department's staffing software "Telestaff".
- Maintain the capital replacement program for vehicles.

Respectfully submitted,

David L. Frizzell
Chief of Department

2017 Annual Report

LOCAL EMERGENCY PLANNING COMMITTEE:

Chair: Assistant Fire Chief Wayne L. Haley

Vice - Chair: Leo J. Saidnawey

Committee Members:

Chief of Department David L. Frizzell, Fire Department

Chief Richard McLaughlin, Assistant Chief James McIsaac, Police Department

(Vacant) Fire Department HazMat Rep.

Leo Saidnawey, Fire Lt. Richard Nohl, Emergency Management

Wesley Chin, Belmont Health Dept.

Andrew Healy, McLean Hospital Rep. (Covered Facilities)

Assistant Fire Chief Wayne L. Haley, Emergency Medical Services Rep.

Fred Domenici, School Dept. and Transportation Rep.

Michael Santoro, Dept. Public Works

Susan Murphy, Media Rep.

(Vacant) Community Rep.

Craig Spinale, Belmont Electric Light Rep.

Ex-Officio and Liaisons:

Robert J. Gad, Recording Secretary

Committee's Purpose and Duties:

In compliance with Federal Regulations, the Town of Belmont established a Local Emergency Planning Committee (LEPC) in 2003. The LEPC is the local body that handles emergency planning and community right-to-know reporting on hazardous and toxic chemicals. The LEPC is comprised of Town departments, industry representatives and community members.

In 2006, the Commonwealth launched a new online tool for the Town and LEPC to update and maintain its Comprehensive Emergency Management Plan. This was used through the year to maintain and update the plan. The latest information from the reporting sites has been entered and catalogued in this database. This online reporting tool was updated by the Commonwealth in 2017 in order to make it more user-friendly and provide more comprehensive information.

At the end of 2006 the Battle Road Regional Emergency Planning Committee (BRREPC) was formed. This regional approach originally involved the communities of Arlington, Bedford, Belmont, Burlington, and Lexington. Through this regional effort, the 5 communities combined their efforts and resources to develop a Regional plan and apply for Regional Development and Training funding, which is more readily available from the Federal Government and its agencies. The Regional Committee worked in cooperation with the Massachusetts Emergency Management Agency in bringing this new venture together. The BRREPC achieved Start-Up certification and held a disaster drill in early 2008. The success of the Committee's formation attracted the communities of Watertown, Newton and Brookline to also join us. The BRREPC conducted a tabletop emergency drill in June of 2010 in its process of achieving full certification. As stated last year, the retirement of Lexington Fire Chief William Middlemiss in 2011, who was chair of the BRREPC, caused some uncertainty in the direction of the Committee. Many Committee members of member communities have changed and the ability to get commitments has been sparse. In 2017, some member communities have joined other Regional Committees.

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Summary of Activities and Accomplishments:

Assistant Chief Angus Davison retired in July and the new Assistant Chief, Wayne Haley was appointed as the chair of the LEPC in the fall. Assistant Chief Haley reviewed records and evaluated the status of the LEPC as well as attended an LEPC meeting in Cambridge in order to gain ideas for improving our mission.

Goals for 2018:

Convene meetings to re-establish our committee and work cooperatively to improve our committee. Explore regional LEPC membership options. Fill vacant positions.

Respectfully Submitted,

Assistant Chief Wayne Haley, Chair
Local Emergency Planning Committee

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POLICE DEPARTMENT

The staffing level at the Police Department currently remains at 48 sworn police officers. With the graduation of Officer Robert Reardon from the Reading Police Academy in February, this is the first time the department has been fully staffed to the budgeted number in many years.

In a continuing effort to improve our communications with the public, the department continues to utilize our social media accounts; presently we have 6,929 (+ 754 from 2016) people following us on Twitter, along with 2,483 (+339 from 2016) Likes on our Facebook page. The use of our social media accounts augments our community notification system (Blackboard Connect) along with the department website to keep our residents and the public informed.

The department initiated a new program Data-Driven Approaches to Crime and Traffic Safety (“DDACTS”) to enhance our Community Policing Initiative Program, which helps to identify and resolve “Quality of Life Issues” within our community. The “DDACTS” program is a collaborative effort between the residents, the public at large, other town departments and department personnel. The program is utilized to help direct our resources into those areas of the community where traffic, crime and quality of life issues require our attention along with deploying our resources in an efficient manner.

The Department’s commitment to regionalization of services continued this year. Belmont continues to be an active member of NEMLEC (North Eastern Massachusetts Law Enforcement Council), where we are one of 61 member agencies that share personnel, resources and equipment.

The Department continues to be an active member in the Suburban Drug Task Force, again sharing personnel and resources with (7) other member communities, Arlington, Lexington, Lincoln, Newton, Waltham, Watertown and Weston.

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We also continue our close partnerships with a number of our neighboring communities (Arlington and Cambridge) along with 24 public and private agencies in a collaborative effort known as “CABHART” a “High Risk” assessment and response team that deal with situations involving domestic violence.

Another program, the “Crisis Intervention Team” (CIT) training which we have engaged in with our partners, has enabled a number of our department members to receive additional specialized training to assist people in mental health crisis.

The department was joined by a number of new departments in a program and partnership, involving (11) police agencies, Arlington, Belmont, Brookline, Cambridge, Chelsea, Everett, MIT, Somerville, Tewksbury, Waltham and Watertown which established a Regional Critical Incident Team for law enforcement. The team is formed by members of the respective departments, who receive specialized training to be able to assist officers and focus on their emotional wellbeing and resiliency, while they respond to high-stress critical situations or incidents.

We continue to have great success with a number of programs that the Department offers to the community, one of which is the “Child Safety Seat Installation/Inspection Program”. The hard work of the officers involved, continually generate positive feedback from expectant parents and grandparents who have been assisted by the program. During the year, 170 car seats were installed / inspected.

With our ongoing efforts to keep prescription drugs out of the wrong hands, we continue our partnerships with the DEA (Drug Enforcement Agency) and the Middlesex District Attorney’s Office to provide a means for residents and non-residents to turn in for destruction, their unwanted / expired prescription drugs. To date, we have been able to destroy approximately 600 plus pounds of unwanted prescription drugs.

In an effort to assist our community members and families that are struggling with and looking for assistance with the present opioid addiction situation, the Police department and the Belmont Board of Health have partnered with the communities of Lexington, Newton, Waltham, Watertown, and Weston along with the Metro Boston Project Outreach. The partnership allows for the communities to host Recovery and Resource Nights with the goal of providing access to local treatment providers and support agencies to persons suffering from addiction. Resource Nights also provide access to services for families and friends of those battling addiction.

I continue to be extremely proud of the men and women of the Belmont Police Department and the Auxiliary Police Unit who together, work proactively to provide the highest level of service to our community. The Department and its Auxiliary component continually embrace our “Community Policing” philosophy and approach, which help to identify and resolve many of the problems that can have a negative impact on the community.

Respectfully submitted,
Richard J. McLaughlin



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POLICE DEPARTMENT:

Police Chief: Richard J. McLaughlin

Assistant Police Chief: James G. MacIsaac

Administrative Assistant to Chief: Donna M. Costello

Captain: John P. Hoerr

LIEUTENANTS

Kristin Daley, Darin Demagistris, Christopher Donahue, Mark Hurley, Brendan O'Leary

SERGEANTS

Shiraz Banosian, Paul Cowing, Kimberly Hurley, Benjamin Mailhot, Marc Pugliese, William Regan, Kevin Shea, Janice Sparks, David Sullivan, Brendan Young

POLICE OFFICERS

Todd Benedetti, Matthew Benoit, Alex Cheung, Timothy Connors, Kate Coppi, Marco D'Andrea, Anthony DeStefano, John DeVito, Paul Garabedian, Michael Horan, Gary Long, Marie McHugh, Richard Murphy, Melissa O'Connor, Brian O'Donovan, Michael Pelrine, David Pimentel, Kristine Pugliese, Michael Pugliese, Robert Reardon, Jonathan Riddell, Robert Sacca, Scott Shallow, James Siracusa, Matthew Stewart, Michael Stewart, Franz Strassmann, Cory Taylor, John Thompson, William Watkins, Jr.

SCHOOL RESOURCE OFFICER

Melissa O'Connor

SCHOOL TRAFFIC SUPERVISORS

Robert Berrigan, Erin Callanan, Katherine Chaprales, Jacqueline Daye, Joan DiPace, John Igo, Mafalda Iannetta, Laurence P. MacDonald, James Marcantonio, Leonard Muccioli, Frances Napoli, Donald Oates, Jr., Margaret Pelrine, James Ralston, Laurette Stevens, Reuben Wheeler

RESERVE SCHOOL TRAFFIC SUPERVISORS

James Busa, Marie McDonough, Germaine Walcott

PARKING CONTROL OFFICERS

Laurence MacDonald, Richard Cooney, John Igo, Martial Jean Pierre

TECHNICAL SERVICES

John Steeves

TRAFFIC / RECORDS BUREAU ADMINISTRATIVE SECRETARIES

Jennifer Knowlton, Holly Zaroni

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PROMOTIONS

None

APPOINTED

Robert Reardon to Police Officer on February 17, 2017

NEW EMPLOYEES

Jennifer Knowlton to Administrative Secretary for Traffic/Records on October 16, 2017

Holly Zaroni to Administrative Secretary for Traffic/Records on October 23, 2017

RETIREMENTS

Carol Hurley, Administrative Secretary from Traffic/Records on August 12, 2017

Linda Smith, Administrative Secretary from Traffic/Records on October 31, 2017

2017 TRAFFIC BUREAU ANNUAL REPORT

Total Calls for Service	19170
Traffic Stops	3178
Domestic / Follow-ups	143
209A Served	63
209A Violations	4

MOTOR VEHICLE COLLISIONS

Reported	791
Investigated	663
Personal Injury	74
Persons Killed	0
Pedestrian	11
Pedestrians Injured	7
Pedestrians Killed	0
Bicycle	21
Bicycle with Injury	13
Bicycle with Fatality	0
Hit and Run	88

INTERSECTIONS WITH 10 OR GREATER MOTOR VEHICLE COLLISIONS*

Pleasant Street & Trapelo Road
Common Street & Concord Avenue
Marsh Street & Winter Street

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CITATIONS

Civil Motor Vehicle Violations (Civil Fine)	231
Civil Motor Vehicle Violations (Warnings)	2113
Criminal Motor Vehicle Violations (Complaints)	148
Arrests for Motor Vehicle Violations	23
Motor Vehicle Violations Issued (Total)	2515
Parking Violations	13,730

LICENSES AND PERMITS

Taxi Licenses Issued	8
Parking Permits Issued	1256

TRAFFIC BUREAU REVENUE RECEIVED

Report Copies	\$1488
Parking Permits	\$78,280
Civil Motor Vehicle Fines Paid	\$23,324
Parking Violations Paid	\$236,200

Respectfully submitted,

Benjamin J. Mailhot, Sergeant

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2017 DETECTIVE BUREAU REVENUE RECEIVED

License to Carry Firearms & FID Permits	\$9,650.00
State Share	\$7,200.00
Town Share	\$2,450.00
Persons fingerprinted for security clearance, alien & employment applications, etc.	\$295.00
Clearance Letters	\$22.00

Respectfully submitted,
Brendan O'Leary, Lieutenant

2017 PUBLIC SAFETY / COMMUNICATIONS REVENUE RECEIVED

Alarm Fines	\$3,365
Alarm Registrations	\$22,350
Master Box Fees	\$17,750
Detail Administration 10%	\$59,098

Respectfully submitted,
Daniel MacAuley, 9-1-1 Operations Manager

2017 ANNUAL COURT SUMMARY

Total Court Dates:	
Criminal Cases Filed	252
Arrests	67
Juvenile Trials	5
Adult Trials	50
Superior Court	3
Other Trials	11
Magistrate Hearings (Civil) (MV)	47
Magistrate Hearings (Criminal Traffic)	55
Magistrate Hearings (Criminal)	32
Traffic Appeals	4
Court Overtime (Hours)	302

Respectfully submitted,
Kevin Shea, Sergeant Detective

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2017 DETECTIVE BUREAU ANNUAL REPORT

Aggravated Assaults	5
All Other Larceny	110
All Other Offenses	45
Burglary/Breaking and Entering	85
Counterfeiting/Forgery	6
Credit Card/ATM Machine Fraud	1
Destruction/Vandalism Property	35
Disorderly Conduct	6
Driving Under the Influence	12
Drug/Narcotic Violations	1
Extortion/Blackmail	1
False Pretenses/Swindle Game	38
Family Offenses, Non-Violent	5
Forcible Rape	4
Impersonation	50
Intimidation	9
Pocket Picking	1
Shoplifting	3
Robbery	3
Simple Assault	25
Motor Vehicle Thefts	9
Theft from Building	13
Trespass of Real Property	1
Weapon Law Violation	3
Statutory Rape	1
Total	472

Respectfully submitted,
Brendan O'Leary, Lieutenant

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2017 COMMUNITY SERVICES / TRAINING DIVISION REPORT

The training officer ensures all sworn members of the department receive up-to-date training mandated by the Municipal Police Training Committee. This includes in-service training at the Lowell Police Academy and bi-annual firearms training. Currently, all members are trained first responders and certified in CPR and AED. In addition to in-service training, Department personnel received specialized training in the following areas; Domestic Violence, Incident Command System, Active Shooter, Highway Drug Interdiction, Law Enforcement Officer Survival, Elder Abuse, Crisis Intervention, Domestic Terrorism, Child Passenger Safety, School Safety, and Juvenile Law.

Throughout the year, the Community Services Unit offers to the Community various programs such as the RX Drug Take Back, Child Safety Program, & Home Security Surveys. Also, in conjunction with the Council on Aging and local houses of worship, we worked to educate our senior citizens on the most recent scams that target the elderly. The unit has given lectures regarding fraud to our senior citizens as well as working with our senior citizens one on one. The unit has also assisted residents in our town with mental health and other family issues including hoarding situations. The Police Department is working with surrounding towns on combating the opioid epidemic and reaching out to those in need of help. For our younger citizens, we work directly with the Middlesex Sheriff's Office and Waltham Police Department with their Summer Camp Program. This year, we had 10 teenagers attend the two-week Waltham Police Summer Camp and 28 kids attend the Middlesex Sheriff's one week summer camp.



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School Resource Officer

The School Resource Officer continues to be a welcome fixture in the High School and has been working with all schools with implementing new enhanced lockdown procedures and student safety and well-being in general.

Middlesex County Sheriff's Department Youth Public Safety Academy	40 Hours
Waltham/Belmont Youth Police Academy	80 Hours
Juvenile Magistrate Hearings	25 Hours
Senior Class Events(Prom, All Night Graduation Party, etc.)	30 Hours
Distracted Driving Simulator	16 Hours
ALICE Training (Alert Lockdown Inform Counter Evacuate)	40 Hours
High School K-9 Sweeps	30 Hours
School/Juvenile Investigations and Follow-ups	85 Hours
All School Assemblies(College Fair, Freshman Parent Night, Social Host, etc.)	18 Hours
Student Events(Football Games, Dances, etc.)	36 Hours
Staff Meetings(School Safety, Principal, etc.)	44 Hours
Student Groups (BHS Stress Club, Student Advisory Committee)	16 Hours
Opioid classroom discussions	4 Hours
Community Talks and Training (RAD, Church Youth Groups, etc.)	35 Hours
NEMLEC STARS	50 Hours
Belmont Coalition Group	25 Hours
Truancy/Residency Issues/Assisting Truancy Officer	35 Hours



**School Resource Officer
Police Officer Melissa O'Connor**

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DARE

The DARE Program continues to be a welcome fixture in the Chenery Middle School. This year, 378 students were enrolled in the DARE Program.

5 th Grade Classroom Hours	240 hours
DARE Graduation	1 hour
Chenery Middle School Karaoke	3 hours
Burbank School Second Grade Walking Tours	4 hours
Memorial Day Cookout & Parade	11 hours
Belmont Town Day	11 hours
Health and Wellness Advisory Meetings	6 hours
DARE Board of Directors Meetings	6 hours
Middlesex County Sheriff Department Youth Public Safety Academy	40 hours
DARE Charity Golf Tournament	15 hours
Police Department Station Tours	18 hours



DARE Officer
Police Officer Michael Horan

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2017 AUXILIARY POLICE

The Auxiliary Police lost two members bringing the Unit's strength to 17 officers. The Unit continues to provide officers for events such as Town Day, Christmas Tree Lighting, Halloween, Brendan Grant Road Race, Dan Scharfman Road Race and major storms, just to name a few. For the year 2017, the unit provided the Town with the following volunteer hours:

Events -	230.5 hours
Patrol – Cruiser and Mountain bike	127.5 hours
Administrative	582 hours
Miscellaneous	46 hours
Training -	743 hours
Firearms, OC and Baton Training	
Defensive Tactics	
Reserve In-Service Academy	
Legal Updates	
Communications Training	
CPR/AED and First Responder Training	
Monthly Training Meetings	
Belmont Auxiliary Police Volunteer Hours 2017	1729 hours

Respectfully submitted,

Kristin Daley, Lieutenant
Community Services/Training Division



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2017 PUBLIC SAFETY / COMMUNICATIONS

OPERATIONS MANAGER

Daniel E. MacAuley, EMD

SUPERVISOR OF COMMUNICATIONS

Edward S. Pendergast, EMD

PERMANENT PUBLIC SAFETY DISPATCHERS

David Jones, EMD; Thomas O'Brien, EMD; James Riccio, EMD;
Brendan Reilly, EMD; Michael Tortola, EMT; Daniel Walsh, EMD;
Colby Weston, EMD, William Wood, EMD

PER DIEM PUBLIC SAFETY DISPATCHERS

Robert McQuaid, P.A.
John Steeves, EMD
Andrew Tobio, EMT, EMD
Edward Hudson, EMD

All of our Dispatchers are certified as Emergency Medical Dispatchers (EMD) and now provide State mandated pre-arrival medical instructions on all medical emergency calls. All are re-certified annually as American Red Cross First Responders/CPR Rescuers which includes the use of an Automatic External Defibrillator (AED). I am proud of the Public Safety Communications Division and know all of the staff is dedicated to making Belmont a safer community.

The Communications Center is staffed 24 hours per day, 7 days per week by highly trained, highly motivated dispatch professionals. An emphasis on continuous training within the department maintains a level of readiness that we all can be proud of. The department continues to maintain a close relationship with the other Town agencies. Our dispatchers answer many calls for service after hours and on holidays for the Light Department, Highway Department and Water Department.

Respectfully submitted,

Daniel E. MacAuley, Operations Manager
Public Safety Communications

2017 Annual Report

COMMUNITY DEVELOPMENT:

Department Head: Glenn R. Clancy, P.E., C.B.O.

Assistant Director: Ara Yogurtian

Senior Planner: Jeffrey A. Wheeler

Staff Planner: Spencer Gober

Resident Engineer: Arthur O'Brien – 4/10/2017

Inspection and Enforcement Officers:

Kevin Pickering

Paul Creedon – 6/19/2017

Administrative Staff:

Leanne Fierro, Administrative Coordinator

Christine Zale, Administrative Assistant II – 5/22/2017

Gina Farrar, Administrative Assistant I

Part Time Staff:

John D. MacDonald, Plumbing and Gas Inspector

David Farrar, Electrical Inspector

Mary Trudeau, Conservation Commission Agent

Conservation Commission

The Office of Community Development has a part-time Conservation Agent on staff who works closely with the Conservation Commission. The agent administers the Victory Garden's at Rock Meadow, manages the Rock Meadow conservation land and provides technical assistance on all matters relating to the Wetlands Protection Act. The Conservation Agent also began issuing permits for 3-4 Beekeepers, as well as promoting a grazing pilot program at Rock Meadow. The Conservation Agent also reviews various proposals including hosting 4-5 Cross Country Road Races at Rock Meadow each year and applications for the Blue Bird Nesting program. The Conservation agent oversees botanical walks and astronomers nighttime use of the meadows.

ENGINEERING DIVISION

Belmont Center Reconstruction

In 2017 the reconstruction of Belmont Center was completed.

Pavement Management

In 2017, the following roadways were reconstructed.

Street	From	To
CLIFTON ST	BEATRICE CIR	PROSPECT ST
AUDUBON LANE	CONCORD AVE	DEAD END
BROAD STREET	SHERMAN ST	CHILTON ST
CROSS STREET	BRIGHTON ST	ARLINGTON TOWN LINE
DORSET STREET	VILLAGE HILL RD	FRONTAGE ROAD
EXETER STREET	BELMONT STREET	THINGVILLA RD

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VILLAGE HILL ROAD	PARK AVE	WELLESLEY ROAD
WINTER STREET	CONCORD AVE	LEXINGTON TOWN LINE

Police Department:

The Department worked closely with the Traffic Division in 2017 on several projects such as traffic pattern realignments and crosswalk locations as requested by different neighborhoods in Town. The Department also works closely with the Police Department during numerous reviews of proposed developments that would impact traffic in Town. In addition, the Department prepares maps of the Town and provided court testimony to assist in court hearings as required.

Sanitary Sewers:

During 2017 private contractors made 26 connections to the sanitary sewer. The Department continued to provide various information as requested.

Storm Sewers:

Private contractors made 4 connections to residential properties and the Department took measurements and locations of the sewers for permanent records.

Town Clerk:

Restriction lines, 150 feet from election polling places, were marked out at each of the eight precincts at the request of the Town Clerk.

The Department also assisted the Town Clerk in selecting the proper house number for new or converted dwellings by providing technical assistance and plot plans of the property.

Traffic Advisory Committee:

In 2017 the Director of Community Development attended monthly meetings as staff liaison to the Traffic Advisory Committee. Truck traffic, intersection redesign, proposed turn restrictions and parking restrictions, as well as other concerns were discussed at these meetings. Information and support was given to the Committee by this department as needed.

Public Works - Water Division:

The Engineering Division performed various functions for the Water Department including locating sanitary sewers and storm drains for repair and/or replacement of domestic water lines and main lines.

Notifications of new sanitary sewer house connections were sent to the Water Department to update the sewer use master list for billing purposes. Additionally, all phases of the Water Department's 30-Year Plan are closely coordinated with the Engineering Division in order to ensure coordination of utility replacements or upgrades as well as pavement restoration.

BUILDING DIVISION

During 2017, this division processed 976 building permits, received 33 possible zoning violation complaints, 15 possible building code complaints and 15 general bylaw violation complaints. Estimated total building construction value was \$47,852,766. All alleged zoning and building code violation complaints received during the year were investigated and notifications were sent to the parties involved. Through the cooperation of the Fire Department, the Building Division is notified of every fire in which possible structural damage is evident. Immediate inspections are made and

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recommendations given to the owners or builders. The division also proactively enforced the Residential and Commercial Snow removal bylaw resulting in 48 warnings and 9 citations respectively.

Income for the calendar year 2017 from Building Permits totaled \$788,076 and income from Plumbing, Gas, Electrical, Board of Appeal, Certificate of Inspections, Home Occupation, Certificate of Compliance, Signs, etc. totaled \$213,485.

During 2017, 557 plumbing permits were issued to properly licensed persons. Inspections were made on all work for which permits were issued and other inspections were made at the request of the property owner.

Total income received was \$33,011.

During 2017, 345 gas permits were issued for which all necessary inspection and re-inspections were made. Total income received was \$12,582.

During 2017, 677 electrical permits were issued for which all necessary inspection and re-inspections were made. Total income received was \$139,860.

State Building Code:

During 2017, as part of the duties required by the Massachusetts State Building Code, this division inspected 117 public buildings and spaces, (schools, hospitals, restaurants, public halls, day care centers etc.) for compliance with safe egress, emergency lighting and maximum capacity. The Code requires on-site inspections. Mandatory fees collected during 2017 totaled \$4,052. As a means of keeping informed with the State Building Code and its ongoing changes and amendments, representatives from this division attended several state sponsored workshops during 2017.

Health Department:

The Office of Community Development continued to work very closely with the Health Department in 2017. Many of the public safety issues that are addressed by the Building Inspector also involve the Health Department. Additionally, the Director of Community Development works very closely with the Health Department assisting with the review of proposed septic systems under the Title V Regulations. The Department also works closely with the Health Department to review plans for new restaurants.

PLANNING DIVISION

Zoning Board of Appeals:

During 2017, the Zoning Board of Appeals heard (30) cases for Special Permits and/or Variances with the following results (some of these cases involved more than one application):

TOTAL CASES	30
Special Permits	47
Comprehensive Permits	1
Variances	3
Remand	1
DECISIONS	27
Granted	25
Denied	3

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Withdrawn	2
Continued	3

Planning Board:

The Planning Board heard (18) Cases. These cases included reviewing a commercial development.

TOTAL CASES	18
Site Plan Review	5
Special Permit	17

DECISIONS	11
Granted	13
Withdrawn	3
Continued	1
Denied	1

Total application fees for both the Zoning Board of Appeals and Planning Board were \$8,250.

Summary of Activities and Accomplishments:

In 2017 The Office of Community Development worked with Information Technology and People GIS permitting software to improve the performance and productivity of staff and more reliable contractor friendly system. Staff were able to archive documents to permit records in a digital format. The Office of Community Development began implementing a permitting kiosk for Plumbing, Gas, Electrical and Sheet Metal Permits to allow contractors to become familiar with the software and allow for express permitting and same day inspections.

Goals for 2018:

The Office of Community Development will continue with the implementation of the People GIS software to allow for online permitting. The Engineering Division will continue to study the intersection of Mill Street and Concord Avenue in order to develop a concept plan that will make the intersection safer. A Town wide traffic study will be completed and recommendations will be evaluated for implementation. The Planning Division will continue to work with the Planning Board on implementing zoning bylaw review of projects in the General Residential and Single Residential C districts. Planning will continue to work to implement the Community Path.

Respectfully Submitted,

Glenn R. Clancy, P.E., C.B.O.
Director of Community Development

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RECREATION DEPARTMENT:

Department Head: Jay Marcotte

Assistant Director: Michael Santoro

Frank Sartori, Division Manager

June Howell, Recreation Dept Office Manager

Purpose and Duties:

The Recreation Department strives to provide year-round healthy recreation choices which serve the diverse interests of Town residents

Summary of Activities and Accomplishments:

- Recreation Department staff are continuing to act on the findings of the Recreation Strategic Plan, specifically targeting marketing and partnerships with both other Town Departments and local business.
- With the assistance of both the Treasurer's Department and especially the Town's Accounting Department, we successfully integrated our Recreation software with the Town's accounting software which will clearly define the cost effectiveness of each program offered. This process will allow us the opportunity to more accurately budget for program and facility costs.
- Additional staff in the Administrative area of the Department allows for a stronger focus on growth and opportunity. Though much more work needs to be done, progress has been made in implementing the recommendations of the plan.
- More special events are hosted each year bringing the community together, this year they included, to name a few, a Cops 'n Kids Dodgeball game, the Annual Summer Blast Off at the Underwood Pool, Demo Days at the pool, a Halloween pumpkin carving event which included holiday crafts and a Christmas holiday Flashlight Candy Cane Hunt followed by an evening full of games, crafts and a holiday themed movie.
- Recreation Dept. Staff and the Recreation Commission are continuing the process of implementing field rental policies and procedures which should be in place for the beginning of fiscal year 2019

School Year Programs: The Department offers a wide variety of programming throughout the school year.

Core recreation programs continue to thrive; these include:

- Swimming lessons, both group and private, for children as young as 18 months through adult
- Ice skating lessons, group lessons for children as young as age 3 through adult
- A competitive swim team consisting of 217 swimmers between ages 5-17
- Youth and Adult fitness activities and programs including Karate, Parkour, Pickleball, Soccer, Basketball, Volleyball, Badminton and Zumba, Hockey, Swimming and Ice Skating
- A six week ski/snowboard program for grades 5 and up at Nashoba Valley topped off by a night of snow tubing
- Musical Theatre productions and classes in TV Production, Math and Engineering, Babysitter Training, school vacation sports or leisure programs are offered consistently throughout the school year.

Field Programs: A variety of activities are offered throughout the year at our Town parks

- The Department sponsors an adult slow pitch softball league during the spring and summer. Thirteen teams compete at two levels, games are held at the lighted field at Concord Ave.
- Conley League Tee Ball is played at Payson Park during the spring months teaching children ages 3 and over the fundamentals of baseball.

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- Conley League Baseball continues the learning experience for older children through about age 10 who are not yet in Little League or who want to play baseball non-competitively. Good sportsmanship and the basics of baseball are the foundation of this program. In 2017 we partnered with Belmont Youth Baseball to offer a skills clinic to help prepare kids getting ready to move to the next level of play.
- Parent volunteers are such an important part of the Conley League experience and we are eternally grateful for their enthusiasm and support. Each season starts with a Conley Kick Off, a family picnic, where kids and coaches meet, players get their uniforms, and teammates are introduced and maybe even play a little ball. At the end of the season, tee ball players receive a participation medal which is presented by their coaches at an end of season pizza party.
- Off leash permits are issued to dog owners on certain parks only, offering an opportunity for socialization and exercise for their pet. This program has also served as an opportunity for neighbors to gather and socialize.
- Soccer programs for children as young as 12 months are offered at Payson Park in the spring, summer and fall and the Belmont Hill School offers space for that program during the winter months.
- Belmont's Youth sports groups utilize Town parks for programs from late March through mid-November offering opportunities for healthy activities. The Department will continue to support these youth leagues which offer the opportunity for physical growth and healthy play.
- Improvements to both Grove Street and Pequossette playgrounds and fields are scheduled to be completed during the summer of 2018, thanks in great part to those neighbor's involvements. Temporary batting cages at Grove St will become a reality as part of the Park's improvement plan.

Summer Programs:

- Full or half day summer sports programs which included activities at the Underwood Pool were well attended in 2017 and they included tennis, lacrosse, volleyball, basketball and flag football. Children learned to play or to improve their skills at these programs, mostly led by high school coaches.
- The popular KIDS Activity Program which hosts children ages 4-12 ran for seven weeks during the summer. Days are filled with arts and crafts projects, outdoor playtime, creative play and the opportunity for swimming lessons as part of the program. Recreational swimming and activities at the Underwood Pool are a part of that programs daily schedule.
- The Underwood Pool hosted The Torpedoes, a summer swim team, for a second season. Competitive and eager to learn swimmers practiced 4 mornings a week and swam meets against 2 local teams.
- The Underwood Pool schedule dedicated lap swimming time for adults and time for toddlers to splash and play in the shallowest area of the pool.
- Group and private swim lessons were held at the Underwood Pool and were mostly filled to capacity. These lessons are for children as young as 2 years through adults looking to learn to swim or improve their endurance.

Special Needs Programming: Belmont Recreation's S.P.O.R.T. Program (Special Programs Organized for Recreation Time) continues to grow with new area residents joining the program. The program is supported by the Friends of Belmont S.P.O.R.T., a 501-(C)3 organization, made up of parents and community leaders. This year the Town successfully completed an Inter Municipal Agreement with the Town of Watertown in order to support programs financially as well as in other aspects such as physical space for programs or activities. The S.P.O.R.T. program offers activities for children and adults with cognitive or developmental disabilities year round. Participants

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may choose to compete in Special Olympics events or just be part of a team while remaining non-competitive. Leisure and life skills activities are also an important part of the program, offering a year round schedule of social events.

Special Olympics competitive sports offered include:

- Soccer, Bowling, Bocce, Tennis, Floor Hockey, Power Lifting, Track & Field, Golf, Cycling and Alpine or Nordic Skiing.
- Non-Competitive Leisure activities include:
- Dance, Yoga, Stationary Rowing, TV production class titled Lights, Camera, Action! All of these programs are designed to improve the health and wellness of special needs participants within the community.
- Social events: Almost too many to mention but activities like holiday dances, movie nights, dining out at local restaurants, attending sporting events at the amateur and professional levels. They attended a Boston Bruins game as guests of Bruins player Patrice Bergeron who hosted them in his box. We are grateful to so many local businesses and organizations who contribute to the program through volunteering or sponsorship. Some of these organizations are Star Market, The Belmont Lions Club, many area banks, the Belmont Media Studio, the Belmont Police Department. Volunteers are the true heroes who make this program a success and we thank them for their many efforts throughout the year.

Goals for 2018:

The Recreation Department will continue to explore new and different programming, working with other Town Departments to ensure the quality and consistency of programs offered. More special events are being planned at the Underwood Pool and other locations throughout the coming year. We will continue to act on the findings of the Recreation Strategic Plan to develop opportunities for growth.

Respectfully Submitted,

Jay Marcotte, MPA
Director of Public Works

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DEPARTMENT OF PUBLIC WORKS:

Department Head: Jay Marcotte, MPA

Assistant Director: Michael A. Santoro

Public Works Administration:

Herewith I submit the Department of Public Works (DPW) report for the year ending December 31, 2017 covering the following: Public Works Administration, the Highway Division, Sanitary Sewer and Stormwater Division, the Recreation, Parks and Cemetery Division and the Water Division.



During 2017, Public Works Administration procured and administered 35 contracts for vehicles, supplies and/or services under Chapter 30B; the Uniform Procurement Act and Chapter 30 section 39M. Administrative time was spent working with the Tree Warden, Executive Safety Committee, Massachusetts Water Resources Advisory Board, Arlington – Belmont - Cambridge (ABC) Stormwater Board, Water Advisory Board, Board of Cemetery Commissioners, Shade Tree Committee and the Energy Committee. DPW personnel assisted with the following community projects: Voting, Arbor Day Celebration, Belmont Center Town Day, Holiday Lighting Ceremony in Belmont Center, Cushing Square Fall Festival, Belmont Garden Club Community Planting Program, Belmont Serves Day and assisted with improvements to the Conservation Land at Rock Meadow.

Under the Public Works Capital Program the Highway Division was authorized to purchase one Conversion of a Snow Fighter at a cost of \$44,940, a one Ton Pickup Truck at a cost of \$45,300, The Sewer Capital Program was authorized to purchase a 19,000 GVW Dump Truck at a cost of \$79,900 and 37,000 GVW Dump Truck at a cost of \$130,305.00. Finally the Water Division was authorized to replace an Emergency Service Van at a cost of \$34,700.00.

Personnel:

In December, 2017 Michael Bishop retired from the Water Division Manager's position after 35 years of devoted service. His knowledge and experience has been an asset to the Department. Mark Mancuso has taken over as the Interim Water Division Manager and is very knowledgeable in this field after working at his former position as the Water Division Operations Manager. We wish all of the above much success in their new ventures.

Annual Report of the Highway Division:

Prepared by Michael A. Santoro, Assist. Director of Public Works and Highway Division Manager

Street Maintenance:

The Highway Division maintained, cleaned and signed Belmont's 77.76 miles of public roads. In addition, we cleaned, signed and performed minor maintenance work on 8.28 miles of private ways.

During 2017 many sidewalk locations were repaired by Highway Division personnel totaling 1,748 square feet.

Street signs, regulatory and traffic signs were purchased, prepared, erected and maintained by the Highway Division personnel.

Crosswalks, center and parking lines were repainted by Highway Division personnel during the year. The Highway personnel painted blue and white handicap markings on 25 various designated parking spaces throughout Town. A total of 1,525 gallons of white traffic paint, 410 gallons of yellow traffic, 10 gallons of blue traffic paint and 2,300 pounds of

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reflective glass beads were used during 2017.

During 2017, Highway personnel responded to 38 overtime snow or ice calls ranging from one inch to seven inches. All snow and ice storms were cleared and treated for ice control by DPW personnel. Contractors assisted with snow plowing during five storms in 2017. The total snowfall for calendar year 2017 was 36 inches. Belmont's 1995 By-Law allowing a Snow Emergency Parking Ban was put into effect one time during 2017. The Highway Division is responsible for providing emergency service response for this program at all times for public safety as well as for the continuity of services. We would like to thank all personnel, Contractors and residents for all efforts getting through New England winters. The Community worked together to make sure safety was the number one concern.



The deterioration of the roads and sidewalks continues to be a major concern. With each passing year additional staff time and funding is required to maintain the public ways. The Pavement Management Program, administered by the Office of Community Development Department, continued to address the serious condition of the roads with limited available funding. A coordinated approach working with the Community Development Department and DPW continues to coordinate the replacement and repair of utilities in advance of the road and sidewalk improvements.

Sanitary Sewer Maintenance:

Belmont has three sanitary sewer pumping stations, one located on Stony Brook Road, one on Woodbine Road and Channing Road. The Highway Division routinely maintains these stations on a weekly basis. The Division is responsible for 76 miles of main lines, appurtenances and about 6,700 building services. The Division also maintains and cleans selected main lines throughout the Town as part of a regular maintenance program. This maintenance program has been significantly reduced because of staffing limitations. The Division is responsible for providing emergency service response at all times for this program for public safety and health as well as for continuity of service.

During 2017, 50 individual building connections were televised to determine the condition and priority for repair. As a part of our ongoing maintenance program 21 sanitary sewer lines were repaired. The Highway Division responded to 292 building service pipeline blockages during the year.

The Board of Selectmen voted to increase the metered sewer charge to \$12.68/CCF (hundred cubic feet) with a minimum service charge of \$17.92 per quarterly billing. The "lifeline" rate is at \$8.89/CCF.

Storm Drain Maintenance:

The annual cleaning of approximately 1,984 catch basins was completed during the spring by a private contractor. The Highway Division repaired 18 catch basins. An ongoing program of maintenance and cleaning of main lines was continued during 2017. This maintenance program has been significantly reduced because of staffing limitations. Maintenance and cleaning is also provided for storm drain connections to buildings. The Division is responsible for maintenance of all catch basins, manholes, 54 miles of main lines and the storm water pumping station that was installed on Pleasant Street in 2010. The Division is responsible for providing emergency service response at all times for this program for public safety and health as well as for continuity of service.

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Central Fleet Maintenance Facility:

Since 1981 the Highway Division has managed a Central Fleet Maintenance facility at the Highway Yard on C Street. Most Town owned vehicles and equipment are serviced and fueled at this location. Gasoline, diesel fuel, preventive and general maintenance along with extensive equipment repair is available to all Town Departments. The Central Fleet Maintenance Facility staff is available to repair all Town vehicles as needed at all times. Waste motor oil generated from the Town's fleet as well as oil accepted from residents is collected at this location to be recycled. This facility is the base of operations and provides equipment storage for all Highway Division programs.

Deltas and Grounds Maintenance:

The Highway Division is responsible for 60 separate deltas, islands and grounds including most of the land around Clay Pit Pond. During the spring all areas were cleaned and for the balance of the growing season the property was mowed and maintained. Because of budget constraints, no seasonal staff was authorized to be employed during the growing season to assist with maintenance.

The Belmont Garden Club has, once again, provided labor and plantings to enhance several public areas throughout the Town. Their generosity and public spirit has helped enormously to beautify the town and is especially appreciated given recent budget and staffing limitations.

Solid Waste Collection and Disposal:

Residential solid waste continues to be collected once per week at each household, with recyclables collected every other week. Russell Disposal is currently the Contractor for collection of solid waste and collection and disposal of recycling.

Curbside collection consists of weekly residential trash and every other week residential recycling of containers (glass, plastic containers #1-#7, metal), corrugated cardboard, gable, milk, juice and broth containers and mixed paper.

On July 1, 2004 fees of \$15 per item fee was instituted for CRT's (televisions and computer monitors) and a \$20 per item



fee for the recycling of household appliances. These items are collected on Thursdays by appointment. Yard waste is collected every other week from April to mid-October and weekly during the fall leaf season. The Belmont Transfer Station is open for seven weeks during the fall, including Saturdays for convenient residential drop off of leaves.

The Town is under separate contract with the Wheelabrator North Andover (WNA) Resource/Recovery Facility in North Andover, MA until 2020 to dispose of its solid waste.

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During Calendar 2017, the Town recycled 1991.50 tons and disposed of 7252 tons of trash from residences and municipal buildings. The Town realized \$2,980 from the sale of recycling bins, \$1,255 from the sale of compost bins along with \$19,124 from the sale of appliance and CRT recycling stickers.

The position of a Recycling Coordinator was filled in 2012. This position has promoted program participation through the development and implementation of educational materials and outreach campaigns. The Recycling Coordinator has initiated recycling by placing public recycling at the Underwood Pool, Skip Viglirolo Skating Rink and the High School Athletic Complex; expanded recycling in classrooms, lunch rooms and cardboard at the public schools; introduced two recycling days per year at the Town Yard for residents and Saturday cardboard drop-off days during the holidays. The Household Hazardous Waste Program was moved from the Health Department to the DPW in FY16. To date the Recycling Coordinator has secured \$15,000.00 in grant money from the Massachusetts Department of Environmental Protection. This grant helps the town achieve waste reduction goals by maximizing reuse and recycling, which includes educational events, educational materials and outreach.

Transfer Station Operation and Site:

The site continues to be used for solid fill disposal from Public Works and Town operations. Asphalt, concrete, wood chips, tree stumps and logs from operations continue to be stored at this site before being recycled.

For the municipal service, leaves were collected weekly in containers by our solid waste and recycling contractor to be recycled by composting commercially out of Town. The fee of \$500 per vehicle to local landscape contractors for depositing leaves in our compost pile at the Transfer Station site on 1130 Concord Avenue for the fall season generated \$14,000 in revenue. Residents were also allowed to bring leaves to the compost area at no charge. For the last twenty-four years, the Division has windrowed the leaves in an effort to facilitate decomposition. Active marketing enabled a large amount of leaf compost to be transferred out of Town and recycled at no cost to the Town. We continue to actively seek markets for leaf compost so that we will have space for storage of future years' leaves for composting.

Working with the Office of Community Development the Town has retained CDM Smith, Inc. Consulting Engineers to provide an engineering assessment of the former Incinerator Site and ash landfill at 1130 Concord Avenue to comply with The Massachusetts Department of Environmental Protection's (DEP) regulations. The initial site assessment and comprehensive site assessment have been completed. We continue to work with the DEP to comply with the regulatory process to cap the ash landfill. Within the next year we expect to determine a post-closure use and complete the assessment and the final cap of the ash landfill meeting DEP regulations.

Annual Report of the Tree Warden:

Prepared by Thomas D. Walsh, Tree Warden



Asplundh Tree Expert Company is serving the third year of a three-year contract for tree care during fiscal year 2017. Thomas D. Walsh also is serving the third year of a three-year term as Tree Warden and his report follows:

For the thirty second consecutive year, the Town of Belmont was recognized as a Tree City USA by the National Arbor Day Foundation.

Arbor Day was celebrated on April 28, 2017 with the planting of a new tree. The ceremony took place at the Wellington Elementary School.

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During 2017, the Town purchased 130 trees to be planted in various locations. Trees were watered by Highway staff during the growing months. The Town removed 116 dead and dangerous trees during 2017.

The contractor maintained public shade trees predominantly in response to requests from citizens for service. In addition to maintenance work performed on these larger public shade trees, many small, young trees were pruned as part of our pro-active program to assure good form, structure, health and vigor as they develop towards maturity. Storm damaged trees also were routinely repaired to insure the long-term health of the affected trees.

As Tree Warden, I express my appreciation and thanks to the Board of Selectmen, Town Administrator, Director of Public Works, Department and Division Managers, Shade Tree Committee and employees of the Town for their support, cooperation and assistance during the past year.

Annual Report of the Parks and Cemetery Division:

Prepared by Frank Sartori, Recreation, Parks and Cemetery Division Manager

Parks and Facilities provides for the cleaning, maintenance, repair and improvement of the resources for recreational enjoyment. These include; the Skip Vigilolo Skating Rink, Underwood Pool and adjacent park, Concord Avenue Athletic fields and facilities, Hittinger Street Field and facilities, Town Field, Pequossette Field, Chenery Middle School Field, Grove Street Field, Payson Park Playground and Winn Brook Field. In addition, this group maintains the tennis courts at the Grove Street Field, Pequossette Field, Chenery Middle School Field and Winn Brook Field as well as basketball courts at Town Field, Grove St. Field and Pequossette Field.

The chain link fencing maintenance program has continued to provide safe enclosures for these facilities. We continue to make repairs at Pequossette Park, Grove Street Park, Town Field and the Underwood Park fencing. These repairs have added to the safety and overall appearance of the perimeter fencing of the parks.

Remaining work to the new pool was completed, replacing the oldest Municipal outdoor pool in the United States. This up to date pool includes two separate bath houses and two separate pools. One pool is a splash pool and wading pool in one and the other is a diving and lap pool. There is also a water slide in the wading pool. Such a pool allows us to have more programs for adults and youths. We also have an eating area and areas for sunning. This pool will become a tremendous asset for the Town for many years. The filtering system has been greatly improved and has become more efficient. Irrigation was installed along with more drainage to the grass areas around the pool.

Again in 2017, the athletic fields and facilities had many improvements thanks to the generous donations from many organizations.

- As in the past the Brendan Grant Foundation has generously contributed to many projects for all the baseball and softball programs in town. The Foundation has supplied a new infield mix conditioner for the Varsity Baseball Field and Grove Street Park. They have paid to install and remove the outfield fence at the varsity and junior varsity baseball diamonds. They also paid to erect two batting cages at the girls' softball field.
- We are grateful to the Frank E. French Company for once again donating a generous amount of infield mix.
- The Boy Scouts volunteered their time and energy to paint the back stop at the Little League field at the Grove Street Park and painted the aged chain link fence around the perimeter of the park. This project helped to beautify and upgrade this popular park. They also made picnic tables for Payson Park, Grove St and PQ Park.

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- The Belmont Day School graciously gave their time and energy to paint the retaining wall at the Town Field baseball diamond beautifying this well used park.
- The Belmont Youth Baseball Association has graciously donated each year to the upkeep and preservation of not only the Grove street little league fields, but also the Washington Street U-11 infields and the Concord Avenue multi use softball field. Each year Belmont Youth Baseball place portable sanitary facilities at many of the parks in town for the spring and summer season. This past year the Belmont Youth Baseball Association contributed generously to the completion of the new outfield fence on the Concord Avenue softball field. They also purchased the new netting for the Boys and Girls batting cages along Concord Avenue.
- Fibar was put on all play areas in Town. This allows the surface to be much safer for the children of the Town. This is done every two years with the exception of PQ CPA renovations will take place.
- The Belmont Soccer Association and Belmont Second Soccer have also again paid for treatments/overseeding all the soccer fields in Town. Through their efforts the Belmont Soccer Fields are as well maintained as any in the area. Second Soccer and the Soccer Association were also instrumental in re-sodding a great deal of Grove St and PQ Park. They also completed phase two of the work at Winn Brook
- The Winnbrook tennis courts were completely rebuilt with new fencing and concrete entrances.
- The Youth Hockey Association installed billboards in the Skip Vigliolo Skating Rink; these boards enhance the appearance of this old facility. Thank you to the Boosters and Youth Hockey in advance for donating funds for a new scoreboard.

The many generous contributions add great value to the recreational facilities and are enjoyed by the staff, participants and spectators alike. We thank all of these organizations for their tireless continued financial support at a time of great need and for donating their time to improve and maintain these important facilities. The Parks staff works closely with all of the Town organizations in the care and maintenance of all athletic facilities for the benefit of all.

Significant Information and Statistics:

All water consumed in Belmont is supplied by the Massachusetts Water Resources Authority (MWRA) from reservoirs owned and operated by the Massachusetts Division of Conservation and Recreation (DCR). The Town is under contract with the MWRA and is required to pay for all drinking water supplied to the Town.

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Safe Drinking Water Act:

During 2017 the water supplied to the Department of Public Works Water Division by the MWRA was in compliance with all Maximum Contaminant Levels (MCL'S) as established by the Safe Drinking Water Act (SDWA). The SDWA defines water quality parameters which are considered safe for human consumption. The SDWA is administered by the U.S. Environmental Protection Agency (USEPA) and enforced by the Massachusetts Department of Environmental



Protection (DEP). Water samples are analyzed on a weekly basis for microbiological contamination and on a periodic basis for organic compounds, heavy metals and pesticides. All tests are performed by the MWRA laboratory or a certified laboratory under contract with the MWRA. Reports are on permanent file both at the MWRA and the Water Division Office. The Division has identified all water service pipes which are either all or partial lead. A program designed to replace these lead pipes was started in 1992 and will continue in 2017. As of December 31, 2017 there is only one partially lead lined water service line in Belmont.

Water Distribution System:

System Composition

Types of Pipe:	Ductile Iron, Cast Iron, Galvanized Iron, Copper, Asbestos Cement
Size Range:	1.5 Inch to 16 Inch Diameter
Number of Hydrants:	810
Number of Services:	7,745
Types of Services:	Copper, Brass, Cement Lined Iron, High - Density Polyethylene, Galvanized Iron, Wrought Iron, and Cast Iron. Percentage of Services Metered: 100%
Total Water Main:	488,081 Feet (92.44 miles)

Water Consumption Data:

** Data supplied by the MWRA

Average Water Consumption in Millions of Gallons per Day (MGD) **

Month	2012	2013	2014	2015	2016	2017
January	2.060	1.968	1.817	1.838	1.796	1.629
February	2.007	1.944	1.857	1.906	1.726	1.520
March	1.951	1.950	1.811	1.869	1.705	1.616
April	2.105	1.996	1.817	1.843	1.758	1.642
May	2.228	2.355	2.013	2.497	2.183	1.902
June	2.624	2.433	2.523	2.569	2.836	2.368
July	2.845	2.743	2.620	2.712	3.155	2.424
August	2.535	2.710	2.579	2.864	3.177	2.596
September	2.308	2.434	2.481	2.202	2.813	2.340
October	1.904	2.098	2.005	2.201	2.057	2.085
November	1.878	1.781	1.851	1.879	1.734	1.753

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<u>December</u>	<u>1,916</u>	<u>1,754</u>	<u>1,820</u>	<u>1,807</u>	<u>1,644</u>	<u>1,693</u>
Average	2.197	2.183	2.101	2.232	2.217	1.967

***Average Billed Consumption per person per day. (Includes outdoor use)**

2012 - 84.89 Gallons 2013 - 84.35 Gallons 2014 - 81.19 Gallons
2015 - 83.88 Gallons 2016 - 91.41 Gallons 2017 - 81.10 Gallons

*** Estimated Population of 24,254**

Total Consumption from MWRA* 2012 - 804,428,000 Gallons * 2013 - 796,694,000 Gallons * 2014 - 766,785,000 Gallons * 2015 - 814,730,000 Gallons * 2016 - 811,468,000 Gallons * 2017 - 728,784,550 Gallons *

Water Main Replacement Program: Scope of Work

Payson Road Water Main Replacement Project – 2017

A total of 7,820 linear feet of six inch, eight inch, and twelve inch ductile iron water main will be installed along with 69 six, eight, and twelve inch isolation valves and 20 new fire hydrants and the transfer of 131 water services and abandonment of existing water mains and all appurtenant work within the project limits.

The 2017 Payson Road Water Main Replacement Program began on September 11, 2017. Due to the projects late start only Payson Road (Belmont Street to Oakley Road) and Lawndale Road (Payson Road to Oakley Road) were completed in 2017. The remainder of the project will be completed in the 2018 construction season.

The FY 18 – 2017 “Payson Road” Capital Water Main Replacement Project will consist of the streets listed below. This project will be funded using Capital carryover funds from several previous water main projects.

- Payson Road
Oakley Road to Belmont Street (**Completed**)
- Indian Hill Road
Old Middlesex Road to Benton Road
- Essex Road
Old Middlesex Road to Benton Road
- Preble Gardens Road
Oakley Road to Old Middlesex Road
- Old Middlesex Road
Oakley Road to Benton Road
- Benton Road
Oakley Road to Payson Road
- Lawndale Street
Oakley Road to Payson Road (**Completed**)
- Townsend Road
Payson Road to Payson Road

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Water Main Replacement Program: Scope of Work

Orphan Streets Water Main Replacement Project – 2017

A total of 7,600 linear feet of six inch, eight inch, and twelve inch ductile iron water main will be installed along with 80 six, eight, and twelve inch isolation valves and 22 new fire hydrants and the transfer of 162 water services and abandonment of existing water mains and all appurtenant work within the project limits.

The FY 18 – 2017 “Orphan Streets” Capital Water Main Replacement Project will consist of the streets listed below. This project will be funded by utilizing our MWRA zero interest loan, Municipal bond and budget appropriation. Please note: the “Orphan Streets” will be constructed in the spring of 2018. This was due to the complexity of the project with surveying and design.

- Alma Avenue
Bartlett Ave to Belmont Street
- Harriet Avenue
Bartlett Ave to Belmont Street
- Williston Road
Horne Road to Trapelo Road
- Louise Road
Becket Road to Concord Ave
- Newton Street
Belmont Street to Fairview Ave
- Ridge Road
Belmont Street to White Street
- Branchaud Road
Carleton Road to Washington Street
- Carleton Road
Chester Road to Washington Street
- **Alternate A**
- Pinchurst Road
Concord Avenue to Cul-de-sac

Respectfully submitted,

Jay Marcotte, MPA
Director of Public Works

2017 Annual Report

FACILITIES DEPARTMENT:

Department Head: Gerald R. Boyle, Director



Purpose and Duties:

The consolidated Facilities Department has the responsibility of providing proper repair and maintenance services to all Town and School buildings totaling over 1 million square feet of building space. Under the general supervision of the Director of Facilities, the Supervisor of Building Maintenance oversees all Town and School maintenance workers and custodians for in house repairs and maintenance while The Supervisor of Contracts Management is responsible for all outside contract vendors performing preventative maintenance as well as required repairs. The Administrative Coordinator's responsibilities include all Town Building security settings, employee access badges, budget preparation, payroll processing, accounts payable invoice entry and management of the internal Work Order System.

Building Systems and Maintenance:

450 Concord Ave

- No major work performed other than normal preventive maintenance work.



Town Hall

- Continued to support local community theatre in the Auditorium with 38 theatrical performances occurring during 2017 as well as Recreational Theatre classes every week.
- Upgraded entrance steps
- Performed repairs to interior finishes: painting/plastering



Homer Municipal Building

- Replaced HVAC compressor
- Increased usage of 3rd floor gallery space to accommodate public meetings
- Continued to support Belmont Gallery of Art debuting 8 shows in 2017.



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Beech Street Center

- Reupholstered furniture
- Excavated sidewalks to install ramps
- Repaired cedar fencing
- Installed lawn sprinklers



Public Works Facility

- Continued HVAC improvements
- Provided temporary heat for failed boiler



Fire Department Headquarters

- Commenced building envelope repair project
- Repaired kitchen appliances
- Provided lighting retrofit to interior and exterior of facility



Fire Department Substation

- Repaired kitchen appliances
- Deep cleaned locker rooms
- Replaced HVAC compressor



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Police Headquarters

- Deep cleaned carpets



School Administration Building

- Repaired carpets
- Replaced window shades
- Replaced fire pull station covers



Belmont High School

- Retubed #2 Kewanee boiler
- Created personal changing spaces for students
- Completed pavement repair and maintenance
- Completed roof repairs
- Completed Harris Field Press Box Project
- Completed LED lighting conversion
- Upgraded bathroom hand dryers



Chenery Middle School

- Contracted / completed roof repairs
- Replaced interior doors
- Replaced Master Clock and controller



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Mary Lee Burbank Elementary School

- Purchased & installed sheer weave window shades
- Initiated design and construction of 4 room modular building to include site improvements
- Initiated boiler replacement project



Daniel Butler Elementary School

- Initiated boiler replacement project
- Initiated Phase V of Building Envelope project
- Repaired flooring in 3 classrooms
- Repaired Kiln in Art Room



Roger Wellington Elementary School

- Contracted for Door Hardware Gaskets Project
- Replaced basketball hoop hand cranks
- Seal coated parking lot



Winn Brook Elementary School

- Replaced interior doors
- Installed ceiling fans in cafeteria
- Completed boiler replacement project



Belmont Public Library

- Completed boiler replacement project
- Completed electrical upgrades
- Contracted for lighting improvements
- Initiated cooling upgrades in server room



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White Field House

- Replaced building entry stairs
- Completed LED lighting conversion



Project Management

- Continued as Secretary and Facilities liaison to the Belmont High School Building Committee
- Managed the DPW HVAC improvements project
- Liaison to the DPW/BPD Improvements Project Committee
- Managed the Fire Station Building Envelope project
- Managed replacement of boilers at Winn Brook, Burbank and Butler Elementary Schools

Town Wide

- Continued 2 hour training course for custodial and maintenance personnel resulting in successful completion of course.
- Hired full time HVAC technician
- All inspections performed and licenses issued on elevators, sprinkler and fire alarm systems, stove hoods and fire extinguishers.
- All preventive maintenance work was performed on elevators, HVAC equipment, overhead doors, boiler treatment, lifts and telephone and security software.
- Renewed consolidated bid contracts for Elevators, HVAC maintenance and repairs and On-call plumbing with addition of On-call electrical.

Goals for 2018:

- Hire Supervisor of Capital Projects
- Complete landscaping improvements at the Beech Street Center
- Complete landscaping improvements at the Butler Elementary School
- Complete Building Envelope repairs at both Fire Stations
- Complete close out of the Wellington Building Committee
- Complete Burbank Modular installation, site work and procurement of FF&E.

Respectfully Submitted,

Gerald R. Boyle
Director of Facilities

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COUNCIL ON AGING:

Department Head: Nava Niv-Vogel

Chair: Mary Ann Scali

Vice-Chair: Mike Cahalane

Board Memebers:

Tomi Olson, Secretary

James Staton, Treasurer

Carolyn Bunyon

Ted Dukas

Ethel Hamann

Chao Qiang-Lai

Joel Semuels

Judy Singler, Liaison to Springwell

Phyl Solomon

Purpose and Duties:

The Belmont Council on Aging serves the needs of Belmont's sizable senior citizen population -- over 9,000 Belmont Citizens are age 50 and older. According to the federal census of 2010 nearly 5,500 are age 60 and older, and almost 4,000 are age 65 and older. Using a combination of Town-provided funds, state, federal and foundation grants, user fees, donations from individuals and organizations, and volunteer services, the COA efficiently provides a wide-range of services to seniors. They include transportation, nutrition, health and wellness, social, arts and educational programming, as well as social support for seniors and their families. The COA completed its eighth full calendar year of operations in the new Beech Street Center. As of July 1, 2017 the number of residents served were 2,100. This remains an undercount of the true number of users. For a variety of reasons there are users who do not register. The count of recorded sign- ins for center events across the last fiscal year numbered 55,372.

The annual satisfaction surveys for center programming were distributed and collected again in November. The results indicated high satisfaction with programs with over 95% reporting that they would recommend programs to others. Over 85% reported that the center helps to keep socially connected.

The range and scope of COA services encompass the following:

- The health and wellness programs include fitness classes such as aerobics, water aerobics (in the summer only) strength and flexibility, tai chi, chair yoga, meditation group, a walking group, line dancing, Zumba, international folk dancing, balance training, balance strengthening, core workout, posture and personal coaching. A Chinese dance group has been meeting regularly and perform at special events at the center. The fitness room program which opened in March 2012 continues to grow, and membership hovers over the 250 range. Health education courses and workshops are offered by a variety of healthcare providers on diverse issues pertinent to the health of older adults. This past year a special stroke awareness education program was created in partnership with and funded by Mt. Auburn Hospital. Direct health services are also provided. They include a weekly blood pressure clinic, monthly podiatry and hearing screenings. The COA provides a medical equipment loan program. This service helps those seniors who are at risk of living independently at home due to mobility issues. Over this past fiscal year 45 seniors received some needed piece of equipment, and donations of equipment are accepted after proper inspections by COA staff. The COA has revitalized efforts to restore a senior swim program at the high school, and the superintendent of schools is excited about coordinating efforts to make this happen in the coming

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year. Brain wellness has become a central feature of the health and wellness programming. Seniors are trained and engage in improving memory through brain games. Recently, McLean Hospital has partnered with the COA to provide memory screenings, and this new service is quite popular. There are on-going caregiver and bereavement support groups. Thanks to grant funding an on-going course to teach people how to de-clutter has been established. Over the summer the group meets as an informal self-help group.

- Socialization, adult education and the arts programs include the following: the “Bel-Aires” choral group, painting, quilting, knitting round table, duplicate bridge, contract bridge, poker, hand and foot game, two types of mahjong, bingo, backgammon group, scrabble, ping pong, pool, in-house library, computer classes, tutoring in digital camera use, “hot topics” discussion group, book discussion group, movie matinees, concerts, live theatrical performances, local artist exhibits, adult education programming provided by individual expert presenters, English as Second Language classes, Spanish, French and Chinese language classes memoir writing and a travelogue series. An informal group meets to discuss astrology. The center continues to partner with the Powers Music School to provide quality concerts. There were a variety of off- site programs. Located at the Belmont Media Center there are two programs involving COA staff and senior participants. The Town’s IT Department provided a computer course at Town Hall. Seniors participated at the Butler School for an inter-generational exchange in the spring. The senior trips program is another type of enrichment program based at the center. Trips organized have included the Boston Symphony Orchestra, out of town performances, nature education oriented outings, local museums, boat outings and overnight trips. This summer a trip to Revere Beach sand sculpture exhibit was repeated. The Veterans’ Day Breakfast has now become an annual event. That inspiration has led to monthly Veterans’ Coffee Hour at the center. Sadly, our long-time and enormously hard-working volunteer trips organizer has retired. Loretta LaPierre’s retirement was celebrated in June. She can now enjoy the trips without all the work that’s involved. The COA has recruited other volunteers to take her place for programming starting in the spring of 2018.
- It should be noted that all the fore mentioned programs are fee based. The COA revolving account is used to collect fees from clients of chosen programs, which are then used to pay instructors or other providers for their services and/or for program supplies. Tracking of revenues and expenses are done by dividing the account into 4 sub-accounts. They are:1) fitness room program 2) supplies and equipment for programs and costs of special events 3) on-going classes and 4) program donations.
- Social work and transportation services remain core services which are vital for the well being of seniors living at home. Social work services include assistance with obtaining fuel subsidies, tax preparation, social, financial resources, social work evaluations, and home visits as well as health insurance counseling and outreach. The social work team provides assistance with obtaining home safety tools such as the Vial for Life and access to subsidies for home safety alert systems. The director facilitates a monthly support group for family caregivers. Social work coverage for the summer months is now available. In addition to providing direct casework social work interns assist with special projects. The social work team continues to expand services for residents vulnerable to losing housing due to cluttering and hoarding. There are several de-cluttering groups held at the center and occasional educational seminars addressing one aspect or another of this emerging problem in the town. The COA coordinates clinical case roundtables with other departments to better address individuals at risk with housing problems.
- Transportation services include rides to medical appointments, adult day health centers, grocery and mall shopping, as well as destinations for activities of daily living such as banking, medication prescription pick ups and visits to friends and relatives living in institutions or at home. Through funding from the Belmont Housing Authority rides are provided from senior housing to the Food Pantry twice a month.

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- Nutrition Services are a core service at the center. Lunch is served daily to an average of 50 seniors and another 50 are served Home Delivered Meals. The local Area Agency on Aging, called Springwell bears the cost of most of the program. In addition to the lunch program the COA reaches out to local businesses such as Star Market for food donations that include continental breakfast and refreshments for special occasions. Once a month a light dinner is served and is sponsored by different businesses or private groups. A supper club has also become popular and is held once a month at a different local restaurant. For Thanksgiving the COA now organizes special meal for those who are alone at Legal Sea Foods in Cambridge. In the summer the COA manages state subsidized vouchers for eligible residents to use at the Farmers' Market.
- Director Special Activities-the Director coordinates with other Department Heads and appropriate agencies services to vulnerable adults in the community in preparation of or during times of emergency. As a means of insuring that Belmont seniors and COA are kept abreast of all pertinent issues that advance the quality of life for the Town's older population the director of the COA continues to take leadership roles such as that of regional representative for the MCOA, chair and organizer of a local geriatric provider group called Belmont Elder Provider Group and the Town's Safe and Healthy Housing Planning Group.

Over the years the COA has also taken the lead in providing social services not only to seniors but to residents of all ages. These services include but are not limited to: 1) transportation to disabled adults under age 60 (as space permits); 2) volunteer opportunities and a supportive work environment for unemployed residents and students seeking to gain new work skills; 3) fuel assistance, free tax preparation assistance and health insurance counseling for seniors are utilized by residents of any age in the town (counseling is available to families who are caregivers of seniors or disabled adults); 4) intergenerational programming is planned throughout the entire calendar year and includes the yearly Ice Cream Social, musical programming and programs designed by the Social Worker to enhance healthy communication across the generations and among families. The fitness room program is open to residents age 50 and older as are many of the fitness and cultural programs. Fostering diversity is an important value at the COA, and programs are designed to be welcoming of linguistic and ethnic minority families. The library and COA partner for certain adult education programming set at the center. The "little free library" on the premises continues to be used by all passers-by. A Books on Wheels program has been functioning for over a year now whereby senior, homebound patrons of the library can borrow books through home delivery provided by the COA's transportation department. The COA is a partner in the Belmont Story Project, which records interviews of Belmont residents across the generations and for the benefit of posterity.

Staff at the Beech Street Center coordinates bookings for the use of the center after hours. The Recreation Department utilizes the facility the most and for 1) evening and Saturday programs for SPORT as well as summer use of the bocce court 2) extended camp in the summer time 3) child and adult programming on Wednesdays. The Board of Selectmen, the Warrant Committee and other town groups routinely use the center after hours for hearings and other public events. Some of these meetings are televised for the public since the center was wired to make this possible. Revenue generating rental events and the extended hours of COA operations on Tuesday evenings add to the overall hours the center is used. The rental program generated over \$13,368 in net revenues this past fiscal year. As a result the center is used almost continuously during the day and evening at least 5 days a week. It is used almost every calendar day for some activity.

The following is a list of highlighted, specific accomplishments over the past year:

- **Completed second stage in Assessing Needs of Belmont.** Last year the COA hoped that the preliminary reports generated from mini grants would be followed by the next step in making the COA an Age Friendly Community. Thankfully, under the auspices of the Friends, the COA was awarded an \$8,000 grant from the Tufts Foundation to retain U. Mass. Gerontology Institute for a more comprehensive needs assessment, utilizing

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focus groups and interviews with relevant Town officials. All focus groups took place, and U. Mass. completed its analysis of the results by the end of the calendar year.

- **Expanded Programming:** More intergenerational programming has been planned and implemented, particularly during school vacation weeks. Participant driven program has led to new astrology workshop, French conversational group and Chinese dancing. The COA continually pilots new programs. Posture classes was a new and surprisingly popular offering that continues. Recommended by the Recreation Department, there has also been an interest in new archery program. The Brain Fitness program is now a regular staple at the center, with volunteers trained to mentor other seniors on computer brain fitness games.
- **Workforce Development** The upgrade of the coordinator position to Assistant Director was successful. This has resulted in strengthened leadership capabilities in the department and furthering more initiatives. The outreach initiative with COA social worker, the Town Clerk and the Assistant Director at various community locations was made possible with this upgrade. COA involvement in the group researching the future of adult education in the Town was also made possible due to this strengthened leadership team. More coordination of goals has been initiated with the Disability Access Commission through the Assistant Director's efforts. The Director's position was also reclassified to be more at a par with other department managers. The biggest cost neutral improvement to the workforce was the addition of a Media Specialist. This 9 hour position is funded through the state's formula grant. The worker works an additional 9 hours for the Belmont Media Center. Through the addition of this position it is now possible to expand videotaping of center programs, offer more computer tutoring to seniors, strengthen the center's tech club with the added bonus of improving coordination with the Belmont Media Center.
- **Transportation Service Improvements.** The COA was awarded a new medi-van from the state's Department of Transportation. Thanks to a favorable vote by Town Meeting, the 20% co-pay of \$11,000 towards purchase of the vehicle will be paid for by the Town. The vehicle should arrive in late spring of 2018. It will be a more comfortable vehicle for seniors than the one currently being used. There are new procedures and protocols in place for vehicle maintenance and safety established by the DOT that are improvements to what had been established and used to date. The COA was also awarded \$3,450 from Springwell in Oct. '17, to be used towards additional taxi rides for medical destinations that extend beyond the COA service area. Level funding of this service is likely to be repeated the next federal fiscal year. The grocery shopping trips have expanded. In addition to offering trips to the local Star Market and Market Basket the COA has tried and will try again a run to local Foodies'.

Goals for the upcoming Year

The COA expects to fulfill the following expectations for the upcoming fiscal year. They are:

- Complete process for obtaining Belmont Age Friendly Designation from AARP
- Continue to explore all means and advocate for seniors who are having difficulty remaining in their homes due to finances
- Continue to seek funds and services to assist residents at risk of losing housing
- Continue to revise, expand and create programming that is relevant to the existing and soon to become senior community

The COA partners with other agencies to provide services to Belmont seniors. Partners include the Area Agency on Aging called Springwell, U. Mass. Gerontology Institute, the state volunteer service called Serving the Health Needs of the Elderly (SHINE), AARP, Mass. Department of Transportation, Mt. Auburn Hospital Community Health

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Department, Belmont Media Center, Belmont Housing Authority, Powers Music School, Perkins Center for the Blind, and a variety of other state and private health organizations.

The total sum of the budget appropriation has increased by 5.5% for the upcoming fiscal year. Mostly the increase is attributable to the fact that non-union staff are still paid below the mid-range and are, therefore, eligible for 4% increases, pending a satisfactory annual performance review. As reported by the Warrant committee in recent years, the department's budget is growing slightly less on average than other departments. Over a 13 year span there has been an overall decrease of Town funded FTEs from 7.7 in 2001 to 5.91 in FY'14 – a 23% reduction. The number of total FTEs is currently 6.8, when grant funding is factored in. Funding for most of the classes and special events are sustained by the participants. Those fees are processed through the department's revolving fund. The annual increase in the allowable revenues and expenditures in the revolving account is directly attributable to the growth in programs and level of participation in programs. Many of the programs are sponsored by local businesses, and Indian dinners are supported by The Friends of Indian Senior Citizens' Organization. None of the programs and services would be possible without the support of volunteers and labor funded by grants and other sources. Partnerships with universities and schools continue to be forged and maintained for the purposes of acquiring various types of skilled internships. For the fifth academic year in a row, Simmons School of Social Work has provided a graduate level intern.

Apart from special grants, funding for additional programs and center needs has been available through non-profits organized to support the COA, private businesses and individuals. The Friends of the Belmont COA, Inc. currently funds scholarships for seniors who otherwise cannot afford center programs, the annual volunteer recognition dinner, support for a web-site www.beechstreetcenter.org and special programming. Their newsletter and web-site serve as vital sources for publicizing the activities of the COA. The Friends organized a variety of fund-raising activities which also served as significant community events and services. They included: 1. the annual crafts fair; 2. the buy- a- brick program; and 3. a concert performance by a local and prominent swing band. Thanks to Barbara Miranda, a retirement party was made in her honor and which she decided would serve as a fund-raiser for the center. As the Friends is a 501c3 organization it also functions as a conduit for receipt of special grants that the COA would otherwise be ineligible for. The most recent grant award received and which needed sponsorship from the Friends was the one from the Tufts Foundation.

The COA is very grateful to the support of the Town to accomplish its mission. A hearty thanks goes to all the volunteers, businesses, agency partners, grant managers and instructors who have made it possible to offer the depth and variety to our programming.

Last, the work of the COA would not be possible without the guidance, wisdom and hard work of the COA Board.

Respectfully submitted,

Nava Niv-Vogel
Director

2017 Annual Report

RECREATION COMMISSION:

Chair: David Kane

Vice-Chair: Anthony Ferrante

Secretary: Kathy Jones

Committee Members:

Anne Helgen

Lynn Findlay

Matthew Sullivan

Ann Bere

Marsha Semuels

Mary Bradley

Purpose and Duties:

We are responsible to the policies for the use of all playgrounds and recreational facilities not under school control.

We are also responsible for helping to establish long term planning and the continued development of recreation programs.

The commission also sets fees for all recreational programs and the use of facilities.

Summary of Activities and Accomplishments:

1. Recreation Strategic Plan- Continue to develop and implement plan. Working to establish new fees for youth sports programs use of town fields. Moving from a one time permit to a per participant fee.
2. Worked with Friends of Grove Street Park and Belmont Youth Baseball to come to a resolution on the issue of Batting Cages at Grove Street Park.
3. Approved 2 Community Preservation Act projects brought before us.

Goals for 2018:

Work with the Schools and Town to develop a plan for field usage and rental fees. We as a commission feel that the fields with proper scheduling and costing could bring in additional revenue to the town.

Continue to assist in the development and implementation of the Recreation Strategic Plan.

Use the data from the new recreation software to make more informed decisions on the fees for all town programs.

Respectfully Submitted,

David Kane

Recreation Commission

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Leadership:

Municipal Light Board:

Chair: Adam Dash

Vice-Chair: Mark Paolillo

Member: James Williams



General Manager: Craig Spinale (Acting)

Light Board Advisory Committee:

Chair: Steve Klionsky

Vice Chair: Mark McVay

Secretary: Travis Franck

Member: Roy Epstein

Member: Robert Forrester

Member: Sarah Jackson

Member: Ralph Jones

Purpose and Duties:

Belmont Light has powered the community of Belmont since 1898. The utility strives to provide reliable, safe electricity for Belmont's residents, businesses, and municipal buildings by embracing new technology and providing superior customer service. In addition to supporting the community's power needs, Belmont Light provides other essential services, including:

- Street and area lighting;
- Traffic signal and fire alarm systems maintenance;
- Fiber-optic infrastructure construction and maintenance;
- Water and sewer billing;
- Lighting and other logistical support for community events; and
- General support to other town departments.

Belmont Light is a member of the American Public Power Association, Northeast Public Power Association, The Solar Electric Power Association, Municipal Electric Association of Massachusetts, Energy Council of New England, Belmont Rotary Club, and Watertown-Belmont Chamber of Commerce.

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Summary of Activities and Accomplishments:

Community Involvement

Belmont Light staff worked closely with the community throughout 2017 to spread awareness about electricity and energy issues, with an emphasis on bill management and energy conservation. In 2016, Belmont Light participated in and supported:

- Belmont Town Day;
- Meet Belmont;
- Civic and community organizations, including the Belmont Foundation for Education, the Beech Street Senior Center, and the Belmont Energy Committee;
- The Belmont Farmers' Market;
- Belmont Drives Electric
- Public presentations and forums; and
- The Annual "Light Up the Town" Tree Lighting Ceremony.

Belmont Light also held its fifth annual Winter Solstice event in December. At the event, residents donated over 75 blankets to Mission of Deeds, a local charity that provides household essentials to residents in need. Belmont Light further encouraged energy conservation through the publication of its annual historic calendar in December.



PHOTO TO THE LEFT:

A team from Belmont Light staffs a table on Leonard Street during Town Day in May 2017. The team handed out energy-saving items, brochures for Belmont Light programs, and answered any questions customers might have.

Customer Satisfaction Survey

The results of a customer satisfaction survey conducted in August 2017 continued to show positive growth. They indicate that Belmont Light customers are happy and satisfied with our service and reliability. Some of the highlights of the survey, which engaged a random sample of 401 customers via telephone, are:

- When compared to other utilities in the area that provide gas, phone, cable, and water services, Belmont Light is highly rated.

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- 94.0% of respondents view themselves as having a favorable relationship with Belmont Light, describing themselves as either advocates of Belmont Light, or loyal and satisfied customers.
- The percentage of customers who say that “community goals are more important than industry best practices” is up from 28.8% in 2015 to 34.5% in 2017.
- More than half of customers (53.6%) would be willing to pay more on their bills to help Belmont Light achieve higher levels of renewable energy in its power supply portfolio.
- Belmont Light saw increases in most categories versus 2015, with especially high increases in “responsiveness to customers” and “helping customers conserve energy”.
- Customers report being highly satisfied when interfacing with Belmont Light staff, with 90.0% saying they were satisfied when contacting customer service and 94.1% saying they were satisfied with field staff.

The survey also revealed opportunities for improvement. For example, only 46.7% of customers were aware that Belmont Light is governed by the Municipal Light Board. In addition, there are opportunities going forward to increase online interactions with customers, with only 22.9% of customers having used our new Smart Hub customer portal and only 7.7% of customers currently follow Belmont Light on social media.

Belmont Light thanks all of its customers who generously allocated their time to responding to the survey. If you would like to see more, the survey is available on Belmont Light’s website.

2017 Financials

In 2017, Belmont Light provided a total of 30,275 kWh of electricity to 11,455 customer accounts. Belmont’s highest system peak demand was 33,856 kWh and occurred on June 12th. Electric revenue for the year totaled \$23.5 million. Belmont Light transferred \$650,000 to the Town’s General Revenue Fund as a Payment In Lieu of Tax (PILOT).

There were no changes in Belmont Light’s base rates for residential, commercial, and municipal customers from 2016. Starting on January 1st, however, Belmont Light adjusted its Purchased Power and Transmission Charge (PPTA) to \$0.0079, assuming a 12-month recovery basis. From January through October 2017, \$248,000 was over-collected via the PPTA. On December 4, 2017, the Municipal Light Board voted to transfer the over-collected funds into Belmont Light’s rate stabilization fund. This will mitigate any additional collection of monies through the PPTA for 2018. Detailed information on Belmont Light’s rates is available at www.belmontlight.com.

Operations

Blair Pond Electric Resupply Project

In August, Belmont Light crews executed a series of planned power outages of Belmont’s three existing substations in order to cut over Belmont’s electric delivery system from older Eversource lines to the current system fed by a new 115kV transmission line and the new Blair Pond Substation. The successful completion of the four separate “cutovers” represented the final step needed to bring Belmont’s next generation supply of electricity on line.

Belmont’s new system of delivering electricity to Belmont residents, businesses and municipal facilities represents a critically needed upgrade to the prior delivery system which had reached maximum capacity and suffered from significant power quality issues. The new electricity supply system through the new 115kV transmission line and

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Blair Pond Substation has more than tripled Belmont's electricity delivery capacity from the former maxed out peak of 30 MW, providing more than enough capacity and significantly higher power quality for consumers for generations to come.

The switch over to the new electric supply system represents the culmination of an extremely complex development project that was originally approved by Belmont Town Meeting in 2012, and was completed over five years of planning, design, location and route identification, property negotiations and purchases, local, state and federal regulatory processes, and a complicated construction phase.

Master Plan/Decommissioning Project

With Belmont's electric supply problems significantly and successfully addressed, the focus will now turn to a ten-year Master Plan to retire Belmont's three older and smaller substations while updating an aging and less cost-effective distribution infrastructure. Planning has already begun for readying the older substations for retirement and electrical work is expected to kick-off in 2018.

Infrastructure & Development Projects

Belmont Light's Operations team supported a number of important infrastructure and building projects in Town this past year. Along with completing all site work on the Acorn Park and Saint James Court developments, the Operations team also performed work related to the new Cushing Village development. To date, Belmont Light crews have installed approximately 8,000 feet of underground cable, as well as other equipment at the site. In addition, we have continued to provide support the Oakmont Lane development project.

An important step in monitoring and collecting data throughout our entire system, Belmont Light installed and commissioned a new SCADA system from Advanced Control Systems in 2017. We supplied new underground services to Purecoat North (including cable and a new pad-mounted transformer) and Verizon in Belmont Center. We also installed several underground switches throughout our system, which increased our system flexibility and reliability.

Belmont Light completed work on the Chenery Middle School modular building, including the installation of underground cable and a pad-mounted transformer, and began similar work on the Burbank Elementary School modular building. We also designed a service upgrade for the new Day School Lane.

Supply-Side Management & Renewable Energy

Belmont Light purchases electricity from the Independent System Operator-New England (ISO-NE) marketplace and maintains a diversified power supply portfolio that enables Belmont Light to offer its ratepayers stable electricity pricing. In accordance with our Energy Resources Policy, Belmont Light supports the development of environmentally benign power sources whenever it is cost-effective and feasible to do so.

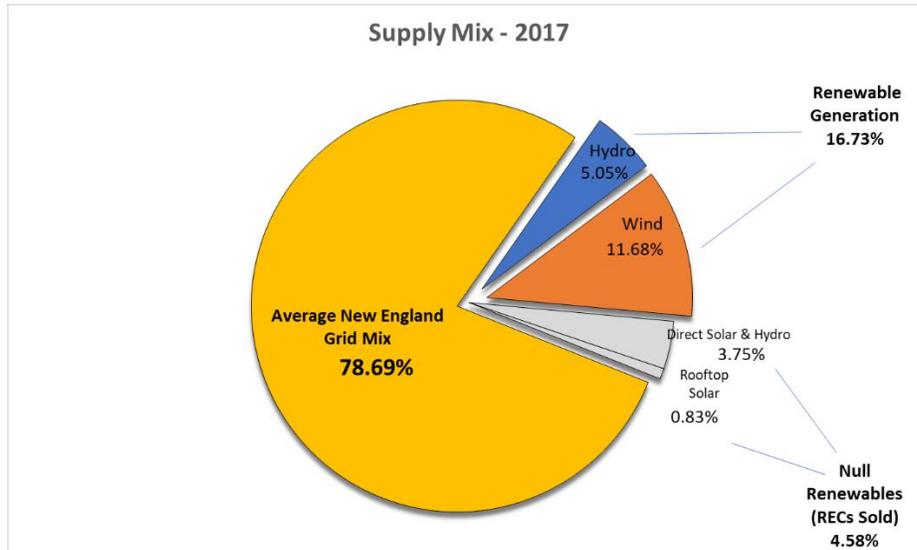
2017 Energy Resources Mix

The pie chart below shows Belmont Light's energy supply by fuel type for 2017. 79% of Belmont Light's power supply was through contracts for non-specific resources and real-time spot market purchases. The other 21% was

2017 Annual Report

contracted from specific generators and renewable resources, as further described below. The means that the majority mix of resources used to generate the Belmont power supply reflects the general mix of resources available to us from the New England grid.

On average, natural gas and nuclear resources are the most abundant generation source in New England, together accounting for over 80% of supply in 2016 (ISO-NE’s most recent available data). Approximately 17% of New England's power supply comes from hydro, wind, solar, and refuse resources. This percentage is set to increase steadily over the coming years as Massachusetts aims to achieve its emissions reduction goals. A decreasing amount of power in New England—3% in 2016—comes from coal and oil generators.



Direct Contracts & Renewables

Increasing the level of renewable energy in Belmont Light’s supply portfolio was a priority in 2017. To that end, a larger number of Renewable Energy Certificates (RECs) were retired this year, helping to bring the portfolio to 16.7% renewable (11.7% wind; 5% hydro). Another 4.58% was supplied by generators that produce solar, hydro, and wind power. However, Belmont Light cannot claim this power as green power since we did not own or retire the RECs associated with the generation. We call this type of generation “Null Renewables”. In 2017, Belmont’s null renewables consisted mostly of large-scale solar, with smaller quantities provided by hydro resources and Belmont’s local residents and businesses with rooftop solar. By committing to buy power from large scale New England-based wind and solar developments, Belmont Light helps ensure their continued operation.

Belmont Light customers continued to contribute to our renewable energy portfolio through our 2017 Green Choice Program. As of this writing, retirements for the 2017 program have not yet been made, but Green Choice participants are expected to fund the retirement of approximately 725 RECs, representing about 0.6% of Belmont’s electricity for the year.

In 2018, Belmont Light will continue to strategically augment its renewable energy portfolio in pursuit of Belmont’s climate action goals in a cost-effective manner. An updated power supply policy and results from our 2018 Cost of Service Study will guide this effort. We will continue seeking opportunities to acquire contract rights for proposed wind and solar energy projects throughout New England.

2017 Annual Report

Demand-Side Management & Energy Conservation

Electric Vehicles

Belmont now has more electric vehicles (EV) than any other Massachusetts zip code thanks to the 2017 activities of the Belmont Drives Electric (BDE) campaign, a partnership between members of the Belmont Energy Committee, Belmont Light, Sustainable Belmont, and resident EV enthusiasts. Launched in October 2016, BDE is a local initiative designed to highlight the strong environmental and economic benefits of driving electric vehicles and connect Belmont residents to rebates, incentives, and free test drives.

BDE held 6 popular Ride & Drive events over the course of the year. Attendees took hundreds of test drives, enjoyed contests and presentations, and provided overwhelmingly positive feedback on the campaign. The results of the BDE team's 2017 efforts are impressive: over 59 Belmont residents purchased or leased EVs between January and December, bringing the town's overall total to more than 117. This rate of EV adoption will stimulate meaningful benefits for Belmont's emissions reductions, along with Belmont Light's rates, for years to come.

2017 was the first full year for Belmont Light's Smart Charging Program, which rewards electric vehicle owners with rebates when they charge during off-peak hours. 27 households participated in the Smart Charging Program in 2017. By shifting their EV charging load to overnight and weekend hours, these households helped save other ratepayers capacity and transmission costs. The value of the Smart Charging Program is set to increase as New England's energy costs rise in the coming years, so Belmont Light will continue to build the program in 2018.

At Town Day in May, Belmont debuted its first public EV charging stations in the downtown Claflin Parking Lot. The stations were energized at an unveiling ceremony held by Belmont Light, Belmont's Facilities Department, and the Belmont Municipal Light Board/Board of Selectmen. Belmont Light and the Facilities Department each received grants from the Massachusetts Department of Environmental Protection to install EV charging stations for public use. An additional public charging station was installed at the DPW Water Division at 35 Woodland Street. Belmont Light, the Facilities Department, and the Belmont Health Department all incorporated grant-funded electric vehicles into their fleets.

Because of their community-wide environmental and economic benefits, we expect that EVs will remain a priority for Belmont in 2018 and we will continue to provide the resources and opportunities to tap into their potential.

Personnel

Belmont Light is pleased to have welcomed five new employees to the team in 2017, some of whom replaced departing employees: Senior Customer Service Representative Alla Martirosyan; Customer Service Representative Tamar Melkonian; Electrical Mechanics Michael Begley and Joshua Vincent; and Engineer Yatin Thakral. With these new employees as part of the team, Belmont Light is well poised to continue providing superior reliability and customer service.

General

Belmont Light staff appreciates continued support from other Belmont town departments. We would also like to thank members of the Municipal Light Board, the Municipal Light Board Advisory Committee, and the Belmont Energy Committee for their expertise, support, and dedication throughout 2017.

2017 Annual Report

The Municipal Light Board and the Acting General Manager also extend their gratitude to Belmont Light's staff for their hard work and commitment, which is the foundation of Belmont Light's ability to provide outstanding and reliable electric service year after year.



Belmont Light Staff, October 2017

Respectfully Submitted,

Craig Spinale
Acting General Manager

2017 Annual Report

MINUTEMAN HIGH SCHOOL:

Superintendent-Director: Dr. Edward A. Bouquillon

January 1, 2017 – December 31, 2017

Minuteman Breaks Ground for New School

On June 14, 2017, state and local officials joined the Minuteman School Committee, School Building Committee and hundreds of Minuteman faculty, staff, and students for a ceremonial groundbreaking for the construction of the new high school. The new school is expected to be completed by start of school in the fall of 2019.

“An investment in education pays the best interest,” Jack McCarthy, Executive Director of the Massachusetts School Building Authority (MSBA), told the gathering. The MSBA is investing more than \$44 million in the project.

Speaking on behalf of the area’s legislative delegation, Rep. Jay Kaufman (D-Lexington) applauded the project and noted Minuteman’s importance to students and to the region’s economy. He also remembered the late Sen. Kenneth Donnelly (D-Arlington) as a big supporter of vocational-technical education and Minuteman High School.

Nothing about the Minuteman project has been easy. To secure project approval, the District needed to revise its governance structure and membership, scale back student enrollment, and change state regulations so non-members contribute to capital costs. The District was also forced to hold a district-wide election to secure final approval for bonding.

“This project nearly failed several times,” said School Committee chair Jeffrey Stulin of Needham. Speaking directly to Minuteman students, Mr. Stulin urged them to take on important projects, be persistent, put their passion into it, and have the courage to accept that they might fail.

In his remarks, Superintendent Dr. Edward Bouquillon urged state officials not to tinker with the existing model for career vocational-technical education. “Now is not the time to shave off the best aspects of CVTE and try to graft it onto a traditional high school schedule,” he said. “All that will do is weaken our system in Massachusetts.”

Guests included a host of town managers and selectmen, educational leaders, officials from the Massachusetts Association of Vocational Administrators (MAVA) and the Massachusetts Association of School Superintendents (MASS), and members of Minuteman’s program advisory committees.

Minuteman Sells Bonds for New School

In September, the Minuteman School Committee approved the sale of \$36 million in general obligation bonds for the construction of a new high school. The vote to issue the bonds was 10-0.

Eight financial institutions competed to purchase the bonds. The low bid was submitted by Bank of America Merrill Lynch with a true interest cost of just over 3.09%. The high bid was just over 3.43%.

The District offered the bids after receiving a credit rating of “AA” from S&P Global Ratings.

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Minuteman Secures Second Major State Grant for Advanced Manufacturing

In March of 2017, Minuteman secured a second major competitive grant to launch its new Advanced Manufacturing & Metal Fabrication program. The new program will train high school students and adults for high-wage, high-demand jobs in the field of advanced manufacturing. The \$495,000 grant was announced by Governor Charles Baker during ceremonies at Greater Lowell Technical High School. The previous year, Minuteman received a \$500,000 grant.

Workforce Board Supports Minuteman Girls in STEM Program

Minuteman High School and Partnerships for a Skilled Workforce, Inc. joined forces to expand opportunities for young high school women seeking careers in science, technology, engineering and math (STEM). With the help of a \$14,500 state grant, Partnerships for a Skilled Workforce assisted in funding a series of activities for Minuteman's award-winning Girls in STEM program.

District Adopts Smaller Budget

For the second year in a row, the Minuteman School Committee adopted a budget that is *smaller* than the previous one. On January 31, the School Committee voted to adopt a budget of \$19,449,466. That's \$278,631 – or 1.41% -- smaller than the FY 2017 budget.

Minuteman Students Earn Gold Medals at National Competition

Six students from Minuteman earned medals at a national competition. The SkillsUSA National Leadership and Skills Conference was held June 19-23, 2017, in Louisville, Kentucky. SkillsUSA is a national organization that allows students in career and technical education to compete in a host of rigorous technical and leadership competitions.

The medalists were Sean Datar of Acton, who earned a gold medal in Related Technical Math, Erin Noel of Medford, who earned a gold medal in Employment Application Process, and Collin Kelly of Sudbury and Brian Courtney, Jr. of West Roxbury, who earned gold medals in the Community Action Project. Adam Powell and Ethan Francis-Wright, both of Arlington, earned bronze in Web Design.

State Commends Minuteman for MCAS Performance

In October of 2017, the Massachusetts Department of Elementary and Secondary Education (DESE) commended Minuteman High School for its 2017 MCAS scores.

The school was one of only seven schools in the Commonwealth to be singled out for high achievement, making strong progress, or narrowing proficiency gaps.

Minuteman enjoys a Level 1 Accountability Rating for its students' MCAS performance. Each year, DESE rates all schools and school districts in Massachusetts from Level 1 to Level 5, with Level 1 being the best.

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Minuteman Recognizes Outstanding Students

Two seniors earned recognition for exemplary character, leadership and scholastic excellence.

Davis Kahmann of Arlington, an engineering major, was selected as the school's Outstanding Vocational-Technical Student of 2017. Along with other distinguished student honorees from vocational-technical high schools and programs across the Commonwealth, he was honored at an awards ceremony at Mechanics Hall in Worcester on April 13.

Sean Datar of Acton was Minuteman's 2017 nominee for the Walter J. Markham Award. This honor is sponsored by the Massachusetts Association of Vocational Administrators and the Massachusetts Vocational Association. Walter Markham was a pioneer in vocational-technical education in Massachusetts.

Minuteman Students Win Logo Design Contests

Melanie Hennessey was the winner of a logo design contest sponsored by the Battlegreen Run Foundation. Battlegreen Run is a non-profit foundation that organizes an annual road race in Lexington to fund worthy local charities. Ms. Hennessey, majoring in Design & Visual Communications at Minuteman, is a graduate of the Dover-Sherborn Middle School.

John "Jack" Ross, a Minuteman student from Arlington, was the winner of a logo design contest sponsored by the Minuteman Futures Foundation, Inc. The Minuteman Futures Foundation is a private, non-profit organization that raises funds to support students and programs at Minuteman High School. Christopher Bateman, managing partner of the Lexx Restaurant in Lexington, serves as the Foundation's president.

Minuteman Students Get Laptops

Freshmen at Minuteman High School are now armed with digital learning devices because of a new initiative called "mPower—Empower Our Revolution." In early March of 2017, all ninth-graders received a laptop as part of Minuteman's one-to-one program. Under the program, each student is given an electronic device, in this case, an HP Probook x360. Students are able to use the devices in school and take them home at night.

Minuteman Featured in Nationally-Broadcast TV Documentary

Minuteman High School was one of three vocational technical high schools in Massachusetts featured on "Job Centered Learning," a PBS television documentary about career and technical education. The documentary by award-winning filmmaker Bob Gliner first aired in October of 2017.

Minuteman School Committee Elects New Officers

As of July 2017, the Minuteman District includes ten member towns: Acton, Arlington, Belmont, Bolton, Concord, Dover, Lancaster, Lexington, Needham, and Stow. The newly-reconstituted District elected a new School Committee leadership team at the first meeting of the new ten-member Committee.

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Members elected David Horton of Lexington as its new chair, Sue Sheffler of Arlington as its new vice-chair, and Pam Nourse of Acton as its new secretary.

Mr. Horton succeeds Jeffrey Stulin of Needham, who successfully led the School Committee from the start of planning for a new school to its groundbreaking. Mr. Horton, who formerly served as the committee's secretary, is a retired school administrator.

In addition to the three officers and Mr. Stulin, members of the School Committee include Jim Gammill of Belmont, David O'Connor of Bolton, Carolyn "Carrie" Flood of Concord, Ford Spalding of Dover, Jennifer Leone of Lancaster, and Alice DeLuca of Stow.

Comprised of volunteers appointed by each of the member communities, the School Committee approves the district budget, hires the superintendent, and sets policy for the district.

School Committee Member Receives State Award

Ford Spalding of Dover, a Minuteman School Committee member who helped lead the fight for construction of the new Minuteman High School, received a prestigious award from the Massachusetts Association of School Committees (MASC). MASC selected Mr. Spalding to receive the MASC's Division VIII All-State School Committee 2017 award. Division VIII includes more than 80 school districts in Massachusetts with state-approved (Chapter 74) vocational technical education programs.

"We're very happy that Ford is being recognized for his hard work and we're grateful for everything he's done to support vocational technical education and the students at Minuteman High School," said Dr. Edward Bouquillon, the school's Superintendent. "In both good times and bad, he's been there, fighting alongside us. He and I always agree on one thing: the kids come first."

The award was presented to Mr. Spalding at the MASC Leadership Awards Dinner in Hyannis on November 3.

Mr. Spalding serves as a member of the Minuteman School Committee representing the Town of Dover. He also serves as chair of the Minuteman School Building Committee, the group overseeing construction of the new \$144.9 million Minuteman High School. Previously, he chaired the Campaign for Minuteman's Future, a group of volunteers that helped win a district-wide referendum for construction of the new school.

Respectfully submitted,

Edward A. Bouquillon, Ph.D.
Superintendent-Director

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MASSACHUSETTS WATER RESOURCE AUTHORITY ADVISORY BOARD:

Chair: Jay Marcotte

Vice-Chair: Michael Bishop

FY 2017/2018 Highlights:

In FY 17/18 some noteworthy accomplishments for the MWRA Advisory Board have been:

Finance/Rates:

- Continued to advocate for long term rates management. Sustainable and predictable increases is the mantra. “Four no more, no more”, a strategy to keep combined rate revenue requirements well below 4%.
- FY18 wholesale assessments proposed by the MWRA were 3.79%; Advisory Board recommendations reduced increase to 3.19%.
- FY17 wholesale assessment proposed by the MWRA was 3.91%. The Advisory Board reduced CEB by \$3.8 million, resulting in a lowered increase of 3.34%.
- Continued to decrease outstanding debt reducing long-term debt for MWRA. Through Spring of FY17 amount decreased: over \$527 million.
- FY17 DSA check for \$391,580 was used to offset FY18 assessments.

Operations:

- Successfully changed DEP regulations allowing year-round beneficial reuse of MWRA wastewater pellets.
- Actively working on exemption for Department of Agriculture phosphorus rules.
- Pushed back on EverSource/HEEC attempt to charge MWRA for the repositioning of cross harbor electric cable. Served on working committee to mitigate major budget impacts.
- Water System Expansion
 - Working with Peabody to move from partial to full service water community.
 - Regularly attending meetings with North Reading, who successfully adopted legislation to join MWRA
 - Ashland is actively pursuing entrance process.
 - Working with Crescent Ridge Dairy (legislation passed for sewer connection through Stoughton)
 - Ongoing work with Union Point, Hingham, Tri-Town (Randolph, Holbrook, Braintree), Weymouth
 - Began preliminary discussions in Burlington regarding MWRA water
- Stormwater
 - Taken on role as stormwater resource for communities
- Lead Education/Advocacy
 - Worked to develop Lead Service Replacement Loan Program
 - Worked with DEP/MWRA on School Testing Program
- System Redundancy
 - Held educational forum on Metropolitan Water Redundancy for over 130 members/stakeholders

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- Unanimously developed consensus on construction approach which could save \$250 million in spending and reduce construction time by 7 years.
- Local Assistance Programs
 - Added new \$292 million phase for Local Water System Assistance Program
 - Expanded eligible projects available for I/I program
 - Currently looking at additional round of funding
- Watershed Protection
 - Assumed lead role in aggressively protecting watershed lands from impacts of mountain bikers
- NPDES Permits
 - Continue to aggressively argue against co-permittee language in new permit
 - Advocating against enterococcus standards in permit
 - Active participant in primacy discussion
 - Climate change preparedness community workshop scheduled for this June (Keynote Speaker former EPA Administrator Gina McCarthy)

Legislative:

- Continue to work with Water Infrastructure Financing Committee to advocate/implement landmark S2021 bill, which significantly increases SRF
- Governor included \$500 thousand in DSA in FY18 proposed state budget, House/Senate budget includes \$1.1 million. Governor's veto was overridden. Awaiting share of \$1.1 million (approx. 850,000) which will offset FY19 assessments.
- Track and monitor all relevant legislative bills
- Regularly met with legislative leaders

Office/Administration:

- Transitioned to all paperless Advisory Board format
- Revamped Advisory Board staff responsibilities, adding contracted finance position, adjusting Finance and Policy Analyst positions.
- Audited without findings

Media/Outreach:

- Produced series of videos and documents for updates and education:
 - Green Sheet (finance)
 - Just the FAQs
 - MuniWorks
 - Board of Directors Summaries (monthly)
 - News & Notes (monthly)
 - Updates website to user friendly format
 - Water and Sewer Retail Rate Survey (annually)
 - Created online retail rate calculator

Respectfully Submitted,

Jay Marcotte, Chair

2017 Annual Report

BELMONT CONTRIBUTORY RETIREMENT BOARD:

Board Chair: Thomas F. Gibson (Appointed by the members of the Retirement Board)
Board Vice-Chair: Walter Wellman (Elected by Town Employees and Retirees)
Ex-Officio Member: Chitra Subramanian (Town Accountant)
Floyd Carman (Appointed by the Board of Selectmen)
Ross Vona (Elected by Town Employees and Retirees)

Staff:

Robert Soohoo, Executive Director
Ryan Horan, Assistant Director

Purpose and Duties:

The Belmont Retirement Board is the statutory overseer of the operations of the Belmont Retirement System. It is an independent governmental unit that invests the assets of the Town's defined benefit pension plan and administers benefits for town employees and retirees, and employees and retirees of the Belmont Housing Authority, in accordance with the provisions of Chapter 32 of the Massachusetts General Laws. The Retirement Board's operations and administration of benefits are subject to the regulatory supervision of the Commonwealth's Public Employee Retirement Administration Commission.

Summary of Activities and Accomplishments:

As of December 31, 2017, the composite market value of the assets of the Belmont Retirement System was \$104,159,920. The 2017 rate of investment return was 14.4%, net of fees.

Robert Soohoo was promoted to the position of Executive Director, and Ryan Horan, formerly of the State Retirement System, was hired as the Assistant Director.

During 2017, the Retirement Board held regular monthly meetings and special meetings when necessary. In addition, the Retirement Board met with members of the Board of Selectmen and the Town Administrator to review and discuss pension funding issues and other matters.

During 2017, Retirement Board members and staff attended educational seminars and workshops. Under Massachusetts law, each board member must obtain no fewer than three training credits each year. Board members are also required to complete State Ethics Commission training, and to file an annual Statement of Financial Interests.

In March 2017, the Retirement Board granted a 3% cost of living increase to eligible retirees on the first \$12,000 of their retirement allowance. The maximum cost of living increase that a retiree can receive currently is \$360.00 annually.

On June 7, 2017, the Retirement Board presented four warrant articles to Town Meeting. Accepted was an increase to the monthly minimum allowance payable to survivors of members of the Belmont Retirement System who die while actively employed, from \$250 to \$500.

In December of 2017, the Retirement Board relocated its offices from the first floor of Town Hall to 90 Concord Avenue, 3rd Floor.

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Goals for 2018:

The Retirement Board continues to modernize the operations of the Belmont Retirement System and to enhance communications with all stakeholders. The Retirement plans to present retirement education sessions with employees and retirees. A new website is in the process of being constructed and will be operational by March of 2018. The System's 2018 Valuation and funding schedule will be completed by year end.

Respectfully submitted,

Thomas F. Gibson, Chair
Belmont Contributory Retirement Board

2017 Annual Report

TOWN COUSEL:

Anderson & Kreiger

During Calendar Year 2017, Anderson & Kreiger handled several legal matters on behalf of the Town of Belmont:

1. Dominic Carbone v. Zoning Board of Appeals
After the completion of discovery in this matter, the applicant agreed to submit, and the Zoning Board of Appeals agreed to consider, a revised and scaled-down project proposal. That proposal was approved and the case has been dismissed.
2. Nicholas Leo d/b/a Patriot Donuts v. Zoning Board of Appeals
After the completion of discovery in this matter, the applicant agreed to submit, and the Zoning Board of Appeals agreed to consider, a revised plan. The Board's review of that plan is still pending.
3. Xinyun Yu v. Donna David (Belmont Board of Health)
This was an appeal by a tenant from an order issued by the Board of Health to correct certain violations of the housing code; it has recently been dismissed for mootness.

Favorable judgments were obtained in two other zoning appeals after court hearings in 2016.

In addition to the foregoing, Anderson & Kreiger assisted the Town with a wide variety non-litigation matters, including the completion of the acquisition of the former incinerator parcel on Concord Avenue, various procurements (including design services for the Pequossette and Grove Street playgrounds), the drafting of special legislation regarding the transferability of liquor licenses and the revision of the Town's alcohol licensing regulations, and numerous other land use, permitting and general government matters.

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2017 Belmont Annual Town Meeting Warrant

March 31, 2017

2017 Annual Town Meeting

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Belmont High School 7 pm, begins May 1, 2017

Segment B:

Belmont High School 7 pm, begins June 5, 2017

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2017 Belmont Annual Town Meeting Warrant

March 31, 2017



**TOWN OF BELMONT
WARRANT FOR 2017 ANNUAL TOWN MEETING
MAY 1, 2017
COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To either of the Constables in said County:

Greetings:

In the name of the Commonwealth of Massachusetts you are required to notify and warn the Inhabitants of the Town of Belmont, qualified as the law requires to vote in elections and Town Affairs, to meet at the Belmont High School Auditorium on **MONDAY, MAY 1, 2017, at 7:00 P.M.**, and to notify and warn the Town Meeting Members to meet and act at said time and place on the following Articles, viz:

ARTICLE 1:

REPORTS

To hear the report of the Selectmen and other Town Officers, any Committee heretofore appointed and to act thereon.

This article accepts the reports of Town departments appearing in the Annual Town Report and allows the Board of Selectmen and other Town officers, boards and committees to report orally to the Town Meeting on appropriate matters not otherwise appearing on the Warrant. This article stays "on the table" throughout the Town Meeting to allow Town officials and committees to report at the call of the Moderator.

Majority vote required for passage.

ARTICLE 2:

AUTHORIZATION TO REPRESENT THE TOWN'S LEGAL INTERESTS

To see if the Town will authorize the Selectmen to bring and defend actions for and against the Town, to submit any such claims to arbitration and to enter into settlement on account of the same in behalf of the Town, as and when they deem it for the best interest of the Town to do so, or in any way act thereon.

This is a standard article that authorizes the Board of Selectmen to represent the Town's legal interests and to settle legal claims.

Submitted by the Board of Selectmen

The Board of Selectmen will report on this Article.

Majority vote required for passage.

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2017 Belmont Annual Town Meeting Warrant

March 31, 2017

ARTICLE 3:**ADOPT MGL c. 90 § 17C – SPEED LIMITS**

To see if the Town will vote to adopt Chapter 90, section 17C of the Massachusetts General Laws, providing for a uniform speed limit of 25 miles per hour on those streets determined to be thickly settled, or take any action relative thereto.

This is a new provision under the Municipal Modernization Act giving the town the authority to reduce the uniform speed limit on all public ways within a thickly settled area or business district, except in those areas where special speed limits have been established, from 30 to 25 mph. Signs would be installed at town borders notifying motorist that the speed limit is 25 MPH unless otherwise posted. Advantages would be that speed limits are presumed to be 25 MPH unless otherwise posted and a reduction in number of signs. The town would still have to seek MassDOT approval for any changes in previously approved posted speed signs.

Submitted by the Board of Selectmen

The Board of Selectmen will report on this Article.

Majority vote required for passage.

ARTICLE 4:**AMENDMENTS TO THE DEMOLITION DELAY GENERAL BYLAW (§60-320)**

To see if the Town will vote to amend the General Bylaws by deleting Section 60-320 in its entirety and replacing it with the following:

- A. Intent and purpose. This Section is adopted for the purpose of preserving and protecting Significant Buildings within the Town of Belmont that constitute or reflect distinctive features of the architectural, cultural, economic, political, or social history of the Town; and to limit the detrimental effect of Demolition on the character of the Town. Through this Section, owners of Preferably Preserved Buildings are encouraged to seek out and consider alternative options that will preserve, rehabilitate or restore such Buildings; and residents of the Town are alerted to impending Demolitions of Significant Buildings. By preserving and protecting Significant Buildings, this Section promotes the public welfare by making the Town a more attractive and desirable place in which to live and work. To achieve these purposes, the Belmont Historic District Commission is authorized to advise the Inspector of Buildings with respect to Demolition Permit Applications.
- B. Time limitation. The provisions of this Section shall be null and void and of no force and effect on and after December 31, 2022.
- C. Definitions. For the purposes of this Section, the following terms shall have the following definitions:

APPLICANT

Any person or entity that files an Application for a Demolition Permit.

APPLICATION

An Application for a Demolition Permit.

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2017 Belmont Annual Town Meeting Warrant

March 31, 2017

BUILDING

A roofed Structure enclosing useful space.

COMMISSION

The Belmont Historic District Commission.

DEMOLISH

To engage in Demolition of a Building.

DEMOLITION

The removal or dismantling of a Building in whole or substantial part, with or without the intent to replace the construction so affected.

DEMOLITION PERMIT

The permit required by the Inspector of Buildings for Demolition of a Building.

INSPECTOR OF BUILDINGS

The person authorized by law to issue Demolition Permits within the Town of Belmont.

LIST

A list of Buildings, entitled *Belmont's Significant Historic Buildings Subject to Demolition Delay Bylaw*, prepared by the Commission and filed with the Town Clerk, on March 30, 2017, as it may be modified pursuant to Subsection D.

PREFERABLY PRESERVED BUILDING

Any Significant Building that the Commission determines, following a public hearing, should be preserved or rehabilitated rather than Demolished.

SIGNIFICANT BUILDING

A Building that is listed on the List.

STRUCTURE

Anything constructed or erected, the use of which requires fixed location on the ground.

D. The List of Buildings.

- (1) Upon the effective date of the 2017 amendments to this Section, the Commission shall notify the owner of record of any Building identified on the List, of the owner's right to appeal to the Board of Selectmen within 60 days of such notice to have the Building removed from the List. The basis for this appeal shall be limited to a factual demonstration that the Building does not qualify to be a Significant Building, based upon the following considerations:
 - (a) Whether the Building is associated with events that have made a significant contribution to our history;
 - (b) Whether the Building is associated with the lives of persons historically significant in our past;

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- (c) Whether the Building embodies distinctive characteristics of a type, period, or method of construction; represents the work of a master; possesses high artistic value; or represents a significant and distinguishable entity whose components may lack individual distinction;
- (d) Whether the Building has recognized national, state, or local level historical significance;
- (e) The historic context of the Building; and,
- (f) The integrity of the Building.

(2) Additional Buildings shall not be added to the List.

(3) Buildings that are located within the McLean Hospital National Historic District, the Common Street Historic District, the Pleasant Street Historic District and the Richardson Farm Historic District, as well as the Belmont Center Fire Station and Waverley Square Fire Station and all municipal Buildings shall be ineligible for inclusion on the List.

(4) The Demolition of a Significant Building following the issuance of a Demolition Permit shall automatically result in the removal of such Building from the List. Demolition Permits issued for Significant Buildings shall expire six months after their issuance, and a Significant Building that is not Demolished within such period shall remain on the List, and shall be subject to the review procedure set forth in Subsection F.

E. Exclusions. Subsection F shall not apply to:

- (1) The removal of a Building to another site within the Town of Belmont;
- (2) Routine maintenance of a Building;
- (3) Interior renovations of a Building;
- (4) Removal, replacement, renovation, or construction of a Building's porches, entryways, entry platforms and accompanying roofs, decks, dormers, or other architectural elements;
- (5) Removal or replacement of a Building's roofing materials, siding, railings, or windows; or
- (6) Removal or destruction of a substantial addition to a Significant Building that, in the determination of the Commission, does not contribute to the historic character of the Building.

F. Review Procedure.

- (1) No Demolition Permit for a Significant Building shall be issued until the provisions of this Subsection have been satisfied.
- (2) An Applicant proposing to Demolish a Significant Building shall file with the Inspector of Buildings an Application containing the following information:
 - (a) The address of the Building to be Demolished;

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- (b) The owner's name, address, relevant contact information and telephone number;
- (c) A description of the Building; and
- (d) Photographs of the Building and of neighboring properties.

If the Applicant is not the owner of the Building, the Application shall demonstrate the owner's assent to the filing of the Application.

- (3) The Inspector of Buildings shall, within seven days of receipt of such Application, forward a copy thereof to the Commission.
- (4) Within 35 days of receipt of a copy of the Application from the Inspector of Buildings, the Commission shall hold a public hearing to determine if it is in the public interest for a Significant Building to be preserved or rehabilitated rather than Demolished and, based on such determination, whether the Significant Building is a Preferably Preserved Building. Public notice of the time, place and purpose of the hearing shall be posted in the same manner as meeting notices posted in Belmont under the Open Meeting Law, MGL c.30A, §20, for a period of not less than seven days prior to the hearing date. The Inspector of Buildings, the Applicant and the owner of the Significant Building (if different from the Applicant) shall be notified in writing of the meeting time and place no less than 14 days prior to the hearing date.
- (5) Within 10 days of the first date of such public hearing, the Commission shall provide written notification to the Inspector of Buildings and the Applicant of its determination as to whether the Significant Building is a Preferably Preserved Building. If agreed to in writing by the Applicant, the determination of the Commission and notification to the Inspector of Buildings may be postponed to a specified date. If the Commission does not provide written notification to the Inspector of Buildings and the Applicant of its determination in writing by such deadline, then the Inspector of Buildings may issue the Demolition Permit.
- (6) If the Commission determines that the Significant Building is not a Preferably Preserved Building, the Commission shall so notify the Inspector of Buildings and Applicant in writing. The Inspector of Buildings may then issue the Demolition Permit.
- (7) If the Commission determines that the Significant Building is a Preferably Preserved Building, a Demolition Permit may thereafter be issued no sooner than 12 months after the date that the Application was filed with the Inspector of Buildings, unless a shorter time is otherwise authorized by the Commission based on its finding that the intent and purpose of this Section, as provided in Subsection A hereof, will be adequately served.

G. Responsibility of Owners and Applicants.

- (1) The owner of a Significant Building for which a Demolition Permit is being sought shall:
 - (a) Provide such information as is reasonably requested by the Commission in connection with its consideration of whether the Significant Building is a Preferably Preserved Building;
 - (b) Allow exterior access to the property on which the Significant Building is located, as reasonably requested by the Commission; and

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- (c) Secure the Significant Building, if vacant, to the satisfaction of the Inspector of Buildings until a Demolition Permit is issued.
- (2) An Applicant who has applied for a Demolition Permit for a Preferably Preserved Building shall:
 - (a) Participate in the investigation of preservation options for the Preferably Preserved Building; and
 - (b) Reasonably cooperate with the Commission and any interested parties in seeking alternatives to the Demolition of the Preferably Preserved Building.
- (3) If the owner of a Significant Building fails to secure the Building to the satisfaction of the Inspector of Buildings, the subsequent destruction of the Building through any cause, shall be considered a voluntary Demolition in violation of this Section if such destruction could have been prevented by the required security measures.

H. Emergency Demolition.

- (1) Nothing in this Section shall restrict the Inspector of Buildings from ordering the immediate Demolition, in accordance with applicable law, of any Building in the event of imminent danger to the safety of the public. In the event that the Inspector of Buildings is informed that a Significant Building is dangerous to life or limb, or otherwise may be subject to a removal order, the Commission shall be notified and, where practicable, the Commission or its designee shall be allowed to accompany the Inspector of Buildings during the inspection of the Building.
- (2) As soon as practicable after the Inspector of Buildings has issued an emergency Demolition order for a Significant Building, a copy of such order shall be provided to the Commission, together with copies of all documentation relevant thereto.

I. Administration, Enforcement and Remedies.

- (1) The Commission may adopt such rules and regulations as are necessary to administer the provisions of this Section, but may not increase the length of the delay period stated herein.
- (2) In computing any period of time prescribed in this Section, the day of the act, event, or default after which the designated period begins to run shall not be included. The last day of the period so computed shall be included, unless it is a Saturday, a Sunday or a legal holiday, in which event the period runs until the end of the next business day.
- (3) The Commission and the Inspector of Buildings are each specifically authorized to institute any and all actions and proceedings, in law or equity, as either of them may deem necessary and appropriate to obtain compliance with the requirements of this Section or to prevent a threatened violation thereof.
- (4) Any owner of a Significant Building that is Demolished without first obtaining a Demolition Permit in accordance with the provisions of this Section shall be subject to a penalty of \$300.00. Each day that such violation exists until a faithful restoration of the Demolished Significant Building or other remediation or remediation plan has been approved by the

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Commission shall constitute a separate offense. The Inspector of Buildings may enforce this Section by non-criminal disposition as provided in MGL c.40, §21D.

- (5) If a Significant Building is voluntarily Demolished without first obtaining a Demolition Permit in accordance with the provisions of this Section, no building permit authorizing construction on the lot on which the Building was located or on any adjoining lot under common ownership therewith shall be issued for a period of two years from the date of the Demolition, unless agreed to by the Commission.

Submitted by the Historic District Commission

The Board of Selectmen, Bylaw Review Committee, and Planning Board will report on this Article.

Majority vote required for passage.

ARTICLE 5:

AMENDMENTS TO THE SIGN ZONING BY-LAW (§5.2)

- A. To see if the Town will vote to amend Section 1.4, Definitions and Abbreviations, in the definition for 'Sign' by deleting from sub section c) the phrase 'covering not more than 50% of window area', as follows:

- c) temporary signs inside display windows, ~~covering not more than 50% of window area,~~
illuminated by building illumination only;

- B. To see if the Town will vote to amend Section 1.4, Definitions and Abbreviations, in the definition for 'Sign, Temporary' by deleting '100' and replacing it with '60' and inserting the phrase 'and not repeated for a period of 4 months after removal' at the end of the definition, as follows:

Sign, Temporary - Any sign, including its supporting structure, intended to be maintained for a continuous period of not more than ~~100~~ 60 days in any calendar year, and not repeated for a period of 4 months after removal.

- C. To see if the Town will vote to amend Section 5.2, Signs, by deleting those words and phrases that are strike through and inserting those words and phrases underlined and renumbering the Section accordingly:

Section 5.2 Signs

5.2.1 Intent and Purpose

It is recognized that signs perform important functions in the community ~~which~~ and are essential for the public safety and general welfare, such as communicating messages, providing information about goods and services available, and providing orientation. It is further recognized that because of their potential ~~detrimental~~ impact on the visual and perceptual environment, signs must be regulated in order to:

- a) prevent hazards to vehicular and pedestrian traffic;

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- b) prevent conditions which have a blighting influence and contribute to declining property values;
- c) provide for easy recognition and legibility of all permitted signs and other uses in the immediate vicinity;
- d) preserve the amenities and visual quality of the Town and curb the deterioration of the community environment; and
- e) conserve energy.

It is the intent of this Section 5.2 to protect property values, create a more attractive business climate, enhance and protect the physical appearance of the community, provide a more enjoyable and pleasing community and to encourage the most appropriate uses of land.

5.2.2 Permits

No sign (other than a temporary sign in a window or a sign pursuant to Section 5.2.5 a) 1. shall be erected, altered or enlarged in a General or Local Business District until a permit has been issued by the Building Inspector, to be issued only for signs complying with all applicable provisions of this By-Law.

Any party seeking to erect a sign that does not meet dimensional or operational requirements of this By-Law may seek a waiver of the requirements of this By-Law from the Planning Board. The Planning Board may provide such a waiver if it finds that such a waiver will not adversely impact the health and safety of nearby persons or property and that granting the waiver is materially consistent with the purposes of this By-Law. In granting such a waiver, the Planning Board shall specify the size, type, and location of the sign(s) and impose such other terms and conditions as deemed necessary to promote the purposes of this By-Law.

5.2.3 General Requirements

- a) Movement. No sign shall contain any visible movable or moving parts (except for the hands of a traditional analog type, i.e., non-digital clock whose face does not exceed 36 inches in diameter), any moving, flashing, or animated lights, or any automatically changing written or pictorial matter or message.
- b) Illumination. No sign shall be illuminated between the hours of 10:00 p.m. and 6:00 a.m. unless the premises on which it is located are legally open for business. Signs may be illuminated only by the following means:
 - 1. By a white, steady stationary light shielded and directed solely at the sign;
 - 2. By interior non-exposed lights;
 - 3. By exposed neon or similar tube illumination.
- c) ~~Window Signs. Window signs shall be permitted, provided that the aggregate area of such signs does not exceed 20% of the area of the window glass. Removable signs temporarily affixed to the window or associated with a window display are permitted, provided that the aggregate area of the window covered by the signs, including permanent signs, does not exceed 50%.~~

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- c) Temporary Signs. Temporary signs must comply with the requirements for permanent signs, except for temporary non-commercial signs allowed in all districts without a permit from the Building Inspector. ~~except signs for charitable and public safety purposes, which may be authorized by the Building Inspector despite noncompliance. Before a temporary sign (other than a temporary sign placed in a window) shall be erected, there shall be deposited with the Town Treasurer the sum of \$20.00 for each sign, and the Town Treasurer shall notify the Building Inspector. The deposit shall be refunded only upon the removal of the sign.~~
- d) Removability. No sign shall be painted or posted on the surface of any wall without an intermediary removable surface.
- e) ~~Non-accessory Signs. The erection of non-accessory signs is not permitted.~~
- e) Sign Location. Signs attached to a roof and v-shaped signs attached to buildings are not permitted. Signs attached to a building must be either flat against the wall or perpendicular to the wall. If attached flat against the wall, the sign shall not project more than 12 inches outward or six inches upward from the wall or parapet of the building. If perpendicular to the building, the sign may not project more than five feet from the building, three feet over a public sidewalk, and shall be no less than two feet from the curb line.

The minimum vertical clearance to the underside of any sign projecting over a sidewalk or other pedestrian or vehicular passage shall be 10 feet above the surface of the sidewalk or passage.

5.2.4 Prohibited Signs.

The following sign types shall not be permitted, constructed, erected, or maintained:

- a) Any sign that advertises or calls attention to any commercial activity, business, product, or service that is no longer not produced, sold, carried, or conducted on the premises upon which the sign is located. No such sign shall remain in place or on vacated premises for more than 90 days from the date the vacancy commenced or commercial activity or service ceased, unless otherwise permitted by this By-Law;
- b) String lights used in connection with commercial premises with the exception of temporary lighting for holiday decoration;
- c) Signs erected so as to obstruct any door, window or fire escape on a building;
- d) Signs which incorporate in any manner flashing, moving or intermittent lighting, excluding public service signs showing time and temperature; and,
- e) Signs illuminated by other than a white, steady stationary light.

5.2.5 District Regulations

a) All Districts. In all zoning districts, the following are permitted:

1. Non-Commercial Signs. Non-commercial signs, subject to the following conditions:

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- a. Standing signs accessory to a non-commercial building are permitted in all districts, provided that no more than church, synagogue, school, or other permitted nonresidential institution. Two such signs are permitted for each such building use, plus one additional sign for each additional street where the lot fronts on more than one street, each such sign not to exceed 18 square feet in area;
 - b. No such sign shall be affixed to a tree or utility pole or otherwise erected in a public way except pursuant to Section 5.2.5 a) 1. c. below;
 - c. Non-commercial signs may be erected in the Town's right of way adjacent to a private property by the property owner only if (a) there is no protrusion of the sign into the public walkway or roadway; (b) placement of the sign will not damage any plantings that are in the area; and (c) placement does not pose a hazard to passersby;
 - d. Non-commercial signs may be erected on other Town property only pursuant to such other administrative policy governing the placement of signs on Town property duly enacted by the Board of Selectmen;
 - e. The non-commercial sign complies with Section 5.2.3 and the applicable dimensional requirements for commercial signs in the same district;
 - f. Any such non-commercial sign must be no larger than the largest commercial sign permitted in the district in which it is located;
 - g. The number of non-commercial signs permitted on one property shall be no more than the number of commercial signs permitted on the property pursuant to this By-Law; however, non-commercial signs shall not count toward the allowable square footage or allowable number of signs on a parcel of land;
 - h. Non-commercial sandwich board signs are permitted, provided that they comply with the dimensional standards in Section 5.2.5 b) 7 a. through 7 e.; and
 - i. Non-commercial temporary signs may be in place for longer than 90 days, notwithstanding the definition of temporary signs.
2. One sign displaying the street number and/or name of the occupant of the premises not exceeding 150 square inches in area. Such sign may include identification of a home occupation only if authorized on Special Permit from the Board of Appeals.
 3. Temporary signs pertaining to the lease, sale, renovation, or maintenance of, or initial occupancy of a lot or building, provided that the aggregate area of all such signs on the premises does not exceed nine square feet. Notwithstanding the definition of temporary signs, the following shall apply:
 - a. temporary signs pertaining to the lease or sale of a lot or building shall be removed within 10 days of the effective date of the lease or sale; and,
 - b. temporary signs pertaining to the renovation or maintenance of a lot or building shall be removed within 90 days of the sign being installed or when the renovation or maintenance is finished, whichever is less.

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- ~~3. One bulletin or announcement board, identification sign, or entrance marker for each public entrance to the premises of a church, synagogue, school, or other permitted nonresidential institutions.~~
 - ~~4. Standing signs accessory to a non-commercial building are allowed in all districts, provided that no more than church, synagogue, school, or other permitted nonresidential institution. Two such signs are permitted for each such building use, plus one additional sign for each additional street where the lot fronts on more than one street, each such sign not to exceed 18 square feet in area.~~
 4. Signs at Town boundaries and within a street right-of-way, if authorized on Special Permit by the Board of Selectmen, not exceeding five square feet in sign area indicating the meetings of any Town civic organization.
- b) Business Districts. In an area zoned as a Local Business or General Business District, the following are permitted in addition to signs permitted under Section 5.2.5 a).
1. Attached Signs. One sign for each exterior wall of an establishment if such wall faces a public way, private way, or contains a public entrance.
 - Wall Mounted - The area of the sign may not exceed the lesser of 10% of the wall area of such establishment or 65 square feet.
 - Projecting – The area of the sign may not exceed 12 square feet if projecting perpendicular to the wall.
 - More than one sign - The Planning Board may grant a Special Permit authorizing more than one identifying sign on an exterior wall provided that the aggregate area of such signs does not exceed the limits set forth herein.
 2. Directories. One directory of the establishments occupying a building or identification of the principal such establishment at each public entrance to the building. Such directory shall not exceed 1.5 square feet in area for each establishment occupying the building.
 - ~~3. Standing Signs. The Planning Board may grant a Special Permit for the erection of a standing sign if it finds that the sign complies with the purposes of this By-Law and the following dimensional requirements:~~
 - ~~➤ In the LB I and LB III Districts the sign shall not exceed 15 square feet in area nor shall it exceed 5 feet in height above the ground.~~
 - ~~➤ In the LB II and GB Districts the sign shall not exceed 30 square feet in area nor shall it exceed 15 feet in height above the ground.~~
 3. Standing Signs. The Planning Board may grant a Special Permit for the erection of a standing sign. A Special Permit may be granted if the Board finds that the sign complies with the requirements and purposes of this By-Law. The Special Permit shall specify the size, type, and location of the sign and impose such other terms and conditions as deemed necessary to promote the purposes of this By-Law. The size of the sign shall not exceed 15 square feet in area nor shall it exceed 5 feet in height above the ground. The Special Permit may require the sign to be renewed, provided that such requirement renewal period does not

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exceed five years. A special permit shall not be required for the erection of a non-commercial standing sign.

4. Awnings. A metal or cloth awning, whether containing advertising signage or not, may be located 7.5 feet or higher from the ground and may project over the sidewalk, more than three feet but in no event closer than two feet to the curb line, notwithstanding any provision herein to the contrary.

a. Valance – A valance shall consist of the vertical surface of the awning that hangs perpendicular to the ground.

i. The maximum height of the valance shall be 18 inches or less.

ii. The maximum letter or symbol height on the valance shall be 14 inches or less, with a margin around the edge of the valance of 2 inches or greater.

1. If lettering and/or symbols are placed on the valance they shall only depict the company name and/or the property's address.

2. Logos shall not be permitted on the valance.

iii. The aggregate area of letter and/or symbols shall not exceed 60% of the area of the valance.

b. Slope – The slope of the awning shall consist of the angled surface of the awning that connects to the façade of the building and to the valance, whose height shall not exceed 50% of the height of the window or door that it hangs above. Where an awning hangs above a window and a door, the height of the awning shall not exceed the height of the window that it hangs above.

i. If a wall sign either exists or is also proposed, no signage shall be permitted on the slope.

ii. If lettering and/or symbols are placed on the valance, then signage located on the slope shall be restricted to one logo.

iii. Signage on the slope shall not exceed 25% of the area of the slope, and shall have a margin around the edge of the slope of 2 inches or greater.

c. Sides – Signage shall not be placed on the vertical surfaces of the awning that connects the façade of the building to the slope and to the valance.

5. Marquee. A metal or cloth, roof-like projection extending from the façade of a building with a vertical surface or "face" greater than 18 inches in height, whether containing signage or not, the Marquee may be located 7.5 feet or higher from the ground and may project over the sidewalk more than three feet but in no event closer than two feet to the curb line, notwithstanding any provision herein to the contrary.

a. The height of a marquee shall not exceed more than 30% of the height of the window or door that it hangs above. Where a marquee hangs above a window and a door, the

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- height of the marquee shall not exceed 30% of the height of the window that it hangs above.
- b. If a wall sign either exists or is also proposed, neither a marquee structure nor sign shall be permitted.
 - c. A marquee shall be permitted in lieu of a wall sign, and signage on the marquee shall be subject to the following provisions:
 - i. The signage shall be located on the face (the vertical surface of the marquee that hangs perpendicular to the ground). Signage shall not be permitted on the roof (the top of the marquee, whether sloped, angled, or flat), nor on the sides (the vertical surfaces of the marquee that connect the façade of the building, the roof, and the face).
 - ii. The signage area may not exceed the lesser of 10% of the wall area of such establishment, 65 square feet, or 50% of the area of the face, and shall have a margin around the edge of the face of 2 inches or greater.
6. Window Signs. Window signs (permanent and/or temporary) shall be permitted, provided that the aggregate area of such signs does not exceed 20% of the area of the window glass.
7. Commercial Sandwich Board Signs. One "A" frame Sandwich Board sign per business or building shall be permitted (including within the public right-of-way, sidewalk only, except in conditions of snow and/or ice), subject to the following conditions:
- a. The sign shall only be displayed, adjacent to the buildings only, and not along the curb;
 - b. If placed on public property, the sign may not be placed without the prior written permission from the Board of Selectmen in accordance with the Town's General Bylaws, Section 60-800 D, Public ways, sidewalks and rights-of-way;
 - c. The sign shall not exceed 24 inches in width and 48 inches in height, including supports and sign area;
 - d. The sign shall not protrude on the sidewalk in such a way as to obstruct pedestrian traffic or reduce the open sidewalk width to less than four feet;
 - e. The sign shall be free of sharp corners, protrusions and devices that could inadvertently cause injury;
 - f. Liability insurance coverage shall be carried, and evidence of same may be requested by the Building Inspector. Said insurance must cover personal injuries or property damage that may occur in such areas. Such liability insurance insured on the liability insurance policy in the amount of one million dollars (\$1,000,000) per claim and two million dollars (\$2,000,000) per occurrence for any and all claims which may arise, for any reason, as a result of the placement of such a sign. The business shall also require the insurer to give at least thirty (30) days written notice of termination, reduction or cancellation of the policies to the Town; and,

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- g. Commercial sandwich board signs shall only be displayed during business hours and shall be removed thereafter.

5.2.6 Maintenance

- a) Every sign permitted hereunder shall be maintained in good condition. If a sign shows corrosion or deteriorated paint over 25% of the area of one side or if damage to a sign causes the loss of 10% of its surface or if a sign suffers damage or deterioration which creates a risk of harm to the person or property of another, it shall be repaired or removed.
- b) The Building Inspector may order the repair of a sign that is not secure, safe or in good state of repair by written notice to the owner. If the defect in the sign is not corrected within 30 days of said written notice, the Building Inspector may order the removal of the sign.

5.2.7 Nonconforming Signs

~~Signs made nonconforming as a result of change of use on the premises shall be made to conform or be removed within 60 days of becoming nonconforming. Signs made nonconforming as a result of a change to this By-Law change shall be subject to the requirements of Section 1.5, Non-Conforming Uses and Structures. that are subsequently enlarged, redesigned, replaced, or altered in any way including repainting in a different color, shall comply immediately with all provisions of this By-Law and provided further that any such sign which has deteriorated to such an extent that the cost of restoration would exceed 35% of the replacement value of the sign at the time of replacement shall not be repaired or rebuilt or altered except to conform to the requirements of this By-Law.~~

Submitted by the Planning Board

The Board of Selectmen and Planning Board will report on this Article.

Two-thirds vote required for passage.

ARTICLE 6:

ZONING AMENDMENT: MARIJUANA ESTABLISHMENT TEMPORARY MORATORIUM

To see if the Town will vote to amend the Zoning By-Laws by inserting a new Section 9.0, 'Marijuana Establishment Temporary Moratorium', at the end of the Zoning By-Laws, as follows:

Section 9 Marijuana Establishment Temporary Moratorium

9.1 Definition

"Marijuana establishment" shall mean "a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business," as defined in G.L. c. 94G, § 1, but shall not include facilities engaged in the sale, distribution or cultivation of marijuana for medical purposes licensed under Chapter 369 of the Acts of 2012."

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9.2 Purpose

By vote at the State election on November 8, 2016, the voters of the Commonwealth approved a law entitled the Regulation and Taxation of Marijuana Act (the "Act"), regulating the control and production and distribution of marijuana under a system of licenses and regulations. Currently under the Zoning By-Law, a Marijuana Retailer or Establishment is not a permitted use in the Town and any regulations promulgated by the Cannabis Control Commission are expected to provide guidance to the Town in regulating marijuana sales and distribution. The regulation of marijuana raises novel and complex legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Marijuana Retail or Distribution centers and address such novel and complex issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning By-Law regarding regulation of Marijuana Retail sales and distribution and other uses related to the regulation of marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Marijuana Retail and Distribution so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

9.3 Temporary Moratorium

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for "Marijuana Establishments". The moratorium shall be in effect through July 1, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of marijuana in the Town, consider the Cannabis Control Commission regulations regarding "Marijuana Establishments" and related uses, and shall consider adopting new Zoning By-Laws to address the impact and operation of Marijuana Establishments and related uses.

Submitted by the Planning Board

The Board of Selectmen and Planning Board will report on this Article.

Two-thirds vote required for passage.

ARTICLE 7: FY18 COMMUNITY PRESERVATION COMMITTEE BUDGET & PROJECTS

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the FY2018 Community Preservation budget and, pursuant to the recommendations of the Community Preservation Committee, to appropriate from the Community Preservation Fund, or to reserve amounts in the Community Preservation Fund for future appropriations, for the administrative expenses of the Community Preservation Committee for FY2018; for the acquisition, creation and preservation of open space - including land for recreational use; for the acquisition, preservation, rehabilitation and restoration of historic resources; and for the creation, preservation and support of community housing; or in any way act thereon.

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Amount	Project Name	Category	Funding Source
\$ 336,000	Grove Street Tennis Courts	Open Space/ Recreation	Open Space/ Recreation Account/Unallocated Account
\$ 173,200	Assessment and Project Redevelopment of Sherman Gardens	Community Housing	Community Housing
\$ 24,125	Belmont Headquarters Sons of Italy – Historical Artifacts Preservation	Historic Preservation	Historic Preservation Account
\$ 35,000	Grove Street Park Intergenerational Walking Path Construction Site Plan	Open Space/ Recreation	Open Space/ Recreation Account/Unallocated Account
\$ 615,000	PQ Playground Revitalization Project Phase 2	Open Space/ Recreation	Open Space/ Recreation Account/Unallocated Account
\$130,500	Allocation of not less than 10 percent of annual revenues in the Community Preservation Fund for Historic Preservation Account	Community Housing	Community Housing
\$55,000	Appropriations for administrative and operating expenses not more than 5 percent of annual revenues in the Community Preservation Fund	Administration	Administrative Expenses

This article is a standard article that appropriates funds to support the operations of the Town's Community Preservation Committee and its approved projects. The Community Preservation Fund receives revenues from a 1.5% property tax surcharge to fund the program. The state provides limited matching grant funds to the Town based on the surcharge collections.

Submitted by the Community Preservation Committee

The Board of Selectmen, Community Preservation Committee, Warrant Committee, and Capital Budget Committee will report on this Article.

Majority vote required for passage.

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ARTICLE 8: CITIZENS' PETITION: AMEND GENERAL BYLAWS, SECTION 40-200A TO INCREASE MEMBERSHIP OF THE BOARD OF SELECTMEN FROM THREE TO FIVE MEMBERS

"To see if the Town will vote to increase the membership of the Board of Selectmen from three to five members by amending Chapter 40, Article 2, Section 40-200-A of the Town Bylaws to provide as follows:

- A. The Board of Selectmen shall consist of five members elected by Ballot at the Annual Town Election for a term of three years. The terms of the members shall be staggered such that no more than two members are elected to a full term each year.

Said increase in membership shall take effect at the 2018 Annual Town Election by the election of two members for terms of three years, and one member for a term of two years, as provided in MGL Chapter 41, section 2."

Submitted by James R. Williams, Selectman

The Board of Selectmen and Warrant Committee will report on this Article.

Majority vote required for passage.

ARTICLE 9: CITIZENS' PETITION: PETITION TO ALLOW BOARD OF SELECTMEN TO CONSIDER WASTE METERING APPROACHES TO SAVE MONEY AND REDUCE TRASH.

This non-binding resolution will empower the Board of Selectmen to consider all options for waste management in the town, including waste metering such as pay-as-you-throw systems, as part of their ongoing role of financial managers of the town. By acknowledging that needs and goals have changed since the 1990 override for waste expenses, the Board will be better equipped to align the town's policies for waste with the current financial challenges and environmental goals, (such as Climate Action Plan, passed by town meeting in September, 2009)

This article is submitted in the exact form as provided by the Citizens.

Submitted by Kim Slack

The Board of Selectmen and Warrant Committee will report on this Article.

Majority vote required for passage.

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ARTICLE 10: CITIZENS' PETITION: WELCOMING TOWN DESIGNATION

To see if the Town will hear and vote on a resolution "Welcoming Town Designation."

WELCOMING TOWN DESIGNATION

- Whereas, Historically Belmont has welcomed immigrants from many regions around the world, including the Middle East, Europe, Africa, Asia and Latin America; and
- Whereas, Immigrants have enriched the fabric of this community, adding new life and great potential to Belmont; and
- Whereas, We are one community and we stand by our residents without regard to race, creed, sex, nationality, legal status, religion, gender identity, age, ability, or sexual orientation; and
- Whereas, National policies that discriminate against immigrants because of religion or country of origin run counter to our values; and
- Whereas, In some communities, local law enforcement agencies are used to collect and deliver immigration status data to Immigration and Customs Enforcement ("ICE"); and
- Whereas, ICE may issue voluntary information or detainer requests that could subject individuals who are in local custody to prolonged detention; and
- Whereas, It has been demonstrated in other communities that when local law enforcement officials indiscriminately comply with all ICE civil immigration information and detainer requests, including those that target non-criminal undocumented residents, public trust is eroded, immigrants are less likely to cooperate with local law enforcement and are less likely to report serious crimes, thus making the work of local law enforcement more difficult to address serious crimes; and
- Whereas, The Belmont Police Department will continue its long-held policy of not asking any individual about immigration status when that individual is seeking help from the police or is stopped for a minor infraction, and will provide assistance and protection to any member of the public without regard to immigration status; and
- Whereas, The Belmont Police do not respond to ICE requests for information unless a criminal warrant has been issued, or unless an individual is suspected of a serious crime other than an offense for which an essential element was the individual's immigration status;

NOW THEREFORE BE IT RESOLVED:

- 1) The Belmont Town Meeting hereby expresses our solidarity with displaced persons and migrants from around the world.
- 2) The Belmont Town Meeting affirms its support for the Belmont Police Department policy of: (a) not honoring ICE detainers without a court order or a probable cause warrant signed by a magistrate or judge; (b) not detaining a person solely on the belief that the person has committed a civil immigration violation.

Submitted by Anne Barrington Mahon

The Board of Selectmen and Warrant Committee will report on this Article.

Majority vote required for passage.

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ARTICLE 11:

SALARIES OF ELECTED OFFICIALS

To see if the Town will vote to fix the salary and compensation of each and all the elected officers of the Town, appropriate a sum of money for that purpose, determine how the same shall be raised, or in any way act thereon.

Elected Officials of the Town	Salary
Town Moderator	\$450
Chair of the Board of Selectmen	\$5,000
Selectmen (2)	\$4,500 (each)
Town Clerk	\$95,235
Town Treasurer	\$101,433
Chair of the Board of Assessors	\$3,030
Assessors (2)	\$2,200 (each)

This is a standard article to comply with the provision in M.G.L. c. 41, § 108 requiring the compensation levels of all elected officers to be fixed at the annual town meeting, and to appropriate the funds necessary for FY18. Please note that Town Meeting establishes and appropriates the compensation of other municipal employees under Article 13.

Submitted by the Board of Selectmen

The Board of Selectmen and Warrant Committee will report on this Article.

Majority vote required for passage.

ARTICLE 12: ENTERPRISE FUNDS FOR WATER AND SEWER AND STORMWATER SERVICES

To see if the Town will vote to appropriate a sum of money from the accounts classified as an "Enterprise Fund", pursuant to Chapter 44, Section 53F½ of the General Laws for water service, and for sewer and stormwater service; or in any way act thereon.

This is a standard article to appropriate funds to support the operations of the Town's water and sewer functions from enterprise funds that receive revenues from user fees. Enterprise funds are entirely self-supporting from user fees and do not receive any funding from property taxes.

Submitted by the Board of Selectmen

The Board of Selectmen and Warrant Committee will report on this Article.

Majority vote required for passage (two-thirds if borrowing).

ARTICLE 13: FY18 BUDGET APPROPRIATION AND AUTHORIZATION TO TRANSFER BALANCES TO FUND THE FY18 BUDGET

To determine what sums of money shall be granted to pay Town expenses for the fiscal year beginning July 1, 2017 and to make the necessary appropriations for the same for the support of schools and for other Town purposes; to determine how the same shall be raised, and to see if the Town will authorize

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the transfer of certain balances on the Treasurer's books and Accountant's books, or in any way act thereon.

This is a standard article that appropriates the Town's FY18 budget, commencing on July 1. The budget consists of several categories of expenditures; each such category, and the transfer of balances from various sources necessary to fund the General Fund Budget, will be presented for a separate vote of Town Meeting. Due to uncertainty regarding the amount of state aid, the budget will be heard at the June sessions of Town Meeting. The Warrant Committee Report contains the budget summary and supporting information and will be distributed to Town Meeting Members in advance of the June sessions.

Submitted by the Board of Selectmen

The Board of Selectmen and Warrant Committee will report on this Article.

Majority vote required for passage.

ARTICLE 14:

AUTHORIZATION FOR UP-FRONT FUNDS FOR CHAPTER 90 HIGHWAY IMPROVEMENTS

To see if the Town will vote to raise and appropriate, or transfer from unappropriated available funds in the Treasury, sums of money for the repair, improvement and construction of highways, said money to be used in conjunction with any money which may be allotted by the Commonwealth for the said purposes, authorize the acceptance of such allotment, determine how the money raised and allotted as aforesaid shall be expended under the provisions of Chapter 90 of the General Laws, and acts in amendment thereof and in addition thereto, or in any way act thereon.

This is a standard article that seeks to appropriate "up-front" funds that will be reimbursed from state highway aid, referred to as Chapter 90. This aid is authorized by the Legislature through state transportation bond issues. The estimated apportionment will be reported prior to the June sessions of Town Meeting. These funds, when supplemented with capital budget funds, will be used for the Town's Pavement Management Program to extend the life of our roadway system. In addition, the Town has used Chapter 90 funds to "leverage" substantial state/federal funding to design major road projects (i.e., Trapelo Road).

Submitted by the Board of Selectmen

The Board of Selectmen, Warrant Committee, and Capital Budget Committee will report on this Article.

Majority vote required for passage.

ARTICLE 15:

APPROPRIATION OF CAPITAL EXPENDITURES

To see if the Town will vote to appropriate sums of money to purchase public safety equipment, computer equipment (including consulting work), public works equipment and furnishings and equipment for Town facilities, construct public ways, and for building and facility and public works construction, major maintenance and alterations (including design work); to determine whether these appropriations shall be raised by borrowing or otherwise, or in any way act thereon.

This is a standard article to appropriate funds for capital budget expenditures. While the article is general as to the categories of capital expenditures, the motion will be explicit. The recommendations of the

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ARTICLE 18: AUTHORIZATION TO ESTABLISH A SPECIAL EDUCATION RESERVE FUND

To see if the Town will vote, pursuant to G.L. c. 40A, § 13E, to establish a reserve fund to be utilized in the upcoming fiscal years, to pay, without further appropriation, for unanticipated or unbudgeted costs of special education, out-of-district tuition or transportation, and to appropriate a sum of money to said reserve fund, or in any way act thereon.

This is a new provision under the Municipal Modernization Act giving the town the authority to establish a reserve fund to pay, without further appropriation, for unanticipated or unbudgeted costs of special education. By vote of School Committee or Superintendent, The balance in the reserve fund shall not exceed 2% of the annual net school spending.

Submitted by the Board of Selectmen/School Committee

The School Committee, Warrant Committee, Board of Selectmen will report on this Article.

Majority vote required for passage.

ARTICLE 19: AUTHORIZATION TO INCREASE RETIREMENT BOARD STIPEND

To see if the Town will vote to accept the provisions of Section 20(6) of Massachusetts General Laws Chapter 32, as amended by Section 34 of Chapter 176 of the Acts of 2011, so as to provide an increase to the stipend available to members of the Belmont Contributory Retirement Board to not more than \$4,500 per year, or in any way act thereon.

This article is inserted in the warrant at the request of the Belmont Contributory Retirement Board. By taking favorable action on this article, the town will accept a local option which increases the stipend available to be paid to members of the Belmont Contributory Retirement Board from the current stipend amount of \$3,000, previously accepted by Town Meeting in 1997, to \$4,500 per year.

Submitted by the Belmont Contributory Retirement Board

The School Committee, Warrant Committee, Board of Selectmen will report on this Article.

ARTICLE 20: AUTHORIZATION TO INCREASE COLA BASE BY RETIREMENT BOARD

To see if the Town will vote to approve the decision of the Belmont Contributory Retirement Board pursuant to MGL Chapter 32 section 103(j) to increase the maximum Cost of Living Adjustment base to \$14,000, or in any way act thereon.

This article is inserted in the warrant at the request of the Belmont Retirement Board. By taking favorable action on this article, the Town will accept a local option which increases the base upon which cost of living increases may be granted to Town retirees from the first \$12,000, in effect since 1997, to the first \$14,000 of the retirement allowance. The Retirement Board's actuary estimates that the amortization of this new COLA provision.

Submitted by the Belmont Contributory Retirement Board

The School Committee, Warrant Committee, Board of Selectmen will report on this Article.

Majority vote required for passage.

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ARTICLE 21: AUTHORIZATION TO INCREASE MINIMUM ALLOWANCE PAYABLE TO SURVIVORS OF MEMBERS OF THE BELMONT RETIREMENT SYSTEM

To see if the Town will vote to accept the provisions of Section 12(2)(d) of Massachusetts General Laws Chapter 32, as amended by Sections 29 and 30 of Chapter 176 of the Acts of 2011, *An Act Providing for Pension Reform and Benefit Modernization*, so as to provide an increase to the monthly minimum allowance payable to survivors of members of the Belmont Contributory Retirement System who die while actively employed, from \$250 to \$500, or in any way act thereon.

This article is inserted in the warrant at the request of the Belmont Retirement Board. Section 12(2)(d) benefits are paid to survivors of members who die while actively employed. Payment of the increased minimum monthly benefit to eligible recipients is prospective only. This would impact survivors and increase the cost of the system's average monthly retirement payroll by \$507.75.

Submitted by the Belmont Contributory Retirement Board

The School Committee, Warrant Committee, Board of Selectmen will report on this Article.

Majority vote required for passage.

ARTICLE 22: AUTHORIZATION TO ADJUST SPOUSAL BENEFIT FOR SURVIVING SPOUSES OF RETIREES

To see if the Town will vote to accept the provisions of MGL Chapter 32, section 101, third paragraph so as to provide an increase in the annual allowance payable to certain surviving spouses of accidental and ordinary disability retirees from \$6,000 to \$12,000, or in any way act thereon.

This article is inserted in the warrant at the request of the Belmont Contributory Retirement Board. An affirmative vote would increase the benefit to surviving spouses of disabled retirees who retired prior to 1997 and were precluded by law from selecting Option C, the joint and survivor option. There are 3 surviving spouses who would be impacted by acceptance of this local option.

Submitted by the Belmont Contributory Retirement Board

The School Committee, Warrant Committee, Board of Selectmen will report on this Article.

Majority vote required for passage

ARTICLE 23: MUNICIPAL LIGHT SUBSTATION PROJECT BORROWING DE-AUTHORIZATION AND APPROPRIATION

To see if the Town will vote to rescind the unused borrowing authority in the amount of **\$27,600,000** that was appropriated under Article 2 of the January 18, 2012 Special Town Meeting for the Municipal Light Department Substation Project; and appropriate NSTAR reimbursement to pay costs of the project financed by such bonds and to reduce the amount authorized to be borrowed by the same amount, or in any way act thereon.

This article rescinds the authority to borrow funds that were not needed for the Municipal Light Substation Project due to usage of NSTAR reimbursement to pay costs in place of bond proceeds. The total authorization was approved not to exceed \$60,000,000 in Article 2 of the January 18, 2012 Special Town Meeting.

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The Warrant Committee and Capital Budget Committee will report orally on this Article.

Majority vote required for passage.

**ARTICLE 24: JOINT PUBLIC SAFETY COMMUNICATIONS CENTER PROJECT
BORROWING DE-AUTHORIZATION AND REDUCTION OF THE
APPROPRIATION**

To see if the Town will vote to rescind the unused borrowing authority in the amount of **\$255,000** that was appropriated under Article 16 of the June 3, 2015 Annual Town Meeting for the Capital Expenditures for the purchase and installation of radio transmission equipment, Joint Public Safety Communications Center equipment and portable radios financed by such bonds and to reduce the amount authorized to be borrowed and appropriated by the same amount, or in any way act thereon.

This article rescinds the authority to borrow funds that were not needed for the Joint Public Safety Communications Center Project. The total authorization was approved in Article 16 (B) of the June 3, 2015 Annual Town Meeting.

The Warrant Committee and Capital Budget Committee will report orally on this Article.

Majority vote required for passage.

**ARTICLE 25: REPLACEMENT FIRE ALARM SYSTEM AT BELMONT HIGH SCHOOL
BORROWING DE-AUTHORIZATION AND REDUCTION OF THE
APPROPRIATION**

To see if the Town will vote to rescind the unused borrowing authority in the amount of **\$350** that was appropriated under Article 16 of the June 3, 2015 Annual Town Meeting for the Capital Expenditures for the design and purchase of equipment, materials and installation of a replacement fire alarm system at the Belmont High School financed by such bonds and to reduce the amount authorized to be borrowed and appropriated by the same amount, or in any way act thereon.

This article rescinds the authority to borrow funds that were not needed for the Replacement Fire Alarm System at Belmont High School. The total authorization was approved in Article 16 (C) of the June 3, 2015 Annual Town Meeting.

The Board of Selectmen, Warrant Committee, and Capital Budget Committee will report orally on this Article.

Majority vote required for passage.

ARTICLE 26: CITIZENS' PETITION: GENERAL FUND STABILIZATION

To see if the Town will vote to transfer from unappropriated available funds in the Treasury a sum of money to the General Stabilization Fund.

The purpose of this article is to transfer a portion of the Town's certified Free Cash balance into the General Stabilization Fund in order to ensure that existing Town revenues, including those that have resulted from the April 2015 Override, stretch as far into the future as possible, thus delaying and/or limiting the need for a future

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operating override. By transferring these monies into the General Stabilization Fund, this article will provide Town Meeting with the opportunity to evaluate and vote on any proposed appropriation.”

This article is submitted in the exact form as provided by the Citizens.

Submitted by Robert L. Sarno

The Board of Selectmen and Warrant Committee will report on this Article.

Majority vote required for passage.

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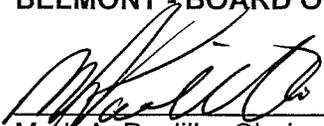
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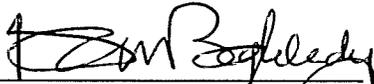


Given under our hands this 3rd day of April, 2017.

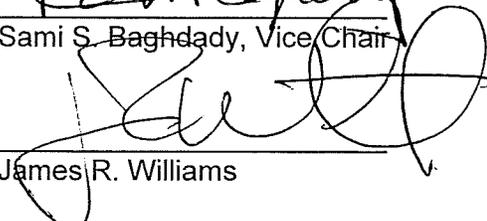
BELMONT BOARD OF SELECTMEN



Mark A. Paolillo, Chair



Sami S. Baghdady, Vice Chair



James R. Williams

A True Copy, Attest

Town Clerk of Belmont, MA

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The Motion was adopted as amended by more than two-thirds majority at the Annual Town Meeting held May 1, 2017 at the Belmont High School Auditorium by Electronic Vote: Yes 186, No 46

TEXT AS PRINTED IN THE WARRANT

ARTICLE 5: AMENDMENTS TO THE SIGN ZONING BY-LAW (§5.2)

A. To see if the Town will vote to amend Section 1.4, Definitions and Abbreviations, in the definition for 'Sign' by deleting from sub section c) the phrase 'covering not more than 50% of window area', as follows:

c) temporary signs inside display windows illuminated by building illumination only;

B. To see if the Town will vote to amend Section 1.4, Definitions and Abbreviations, in the definition for 'Sign, Temporary' by deleting '100' and replacing it with '60' and inserting the phrase 'and not repeated for a period of 4 months after removal' at the end of the definition, as follows:

Sign, Temporary - Any sign, including its supporting structure, intended to be maintained for a continuous period of not more than 60 days in any calendar year, and not repeated for a period of 4 months after removal.

C. To see if the Town will vote to amend Section 5.2, Signs, by deleting those words and phrases that are strike through and inserting those words and phrases underlined and renumbering the Section accordingly:

Section 5.2 Signs

5.2.1 Intent and Purpose

It is recognized that signs perform important functions in the community and are essential for the public safety and general welfare, such as communicating messages, providing information about goods and services available, and providing orientation. It is further recognized that because of their potential impact on the visual and perceptual environment, signs must be regulated in order to:

- a) prevent hazards to vehicular and pedestrian traffic;
- b) prevent conditions which have a blighting influence;
- c) provide for easy recognition and legibility of all permitted signs and other uses in the immediate vicinity;

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- d) preserve the amenities and visual quality of the Town and curb the deterioration of the community environment; and
- e) conserve energy.

It is the intent of this Section 5.2 to protect property values, create a more attractive business climate, enhance and protect the physical appearance of the community, provide a more enjoyable and pleasing community and to encourage appropriate uses of land.

5.2.2 Permits

No sign (other than a temporary sign in a window or a sign pursuant to Section 5.2.5 a) 1. shall be erected, altered or enlarged in a General or Local Business District until a permit has been issued by the Building Inspector, to be issued only for signs complying with all applicable provisions of this By-Law.

Any party seeking to erect a sign that does not meet dimensional or operational requirements of this By-Law may seek a waiver of the requirements of this By-Law from the Planning Board. The Planning Board may provide such a waiver if it finds that such a waiver will not adversely impact the health and safety of nearby persons or property and that granting the waiver is materially consistent with the purposes of this By-Law. In granting such a waiver, the Planning Board shall specify the size, type, and location of the sign(s) and impose such other terms and conditions as deemed necessary to promote the purposes of this By-Law.

5.2.3 General Requirements

- a) Movement. No sign shall contain any visible movable or moving parts (except for the hands of a traditional analog type, i.e., non-digital clock whose face does not exceed 36 inches in diameter), any moving, flashing, or animated lights, or any automatically changing written or pictorial matter or message.
- b) Illumination. No sign shall be illuminated between the hours of 10:00 p.m. and 6:00 a.m. unless the premises on which it is located are legally open for business. Signs may be illuminated only by the following means:
 - 1. By a white, steady stationary light shielded and directed solely at the sign;
 - 2. By interior non-exposed lights;
 - 3. By exposed neon or similar tube illumination.
- c) Temporary Signs. Temporary signs must comply with the requirements for permanent signs, except for temporary non-commercial signs allowed in all districts without a permit from the Building Inspector.
- d) Removability. No sign shall be painted or posted on the surface of any wall without an intermediary removable surface.

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- e) Sign Location. Signs attached to a roof and v-shaped signs attached to buildings are not permitted. Signs attached to a building must be either flat against the wall or perpendicular to the wall. If attached flat against the wall, the sign shall not project more than 12 inches outward or six inches upward from the wall or parapet of the building. If perpendicular to the building, the sign may not project more than five feet from the building, three feet over a public sidewalk, and shall be no less than two feet from the curb line.

The minimum vertical clearance to the underside of any sign projecting over a sidewalk or other pedestrian or vehicular passage shall be 10 feet above the surface of the sidewalk or passage.

5.2.4 Prohibited Signs.

The following sign types shall not be permitted, constructed, erected, or maintained:

- a) Any sign that advertises or calls attention to any commercial activity, business, product, or service that is ~~no longer~~ not produced, sold, carried, or conducted on the premises upon which the sign is located. No such sign shall remain in place or on vacated premises for more than 90 days from the date the vacancy commenced or commercial activity or service ceased, unless otherwise permitted by this By-Law;
- b) String lights used in connection with commercial premises with the exception of temporary lighting for holiday decoration;
- c) Signs erected so as to obstruct any door, window or fire escape on a building;
- d) Signs which incorporate in any manner flashing, moving or intermittent lighting, excluding public service signs showing time and temperature; and,
- e) Signs illuminated by other than a white, steady stationary light.

5.2.5 District Regulations

- a) All Districts. In all zoning districts, the following are permitted:

1. Non-Commercial Signs. Non-commercial signs, subject to the following conditions:
- a. Standing signs accessory to a non-commercial building are permitted in all districts, provided that no more than two such signs are permitted for each such building use, plus one additional sign for each additional street where the lot fronts on more than one street, each such sign not to exceed 18 square feet in area;
- b. No such sign shall be affixed to a tree or utility pole or otherwise erected in a public way except pursuant to Section 5.2.5 a) 1. c. below;
- c. Non-commercial signs may be erected in the Town's right of way adjacent to a private property by the property owner only if (a) there is no protrusion of the sign

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- into the public walkway or roadway; (b) placement of the sign will not damage any plantings that are in the area; and (c) placement does not pose a hazard to passersby;
- d. Non-commercial signs may be erected on other Town property only pursuant to such other administrative policy governing the placement of signs on Town property duly enacted by the Board of Selectmen;
 - e. The non-commercial sign complies with Section 5.2.3 and the applicable dimensional requirements for commercial signs in the same district;
 - f. Any such non-commercial sign must be no larger than the largest commercial sign permitted in the district in which it is located;
 - g. The number of non-commercial signs permitted on one property shall be no more than the number of commercial signs permitted on the property pursuant to this By-Law; however, non-commercial signs shall not count toward the allowable square footage or allowable number of signs on a parcel of land;
 - h. Non-commercial sandwich board signs are permitted, provided that they comply with the dimensional standards in Section 5.2.5 b) 7 a. through 7 e.;and
 - i. Non-commercial temporary signs may be in place for longer than 90 days, notwithstanding the definition of temporary signs.
2. One sign displaying the street number and/or name of the occupant of the premises not exceeding 150 square inches in area. Such sign may include identification of a home occupation only if authorized on Special Permit from the Board of Appeals.
3. Temporary signs pertaining to the lease, sale, renovation, or maintenance of, or initial occupancy of a lot or building, provided that the aggregate area of all such signs on the premises does not exceed nine square feet. Notwithstanding the definition of temporary signs, the following shall apply:
- a. temporary signs pertaining to the lease or sale of a lot or building shall be removed within 10 days of the effective date of the lease or sale; and,
 - b. temporary signs pertaining to the renovation or maintenance of a lot or building shall be removed within 90 days of the sign being installed or when the renovation or maintenance is finished, whichever is less.
4. Signs at Town boundaries and within a street right-of-way, if authorized on Special Permit by the Board of Selectmen, not exceeding five square feet in sign area indicating the meetings of any Town civic organization.
- b) Business Districts. In an area zoned as a Local Business or General Business District, the following are permitted in addition to signs permitted under Section 5.2.5 a).

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1. Attached Signs. One sign for each exterior wall of an establishment if such wall faces a public way, private way, or contains a public entrance.
 - Wall Mounted - The area of the sign may not exceed the lesser of 10% of the wall area of such establishment or 65 square feet.
 - Projecting – The area of the sign may not exceed 12 square feet if projecting perpendicular to the wall.
 - More than one sign - The Planning Board may grant a Special Permit authorizing more than one identifying sign on an exterior wall provided that the aggregate area of such signs does not exceed the limits set forth herein.
2. Directories. One directory of the establishments occupying a building or identification of the principal such establishment at each public entrance to the building. Such directory shall not exceed 1.5 square feet in area for each establishment occupying the building.
3. Standing Signs. The Planning Board may grant a Special Permit for the erection of a standing sign. A Special Permit may be granted if the Board finds that the sign complies with the requirements and purposes of this By-Law. The Special Permit shall specify the size, type, and location of the sign and impose such other terms and conditions as deemed necessary to promote the purposes of this By-Law. The size of the sign shall not exceed 15 square feet in area nor shall it exceed 5 feet in height above the ground. The Special Permit may require the sign to be renewed, provided that such ~~requirement~~ renewal period does not exceed five years. A special permit shall not be required for the erection of a non-commercial standing sign.
4. Awnings. A metal or cloth awning, whether containing signage or not, may be located 7.5 feet or higher from the ground and may project over the sidewalk, more than three feet but in no event closer than two feet to the curb line, notwithstanding any provision herein to the contrary.
 - a. Valance – A valance shall consist of the vertical surface of the awning that hangs perpendicular to the ground.
 - i. The maximum height of the valance shall be 18 inches or less.
 - ii. The maximum letter or symbol height on the valance shall be 14 inches or less, with a margin around the edge of the valance of 2 inches or greater.
 1. If lettering and/or symbols are placed on the valance they shall only depict the company name and/or the property's address.
 2. Logos shall not be permitted on the valance.
 - iii. The aggregate area of letter and/or symbols shall not exceed 60% of the area of the valance.

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- b. Slope – The slope of the awning shall consist of the angled surface of the awning that connects to the façade of the building and to the valance, whose height shall not exceed 50% of the height of the window or door that it hangs above. Where an awning hangs above a window and a door, the height of the awning shall not exceed the height of the window that it hangs above.
 - i. If a wall sign either exists or is also proposed, no signage shall be permitted on the slope.
 - ii. If lettering and/or symbols are placed on the valance, then signage located on the slope shall be restricted to one logo.
 - iii. Signage on the slope shall not exceed 25% of the area of the slope, and shall have a margin around the edge of the slope of 2 inches or greater.
 - c. Sides – Signage shall not be placed on the vertical surfaces of the awning that connects the façade of the building to the slope and to the valance.
5. Marquee. A metal or cloth, roof-like projection extending from the façade of a building with a vertical surface or “face” greater than 18 inches in height, whether containing signage or not, the Marquee may be located 7.5 feet or higher from the ground and may project over the sidewalk more than three feet but in no event closer than two feet to the curb line, notwithstanding any provision herein to the contrary.
- a. The height of a marquee shall not exceed more than 30% of the height of the window or door that it hangs above. Where a marquee hangs above a window and a door, the height of the marquee shall not exceed 30% of the height of the window that it hangs above.
 - b. If a wall sign either exists or is also proposed, neither a marquee structure nor sign shall be permitted.
 - c. A marquee shall be permitted in lieu of a wall sign, and signage on the marquee shall be subject to the following provisions:
 - i. The signage shall be located on the face (the vertical surface of the marquee that hangs perpendicular to the ground). Signage shall not be permitted on the roof (the top of the marquee, whether sloped, angled, or flat), nor on the sides (the vertical surfaces of the marquee that connect the façade of the building, the roof, and the face),
 - ii. The signage area may not exceed the lesser of 10% of the wall area of such establishment, 65 square feet, or 50% of the area of the face, and shall have a margin around the edge of the face of 2 inches or greater.
6. Window Signs. Window signs (permanent and/or temporary) shall be permitted, provided that the aggregate area of such signs does not exceed 20% of the area of the window glass.

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BELMONT, MASSACHUSETTS
ANNUAL TOWN MEETING
MAY 1, 2017

7. Commercial Sandwich Board Signs. One “A” frame Sandwich Board sign per business or building shall be permitted (including within the public right-of-way, sidewalk only, except in conditions of snow and/or ice), subject to the following conditions:
- a. The sign shall only be displayed, adjacent to the buildings only, and not along the curb;
 - b. If placed on public property, the sign may not be placed without the prior written permission from the Board of Selectmen in accordance with the Town’s General Bylaws, Section 60-800 D, Public ways, sidewalks and rights-of-way;
 - c. The sign shall not exceed 24 inches in width and 48 inches in height, including supports and sign area;
 - d. The sign shall not protrude on the sidewalk in such a way as to obstruct pedestrian traffic or reduce the open sidewalk width to less than four feet;
 - e. The sign shall be free of sharp corners, protrusions and devices that could inadvertently cause injury;
 - f. Liability insurance coverage shall be carried, and evidence of same may be requested by the Building Inspector. Said insurance must cover personal injuries and property damage that may occur in such areas. Such coverage limits on the liability insurance policy in the amount of one million dollars (\$1,000,000) per claim and two millions dollars (\$2,000,000) per occurrence for any and all claims which may arise, for any reason, as a result of the placement of such a sign. The business shall also require the insurer to give at least thirty (30) days written notice of termination, reduction or cancellation of the policies to the Town; and,
 - g. Commercial sandwich board signs shall only be displayed during business hours and shall be removed thereafter.

5.2.6 Maintenance

- a) Every sign permitted hereunder shall be maintained in good condition. If a sign shows corrosion or deteriorated paint over 25% of the area of one side or if damage to a sign causes the loss of 10% of its surface or if a sign suffers damage or deterioration which creates a risk of harm to the person or property of another, it shall be repaired or removed.
- b) The Building Inspector may order the repair of a sign that is not secure, safe or in good state of repair by written notice to the owner. If the defect in the sign is not corrected within 30 days of said written notice, the Building Inspector may order the removal of the sign.

5.2.7 Nonconforming Signs

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MOVED: a) That a total of \$336,000 be appropriated, \$132,980 be appropriated from Open Space Reserve and the balance of \$203,020 be appropriated from Budgeted Reserve of the Community Preservation Fund for the reconstruction and repair of the Grove Street Tennis Courts.

The Motion was adopted unanimously

MOVED: b) That \$173,200 be appropriated from Fund Balances Reserve for Community Housing of the Community Preservation Fund to procure of an assessment of the feasibility of an expansion of community housing at the Sherman Gardens development, and upgrades thereto.

The Motion was adopted unanimously

MOVED: c) That \$24,125 be appropriated from Fund Balances Reserve for Historic Preservation of the Community Preservation Fund for Historical Artifacts Preservation at the Belmont Headquarters of the Sons of Italy.

The Motion was adopted

MOVED: d) That \$35,000 be appropriated from Budgeted Reserve of the Community Preservation Fund for the Grove Street Park Intergenerational Walking Path Site Plan.

The Motion was adopted

MOVED: e) That \$615,000 be appropriated from Budgeted Reserve of the Community Preservation Fund for the Pequotsette Park Revitalization Project, Phase II.

The Motion was adopted

ARTICLE 8: AMEND GENERAL BYLAWS, SECTION 40-200A TO INCREASE MEMBERSHIP OF THE BOARD OF SELECTMEN FROM THREE TO FIVE

MOVED: That Article 8 be referred to committee to study and recommend whether or not the Board of Selectmen should be expanded from three members. Said committee shall be appointed by the Moderator, and shall consist of a Town Meeting Member from each Precinct, and five town residents selected at large and shall file a written report of its recommendations in the Town Clerk's office, for distribution to all Town Meeting Members, by January 31, 2018.

The Motion was adopted by Electronic Vote: Yes 192, No 67.

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BELMONT, MASSACHUSETTS
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MAY 1, 2017

immigrants are less likely to cooperate with local law enforcement and are less likely to report serious crimes, thus making the work of local law enforcement more difficult to address serious crimes; and

8. Whereas, The Belmont Police Department will continue its long-held practice of not asking any individual about immigration status when that individual is seeking help from the police or is stopped for a minor infraction, and will provide assistance and protection to any member of the public without regard to immigration status; and

NOW, THEREFORE BE IT RESOLVED:

- 1) The Belmont Town Meeting hereby expresses our solidarity with displaced persons and migrants from around the world.
- 2) The Belmont Town meeting affirms its support for these Belmont Police Department practices:
 - (a) Belmont Police officers will not detain persons solely to investigate their immigration status;
 - (b) Belmont Police officers will not inquire into the immigration status of persons seeking help from the police unless the information is relevant to prosecuting the reported crime or for the person's protection;
 - (c) The Belmont Police Department will not keep an index or list of persons suspected of being aliens or deportable aliens;
 - (d) The Belmont Police Department will not seek to have any officer receive a delegation of the powers of an immigration officer;
 - (e) The Belmont Police Department will cooperate with federal, state, and local criminal and civil investigative agencies in the accomplishment of their lawful objectives by providing such information as the Police Department maintains;
 - (f) Upon the presentation by U.S. Immigration and Customs Enforcement of a detainer and an administrative warrant for the detention of a person arrested by Belmont Police Department in the course of enforcing state and local laws and currently in custody, the Belmont Police Department will maintain custody of the person for sufficient time to bring to the attention of the court officials responsible for decisions upon bail. (The Belmont Police Department will continue this practice until such time as a court with authority over the Belmont Police Department finds the practice to be contrary to law.); and
 - (g) The Belmont Police Department will continue to investigate reports of hate crimes, criminal discrimination, and criminal harassment of persons based upon their religion, ethnicity, or national origin without regard to the person's known or suspected unlawful status within the United States.

The Motion was adopted by Electronic Vote: Yes 198, No 59 .

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BELMONT, MASSACHUSETTS
ANNUAL TOWN MEETING
MAY 1, 2017

ARTICLE 11:

SALARIES OF ELECTED OFFICIALS

MOVED: That there be paid to the elected officers of the Town as salaries for the fiscal year commencing July 1, 2017 the amount set forth opposite the name of each officer as listed below:

Elected Officials of the Town	Salary
Town Moderator	\$450
Chair of the Board of Selectmen	\$5,000
Selectmen (2)	\$4,500 (each)
Town Clerk	\$95,235
Town Treasurer	\$101,433
Chair of the Board of Assessors	\$3,030
Assessors (2)	\$2,200 (each)

The Motion was adopted unanimously

ARTICLE 12: ENTERPRISE FUNDS FOR WATER AND SEWER AND STORMWATER SERVICES

MOVED: A) That \$7,492,653 be appropriated from the account classified as "Water Enterprise Fund" pursuant to Chapter 44, Section 53F½ of the General Laws for water service; said sum to be expended under the direction of the Board of Selectmen and said appropriation to be funded by a transfer of \$1,300,000 from Water Retained Earnings and \$6,192,653 from Water Revenues.

MOVED: B) That \$9,326,880 be appropriated from the account classified as "Sewer and Stormwater Enterprise Fund" pursuant to Chapter 44, Section 53F½ of the General Laws for sewer and stormwater services; said sum to be expended under the direction of the Board of Selectmen and said appropriation to be funded by a transfer of \$775,000 from Sewer Retained Earnings and \$8,551,880 from Sewer and Stormwater Revenues.

Both Motions were adopted unanimously

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BELMONT, MASSACHUSETTS
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ARTICLE 13: FISCAL YEAR 2018 BUDGET APPROPRIATION AND TRANSFER TO FUND THE FY 2018 BUDGET

MOVED: A) That under General Government, \$4,602,723 be raised and appropriated.

The Motion was adopted unanimously

MOVED: B) That under Employee Benefits, \$7,345,623 be raised and appropriated for Retirement expenses.

The Motion was adopted

MOVED: C) That under Employee Benefits, \$2,994,039 be raised and appropriated for Other Reserves, including Health Insurance, Insurance and Salary Reserve.

The Motion was adopted

MOVED: D) That under Public Safety \$14,321,520 be raised and appropriated.

The Motion was adopted unanimously

MOVED: E) That under Belmont Public Schools \$52,969,485 be raised and appropriated.

The Motion was adopted

MOVED: F) That under Minuteman Regional School \$910,185 be raised and appropriated.

The Motion was adopted unanimously

MOVED: G) That under Public Services \$13,416,759 be raised and appropriated.

The Motion was adopted

MOVED: H) That under Human Services, \$3,217,001 be raised and appropriated.

The Motion was adopted

MOVED: I) That under Debt and Interest on Debt \$4,514,763 be raised and appropriated.

The Motion was adopted

2017 Annual Report
BELMONT, MASSACHUSETTS
ANNUAL TOWN MEETING
MAY 1, 2017

ARTICLE 13: AUTHORIZATION TO TRANSFER BALANCES

MOVED: That \$3,822,471 be transferred from the following available funds to meet a portion of the FY2018 operating budget expenses in such sums as listed below:

- a) \$235,000 from fund balance in Abatement and Exemption Surplus Account
- b) \$650,000 from Belmont Municipal Light Department to offset the tax rate
- c) \$2,322,850 from Unreserved Fund Balance (Free Cash)
- d) \$90,000 from Parking Meters Receipts
- e) \$170,150 from Water Revenue for indirect costs
- f) \$136,325 from Sewer Revenue for indirect costs
- g) \$125,000 from Capital Endowment Fund for various capital expenditures
- h) \$74,322 from Capital Projects Fund for various capital expenditures
- i) \$18,824 from Bond Premium Amortization

The Motion was adopted unanimously

MOVED: That the entire revenue derived from the sale of electricity to private customers, municipal departments, including the cost of street lighting and from jobbing during the twelve months beginning January 1, 2017, be allocated and appropriated for the operating expenses of the Municipal Light Department including out-of-state travel, all said appropriations and payments to be expended under the direction of the Municipal Light Board and that the Town Accountant is hereby authorized to make such transfers on the books of the Town.

The Motion was adopted

ARTICLE 14: AUTHORIZATION FOR UP-FRONT FUNDS FOR CHAPTER 90 HIGHWAY IMPROVEMENTS

MOVED: That the Town be authorized to construct, reconstruct, resurface or repair all or portions of various Town Ways and to authorize the expenditure of \$542,601 as may be received from the Commonwealth of Massachusetts through the Massachusetts Department of Transportation for the fiscal year commencing July 1, 2017 and expended under the provisions of Chapter 90 of the Massachusetts General Laws.

The Motion was adopted unanimously

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BELMONT, MASSACHUSETTS
ANNUAL TOWN MEETING
MAY 1, 2017

ARTICLE 15: APPROPRIATION OF CAPITAL EXPENDITURES

MOVED: A) That \$1,366,600 be raised and appropriated for the purchase of Public Safety Equipment, Site Improvements, Public Works Equipment, Equipment for Town Facilities, and consulting services in connection therewith, to construct public ways, and for Building and Facility and Public Works Construction; and for Major Maintenance and Alterations (including design work) as follows, said sum to be expended under the direction of the Board of Selectmen.

Public Safety

Police Network Switches	35,000
Police Net Clock System	12,500
Fire Staff vehicles #1 and #2	114,400
Fire Squad 1 Replacement	12,000
Cardiac Monitor Replacement	7,000
Ambulance Replacement	65,000
<u>Spill Response Trailer</u>	<u>25,000</u>
Subtotal	270,900

Public Facilities

Town Wide Security	200,000
HVAC Tech Van	30,000
System-Wide Unit Ventilators	50,000
Refinish Chenery Gym Floor	67,000
Butler Cafeteria Floor Replacement	70,000
Systemwide Building Envelope	190,760
<u>Subtotal</u>	<u>607,760</u>

Library

Upgrade Light Fixtures	50,000
Crack, Fill and Seal Parking Lot	20,000
Replace Gutters	35,000
Abatement and Replacement of Stairwell Tiling	18,000
<u>Quiet Study Room Buildout</u>	<u>30,000</u>
Subtotal	153,000

Department of Public Works

Snowfighter Conversion	44,940
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BELMONT, MASSACHUSETTS
ANNUAL TOWN MEETING
MAY 1, 2017

<u>Replace Truck (#103)</u>	<u>45,300</u>
Subtotal	90,240
Schools	
Chromebooks and Carts	39960
<u>Upgrade Network Wiring</u>	<u>65500</u>
Subtotal	105460
Information Technology	
Fiber Network Assessment, Mapping and Testing	60000
<u>Upgrade Speed of Town Network Hubs</u>	<u>30000</u>
Subtotal	90000
Council on Aging	
<u>COA Medi-Van Replacement</u>	<u>11240</u>
Subtotal	11240
Office of Community Development	
<u>Work at the Burbank</u>	<u>38000</u>
Subtotal	38000
TOTAL \$ 1,366,600	1,366,600

The Motion was adopted

MOVED: B) That \$1,852,000 be appropriated for road paving projects, said sum to be raised and expended under the direction of the Board of Selectmen.

The Motion was adopted

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BELMONT, MASSACHUSETTS
ANNUAL TOWN MEETING
MAY 1, 2017

ARTICLE 16: OTHER POST EMPLOYMENT BENEFITS (OPEB) STABILIZATION FUND

MOVED: That the Town appropriate and transfer \$354,314 from the General Fund (Free Cash), and to appropriate and transfer a total of \$30,392 from the Water Enterprise Fund, the Sewer Enterprise Fund and the Light Enterprise Fund to the Other Post Employee Benefits (“OPEB”) Stabilization Fund for the purpose of funding Other Post Employment Benefits, as follows:

Free Cash	92.1%	\$354,314
Light Enterprise Account	4.2%	\$ 16,158
Sewer Enterprise Account	1.7%	\$ 6,540
<u>Water Enterprise Account</u>	<u>2.0%</u>	<u>\$ 7,694</u>
Total	100%	\$384,706

The Motion was adopted

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BELMONT, MASSACHUSETTS
ANNUAL TOWN MEETING
MAY 1, 2017

ARTICLE 17: AUTHORIZATION FOR REVOLVING FUNDS

MOVED: That the Town authorize or reauthorize revolving accounts for Fiscal Year 2018 pursuant to Chapter 44, Section 53E½ of the General Laws as printed in Article 17 of the Warrant for this Annual Town Meeting.

Revolving Account	Spending Authority	Revenue Source	Allowed Expenses	Expenditure Limits
Teen/Youth Events	Recreation Commission	Event fees	Teen/youth center events	\$ 5,000
Senior Programs	Council on Aging	Course/Program fees	Program costs, trip expenses	\$ 150,000
Art Gallery	Belmont Cultural Council	Percentage of art sales	Gallery exhibit and event expenses	\$ 15,000
Restoration Maintenance of Rock Meadow	Conservation Commission	Rental fees: garden plots	Restoration, maintenance of conservation area	\$ 11,000
Copying/ Lost Books	Board of Library Trustees	Lost book fees; Printing/ copying fees	Replacement of lost books; copier, printer, supplies & maintenance	\$ 15,000
Stormwater Consulting	Community Development	Consultant fees collected from permit applicants	Consultant fees	\$ 50,000
Stormwater Improvements	Community Development	Consultant Fees and contributions collected from permit applicants	Consulting, design, construction, and maintenance of public or shared stormwater facilities	\$100,000
Martin Luther King Day Breakfast	Human Rights Commission	Ticket Sales	Event expenses	\$ 5,000

The Motion was adopted unanimously

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BELMONT, MASSACHUSETTS
ANNUAL TOWN MEETING
MAY 1, 2017

ARTICLE 18: AUTHORIZATION TO ESTABLISH A SPECIAL EDUCATION RESERVE FUND

MOVED: That the Town will vote, pursuant to G.L. c. 40, § 13E, to establish a reserve fund to be utilized in the upcoming fiscal years, to pay, without further appropriation, for unanticipated or unbudgeted costs of special education, out-of-district tuition or transportation.

The Motion was adopted

ARTICLE 19: AUTHORIZATION TO INCREASE RETIREMENT BOARD STIPEND

MOVED: That the Town vote to accept the provisions of Section 20(6) of Massachusetts General Laws Chapter 32, as amended by Section 34 of Chapter 176 of the Acts of 2011, so as to provide an increase to the stipend available to members of the Belmont Retirement Board to not more than \$4,500 per year.

The Motion was defeated by Electronic Vote: Yes 22, No 164.

ARTICLE 20: AUTHORIZATION TO INCREASE COLA BASE BY RETIREMENT BOARD

MOVED: That the Town vote to approve the decision of the Belmont Contributory Retirement Board pursuant to MGL Chapter 32 section 103(j) to increase the maximum COLA base to \$14,000.

The Motion was defeated by Electronic Vote: Yes 69, No 126.

ARTICLE 21: AUTHORIZATION TO INCREASE MINIMUM ALLOWANCE PAYABLE TO SURVIVORS OF MEMBERS OF THE BELMONT RETIREMENT SYSTEM

MOVED: That the Town vote to accept the provisions of Section 12(2)(d) of Massachusetts General Laws Chapter 32, as amended by Sections 29 and 30 of Chapter 176 of the Acts of 2011, An Act Providing for Pension Reform and Benefit Modernization, so as to provide an increase to the monthly minimum allowance payable to survivors of members of the Belmont Retirement System who die while actively employed, from \$250 to \$500.

The Motion was by Electronic Vote: Yes 124, No 53.

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BELMONT, MASSACHUSETTS
ANNUAL TOWN MEETING
MAY 1, 2017

ARTICLE 22: AUTHORIZATION TO ADJUST SPOUSAL BENEFITS FOR SURVIVING SPOUSES OF RETIREES

MOVED: That the Town vote to accept the provisions of MGL Chapter 32, section 101, third paragraph so as to provide an increase in the annual allowance payable to certain surviving spouses of accidental and ordinary disability retirees from \$6,000 to \$12,000.

The Motion was defeated by Electronic Vote: Yes 60, No 117.

ARTICLE 23: MUNICIPAL LIGHT SUBSTATION PROJECT BORROWING DE-AUTHORIZATION AND APPROPRIATION

MOVED: That the Town will vote to rescind the unused borrowing authority in the amount of \$27,600,000 that was appropriated under Article 2 of the January 18, 2012 Special Town Meeting for the Municipal Light Department Substation Project and to reduce the amount authorized to be borrowed by the same amount.

The Motion was adopted

ARTICLE 24: JOINT PUBLIC SAFETY COMMUNICATIONS CENTER PROJECT BORROWING DE-AUTHORIZATION AND REDUCTION OF THE APPROPRIATION

MOVED: That the Town will vote to rescind the unused borrowing authority in the amount of \$255,000 that was appropriated under Article 16 of the June 3, 2015 Annual Town Meeting for the purchase and installation of radio transmission equipment, Joint Public Safety Communications Center equipment and portable radios, and to reduce the amount authorized to be borrowed and appropriated by the same amount.

The Motion was adopted

ARTICLE 25: REPLACEMENT FIRE ALARM SYSTEM AT BELMONT HIGH SCHOOL BORROWING DE-AUTHORIZATION AND REDUCTION OF APPROPRIATION

MOVED: That the Town will vote to rescind the unused borrowing authority in the amount of \$350 that was appropriated under Article 16 of the June 3, 2015 Annual Town Meeting for the design and purchase of equipment, materials and installation of a replacement fire alarm system at the Belmont High School and to reduce the amount authorized to be borrowed and appropriated by the same amount.

The Motion was adopted

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2017 Special Town Meeting Warrant

INDEX OF WARRANT ARTICLES			
SPECIAL TOWN MEETING – May 3, 2017			
Article Number	Segment	Title	Page
ARTICLE 1	A	Amendment to Chapter 16 of 2014 Retail Liquor License Transferability	2
ARTICLE 2	A	Amendment to Chapter 16 of 2014 Restaurant Liquor License Transferability	3

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2017 Special Town Meeting Warrant



**TOWN OF BELMONT
WARRANT FOR
SPECIAL TOWN MEETING
MAY 3, 2017
COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To either of the Constables in said County:

Greetings:

In the name of the Commonwealth of Massachusetts you are required to notify and warn the Inhabitants of the Town of Belmont, qualified as the law requires to vote in elections and Town Affairs, to meet at the Belmont High School Auditorium on **WEDNESDAY, MAY 3, 2017, at 7:30 P.M.**, and to notify and warn the Town Meeting Members to meet and act at said time and place on the following Articles, viz:

ARTICLE 1: Petition to Amend Special Legislation to limit transfer of Retail
Liquor Licenses

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact legislation to limit the transfer of licenses for the sale of alcoholic beverages not to be drunk on the premises substantially in the form below, and further to authorize the selectmen to approve amendments to the bill before enactment by the General Court which shall be within the scope of the general public objectives of the petition, or in any way act thereon.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1: Chapter 16 of the Acts of 2014 is hereby amended by adding the following section: --

SECTION 2A: The licensing authority of the Town of Belmont shall not approve the transfer of a license granted under this act, or under chapters 395 or 396 of the acts of 2006, to any other location or to any other person, partnership, corporation, LLC, organization or any other entity.

SECTION 2. This act shall take effect upon its passage.

Submitted by the Board of Selectmen

The Board of Selectmen will report.

Majority vote required for passage.

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2017 Special Town Meeting Warrant

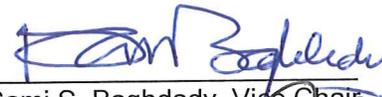


Given under our hands this 3rd day of April, 2017.

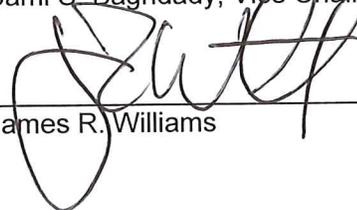
BELMONT - BOARD OF SELECTMEN



Mark A. Paolillo, Chair



Sami S. Baghdady, Vice Chair



James R. Williams

2017 Annual Report
BELMONT, MASSACHUSETTS
SPECIAL TOWN MEETING
MAY 3, 2017

ARTICLE 1: PETITION TO AMEND SPECIAL LEGISLATION TO LIMIT TRANSFER OF RETAIL LIQUOR LICENSES

MOVED: That the Town vote to authorize the Board of Selectmen to petition the General Court to enact legislation to limit the transfer of licenses for the sale of alcoholic beverages not to be drunk on the premises substantially as set forth in Article 1 of the warrant for this Town Meeting, and that the Selectmen be authorized to approve amendments to the bill before enactment by the General Court which shall be within the scope of the general public objectives of the petition.

The Motion was adopted by electronic vote Yes 244 No 18

ARTICLE 2: PETITION TO AMEND SPECIAL LEGISLATION TO LIMIT TRANSFER OF RESTAURANT LIQUOR LICENSES

MOVED: That the Town vote to authorize the Board of Selectmen to petition the General Court to enact legislation to limit the transfer of licenses for the sale of alcoholic beverages to be drunk on the premises substantially as set forth in Article 2 of the warrant for this Town Meeting, and that the Selectmen be authorized to approve amendments to the bill before enactment by the General Court which shall be within the scope of the general public objectives of the petition.

The Motion was adopted by electronic vote Yes 223 No 19

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2017-11-13 Special Town Meeting v.5 as of 10/16/2017



**TOWN OF BELMONT
WARRANT FOR
SPECIAL TOWN MEETING
NOVEMBER 13, 2017
COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To either of the Constables in said County:

Greetings:

In the name of the Commonwealth of Massachusetts you are required to notify and warn the Inhabitants of the Town of Belmont, qualified as the law requires to vote in elections and Town Affairs, to meet at the Chenery Middle School Auditorium on **MONDAY, NOVEMBER 13, 2017, at 7:00 P.M.**, and to notify and warn the Town Meeting Members to meet and act at said time and place on the following Articles, viz:

ARTICLE 1:

REPORTS

To hear the report of the Selectmen and other Town Officers. To hear the report of any Committee heretofore appointed and to act thereon.

This article allows the Board of Selectmen and other town officers, boards and committees to report orally to the Town Meeting on appropriate matters not otherwise appearing on the Warrant. This article stays "on the table" throughout the Special Town Meeting to allow town officials and committees to report when necessary.

Majority vote required for passage.

ARTICLE 2:

**AMENDMENT TO GENERAL BYLAWS
REVOLVING FUNDS**

To see if the Town will vote to amend Chapter 50_ of the General Bylaws by retitling said Chapter "Town Administration," by placing Section 50-100 into a new Article 1 of said Chapter 50, to be titled "Position Classification Plan," and by establishing and authorizing revolving funds for use by certain Town departments, boards, committees, agencies, or officers under MGL c. 44, §53E½ in Fiscal Year 2019 and subsequent fiscal years by inserting a new Article 2 into Chapter 50, to be effective on July 1, 2018, as follows:

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2017-11-13 Special Town Meeting v.5 as of 10/16/2017

ARTICLE 2 : REVOLVING FUNDS

§ 50-200. Purpose.

This Article establishes and authorizes revolving funds for use by specified Town departments, boards, committees, agencies, or officers in connection with the operation of programs, or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by MGL c. 44, §53E½

§ 50-205. Expenditure Limitations.

The specified department or agency head, board, committee, or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this Article without appropriation subject to the following limitations:

- A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.
- B. No liability shall be incurred in excess of the available balance of the fund.
- C. The total amount spent during a fiscal year shall not exceed the amount authorized by Town Meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Board of Selectmen and Warrant Committee.

§ 50-210. Interest.

Interest earned on monies credited to a revolving fund established by this Article shall be credited to the General Fund.

§ 50-215. Procedures and Reports.

Except as provided in MGL c. 44, §53E½ and this Bylaw, the laws, , Bylaws rules, regulations, policies, or procedures that govern the receipt and custody of town monies and the expenditure and payment of town funds shall apply to the use of a revolving fund established and authorized by this Article. The Town Accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, committee, agency, or officer on appropriations made for its use.

§ 50-220. Authorized Revolving Funds.

- A. Senior Programs Fund: funds derived from Council on Aging course and program fees, charges or other receipts to be expended by the Council on Aging to fund courses and programs for Fiscal Year 2018 and subsequent years.
- B. Art Gallery Fund: funds derived from commissions on art sales, to be expended by the Belmont Cultural Council for gallery exhibits and event expenses, including administrative costs and part-time wages, for Fiscal Year 2018 and subsequent years.

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2017-11-13 Special Town Meeting v.5 as of 10/16/2017

The Board of Selectmen, Warrant Committee, Capital Budget Committee, and Permanent Building Committee will report on the Article.

ARTICLE 6:

CITIZENS' PETITION – AMEND GENERAL BYLAW REGARDING PLANNING BOARD

To see if the Town will vote to amend Chapter 40 Article 3 ("Boards and Commission Appointed by the Board of Selectmen") and Chapter 40 Article 2 ("Elected Boards, Commissions and Committees") of the Town of Belmont General Bylaws by striking Section **§40-320 ("Planning Board.")** from Article 3 of the Town of Belmont General Bylaws ("Boards and Commissions Appointed by the Board of Selectmen") and inserting a new section, **§40-230 ("Planning Board.")**, in Article 2 of the Town of Belmont General Bylaws ("Elected Boards, Commissions and Committees") as follows:

§40-230 Planning Board.

- A.** The Planning Board established under M.G.L. Ch. 41 § 70., shall consist of five members elected by ballot at the Annual Town Election for a term of three years. At least one member shall be elected in each year. A vacancy on Planning Board occurring otherwise than by expiration of term shall be filled for the unexpired term by appointment by the Board of Selectmen until the next annual election, at which time, such office shall be filled, by election, for the remainder of the unexpired term. Nothing in this subsection shall be construed to limit the authority of the Board of Selectmen, pursuant to Section 7.4.1 of the Zoning Bylaw, to appoint one additional associate member to the Planning Board for the purposes set forth therein.
- B.** In the performance of its duties prescribed by law, the Planning Board shall from time to time confer with the Selectmen, the Inspector of Buildings, and any other Town board or committee which the Planning Board determines would be able to provide information or assistance to it.

Submitted by TMMs Paul Roberts (8), Wayne Mesard (3) and Anne Mahon (4)

Summary

This amendment is offered to permit Belmont voters to choose the individuals who are best qualified and suited to represent their interests as members of the town's Planning Board. This amendment would bring the Planning Board in line with the other major administrative boards in town: Selectmen, School Committee, Board of Assessors, Board of Library Trustees and the Board of Health, members of which are all elected.

The Board of Selectmen and Bylaw Review Committee will report on the Article.

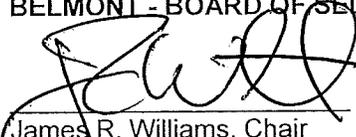
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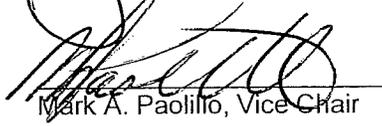
2017-11-13 Special Town Meeting v.5 as of 10/16/2017



Given under our hands this 16th day of October, 2017.

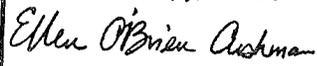
BELMONT - BOARD OF SELECTMEN


James R. Williams, Chair


Mark A. Paolillo, Vice Chair


Adam Dash, Selectman

A True Copy, Attest



Town Clerk of Belmont, MA

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BELMONT, MASSACHUSETTS
SPECIAL TOWN MEETING
NOVEMBER 13, 2017

ARTICLE 1: REPORTS

MOVED: That the reports of the Selectmen and other Town Officers, departments and committees be accepted.

The Motion was adopted unanimously

ARTICLE 2: AMENDMENT TO GENERAL BYLAWS REVOLVING FUNDS

MOVED: That the Town vote to amend the General Bylaws by inserting a new Article 2 into Chapter 50, "Establishing and Authorizing Revolving Funds", as set forth in full under Article 2 in the Warrant for this Meeting and further that the Bylaw Review Committee may approve non-substantive changes to the numbering of this Bylaw in order that it be in compliance with the numbering format of the General Bylaw of the Town of Belmont.

The Motion was adopted unanimously by a voice vote

TEXT AS PRINTED IN THE WARRANT

ARTICLE 2: AMENDMENT TO GENERAL BYLAWS REVOLVING FUNDS

To see if the Town will vote to amend Chapter 50 of the General Bylaws by retitling said Chapter "Town Administration," by placing Section 50-100 into a new Article 1 of said Chapter 50, to be titled "Position Classification Plan," and by establishing and authorizing revolving funds for use by certain Town departments, boards, committees, agencies, or officers under MGL c. 44, §53E½ in Fiscal Year 2019 and subsequent fiscal years by inserting a new Article 2 into Chapter 50, to be effective on July 1, 2018, as follows:

ARTICLE 2 : REVOLVING FUNDS

§ 50-200. Purpose.

This Article establishes and authorizes revolving funds for use by specified Town departments, boards, committees, agencies, or officers in connection with the operation of programs, or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by MGL c. 44, §53E½

§ 50-205. Expenditure Limitations.

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The specified department or agency head, board, committee, or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this Article without appropriation subject to the following limitations:

- A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.
- B. No liability shall be incurred in excess of the available balance of the fund.
- C. The total amount spent during a fiscal year shall not exceed the amount authorized by Town Meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Board of Selectmen and Warrant Committee.

§ 50-210. Interest.

Interest earned on monies credited to a revolving fund established by this Article shall be credited to the General Fund.

§ 50-215. Procedures and Reports.

Except as provided in MGL c. 44, §53E½ and this Bylaw, the laws, , Bylaws rules, regulations, policies, or procedures that govern the receipt and custody of town monies and the expenditure and payment of town funds shall apply to the use of a revolving fund established and authorized by this Article. The Town Accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, committee, agency, or officer on appropriations made for its use.

§ 50-220. Authorized Revolving Funds.

- A. Senior Programs Fund: funds derived from Council on Aging course and program fees, charges or other receipts to be expended by the Council on Aging to fund courses and programs for Fiscal Year 2018 and subsequent years.
- B. Art Gallery Fund: funds derived from commissions on art sales, to be expended by the Belmont Cultural Council for gallery exhibits and event expenses, including administrative costs and part-time wages, for Fiscal Year 2018 and subsequent years.
- C. Rock Meadow Restoration and Maintenance Fund: funds derived from rental fees from garden plots, to be expended by the Conservation Commission for costs associated with the restoration and maintenance of the Rock Meadow conservation area, including part-time wages, for Fiscal Year 2018 and subsequent years.
- D. Library Lost Book and Copying Fund: funds derived from lost book fees and fees for printing and copying, to be expended by the Board of Library Trustees for the

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replacement of lost books and for copier and printer supplies and maintenance for Fiscal Year 2018 and subsequent years.

- E. Stormwater Improvement Fund: funds derived from payments made in lieu of on-site stormwater facilities, under the Stormwater Management and Erosion Control Bylaw, to be expended by the Director of the Office of Community Development for design, construction, and maintenance of public or shared stormwater facilities, for Fiscal Year 2018 and subsequent years.
- F. Martin Luther King Day Breakfast Fund: funds derived from ticket sales for the annual Martin Luther King Day Breakfast, to be expended by the Human Rights Commission for event expenses for Fiscal Year 2018 and subsequent years.
- G. Non-School Property Maintenance Fund: funds derived from the rental of Town properties not under the control of the School Department, to be expended by the Board of Selectmen for the maintenance and repair of such properties.
- H. Stormwater Consulting Fund: funds derived from consultant fees paid by applicants for stormwater permits, to be expended by the Director of the Office of Community Development for peer review consultant services for Fiscal Year 2018 and subsequent years.

or in any way act thereon.

ARTICLE 3: APPROPRIATION FOR MODULAR CLASSROOMS AT BURBANK ELEMENTARY SCHOOL

MOVED: That the Town vote to borrow and appropriate the sum of \$2,734,000 for the purchase and installation of Modular Classroom project including site work and infrastructure at the Burbank Elementary School, and further to meet this appropriation that the Town Treasurer with the approval of the Board of Selectmen is authorized to borrow the sum of \$2,734,000 under the provisions of Chapter 44, Section 53E

The Motion was adopted by more than two-thirds majority by electronic vote
229 Yes 14 No

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ARTICLE 4: APPROPRIATION OF FUNDS FOR SCHEMATIC DESIGN AND AUTHORIZATION OF BUILDING COMMITTEE FOR DEPARTMENT OF PUBLIC WORKS BUILDING SHORT TERM OPTION AND POLICE BUILDING SHORT TERM OPTION

MOVED: That the Town vote to appropriate the sum of \$383,230 for a schematic level design of the Department of Public Works (DPW) Building and Police Department Building short term options for renovation to the existing facility locations, including expenses related to said design, said sum to be raised by transfer from the Kendall Insurance Account, and to authorize the Town Moderator to appoint a Building Committee to enter into contracts and take all actions necessary to carry out the schematic level design.

The Motion was adopted by electronic vote of 223 Yes 12 No

ARTICLE 5: APPROPRIATION OF SCHEMATIC DESIGN AND AUTHORIZATION OF LIBRARY BUILDING COMMITTEE

MOVED: That the Town vote to appropriate the sum of \$150,000 to fund a schematic level design of the main Library, to facilitate fund raising efforts, including expenses related to said design, said sum to be raised by transfer from the Kendall Insurance Account, and to authorize the Town Moderator to appoint a Library Building Committee to oversee said design, and to authorize said Library Building Committee to enter into contracts and take all actions necessary to carry out the schematic level design.

The Motion was adopted by electronic vote of 215 Yes and 21 No

ARTICLE 6: CITIZENS' PETITION – AMEND GENERAL BYLAW REGARDING PLANNING BOARD

Substitute Motion Offered by Petitioners:

Moved: That the Town vote to amend Chapter 40 Article 3 (“Boards and Commission Appointed by the Board of Selectmen”) and Chapter 40 Article 2 (“Elected Boards, Commissions and Committees”) of the Town of Belmont General Bylaws as follows:

1. By deleting Section §40-320 (“Planning Board.”) in its entirety; and
2. By inserting a new section §40-230 as follows:

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§ 40-230 Planning Board.

- A. The Planning Board established under MGL c. 41, § 70, shall consist of five members elected by ballot at the Annual Town Election for three-year terms so arranged that as nearly an equal number of terms as possible shall expire each year. A vacancy on the Planning Board occurring otherwise than by expiration of term shall be filled for the unexpired term by appointment in accordance with MGL c. 41, § 11. Nothing in this Section shall be construed to limit the authority of the Board of Selectmen, pursuant to Section 7.4.1 of the Zoning By-Law, to appoint one associate member to the Planning Board for the purposes set forth therein.
- B. Any appointed member of the Planning Board holding office on the effective date of this Section shall be entitled to continue to hold office until the year of the scheduled expiration of such member's term, but no later than the date on which a successor is elected and assumes office.
- C. In the performance of its duties prescribed by law, the Planning Board shall from time to time confer with the Board of Selectmen, the Inspector of Buildings, and any other Town board or committee that the Planning Board determines would be able to provide information or assistance to it.

The Motion was defeated by electronic vote of 87 Yes 141 No

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Election Summary Report ANNUAL TOWN ELECTION BELMONT, MA

Summary for All Precincts, All Counters, All Races OFFICIAL RESULTS 4/4/2017

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total		
Registered Voters	2222	2335	2242	2033	2201	2194	2258	2318	17803		
Cards Cast	848	648	605	391	549	709	456	774	4980		
Turnout	38.16%	27.75%	26.98%	19.23%	24.94%	32.32%	20.19%	33.39%	27.97%		
MODERATOR - 1 YEAR											
	Total	Total	Percent								
Number of Precincts	1	1	1	1	1	1	1	1	8		
Precincts Reporting	1	1	1	1	1	1	1	1	8	100.00%	
Times Counted	847/2222	648/2335	605/2242	391/2033	549/2201	707/2194	456/2258	772/2318	0		
Total Votes	587	454	413	264	379	519	352	468	3436	100.00%	
Number of Uncast Votes	261	194	192	127	170	190	104	306	1544		
MICHAEL J WIDMER	*	584	453	412	262	374	514	347	467	3413	99.33%
Write-in Votes		3	1	1	2	5	5	5	1	23	0.67%
BOARD OF SELECTMEN - 3 YEARS											
	Total	Total	Percent								
Number of Precincts	1	1	1	1	1	1	1	1	8		
Precincts Reporting	1	1	1	1	1	1	1	1	8	100.00%	
Times Counted	847/2222	648/2335	605/2242	391/2033	549/2201	707/2194	456/2258	772/2318			
Total Votes	840	638	597	386	548	707	454	769	4939	100.00%	
Number of Uncast Votes	8	10	8	5	1	2	2	5	41		
ADAM DASH	*	620	378	399	191	333	505	298	404	3128	63.33%
GUY A CARBONE		219	260	198	195	215	202	156	365	1810	36.65%
Write-in Votes		1	0	0	0	0	0	0	0	1	0.02%

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	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	
TREASURER - 3 YEARS										
	Total	Total	Percent							
Number of Precincts	1	1	1	1	1	1	1	1	8	
Precincts Reporting	1	1	1	1	1	1	1	1	8	100.00%
Times Counted	847/2222	648/2335	605/2242	391/2033	549/2201	707/2194	456/2258	772/2318		
Total Votes	558	437	406	275	364	492	342	492	3366	100.00%
Number of Uncast Votes	290	211	199	116	185	217	114	282	1614	
FLOYD S CARMAN	*	555	436	406	274	362	491	338	490	3352 99.58%
Write-in Votes	3	1	0	1	2	1	4	2	14	0.42%

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	
BOARD OF ASSESSORS - 3 YEARS										
	Total	Total	Percent							
Number of Precincts	1	1	1	1	1	1	1	1	8	
Precincts Reporting	1	1	1	1	1	1	1	1	8	100.00%
Times Counted	847/2222	648/2335	605/2242	391/2033	549/2201	707/2194	456/2258	772/2318		
Total Votes	532	424	382	260	355	473	333	459	3218	100.00%
Number of Uncast Votes	316	224	223	131	194	236	123	315	1762	
ROBERT P REARDON	*	531	423	380	260	355	473	331	459	3212 99.81%
Write-in Votes	1	1	2	0	0	0	2	0	6	0.19%

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	
BOARD OF CEMETERY COMMISSIONERS - 3 YEARS										
	Total	Total	Percent							
Number of Precincts	1	1	1	1	1	1	1	1	8	
Precincts Reporting	1	1	1	1	1	1	1	1	8	100.00%
Times Counted	847/2222	648/2335	605/2242	391/2033	549/2201	707/2194	456/2258	772/2318		
Total Votes	543	446	403	285	368	478	338	513	3374	100.00%
Number of Uncast Votes	305	202	202	106	181	231	118	261	1606	
ALEXANDER E. CORBETT, III	*	541	445	403	285	368	477	335	512	3366 99.76%
Write-in Votes	2	1	0	0	0	1	3	1	8	0.24%

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	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	
BOARD OF HEALTH - 3 YEARS										
	Total	Total	Percent							
Number of Precincts	1	1	1	1	1	1	1	1	8	
Precincts Reporting	1	1	1	1	1	1	1	1	8	100.00%
Times Counted	847/2222	648/2335	605/2242	391/2033	549/2201	707/2194	456/2258	772/2318		
Total Votes	524	423	375	250	352	455	332	422	3133	100.00%
Number of Uncast Votes	324	225	230	141	197	254	124	352	1847	
DONNA SUE DAVID	*	522	421	374	250	352	454	331	422	3126 99.78%
Write-in Votes		2	2	1	0	0	1	1	0	7 0.22%

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	
BOARD OF LIBRARY TRUSTEES - 3 YEARS										
	Total	Total	Percent							
Number of Precincts	1	1	1	1	1	1	1	1	8	
Precincts Reporting	1	1	1	1	1	1	1	1	8	100.00%
Times Counted	847/2222	648/2335	605/2242	391/2033	549/2201	707/2194	456/2258	772/2318		
Total Votes	1207	940	829	540	781	1068	737	975	7077	100.00%
Number of Uncast Votes	489	356	381	242	317	350	175	573	2883	
KATHLEEN KEOHANE	*	481	432	332	227	294	404	308	415	2893 40.88%
GAIL S MANN	*	464	326	323	199	314	469	292	361	2748 38.83%
DAVID N STIEVATER		260	181	173	114	173	193	134	197	1425 20.14%
Write-in Votes		2	1	1	0	0	2	3	2	11 0.16%

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	
BOARD OF LIBRARY TRUSTEES - 1 YEAR										
	Total	Total	Percent							
Number of Precincts	1	1	1	1	1	1	1	1	8	
Precincts Reporting	1	1	1	1	1	1	1	1	8	100.00%
Times Counted	847/2222	648/2335	605/2242	391/2033	549/2201	707/2194	456/2258	772/2318		
Total Votes	565	395	367	244	334	465	331	408	3109	100.00%
Number of Uncast Votes	283	253	238	147	215	244	125	366	1871	
CORINNE McCUE OLMSTED	*	563	394	366	244	334	464	329	407	3101 99.74%
Write-in Votes		2	1	1	0	0	1	2	1	8 0.26%

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	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	Total	
SCHOOL COMMITTEE MEMBERS - 3 YEARS										
	Total	Total	Percent							
Number of Precincts	1	1	1	1	1	1	1	1	8	
Precincts Reporting	1	1	1	1	1	1	1	1	8	100.00%
Times Counted	847/2222	648/2335	605/2242	391/2033	549/2201	707/2194	456/2258	772/2318		
Total Votes	1006	747	729	464	665	867	627	800	5905	100.00%
Number of Uncast Votes	690	549	481	318	433	551	285	748	4055	
THOMAS M CAPUTO	504	397	377	233	331	430	315	427	3014	51.04%
CATHERINE AC BOWEN	500	349	352	230	330	435	310	373	2879	48.76%
Write-in Votes	2	1	0	1	4	2	2	0	12	0.20%

PRECINCT 1 TOWN MEETING MEMBERS - 3 YEARS		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.00%
Times Counted	848/2222	38.10%
Total Votes	6210	
Number of Uncast Votes	3966	
FREDERICK S PAULSEN	* 532	8.56%
KATHERINE A LIND	* 465	7.49%
CORINNE McCUE OLMSTED	* 435	7.01%
KATHERINE KERSHEN BICER	* 426	6.87%
YVETTE J TENNEY	* 422	6.78%
JOHN P ALCOCK	* 406	6.54%
DANIEL PATRICK BARRY	* 403	6.48%
HOLLY HART MUSON	* 398	6.40%
CAROLYN J BISHOP	* 372	6.00%
BARBARA E MIRANDA	* 369	5.95%
REED F BUNDY	* 367	5.91%
JEFFREY B MILLER	* 343	5.51%
EMMA L THURSTON	334	5.38%
JOHN KOLTERMAN	305	4.92%
DAVID N STIEVATER	264	4.25%
JAMES L CRAWFORD	252	4.06%
BRENDAN A BASTILLE	114	1.84%
Write-in Votes	3	0.05%

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Precinct 1 Precinct 2 Precinct 3 Precinct 4 Precinct 5 Precinct 6 Precinct 7 Precinct 8 Total

PRECINCT 2 TOWN MEETING MEMBERS - 3 YEARS			
	Total		
Number of Precincts	1		
Precincts Reporting	1	100.00%	
Times Counted	648/2335	27.80%	
Total Votes	4148		
Number of Uncast Votes	3628		
JULIA H WEEKS	*	381	9.19%
ROBERT E McLAUGHLIN	*	359	8.65%
M. PATRICIA BRUSCH	*	352	8.49%
THOMAS J LOWERY	*	342	8.24%
RACHEL J BERGER	*	337	8.12%
JOHN S ROBOTHAM	*	323	7.79%
DEVAN M O'TOOLE	*	317	7.64%
RONALD H GEIGER	*	314	7.57%
DANIEL D NOLAN	*	312	7.52%
AMY LEE TROTSKY	*	291	7.02%
DAVID ZIPKIN	*	284	6.85%
ELIZABETH M McGUIRE	*	272	6.56%
GANG ZHAO		262	6.32%
Write-in Votes		2	0.05%

PRECINCT 3 TOWN MEETING MEMBERS - 3 YEARS			
	Total		
Number of Precincts	1		
Precincts Reporting	1	100.00%	
Times Counted	605/2242	27.00%	
Total Votes	4002		
Number of Uncast Votes	3258		
SUZANNE R BASS	*	344	8.60%
MARTHA C MOORE	*	314	7.85%
RALPH T JONES	*	304	7.60%
LIZ ALLISON	*	302	7.55%
DAVID R CHASE	*	297	7.42%
ANN M JANSEN	*	281	7.02%
CHRISTINE M McVAY	*	252	6.30%
MARY DONAHUE STEARNS	*	250	6.25%
SARAH G LEMIEUX	*	243	6.07%
LOT WEBSTER BATES	*	226	5.65%
IAN P WATSON	*	225	5.62%
JAMES PATRICK HERRON	*	209	5.22%
RICHARD P HARTLEY		194	4.85%
JJ ROHRER		193	4.82%
DANIEL J HEALEY		191	4.77%
TIMOTHY A LUEHRMAN		167	4.17%
Write-in Votes		10	0.25%

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Precinct 1 Precinct 2 Precinct 3 Precinct 4 Precinct 5 Precinct 6 Precinct 7 Precinct 8 Total

PRECINCT 3 TOWN MEETING MEMBERS - 1 YEAR			
		Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Times Counted		605/2242	27.00%
Total Votes		324	
Number of Uncast Votes		281	
CAROLE WILLIAMS	*	321	99.07%
Write-in Votes		3	0.93%

PRECINCT 4 TOWN MEETING MEMBERS - 3 YEARS			
		Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Times Counted		391/2033	19.20%
Total Votes		2650	
Number of Uncast Votes		2042	
CATHERINE AC BOWEN	*	226	8.53%
ROLA M BAGHDADY	*	224	8.45%
WILLIAM J CHEMELLI	*	222	8.38%
JUDITH L BROWN	*	219	8.26%
ROSE E O'NEIL	*	216	8.15%
LISA A PARGOLI	*	213	8.04%
ANNE BARRINGTON MAHON	*	212	8.00%
OGDEN R SAWYER	*	201	7.58%
DAVID POWELSTOCK	*	188	7.09%
BRIAN KEEFE	*	185	6.98%
SHONOL MALIK	*	184	6.94%
PHILIP W LAWRENCE	*	183	6.91%
LINDA DeVITO GHILARDI		171	6.45%
Write-in Votes		6	0.23%

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Precinct 1 Precinct 2 Precinct 3 Precinct 4 Precinct 5 Precinct 6 Precinct 7 Precinct 8 Total

PRECINCT 5 TOWN MEETING MEMBERS - 3 YEARS			
		Total	
Number of Precincts		1	
Precincts Reporting	1		100.00%
Times Counted	549/2201		24.90%
Total Votes		3519	
Number of Uncast Votes		3069	
JEANNE WIDMER	*	321	9.12%
ANDREA SERRA-MASCIARI	*	309	8.78%
JOANNE E COAKLEY	*	307	8.72%
JOHN P SULLIVAN	*	303	8.61%
NANCY A CARLSON	*	298	8.47%
LOIS J POLLOCK	*	296	8.41%
JULIE SCHWENDIMAN CROCKETT	*	294	8.35%
ELAINE C ALLIGOOD	*	291	8.27%
JEFFREY SCOTT OSMAN	*	284	8.07%
BROOKE M McKENNA	*	276	7.84%
MARK D WAGNER	*	271	7.70%
RICHARD GLADE HANSEN	*	258	7.33%
Write-in Votes		11	0.31%

PRECINCT 6 TOWN MEETING MEMBERS - 3 YEARS			
		Total	
Number of Precincts		1	
Precincts Reporting	1		100.00%
Times Counted	709/2194		32.20%
Total Votes		5110	
Number of Uncast Votes		3398	
JEANNE R MOONEY	*	429	8.40%
DAVID B ALPER	*	428	8.38%
TARA DONNER	*	398	7.79%
PRIYA ADHIKARI LICHT	*	364	7.12%
SUZANNE JOHANNET	*	354	6.92%
LINDA N OATES	*	343	6.73%
KAREN McNAY BAUERLE	*	340	6.65%
ROGER DUANE COLTON	*	336	6.57%
ELYSE B SHUSTER	*	321	6.28%
JULIA M KIRRANE	*	320	6.26%
MICHAEL A SMITH	*	314	6.14%
STEPHEN A EVANS	*	298	5.83%
EDWARD A KAZANJIAN		240	4.71%
PARI J.F. GARAY		228	4.45%
BENJAMIN F BAUER		199	3.90%
AARON B PIKCILINGIS		195	3.83%
Write-in Votes		3	0.06%

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Precinct 1 Precinct 2 Precinct 3 Precinct 4 Precinct 5 Precinct 6 Precinct 7 Precinct 8 Total

PRECINCT 7 TOWN MEETING MEMBERS - 3 YEARS			
		Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Times Counted	456/2258		20.20%
Total Votes		3369	
Number of Uncast Votes		2103	
DONNA L RUVOLO	*	316	9.38%
MARGARET M CALLANAN	*	304	9.02%
HENRY D JACOBY	*	294	8.73%
HANNAH SMITH LIBERTY	*	276	8.19%
ALISON M RHODES	*	259	7.69%
ROBERT N IMBERMAN	*	258	7.66%
BRETT C SORENSON	*	256	7.60%
CLARE G CRAWFORD	*	255	7.57%
JENNIFER DEWEY KUNDROT	*	235	6.98%
BENJAMIN T.C. GEIGER	*	233	6.92%
BENJAMIN J MESHOU LAM	*	232	6.89%
HEATHER MAXWELL RUBESKI	*	217	6.44%
STEVEN A KUNDROT		205	6.08%
JILL CLARK		5	1.10%
Write-in Votes		24	5.26%

PRECINCT 7 TOWN MEETING MEMBERS - 1 YEAR			
		Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Times Counted	456/2258		20.20%
Total Votes		44	
Number of Uncast Votes		412	
JILL CLARK	*	21	47.73%
ANN REYNOLDS		11	25.00%
Write-in Votes		12	27.27%

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Precinct 1 Precinct 2 Precinct 3 Precinct 4 Precinct 5 Precinct 6 Precinct 7 Precinct 8 Total

PRECINCT 8 TOWN MEETING MEMBERS - 3 YEARS			
		Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Times Counted	774/2318		33.30%
Total Votes		4797	
Number of Uncast Votes		4491	
STEPHEN B ROSALES	*	402	8.38%
CAROLYN A BUNYON	*	396	8.25%
SCOTT D STRATFORD	*	387	8.07%
MELISSA MacINTYRE	*	376	7.84%
ELLEN F SCHREIBER	*	366	7.63%
NATALIE MacLEAN LEINO	*	365	7.63%
ALEXANDER E. CORBETT, III	*	351	7.31%
MELISSA ANN IRION	*	343	7.15%
ROBERT C KOCHER	*	331	6.90%
MARTY BITNER	*	328	6.85%
STEPHEN M KERINS	*	304	6.33%
ANN COVINO GOLDENBERG	*	296	6.16%
KATHERINE ZEVITAS		291	6.06%
ELIZABETH F NELSON		252	5.27%
Write-in Votes		9	0.19%

PRECINCT 8 TOWN MEETING MEMBERS - 1 YEAR			
		Total	
Number of Precincts		1	
Precincts Reporting		1	100.00%
Times Counted	774/2318		33.30%
Total Votes		388	
Number of Uncast Votes		386	
DAVID T NUSCHER	*	388	100.00%
Write-in Votes		0	0.00%

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TOWN OF BELMONT, MASSACHUSETTS

***REPORT ON EXAMINATION OF
BASIC FINANCIAL STATEMENTS***

YEAR ENDED JUNE 30, 2017

2017 Annual Report
TOWN OF BELMONT, MASSACHUSETTS

REPORT ON EXAMINATION OF BASIC FINANCIAL STATEMENTS

JUNE 30, 2017

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Independent Auditor's Report

To the Honorable Board of Selectmen
Town of Belmont, Massachusetts

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Belmont, Massachusetts, as of and for the year ended June 30, 2017 (except for the Belmont Contributory Retirement System which is as of and for the year ended December 31, 2016), and the related notes to the financial statements, which collectively comprise the Town of Belmont, Massachusetts' basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the Belmont Municipal Light Plant as of December 31, 2016, which represent 62.8%, 32.8%, and 59.5%, respectively, of the assets, net position, and revenues of the business-type activities. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the business-type activities of the Belmont Municipal Light Plant, is based solely on the report of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

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Opinions

In our opinion, based on our audit and the report of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Belmont, Massachusetts, as of June 30, 2017 (except for the Belmont Contributory Retirement System and Municipal Light Plant which are as of and for the year ended December 31, 2016), and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We and other auditors have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 31, 2018, on our consideration of the Town of Belmont, Massachusetts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Belmont, Massachusetts' internal control over financial reporting and compliance.

Powers + Sullivan, LLC

January 31, 2018

Management's Discussion and Analysis

2017 Annual Report

Management's Discussion and Analysis

As management of the Town of Belmont, we offer readers of the Town's basic financial statements this narrative overview and analysis of the financial activities of the Town for the year ended June 30, 2017.

The Town provides general government services for the territory within its boundaries, including police and fire protection, public education, water and sewer maintenance, trash disposal, electricity transmission and parks and recreational facilities.

Financial Summary

- The Town's assets exceeded its liabilities at the close of 2017 by \$50.1 million.
- The Town's total net position decreased by \$1.7 million.
- At the end of year 2017, the unassigned fund balance for the general fund was \$16.3 million or 15.0% of general fund expenditures.
- The Town has been recording an accrual for the liability associated with GASB Statement #45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. At year end, the postemployment benefit (OPEB) liability totaled \$106.9 million. Please see Note 13 in the financial statements for further details.
- To offset the impact of OPEB liability, the Town has established an Other Postemployment Benefits Trust Fund (Trust) to account for funds set aside to help meet future postemployment benefit costs for retirees. During 2017, the Town transferred \$344 thousand and the Trust earned \$187 thousand in investment income, bringing the balance to \$3.1 million. The Town voted to transfer \$316 thousand into the fund during 2018.
- At year end, the balance in the Town's Internal Service Fund totaled \$5.3 million, a decrease of \$1.9 million from the prior year due to higher than expected claim payments.
- This is the third year of the Town recording the liability associated with GASB Statement # 68, *Accounting and Financial Reporting for Pensions*. At year end, the pension liability totaled \$74.2 million. Please see Note 12 in the financial statements for further details.
- GASB Statement No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pensions Plans*, was implemented this year. This standard added Note disclosures and Required Supplemental Information for the Town's OPEB Trust fund. Its sister standard, GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment benefits Other Than Pensions*, is required to be implemented in 2018. This standard will affect the financial statements themselves by requiring the Town to record its OPEB assets, liabilities, and deferred financial statement elements for the first time.

Overview of the Financial Statements

Our discussion and analysis of the Town is intended to serve as an introduction to the Town of Belmont's basic financial statements. The Town's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This analysis also contains other required supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The *government-wide financial statements* are designed to provide readers with a broad overview of the Town's finances, in a manner similar to private-sector business.

The *statement of net position* presents information on all of the Town's assets and deferred outflows and liabilities and deferred inflows, with the difference between them reported as *net position*. Over time, increases or

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decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The *statement of activities* presents information showing how the Town's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future periods (e.g., uncollected taxes and earned but unused sick and vacation time).

Both of the government-wide statement of activities distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the Town include general government, public safety, education, public works, human services, culture and recreation, community preservation and interest. The business-type activities of the Town include the water, sewer and light plant.

The government-wide financial statements include not only the Town of Belmont itself (known as the *primary government*), but also a legally separate public employee retirement system for which the Town of Belmont is financially accountable. Financial information for this *component unit* is reported separately within the fiduciary fund statements.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. The focus of the Town of Belmont's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town of Belmont's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the year.

The Town has implemented GASB #54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The implementation of this standard changed the fund balance components to nonspendable, restricted, committed, assigned and unassigned. Additionally, under the new standard, the Town's general stabilization fund is reported within the general fund as unassigned while the Ash Landfill stabilization fund and the Special Education stabilization fund are reported within the general fund as committed.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, the Wellington School construction fund and the community preservation fund, which are the Town's major governmental funds. Data from the other nonmajor governmental funds are combined into a single, aggregated presentation.

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The Town of Belmont adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund as Required Supplementary Information fund to demonstrate compliance with this budget.

Proprietary funds. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town uses enterprise funds to account for its water and sewer systems and light plant activities.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water and sewer systems, the light plant activities and the internal service fund all of which are considered to be major funds of the Town.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the Town's own programs.

Fiduciary fund reporting focuses on net position and changes in net position. The fiduciary fund category is split into four classifications: a pension trust fund, an other postemployment benefit trust, private purpose trust funds, and agency funds. Private purpose trust funds are used to account for trust arrangements that benefit individuals, private organizations, or other governments. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The Town's agency fund accounts for primarily police off-duty details and school student activity funds.

The Town is the trustee, or fiduciary, for its employees' pension plan and other postemployment benefit plan. The Town's fiduciary activities are reported in a separate statement of fiduciary net position and a statement of changes in fiduciary net position. These activities are excluded from the Town's government-wide financial statements because the Town cannot use these assets to finance its operations.

Notes to the basic financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the progress in funding its obligation to provide postemployment benefits to its employees.

Government-wide Financial Analysis

Governmental Activities

The Town is able to report positive balance in two out of three categories of net position. As noted below, assets exceeded liabilities by \$1.4 million at the close of the most recent year.

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	2017	2016
Assets:		
Current assets.....	\$ 67,520,263	\$ 66,918,550
Capital assets.....	145,645,779	144,023,558
Total assets.....	213,166,042	210,942,108
Total deferred outflows of resources.....	7,391,183	10,212,172
Liabilities:		
Current liabilities (excluding debt).....	3,839,701	5,717,057
Noncurrent liabilities (excluding debt).....	172,411,714	161,740,251
Current debt.....	3,172,780	3,158,931
Noncurrent debt.....	36,066,972	39,239,752
Total liabilities.....	215,491,167	209,855,991
Total deferred inflows of resources.....	3,661,710	3,829,519
Net Position:		
Capital assets net of related debt.....	115,212,913	109,104,411
Restricted.....	7,196,811	5,828,372
Unrestricted.....	(121,005,376)	(107,464,013)
Total net position.....	\$ 1,404,348	\$ 7,468,770

A significant portion of the Town's net position, \$115.2 million, reflects its investment in capital assets (e.g., land, buildings, machinery, and equipment), less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the Town's investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Town's net position, \$7.2 million, represents resources that are subject to external restrictions on how they may be used. The remaining deficit balance of unrestricted net position of \$121.0 million is due to the recognition of the Other Postemployment Benefits liability in the amount of \$99.5 million and the Net Pension liability in the amount of \$64.3 million.

The governmental activities net position decreased by \$6.1 million in the current year. The decrease was primarily due to a \$12.3 million increase in the other postemployment benefits liability, a net decrease in the net pension liability offset by a net increase in deferred outflows/inflows of \$779 thousand. These increases were offset by the receipt of \$1.2 million of capital grants, the gain on sale of land of \$1 million, a \$616 thousand surplus in the Community Preservation Fund, the timing of the expenditure of grant funds versus the actual receipt of the grant proceeds, and the Town's ability to fund capital additions (approximately \$4.3 million) from current year revenues.

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Key elements of the change in net position are as follows:

	2017	2016
Program Revenues:		
Charges for services.....	\$ 7,695,202	\$ 8,202,743
Operating grants and contributions.....	21,459,469	18,173,250
Capital grants and contributions.....	1,236,604	1,664,417
General Revenues:		
Real estate and personal property taxes.....	85,316,394	82,472,032
Tax liens.....	55,060	411,094
Motor vehicle and other excise taxes.....	3,687,640	3,575,660
Community preservation surcharge.....	1,105,107	1,084,117
Nonrestricted grants.....	2,520,910	2,943,794
Penalties and interest on taxes.....	213,158	295,848
Unrestricted investment income.....	1,039,028	1,713,254
Gain/(loss) on disposal of capital assets.....	999,877	1,741,369
Total revenues.....	125,328,449	122,277,578
Expenses:		
General government.....	10,003,921	9,229,962
Public safety.....	25,443,645	23,428,949
Education.....	77,006,696	72,433,026
Public works.....	12,794,646	10,595,244
Human services.....	1,662,710	1,646,230
Culture and recreation.....	3,943,581	3,118,152
Interest.....	1,486,672	1,419,485
Total expenses.....	132,341,871	121,871,048
Change in net position before transfers.....	(7,013,422)	406,530
Transfers.....	949,000	943,000
Change in net position.....	(6,064,422)	1,349,530
Net position at beginning of year.....	7,468,770	6,119,240
Net position at end of year.....	\$ 1,404,348	\$ 7,468,770

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Business-type activities

Combined business-type activities net position increased by \$4.4 million in the current year. The following table identifies key elements of the enterprise operations:

	2017	2016
Assets:		
Current assets.....	\$ 69,286,806	\$ 50,141,906
Noncurrent assets (excluding capital).....	12,581,915	8,336,135
Capital assets.....	60,835,150	74,914,504
Total assets.....	142,703,871	133,392,545
Total deferred outflows of resources.....	1,611,194	1,001,674
Liabilities:		
Current liabilities (excluding debt).....	7,737,556	2,856,109
Noncurrent liabilities (excluding debt).....	17,526,682	16,339,587
Current debt.....	30,092,879	28,959,823
Noncurrent debt.....	36,829,469	39,307,197
Total liabilities.....	92,186,586	87,462,716
Total deferred inflows of resources.....	3,472,365	2,645,316
Net Position:		
Capital assets net of related debt.....	41,034,753	33,060,462
Restricted.....	8,125,599	4,199,884
Unrestricted.....	(504,238)	7,025,841
Total net position.....	48,656,114	44,286,187
Program Revenues:		
Charges for services.....	39,621,181	40,555,650
Other.....	333,436	230,354
General Revenues:		
Unrestricted investment income.....	227,622	113,948
Total revenues.....	40,182,239	40,899,952
Expenses:		
Water.....	5,589,848	4,746,141
Sewer.....	7,753,949	7,520,958
Light.....	21,519,515	22,227,181
Total expenses.....	34,863,312	34,494,280
Change in net position before transfers.....	5,318,927	6,405,672
Transfers.....	(949,000)	(943,000)
Change in net position.....	4,369,927	5,462,672
Net position at beginning of year.....	44,286,187	38,823,515
Net position at end of year.....	\$ 48,656,114	\$ 44,286,187

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Financial Analysis of the Town's Governmental Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of the Town's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the Town's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the year.

As of the end of the current year, governmental funds reported combined ending fund balances of \$52.5 million comprised of \$24.8 million in the general fund, \$841 thousand in the Wellington School construction fund, \$3.1 million in the Community Preservation fund, and \$23.8 million in the nonmajor governmental funds. Overall fund balance increased by \$3.4 million in year 2017. This was primarily due to a budgetary surplus in the general fund, the receipt of \$1 million for the sale of land, a surplus of \$616 thousand in the Community Preservation Fund, and the timing of the expenditure of grant funds versus the actual receipt of grant proceeds and activity of the Community Preservation Fund.

The general fund is the chief operating fund. At the end of the current year, the unassigned fund balance of the general fund was \$16.3 million, while the total fund balance was \$24.8 million. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 15.0% of general fund budgetary expenditures, while total fund balance represents 22.8% of that same amount. During 2017, the fund balance of the general fund increased by \$1.6 million. The change was primarily due to positive budgetary results and a decrease in the liability in the Town's estimate for Appellate Tax Board cases of \$251 thousand.

The Wellington School construction fund is used to account for the activities related to the construction of the new school building. During 2017, the Town spent \$18 thousand on the project. At June 30, 2017, the fund has a balance of \$841 thousand. The project is essentially complete and punch list items are being addressed.

The community preservation fund had a fund balance at June 30, 2017, of \$3.1 million, which is made up of \$1.1 million committed for future projects and \$2 million available for future appropriation. These funds are attributable to the Town's acceptance of the Community Preservation Act, which allows the Town to impose up to a 3% surcharge on property taxes, although currently the Town only charges 1.5%, and to receive matching state grant funds for specified uses related to the acquisition, creation, preservation and support of open space, historic resources, land for recreational use and community housing. The fund increased by \$616 thousand during 2017 due to the receipt of both state grants and the tax surcharges, offset by \$722 thousand of expenditures.

Financial Analysis of Proprietary Funds

The Water, Sewer and Light funds maintained positive results of operations and demonstrated the ability to recover all costs from rates.

The net position of the water and sewer funds increased \$2.6 million in 2017. This performance was primarily the result of principal payments exceeding depreciation in water by \$344 thousand and in sewer by \$215 thousand and the ability for water to fund capital asset additions from current year revenues of \$1.5 million and sewer of \$634 thousand. These increases were offset by increases in the other postemployment liability of \$181 thousand in water and \$219 thousand in sewer.

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The light department experienced an overall increase of \$1.8 million in net position. The increase is primarily related to a decrease in operating costs, power costs and distribution expenses. These increases were offset by a decrease in the sale of electricity due to stable purchased power costs.

The internal service fund had an ending fund balance of \$5.3 million, which represents a decrease of \$1.9 million over the prior year. Claim payments exceeded contributions by \$2.0 million and the fund earned \$75 thousand in investment earnings.

General Fund Budgetary Highlights

There was a net increase of \$1.6 million between the original and final adopted budgets. This increase primarily relates to free cash appropriations for a transfer to the general stabilization fund and transfers to various capital projects funds for capital related projects.

Capital Asset and Debt Administration

Capital Asset Administration

The Town of Belmont's investment in capital assets for its governmental and business type activities as of June 30, 2017, amounted to \$206.5 million (net of depreciation). This investment in capital assets includes land, construction in progress, land improvements, buildings, machinery and equipment, vehicles, and infrastructure assets. The Town's major capital projects relate to the Underwood Pool Construction, the purchase of public safety vehicles, paving, Belmont Center project, Wellington School project, and various other infrastructure projects.

In conjunction with the operating budget, the Town annually prepares a capital budget for the upcoming year and a five-year Capital Improvement Plan (CIP) that is used as a guide for future capital expenditures.

The Town annually budgets over \$2.0 million per year from current-year appropriations for capital projects.

Light Department

The \$29.6 million decrease in construction in progress was attributed to the completion of the Blair Pond Substation and the 115kV Transmission project.

Debt Administration

Outstanding governmental bonded long-term debt, as of June 30, 2017, totaled \$37.7 million of which \$22.2 million relates to various School construction projects and purchases, \$7.6 million of refunding bonds, \$1.8 million relates to the senior center project, \$1 million relates to the purchase of fire vehicles, \$665 thousand relates to Harris Field repairs, \$2.4 million relates to the Underwood Pool construction, \$1.2 million relates to Town center construction, leaving a balance of \$1 million for other CIP projects. The enterprise funds have \$3.6 million in water debt and \$10.0 million in sewer debt, all of which are fully supported by the rates.

The Town did not issue any new debt in 2017.

The Town has an "Aaa" rating from Moody's for general obligation debt.

2017 Annual Report

Light Department

On May 6, 2016, the Town issued a Bond Anticipation Note (BAN) in the aggregate amount of \$27,645,452. Proceeds were used to further finance the 115kv Transmission Service upgrade project. Bearing an interest rate of 1.07% the principal balance matured on May 5, 2017. Accrued interest for Belmont Light's share of this BAN amounted to \$227,699 as of December 31, 2016, which has been capitalized. The BAN included a bond premium of \$45,452 which will be amortized over the life of the BAN. As of December 31, 2016, the principal balance was \$27,600,000, and the remaining unamortized premium on the BAN was \$15,151. On December 8, 2016, under its 2013 Joint Development Agreement and 2016 Asset Purchase Agreement with Eversource, Inc., the Town transferred assets related to the Transmission Service upgrade project to Eversource and received \$45,060,270 in December 2016, with an additional final payment of \$1,249,891 upon settlement of the accounts in June 2017, the cost of the transferred assets, in return. The Town used a portion of those proceeds to pay off the BAN and accumulated financing costs in the amount of \$27,941,548 on May 5, 2017; the remainder will be used to repay funds advanced from Belmont Light's working capital and its general bond fund during project development and implementation, and to complete the connectivity phase of the Transmission Service upgrade project.

The Light Department also has \$24.1 million of long-term debt outstanding.

Please refer to notes 4, 7, and 8 for further discussion of the major capital and debt activity.

Economic Factors and Next Year's Budget

A statewide tax limitation statute known as "Proposition 2-1/2" limits the property tax levy to an amount equal to 2-1/2% of the value of all taxable property in the Town. A secondary limitation is that no levy in a year may exceed the preceding year's allowable tax levy by more than 2-1/2%, plus taxes levied on certain property newly added to the tax rolls. Certain Proposition 2-1/2 taxing limitations can be overridden by Town-wide referendum vote. The Town has taken advantage of this override capability to increase operating budgets and so-called "debt exclusions" that are not subject to the Proposition 2-1/2 limitations.

The Town collects 99% of its property tax billings in the year billed. Property taxes billed were \$85.5 million in 2017, which was a \$2.6 million increase from the prior year. \$653 thousand of this increase is the product of the certified new growth of the Town. Within this levy approximately \$3.6 million of previous debt exclusions were paid off.

The Town continues to experience growth in residential renovation and development. In year 2017, 1163 building permits were issued, resulting in \$43.1 million in taxable value. This activity has produced new growth tax revenue, which is exempt from the limitation imposed by Proposition 2 ½. For year 2017, the Town realized \$653 thousand in new taxes from this source.

The unemployment rate for Belmont as of November 2017 was 3.1% compared to the state figure of 3.2% and the nationwide figure of 4.1%.

Requests for Information

This financial report is designed to provide a general overview of the Town of Belmont's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Finance Department, Town Hall, 19 Moore Street, Belmont, MA 02478.

2017 Annual Report

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Basic Financial Statements

2017 Annual Report

TOWN OF BELMONT, MASSACHUSETTS STATEMENT OF NET POSITION

JUNE 30, 2017

	<i>Primary Government</i>		
	Governmental Activities	Business-type Activities	Total
ASSETS			
CURRENT:			
Cash and cash equivalents.....	\$ 40,912,496	\$ 58,784,502	\$ 99,696,998
Investments.....	20,809,994	-	20,809,994
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	954,696	-	954,696
Real estate tax deferrals.....	508,790	-	508,790
Tax liens.....	1,023,377	109,903	1,133,280
Motor vehicle excise taxes.....	177,132	-	177,132
User fees.....	-	8,174,911	8,174,911
Departmental and other.....	431,522	-	431,522
Intergovernmental.....	2,531,317	-	2,531,317
Inventory.....	170,939	478,795	649,734
Prepaid expenses.....	-	64,103	64,103
Purchased power advanced deposits.....	-	1,674,592	1,674,592
NONCURRENT:			
Restricted cash and cash equivalents.....	-	12,581,915	12,581,915
Capital assets, non depreciable.....	16,929,618	2,681,789	19,611,407
Capital assets, depreciable.....	128,716,161	58,153,361	186,869,522
TOTAL ASSETS.....	213,166,042	142,703,871	355,869,913
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows of resources related to pensions.....	7,189,467	1,611,194	8,800,661
Deferred loss on refunding.....	201,716	-	201,716
TOTAL DEFERRED OUTFLOWS.....	7,391,183	1,611,194	9,002,377
LIABILITIES			
CURRENT:			
Warrants payable.....	1,251,707	6,233,136	7,484,843
Accrued liabilities.....	-	1,067,927	1,067,927
Health claims payable.....	1,700,000	-	1,700,000
Tax refunds payable.....	110,000	-	110,000
Accrued interest.....	510,467	90,823	601,290
Other liabilities.....	117,889	127,465	245,354
Landfill closure.....	73,000	-	73,000
Compensated absences.....	76,638	218,205	294,843
Notes payable.....	-	27,615,151	27,615,151
Bonds payable.....	3,172,780	2,477,728	5,650,508
NONCURRENT:			
Landfill closure.....	7,238,000	-	7,238,000
Compensated absences.....	1,456,122	141,927	1,598,049
Other postemployment benefits.....	99,457,951	7,478,140	106,936,091
Net pension liability.....	64,259,641	9,906,615	74,166,256
Bonds payable.....	36,066,972	36,829,469	72,896,441
TOTAL LIABILITIES.....	215,491,167	92,186,586	307,677,753
DEFERRED INFLOWS OF RESOURCES			
Advanced collections.....	2,069,474	-	2,069,474
Contribution in Aid of Construction, Net of Amortization.....	-	259,711	259,711
Rate stabilization reserve.....	-	2,722,923	2,722,923
Deferred inflows of resources related to pensions.....	1,592,236	489,731	2,081,967
TOTAL DEFERRED INFLOWS OF RESOURCES.....	3,661,710	3,472,365	7,134,075
NET POSITION			
Net investment in capital assets.....	115,212,913	41,034,753	156,247,666
Restricted for:			
Depreciation.....	-	8,125,599	8,125,599
Permanent funds:			
Expendable.....	1,113,308	-	1,113,308
Nonexpendable.....	3,124,714	-	3,124,714
Other purposes.....	2,958,789	-	2,958,789
Unrestricted.....	(121,005,376)	(504,238)	(121,509,614)
TOTAL NET POSITION.....	\$ 1,404,348	\$ 48,656,114	\$ 50,060,462

See notes to basic financial statements.

2017 Annual Report

TOWN OF BELMONT, MASSACHUSETTS STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2017

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Primary Government:					
<i>Governmental Activities:</i>					
General government.....	\$ 10,003,921	\$ 623,601	\$ 126,558	\$ 1,411	\$ (9,252,351)
Public safety.....	25,443,645	1,034,964	371,520	-	(24,037,161)
Education.....	77,006,696	4,577,282	20,641,234	-	(51,788,180)
Public works.....	12,794,646	1,133,962	4,210	1,077,691	(10,578,783)
Human services.....	1,662,710	190,611	234,404	-	(1,237,695)
Culture and recreation.....	3,943,581	134,782	81,543	-	(3,727,256)
Community preservation.....	-	-	-	157,502	157,502
Interest.....	1,486,672	-	-	-	(1,486,672)
Total Governmental Activities.....	<u>132,341,871</u>	<u>7,695,202</u>	<u>21,459,469</u>	<u>1,236,604</u>	<u>(101,950,596)</u>
<i>Business-Type Activities:</i>					
Water.....	5,589,848	6,992,283	-	-	1,402,435
Sewer.....	7,753,949	9,209,903	-	-	1,455,954
Light.....	21,519,515	23,752,431	-	-	2,232,916
Total Business-Type Activities.....	<u>34,863,312</u>	<u>39,954,617</u>	<u>-</u>	<u>-</u>	<u>5,091,305</u>
Total Primary Government.....	<u>\$ 167,205,183</u>	<u>\$ 47,649,819</u>	<u>\$ 21,459,469</u>	<u>\$ 1,236,604</u>	<u>\$ (96,859,291)</u>

See notes to basic financial statements.

(Continued)

2017 Annual Report

TOWN OF BELMONT, MASSACHUSETTS STATEMENT OF ACTIVITIES (Continued)

YEAR ENDED JUNE 30, 2017

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Changes in net position:			
Net (expense) revenue from previous page.....	\$ (101,950,596)	\$ 5,091,305	\$ (96,859,291)
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	85,316,394	-	85,316,394
Tax liens.....	55,060	-	55,060
Motor vehicle and other excise taxes.....	3,687,640	-	3,687,640
Community preservation surcharge.....	1,105,107	-	1,105,107
Penalties and interest on taxes.....	213,158	-	213,158
Grants and contributions not restricted to specific programs.....	2,520,910	-	2,520,910
Unrestricted investment income.....	1,039,028	227,622	1,266,650
Gain on sale of capital assets.....	999,877	-	999,877
<i>Transfers, net</i>	949,000	(949,000)	-
Total general revenues and transfers.....	95,886,174	(721,378)	95,164,796
Change in net position.....	(6,064,422)	4,369,927	(1,694,495)
<i>Net Position:</i>			
Beginning of year.....	7,468,770	44,286,187	51,754,957
End of year.....	\$ 1,404,348	\$ 48,656,114	\$ 50,060,462

(Concluded)

2017 Annual Report

GOVERNMENTAL FUNDS BALANCE SHEET

JUNE 30, 2017

		General Fund	Wellington School Construction Fund	Community Preservation Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS						
Cash and cash equivalents.....	\$	19,950,114	\$ 841,064	\$ -	\$ 13,111,231	\$ 33,902,409
Investments.....		7,413,046	-	3,318,461	10,078,487	20,809,994
Receivables, net of uncollectibles:						
Real estate and personal property taxes.....		944,290	-	10,406	-	954,696
Real estate tax deferrals.....		508,790	-	-	-	508,790
Tax liens.....		1,023,377	-	-	-	1,023,377
Motor vehicle excise taxes.....		177,132	-	-	-	177,132
Departmental and other.....		412,497	-	-	19,025	431,522
Intergovernmental.....		-	-	152,000	2,379,317	2,531,317
Due from other funds.....		137,165	-	-	-	137,165
TOTAL ASSETS.....	\$	<u>30,566,411</u>	\$ <u>841,064</u>	\$ <u>3,480,867</u>	\$ <u>25,588,060</u>	\$ <u>60,476,402</u>
LIABILITIES						
Warrants payable.....	\$	612,096	\$ -	\$ 55,777	\$ 583,834	\$ 1,251,707
Tax refunds payable.....		110,000	-	-	-	110,000
Other liabilities.....		117,889	-	-	-	117,889
Due to other funds.....		-	-	137,165	-	137,165
TOTAL LIABILITIES.....		<u>839,985</u>	<u>-</u>	<u>192,942</u>	<u>583,834</u>	<u>1,616,761</u>
DEFERRED INFLOWS OF RESOURCES						
Unavailable revenue.....		4,928,833	-	194,093	1,188,196	6,311,122
FUND BALANCES						
Nonspendable.....		-	-	-	3,124,714	3,124,714
Restricted.....		-	841,064	3,093,832	20,691,316	24,626,212
Committed.....		3,492,897	-	-	-	3,492,897
Assigned.....		4,960,203	-	-	-	4,960,203
Unassigned.....		16,344,493	-	-	-	16,344,493
TOTAL FUND BALANCES.....		<u>24,797,593</u>	<u>841,064</u>	<u>3,093,832</u>	<u>23,816,030</u>	<u>52,548,519</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES.....	\$	<u>30,566,411</u>	\$ <u>841,064</u>	\$ <u>3,480,867</u>	\$ <u>25,588,060</u>	\$ <u>60,476,402</u>

See notes to basic financial statements.

2017 Annual Report

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION

YEAR ENDED JUNE 30, 2017

Total governmental fund balances.....	\$	52,548,519
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....		145,645,779
Accounts receivable are not available to pay for current-period expenditures and, therefore, are unavailable in the funds.....		4,241,648
Certain changes in the net pension liability are required to be included in pension expense over future periods. These changes are reported as deferred outflows of resources or (deferred inflows of resources) related to pensions.....		5,597,231
Internal service funds are used by management to account for retirees' health insurance and workers' compensation activities.		
The assets and liabilities of the internal service funds are included in the governmental activities in the statement of net position.....		5,310,087
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.....		(510,467)
Inventory is capitalized in the Statement of Activities.....		170,939
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds.		
Bonds payable.....	(39,239,752)	
Landfill closure.....	(7,311,000)	
Other postemployment benefits payable.....	(99,457,951)	
Net pension liability.....	(64,259,641)	
Compensated absences.....	(1,532,760)	
Net effect of reporting long-term liabilities.....		(211,801,104)
In the statement of activities, deferred losses are reported for refundings of debt, which are amortized over the shorter of the remaining life of the refunding bonds or refunded bonds. In governmental funds, defeasances of debt are expensed when the refunding bonds are issued.....		<u>201,716</u>
Net position of governmental activities.....	\$	<u><u>1,404,348</u></u>

See notes to basic financial statements.

2017 Annual Report

GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

YEAR ENDED JUNE 30, 2017

	General Fund	Wellington School Construction Fund	Community Preservation Fund	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:					
Real estate and personal property taxes, net of tax refunds.....	\$ 84,972,471	\$ -	\$ -	\$ -	\$ 84,972,471
Tax liens.....	114,480	-	-	-	114,480
Motor vehicle and other excise taxes.....	3,675,210	-	-	-	3,675,210
Charges for services.....	2,368,472	-	-	-	2,368,472
Penalties and interest on taxes.....	213,158	-	-	-	213,158
Licenses and permits.....	1,167,214	-	-	-	1,167,214
Fines and forfeitures.....	455,208	-	-	-	455,208
Intergovernmental.....	18,904,303	-	219,502	5,323,611	24,447,416
Departmental and other.....	-	-	-	3,934,551	3,934,551
Community preservation surcharge.....	-	-	1,101,974	-	1,101,974
Contributions.....	-	-	-	319,124	319,124
Investment income.....	351,542	-	17,166	595,368	964,076
Miscellaneous.....	-	-	-	1,428	1,428
TOTAL REVENUES.....	112,222,058	-	1,338,642	10,174,082	123,734,782
EXPENDITURES:					
Current:					
General government.....	4,250,187	-	426,779	1,498,976	6,175,942
Public safety.....	14,065,322	-	-	455,283	14,520,605
Education.....	50,655,232	18,254	-	8,334,206	59,007,692
Public works.....	11,526,950	-	-	2,012,304	13,539,254
Human services.....	898,576	-	-	166,999	1,065,575
Culture and recreation.....	2,764,014	-	295,816	339,973	3,399,803
Pension benefits.....	16,274,640	-	-	-	16,274,640
Employee benefits.....	1,946,199	-	-	-	1,946,199
State and county charges.....	1,767,324	-	-	-	1,767,324
Debt service:					
Principal.....	3,029,285	-	-	-	3,029,285
Interest.....	1,592,322	-	-	-	1,592,322
TOTAL EXPENDITURES.....	108,770,051	18,254	722,595	12,807,741	122,318,641
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	3,452,007	(18,254)	616,047	(2,633,659)	1,416,141
OTHER FINANCING SOURCES (USES):					
Sale of capital assets.....	-	-	-	1,000,000	1,000,000
Transfers in.....	2,477,657	-	-	4,308,843	6,786,500
Transfers out.....	(4,308,843)	-	-	(1,528,657)	(5,837,500)
TOTAL OTHER FINANCING SOURCES (USES).....	(1,831,186)	-	-	3,780,186	1,949,000
NET CHANGE IN FUND BALANCES.....	1,620,821	(18,254)	616,047	1,146,527	3,365,141
FUND BALANCES AT BEGINNING OF YEAR.....	23,176,772	859,318	2,477,785	22,669,503	49,183,378
FUND BALANCES AT END OF YEAR.....	\$ 24,797,593	\$ 841,064	\$ 3,093,832	\$ 23,816,030	\$ 52,548,519

See notes to basic financial statements.

2017 Annual Report

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2017

Net change in fund balances - total governmental funds.....		\$ 3,365,141
<p>Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.</p>		
Capital outlay.....	6,262,672	
Depreciation expense.....	<u>(4,640,574)</u>	
Net effect of reporting capital assets.....		1,622,098
<p>In the Statement of Activities, only the gain (loss) on the sale of capital assets is reported, whereas in the governmental funds the entire proceeds of the sale are reported as financial resources. As a result, the change in net position differs from the change in fund balance by the cost of the capital assets sold.....</p>		
		123
<p>Governmental funds report inventories as expenditures. However in the Statement of Activities the cost of those assets is capitalized and expensed when depleted.....</p>		
		(7,078)
<p>Revenues in the Statement of Activities that do not provide current financial resources are unavailable in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in unavailable revenue.....</p>		
		518,838
<p>The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.</p>		
Amortization of bond premiums.....	129,646	
Amortization of deferred charges.....	(65,937)	
Principal payments on capital leases.....	97,401	
Debt service principal payments.....	<u>3,029,285</u>	
Net effect of reporting long-term debt.....		3,190,395
<p>Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.</p>		
Net change in compensated absences accrual.....	(23,255)	
Net change in accrued interest on long-term debt.....	41,941	
Net change in landfill closure accrual.....	211,000	
Net change in deferred outflow/(inflow) of resources related to pensions.....	(2,232,477)	
Net change in net pension liability.....	1,453,657	
Net change in other postemployment benefits.....	<u>(12,312,028)</u>	
Net effect of recording long-term liabilities.....		(12,861,162)
<p>Internal service funds are used by management to account for health insurance and workers' compensation activities.</p>		
The net activity of internal service funds is reported with Governmental Activities.....		<u>(1,892,777)</u>
Change in net position of governmental activities.....		<u>\$ (6,064,422)</u>

See notes to basic financial statements.

2017 Annual Report

PROPRIETARY FUNDS STATEMENT OF NET POSITION

JUNE 30, 2017

	Business-type Activities - Enterprise Funds				Governmental Activities - Internal Service Funds
	Water	Sewer	Electric Light (as of December 31, 2016)	Total	
ASSETS					
CURRENT:					
Cash and cash equivalents.....	\$ 4,049,597	\$ 4,580,707	\$ 50,154,198	\$ 58,784,502	\$ 7,010,087
Receivables, net of allowance for uncollectibles:					
Tax liens.....	40,915	68,988	-	109,903	-
User fees.....	2,224,276	3,061,569	2,889,066	8,174,911	-
Inventory.....	133,948	11,963	332,884	478,795	-
Prepaid expenses.....	-	-	64,103	64,103	-
Purchased power advanced deposits.....	-	-	1,674,592	1,674,592	-
Total current assets.....	<u>6,448,736</u>	<u>7,723,227</u>	<u>55,114,843</u>	<u>69,286,806</u>	<u>7,010,087</u>
NONCURRENT:					
Restricted cash and cash equivalents.....	-	-	12,581,915	12,581,915	-
Capital assets, non depreciable.....	28,498	-	2,653,291	2,681,789	-
Capital assets, depreciable.....	15,633,321	23,287,799	19,232,241	58,153,361	-
Total noncurrent assets.....	<u>15,661,819</u>	<u>23,287,799</u>	<u>34,467,447</u>	<u>73,417,065</u>	<u>-</u>
TOTAL ASSETS.....	<u>22,110,555</u>	<u>31,011,026</u>	<u>89,582,290</u>	<u>142,703,871</u>	<u>7,010,087</u>
DEFERRED OUTFLOWS OF RESOURCES					
Deferred outflows related to pensions.....	200,524	143,138	1,267,532	1,611,194	-
LIABILITIES					
CURRENT:					
Warrants payable.....	32,721	-	6,200,415	6,233,136	-
Accrued liabilities.....	-	-	1,067,927	1,067,927	-
Health claims payable.....	-	-	-	-	1,700,000
Accrued interest.....	-	90,823	-	90,823	-
Compensated absences.....	3,592	3,292	211,321	218,205	-
Notes payable.....	-	-	27,615,151	27,615,151	-
Bonds payable.....	696,356	636,434	1,144,938	2,477,728	-
Total current liabilities.....	<u>732,669</u>	<u>730,549</u>	<u>36,239,752</u>	<u>37,702,970</u>	<u>1,700,000</u>
NONCURRENT:					
Compensated absences.....	68,252	62,553	11,122	141,927	-
Other liabilities.....	-	-	127,465	127,465	-
Other postemployment benefits.....	1,826,365	1,599,981	4,051,794	7,478,140	-
Net pension liability.....	1,982,554	1,312,290	6,611,771	9,906,615	-
Bonds payable.....	2,881,596	9,379,422	24,568,451	36,829,469	-
Total noncurrent liabilities.....	<u>6,758,767</u>	<u>12,354,246</u>	<u>35,370,603</u>	<u>54,483,616</u>	<u>-</u>
TOTAL LIABILITIES.....	<u>7,491,436</u>	<u>13,084,795</u>	<u>71,610,355</u>	<u>92,186,586</u>	<u>1,700,000</u>
DEFERRED INFLOWS OF RESOURCES					
Rate stabilization reserve.....	-	-	2,722,923	2,722,923	-
Contribution in Aid of Construction, Net of Amortization.....	-	-	259,711	259,711	-
Deferred inflows related to pensions.....	145,782	24,338	319,611	489,731	-
Total deferred inflows of resources.....	<u>145,782</u>	<u>24,338</u>	<u>3,302,245</u>	<u>3,472,365</u>	<u>-</u>
NET POSITION					
Net investment in capital assets.....	12,251,842	14,675,445	14,107,466	41,034,753	-
Restricted for:					
Depreciation.....	-	-	8,125,599	8,125,599	-
Unrestricted.....	2,422,019	3,369,586	(6,295,843)	(504,238)	5,310,087
TOTAL NET POSITION.....	<u>\$ 14,673,861</u>	<u>\$ 18,045,031</u>	<u>\$ 15,937,222</u>	<u>\$ 48,656,114</u>	<u>\$ 5,310,087</u>

See notes to basic financial statements.

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PROPRIETARY FUNDS STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

YEAR ENDED JUNE 30, 2017

	Business-type Activities - Enterprise Funds				Governmental Activities - Internal Service Funds
	Water	Sewer	Electric Light (as of December 31, 2016)	Total	
OPERATING REVENUES:					
Employee contributions	\$ -	\$ -	\$ -	\$ -	\$ 3,346,093
Employer contributions	-	-	-	-	10,249,364
Charges for services	6,992,283	9,209,903	23,418,995	39,621,181	-
Other	-	-	333,436	333,436	310,111
TOTAL OPERATING REVENUES	6,992,283	9,209,903	23,752,431	39,954,617	13,905,568
OPERATING EXPENSES:					
Cost of services and administration	5,213,889	7,001,311	20,174,383	32,389,583	-
Depreciation	352,496	522,555	1,344,977	2,220,028	-
Employee benefits	-	-	-	-	15,873,297
TOTAL OPERATING EXPENSES	5,566,385	7,523,866	21,519,360	34,609,611	15,873,297
OPERATING INCOME (LOSS)	1,425,898	1,686,037	2,233,071	5,345,006	(1,967,729)
NONOPERATING REVENUES (EXPENSES):					
Investment income	11,183	4,802	211,637	227,622	74,952
Interest expense	(23,463)	(230,083)	(155)	(253,701)	-
TOTAL NONOPERATING REVENUES (EXPENSES), NET	(12,280)	(225,281)	211,482	(26,079)	74,952
INCOME (LOSS) BEFORE TRANSFERS	1,413,618	1,460,756	2,444,553	5,318,927	(1,892,777)
TRANSFERS:					
Transfers out	(166,000)	(133,000)	(650,000)	(949,000)	-
CHANGE IN NET POSITION	1,247,618	1,327,756	1,794,553	4,369,927	(1,892,777)
NET POSITION AT BEGINNING OF YEAR	13,426,243	16,717,275	14,142,669	44,286,187	7,202,864
NET POSITION AT END OF YEAR	\$ 14,673,861	\$ 18,045,031	\$ 15,937,222	\$ 48,656,114	\$ 5,310,087

See notes to basic financial statements.

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PROPRIETARY FUNDS STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2017

	Business-type Activities - Enterprise Funds				Governmental Activities - Internal Service Funds
	Water	Sewer	Electric Light (as of December 31, 2016)	Total	
CASH FLOWS FROM OPERATING ACTIVITIES:					
Receipts from customers and users.....	\$ 6,912,680	\$ 9,040,465	\$ 22,565,007	\$ 38,518,152	\$ -
Receipts from interfund services provided.....	-	-	-	-	13,905,568
Payments to vendors.....	(3,844,547)	(5,542,035)	(9,595,667)	(18,982,249)	-
Payments to employees.....	(1,303,849)	(1,319,754)	(4,627,960)	(7,251,563)	-
Payments in lieu of taxes.....	-	-	(650,000)	(650,000)	-
Payments for interfund services used.....	-	-	-	-	(15,823,689)
NET CASH FROM OPERATING ACTIVITIES.....	1,764,284	2,178,676	7,691,380	11,634,340	(1,918,121)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:					
Transfers out.....	(166,000)	(133,000)	-	(299,000)	-
Grant income.....	-	-	60,063	60,063	-
Grant expense.....	-	-	(60,063)	(60,063)	-
NET CASH FROM NONCAPITAL FINANCING ACTIVITIES.....	(166,000)	(133,000)	-	(299,000)	-
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:					
Proceeds from the issuance of bonds and notes.....	-	-	27,645,452	27,645,452	-
Acquisition and construction of capital assets.....	(1,495,107)	(633,636)	(31,164,090)	(33,292,833)	-
Principal payments on bonds and notes.....	(696,358)	(737,992)	(27,405,000)	(28,839,350)	-
Interest expense.....	(23,463)	(237,062)	(155)	(260,680)	-
Proceeds from sale of capital assets.....	-	-	45,060,270	45,060,270	-
NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....	(2,214,928)	(1,608,690)	14,136,477	10,312,859	-
CASH FLOWS FROM INVESTING ACTIVITIES:					
Investment income.....	11,183	4,802	75,360	91,345	74,952
NET CASH FROM INVESTING ACTIVITIES.....	11,183	4,802	75,360	91,345	74,952
NET CHANGE IN CASH AND CASH EQUIVALENTS.....	(605,461)	441,788	21,903,217	21,739,544	(1,843,169)
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....	4,655,058	4,138,919	40,832,896	49,626,873	8,853,256
CASH AND CASH EQUIVALENTS AT END OF YEAR.....	\$ 4,049,597	\$ 4,580,707	\$ 62,736,113	\$ 71,366,417	\$ 7,010,087
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES:					
Operating income (loss).....	\$ 1,425,898	\$ 1,686,037	\$ 2,233,071	\$ 5,345,006	\$ (1,967,729)
Adjustments to reconcile operating income (loss) to net cash from operating activities:					
Depreciation.....	352,496	522,555	1,344,977	2,220,028	-
Payment in lieu of taxes.....	-	-	(650,000)	(650,000)	-
Rate stabilization reserve.....	-	-	304,183	304,183	-
Deferred outflows/(inflows) related to pensions.....	29,257	48,330	(423,952)	(346,365)	-
Changes in assets and liabilities:					
Tax liens.....	(13,772)	(19,480)	-	(33,252)	-
User fees.....	(65,831)	(149,958)	(1,493,217)	(1,709,006)	-
Inventory.....	(19,780)	8,501	50,385	39,106	-
Prepaid expenses.....	-	-	54,526	54,526	-
Purchased power advance deposits.....	-	-	(2,510)	(2,510)	-
Other postemployment benefits obligation.....	180,541	219,217	497,184	896,942	-
Net pension liability.....	(44,590)	(37,462)	374,817	292,765	-
Warrants payable.....	(71,634)	(94,282)	4,828,301	4,662,385	(392)
Accrued liabilities.....	-	-	536,720	536,720	-
Customer deposits.....	-	-	1,610	1,610	-
Accrued payroll.....	(13,046)	(10,625)	-	(23,671)	-
Accrued compensated absences.....	4,745	5,843	35,285	45,873	-
Total adjustments.....	338,386	492,639	5,458,309	6,289,334	49,608
NET CASH FROM OPERATING ACTIVITIES.....	\$ 1,764,284	\$ 2,178,676	\$ 7,691,380	\$ 11,634,340	\$ (1,918,121)

See notes to basic financial statements.

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FIDUCIARY FUNDS STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2017

	Pension Trust Fund (as of December 31, 2016)	Other Postemployment Benefit Trust	Private Purpose Trust Funds	Agency Funds
ASSETS				
CURRENT:				
Cash and cash equivalents.....	\$ 2,363,700	\$ 12,949	\$ 351,991	\$ 255,127
Investments.....	89,177,495	3,092,310	499,134	-
Interest and dividends.....	308	-	-	-
Due from general fund.....	4,221,886	-	-	-
Other assets.....	-	-	-	140,311
TOTAL ASSETS.....	95,763,389	3,105,259	851,125	395,438
LIABILITIES				
Warrants payable.....	4,962	-	-	-
Liabilities due depositors.....	-	-	-	255,127
Deferred revenue.....	-	-	-	140,311
TOTAL LIABILITIES.....	4,962	-	-	395,438
NET POSITION				
Restricted for pensions.....	95,758,427	-	-	-
Held in trust for OPEB and other purposes.....	-	3,105,259	851,125	-
	\$ 95,758,427	\$ 3,105,259	\$ 851,125	\$ -

See notes to basic financial statements.

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FIDUCIARY FUNDS STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

YEAR ENDED JUNE 30, 2017

	Pension Trust Fund (as of December 31, 2016)	Other Postemployment Benefit Trust	Private Purpose Trust Funds
ADDITIONS:			
Contributions:			
Employer.....	\$ 8,432,117	\$ 343,682	\$ -
Employee.....	2,582,816	-	-
Employer contributions to pay for OPEB benefits.....	-	4,046,494	-
Miscellaneous.....	-	-	42,142
Total contributions.....	11,014,933	4,390,176	42,142
Net investment income (loss):			
Net change in fair value of investments.....	6,956,064	187,460	-
Interest.....	647,765	-	15,622
Total investment income (loss).....	7,603,829	187,460	15,622
Less: investment expense.....	(582,326)	-	-
Net investment income (loss).....	7,021,503	187,460	15,622
Intergovernmental.....	118,433	-	-
Transfers from other systems.....	282,509	-	-
TOTAL ADDITIONS.....	18,437,378	4,577,636	57,764
DEDUCTIONS:			
Administration.....	321,612	-	-
Transfers to other systems.....	412,202	-	-
Retirement benefits and refunds.....	10,751,149	-	-
OPEB benefits.....	-	4,046,494	-
Educational scholarships.....	-	-	68,970
TOTAL DEDUCTIONS.....	11,484,963	4,046,494	68,970
CHANGE IN NET POSITION.....	6,952,415	531,142	(11,206)
NET POSITION AT BEGINNING OF YEAR.....	88,806,012	2,574,117	862,331
NET POSITION AT END OF YEAR.....	\$ 95,758,427	\$ 3,105,259	\$ 851,125

See notes to basic financial statements.

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NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying basic financial statements of the Town of Belmont, Massachusetts have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant Town accounting policies are described herein.

A. Reporting Entity

The Town of Belmont, Massachusetts (Town) is a municipal corporation that is governed by a Town-wide elected three member Board of Selectmen with staggered three year terms. The Selectmen have the general direction and management of the property and affairs of the Town in all matters not otherwise provided by Federal, State, or local laws and regulations. They are assisted by a Town Administrator who has responsibility for general supervision over certain general government operating departments and provides coordination with other Town-wide elected positions (e.g. including, but not limited to the Town Clerk, the Treasurer, the Board of Assessors, and the School Committee) and all other Officials, Boards, Commissions, and Committees. A principal duty of the Administrator and Town Administration is Town-wide coordination of the Town's annual fiscal budget. The legislative body of the Town is a representative Town Meeting which consists of 288 precinct elected members with staggered three year terms in addition to certain ex-officio members. The Town Meeting assembles annually to legislate policy and budgets for the local government.

For financial reporting purposes, the Town has included reporting on Government Activities (i.e. general government), Business-type Activities (i.e. Water, Sewer, and Light services), and Fiduciary Activities (i.e. Trusteeships for the Pension and Other Postemployment Benefits funds, which are restricted to their intended purposes). The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the primary government) and its component units. One entity has been included as a component unit in the reporting entity, because of the significance of its operational and/or financial relationship.

Component Unit Presented as a Fiduciary Fund – The following component unit is presented as a fiduciary fund of the primary government due to the nature and significance of relationship between the Town and the component unit.

In the Fiduciary Funds:

- (1) The Belmont Contributory Retirement System (System) was established to provide retirement benefits to Town employees and the Belmont Housing Authority employees and their beneficiaries. The System is governed by a five-member board comprised of the Town Accountant (ex-officio), two members elected by the System's participants, one member appointed by the Board of Selectmen and one member appointed by the Board members. The System is presented using the accrual basis of accounting and is reported as a pension trust fund in the fiduciary fund financial statements.

Availability of Financial Information for Component Units

The System issues a publicly available audited financial report in accordance with guidelines established by the Commonwealth of Massachusetts' (Commonwealth) Public Employee Retirement Administration Commission (PERAC). That report may be obtained by contacting the System located at Town Hall, 455 Concord Ave, Belmont, MA 02478.

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B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements (i.e., statement of net position and the statement of changes in net position) report information on all of the non-fiduciary activities of the primary government and its component units.

Governmental activities, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Non-major funds are aggregated and displayed in a single column.

Major Fund Criteria

Major funds must be reported if the following criteria are met:

- If the total assets and deferred outflows, liabilities and deferred inflows, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets and deferred outflows, liabilities and deferred inflows, etc.) for all funds of that category or type (total governmental or total enterprise funds), *and*
- If the total assets and deferred outflows, liabilities and deferred inflows, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Internal service funds and fiduciary funds are reported by fund type.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment.

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Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues. For the most part, the effect of interfund activity has been removed from the government-wide financial statements. However, the effect of interfund services provided and used between functions is not eliminated as the elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

Fund Financial Statements

Governmental fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days after year-end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental funds are reported:

The *general fund* is the *primary* operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund.

The *Wellington School construction fund* accounts for activity related to the construction of the new Wellington School.

The *community preservation fund* is used to account for funds held for uses restricted by law for community preservation purposes. These funds are attributable to the Town's acceptance of the Community Preservation Act, which allows the Town to impose up to a 3% surcharge, (currently Town only charges 1.5%), on property taxes and to receive matching state grant funds for specified uses related to the acquisition, creation, preservation and support of open space, historic resources, land for recreational use and community housing.

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The nonmajor governmental funds consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than permanent funds or capital projects.

The *capital projects fund* is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets of the governmental funds.

The *permanent fund* is used to account for and report financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

Proprietary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

The following major proprietary funds are reported:

The *water enterprise fund* is used to account for the water activities.

The *sewer enterprise fund* is used to account for the sewer activities.

The *light enterprise fund* is used to account for the Town's electric light department activities.

The *internal service fund* is used to account for the financing of services provided by one department to other departments or governmental units. This fund is used to account for risk financing activities related to the self-insured employee health program.

Fiduciary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity by the Town for others that cannot be used to support the governmental programs.

The following fiduciary fund types are reported:

The *pension trust fund* is used to account for the activities of the System, which accumulates resources to provide pension benefits to eligible retirees and their beneficiaries.

The *other postemployment benefit trust fund* is a new fund established under special legislation to accumulate resources to provide funding for future OPEB (other postemployment benefits) liabilities.

The *private-purpose trust fund* is used to account for trust arrangements that exclusively benefit individuals, private organizations, or other governments. Some of these trusts have donor restrictions and trustee policies that do not allow the endowment portion and any unrealized appreciation to be spent. The donor restrictions and trustee policies only allows the trustees to authorize spending of the realized investment earnings. The Town's educational scholarship trusts are accounted for in this fund.

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The *agency fund* is used to account for assets held in a purely custodial capacity by the Town.

D. Cash and Investments

Government-Wide and Fund Financial Statements

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. Investments are carried at fair value.

E. Fair Value Measurements

The Town reports required types of financial instruments in accordance with the fair value standards. These standards require an entity to maximize the use of observable inputs (such as quoted prices in active markets) and minimize the use of unobservable inputs (such as appraisals or valuation techniques) to determine fair value. Fair value standards also require the government to classify these financial instruments into a three-level hierarchy, based on the priority of inputs to the valuation technique or in accordance with net asset value practical expedient rules, which allow for either Level 2 or Level 3 depending on lock up and notice periods associated with the underlying funds.

Instruments measured and reported at fair value are classified and disclosed in one of the following categories:

Level 1 – Quoted prices are available in active markets for identical instruments as of the reporting date. Instruments, which are generally included in this category, include actively traded equity and debt securities, U.S. government obligations, and mutual funds with quoted market prices in active markets.

Level 2 – Pricing inputs are other than quoted in active markets, which are either directly or indirectly observable as of the reporting date, and fair value is determined through the use of models or other valuation methodologies. Certain fixed income securities, primarily corporate bonds, are classified as Level 2 because fair values are estimated using pricing models, matrix pricing, or discounted cash flows.

Level 3 – Pricing inputs are unobservable for the instrument and include situations where there is little, if any, market activity for the instrument. The inputs into the determination of fair value require significant management judgment or estimation.

In some instances the inputs used to measure fair value may fall into different levels of the fair value hierarchy and is based on the lowest level of input that is significant to the fair value measurement.

Market price is affected by a number of factors, including the type of instrument and the characteristics specific to the instrument. Instruments with readily available active quoted prices generally will have a higher degree of market price observability and a lesser degree of judgment used in measuring fair value. It is reasonably possible that change in values of these instruments will occur in the near term and that such changes could materially affect amounts reported in these financial statements. For more information on the fair value of the Town's financial instruments, see Note 2 for further details.

F. Accounts Receivable

Government-Wide and Fund Financial Statements

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and the proprietary funds and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

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Real Estate, Personal Property Taxes and Tax Liens

Real estate and personal property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1st, November 1st, February 1st and May 1st and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the year of the levy.

Real estate tax liens are processed during the year on delinquent properties and are recorded as receivables in the year they are processed.

Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Motor Vehicle Excise

Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

Water and Sewer

User fees are levied quarterly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Water and Sewer liens are processed every year and included as a lien on the property owner's tax bill. Water and Sewer charges and liens are recorded as receivables in the year of the levy.

Since the receivables are secured via the lien process they are considered 100% collectible and therefore do not report an allowance for uncollectibles.

Departmental and Other

Departmental and other receivables are recorded as receivables in the year accrued. The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

Intergovernmental

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recorded as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, receivables are recorded when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

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G. Inventories

Government-Wide and Fund Financial Statements

Inventories are recorded as expenditures at the time of purchase in the fund financial statements. Such inventories are capitalized in the government-wide financial statements and carried at cost. Inventories of the Light Fund are carried at average cost.

H. Capital Assets

Government-Wide and Proprietary Fund Financial Statements

Capital assets, which include land, construction in progress, land improvements, buildings, machinery and equipment, vehicles and infrastructure (e.g., roads, water mains, sewer mains, and similar items), are reported in the applicable governmental or business-type activity column of the government-wide financial statements, and the proprietary fund financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets, donated works of art, historical treasures and similar assets, and capital assets received in service concession arrangements are recorded at acquisition value. Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets.

All purchases and construction costs in excess of \$25,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

Capital assets (excluding land) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

<u>Capital Asset Type</u>	<u>Estimated Useful Life (in years)</u>
Land improvements.....	20
Buildings.....	40-50
Machinery and equipment.....	5-20
Vehicles.....	5-15
Infrastructure.....	15-100

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

The fixed assets of the municipal light enterprise fund are capitalized upon purchase and depreciated at a rate of 5% of the cost of plant in service at the beginning of the calendar year, exclusive of land and land rights. The municipal light enterprise fund charges maintenance to expense when incurred. Replacements and betterments are charged to fixed assets.

Governmental Fund Financial Statements

Capital asset costs are recorded as expenditures in the acquiring fund in the year of the purchase.

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I. Deferred Outflows/Inflows of Resources

Government-Wide Financial Statements (Net Position)

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/ expenditure) until then. The Town reported a deferred loss on refunding and deferred outflows related to pensions as deferred outflows of resources.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Town reported advanced collections, deferred inflows related to pensions, contribution in aid of construction in the light plant, and the light plant rate stabilization reserve as deferred inflows of resources.

Governmental Fund Financial Statements

In addition to liabilities, the governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents assets that have been recorded in the governmental fund financial statements but the revenue is not available and so will not be recognized as an inflow of resources (revenue) until it becomes available. The Town has recorded unavailable revenue as deferred inflows of resources in the governmental funds balance sheet.

J. Unavailable Revenue

Unavailable revenue at the governmental fund financial statement level represents billed receivables that do not meet the availability criterion in accordance with the current financial resources measurement focus and the modified accrual basis of accounting. Unavailable revenue is recognized as revenue in the conversion to the entity-wide (full accrual) financial statements.

K. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

Government-Wide Financial Statements

Transactions of a buyer/seller nature between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net position as "internal balances".

Fund Financial Statements

Transactions of a buyer/seller nature between and within funds are not eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as "Due from other funds" or "Due to other funds" on the balance sheet.

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L. Interfund Transfers

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as transfers in and transfers out.

Government-Wide Financial Statements

Transfers between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as "Transfers, net".

Fund Financial Statements

Transfers between and within funds are not eliminated from the individual fund statements and are reported as transfers in and transfers out.

M. Net Position and Fund Equity

Government-Wide Financial Statements (Net position)

Net position reported as "net investment in capital assets" includes capital assets, net of accumulated depreciation, less the principal balance of outstanding debt used to acquire capital assets. Unspent proceeds of capital related debt are not considered to be capital assets. Outstanding debt related to future reimbursements from the state's school building program is not considered to be capital related debt.

Net position is reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net position has been "restricted for" the following:

"Permanent funds – expendable" represents the amount of realized and unrealized investment earnings of donor restricted trusts. The donor restrictions and trustee policies only allows the trustees to approve spending of the realized investment earnings that support governmental programs.

"Permanent funds – nonexpendable" represents the endowment portion of donor restricted trusts that support governmental programs.

"Other purposes" represents restrictions placed on assets from outside parties.

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

Fund Financial Statements (Fund Balances)

Governmental fund balances are classified as nonspendable, restricted, committed, assigned, or unassigned based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

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The governmental fund balance classifications are as follows:

“Nonspendable” fund balance includes amounts that cannot be spent because they are either not in spendable form or they are legally or contractually required to be maintained intact.

“Restricted” fund balance includes amounts subject to constraints placed on the use of resources that are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or that are imposed by law through constitutional provisions or enabling legislation.

“Committed” fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision-making authority. Town meeting is the highest level of decision making authority for the government that can, by adoption of an ordinance prior to the end of the year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

“Assigned” fund balance includes amounts that are constrained by the Town’s intent to be used for specific purposes, but are neither restricted nor committed. The Board of Selectmen has by resolution authorized the Town Accountant to assign fund balance. The Board may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year’s budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment.

“Unassigned” fund balance includes the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund.

Sometimes the Town will fund outlays for a particular purpose from different components of fund balance. In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balances in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. When different components of fund balance can be used for the same purpose, it is the Town’s policy to consider restricted fund balance to have been depleted first, followed by committed fund balance, and assigned fund balance. Unassigned fund balance is applied last.

N. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of both the Belmont Contributory Retirement System and the Massachusetts Teachers Retirement System and additions to/deductions from the Systems fiduciary net position have been determined on the same basis as they are reported by the Systems. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

O. Long-term debt

Government-Wide and Proprietary Fund Financial Statements

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net position. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

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Governmental Fund Financial Statements

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

P. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL).

Investment income from proprietary funds, trust funds, and internal service funds is retained within the respective fund.

Q. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

Government-Wide and Proprietary Fund Financial Statements

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred. Sick leave though accrued is expensed as incurred. There is no obligation to pay for sick time upon termination of employment.

Governmental Fund Financial Statements

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities upon maturity of the liability.

R. Use of Estimates

Government-Wide and Fund Financial Statements

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the year. Actual results could vary from estimates that were used.

S. Total Column

Government-Wide Financial Statements

The total column presented on the government-wide financial statements represents consolidated financial information.

Fund Financial Statements

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

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NOTE 2 - CASH AND INVESTMENTS

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "Cash and Cash Equivalents". The deposits and investments of the trust funds are held separately from those of other funds.

Statutes authorize the investment in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (Pool). The Treasurer may also invest trust funds in securities, other than mortgages or collateral loans, which are legal for the investment of funds of savings banks under the laws of the Commonwealth.

The Pool meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth who serves as Trustee. The fair value of the position in the Pool is the same as the value of the Pool shares.

Custodial Credit Risk - Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. The Town does not have a formal policy for custodial credit risk. At year-end, the carrying amount of deposits totaled \$93,190,582 and the bank balance totaled \$93,886,746. Of the bank balance, \$1,864,028 was covered by Federal Depository Insurance, \$70,985,217 was covered by the Depositors Insurance Fund, \$4,270,832 was collateralized, and \$16,766,669 was exposed to custodial credit risk because it was uninsured and uncollateralized.

At December 31, 2016, the carrying amount of the Retirement System's deposits totaled \$2,363,700 and the bank balance totaled \$2,571,339. All of the bank balance was covered by Federal Depository Insurance.

Investments

Following are the investments of the Town as of June 30, 2017, and the Retirement System as of December 31, 2016.

Town's Investments:

Investment Type	Fair Value	Maturity			Quality Rating
		Under 1 Year	1-5 Years	6-10 Years	
<u>Debt Securities</u>					
U.S. Government Securities..... \$	2,141,935	-	\$ 2,141,935	-	AAA
U.S. Treasury Note.....	234,282	129,802	104,480	-	AAA
Corporate Bonds.....	2,149,649	759,840	1,389,809	-	AAA-BAA1
Federal Home Loan Banks.....	399,392	399,392	-	-	AAA
Federal National Mortgage Association.....	1,293,086	-	1,293,086	-	AAA
Federal Home Loan Mortgage Corp.....	1,160,842	103,368	1,057,474	-	AAA
	7,379,186	\$ 1,392,402	\$ 5,986,784	\$ -	
<u>Other Investments</u>					
Equity Securities.....	6,071,746				
Negotiable Certificates of Deposit.....	10,950,506				
Money Market Mutual Funds.....	10,451,301				
MMDT.....	9,257,097				
	\$ 44,109,836				

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Retirement System’s Investments:

	<u>Fair Value</u>	Maturity		Quality Rating
		<u>1-5 Years</u>	<u>6-10 Years</u>	
<u>Debt Securities</u>				
Scout Core Plus Bond Fund.....	\$ 8,569,490	\$ 8,569,490	-	AA
Loomis Sayles Multisector.....	<u>8,773,719</u>	<u>8,773,719</u>	-	BAA2
Total Debt Securities.....	17,343,209	<u>\$ 17,343,209</u>	<u>\$ -</u>	
 <u>Other Investments</u>				
Equity Mutual Funds.....	25,088,793			
Equity Securities.....	5,576,005			
PRIT Hedge Fund Account.....	9,704,055			
PRIT Alternative Fund.....	9,690,252			
PRIT Real Estate Fund.....	10,191,513			
PRIT International Equity Fund.....	9,459,048			
PRIT Fund.....	<u>2,124,620</u>			
Total Investments.....	\$ 89,177,495			

* Duration of underlying holdings in Scout Core Plus Bond Fund is 4.9 years and the Loomis Sayles Multisector is 4.8 years.

Custodial Credit Risk – Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral security that are in possession of an outside party. Investments in external investment pools and in open-end mutual funds are not exposed to custodial credit risks because their existence is not evidenced by securities that exist in physical or book entry form. Of the Town’s investments in U.S. Treasury Notes, corporate bonds, asset backed securities, and equity securities, as detailed on the previous page the Town has a custodial credit risk exposure of \$13,450,932 because the related securities are uninsured, unregistered and held by the counterparty.

The Town’s investment policy states that before conducting any business with a brokerage house that the Town must obtain a copy of their latest audited financial statement, proof of National Association of Security Dealers certification, and proof of credit worthiness, which the Town defines as at least five years in operation and minimum capital of \$10 million.

The Retirement System has custodial credit risk exposure of \$5,576,005 because the related equity securities are uninsured, unregistered and held by the counterparty.

The Retirement System limits its custodial credit risk by utilizing an institutional custodial bank, currently State Street Bank, to custody all separately held securities which are registered under a nominee name that is specific to the Retirement System. Assets held in commingled fund accounts are also held in a similar fashion, with individual fund securities held in the fund’s name at their custodian bank. A small percentage of the Retirement System’s assets (typically less than 5%) may be held from time to time in commingled cash equivalent vehicles where the assets are subject to counterparty risk.

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Interest Rate Risk

The Town's investment policy states that safety of principal is the foremost objective, followed by liquidity and then yield. Investments shall be made to achieve the best rate of return, taking into account safety and liquidity constraints, as well as, legal requirements while not explicitly limiting the maturities of allowable investments.

The Retirement System's fixed income assets are held in professionally managed, institutional commingled funds. The Retirement System limits its effective exposure to interest rate risk by benchmarking its commingled fixed income investment accounts to an intermediate duration benchmark (LB Aggregate) with a duration of 4-5 years. Further, the Retirement System's current fixed income investments are diversified by sector (corporate, government, asset-backed, mortgage, non-US dollar) to provide additional protection in various interest rate environments.

The Town participates in MMDT, which maintains a cash portfolio and a short-term bond fund with combined average maturities of approximately 2 months.

The System participates in PRIT. The effective weighted duration rate for PRIT investments ranged from 0.45 to 22.60 years.

Credit Risk

The Town's investment policy seeks to lessen the credit risk associated with certain types of investments through diversification and prudent selection of investments in line with MGL CH 44 Sec. 55B.

The Retirement System has a policy that states no more than 20% of the fixed income assets may be invested in below investment grade securities (rated BBB by Standard & Poor's) and the average duration of the fixed income portfolio cannot be more than 20% higher than the market as measured by Lehman Aggregate Index.

Concentration of Credit Risk

The Town places a limit of 10% on the amount the Town may invest in any one issuer. The Town does not have more than 10% of its investments with any one issuer as of June 30, 2017.

For the Retirement System, no fixed income security, except issues of the U. S. Government, can comprise more than 5% of the Retirement Systems assets, measured at market; and no individual portfolio can hold more than 5% of its assets in securities of any single entity, except issues of the U. S. Government. Further, no equity security can comprise more than 5% of the equity portfolio measured at book value. The Retirement System does have investments in individual commingled mutual funds and trusts that represent more than 5% of the Retirement System's assets, but in each case these investments are in institutional commingled funds that are invested in diversified portfolios of between 50 and 200 individual securities.

Foreign Currency Risk

The Retirement System's exposure to foreign currency risk is attributable to its investments in individual commingled mutual funds and trusts that are invested in diversified (by country and security) portfolios on international stocks and bonds that are denominated in foreign currencies. The Retirement System's combined policy target allocation to all non-US securities is currently 20% of the Retirement System's total assets (12% international equities and 8% international bonds).

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Fair Market Value of Investments

The Town holds investments that are measured at fair value on a recurring basis. Because investing is not a core part of the Town's mission, the Town determines that the disclosures related to these investments only need to be disaggregated by major type. The Town chooses a tabular format for disclosing the levels within the fair value hierarchy.

The Town categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The Town has the following recurring fair value measurements as of June 30, 2017:

Investment Type	6/30/17	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments by fair value level				
<u>Debt Securities:</u>				
United States Treasury.....	\$ 2,376,217	\$ 2,376,217	\$ -	\$ -
Federal Home Loan Banks.....	399,392	399,392		
Federal National Mortgage Association.....	1,293,086	1,293,086	-	-
Federal Home Loan Mortgage Corp.....	1,160,842	1,160,842	-	-
Corporate bonds.....	2,149,649	-	2,149,649	-
Total debt securities.....	<u>7,379,186</u>	<u>5,229,537</u>	<u>2,149,649</u>	<u>-</u>
<u>Other investments:</u>				
Equity securities.....	6,071,746	6,071,746	-	-
Negotiable Certificates of Deposit.....	10,950,506	10,950,506	-	-
Money market mutual funds.....	10,451,301	10,451,301	-	-
Total other investments.....	<u>27,473,553</u>	<u>27,473,553</u>	<u>-</u>	<u>-</u>
Total investments measured at fair value.....	34,852,739	<u>\$ 32,703,090</u>	<u>\$ 2,149,649</u>	<u>\$ -</u>
Investments measured at amortized cost				
MMDT.....	<u>9,257,097</u>			
Total investments.....	<u>\$ 44,109,836</u>			

U.S. government treasuries and government sponsored enterprises, equity securities, negotiable certificates of deposit, equity mutual funds, and money market mutual funds classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Corporate bonds classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

MMDT investments are valued at amortized cost. Under the amortized cost method, an investment is valued initially at its cost and adjusted for the amount of interest income accrued each day over the term of the investment to account for any difference between the initial cost and the amount payable at its maturity.

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If amortized cost is determined not to approximate fair value, the value of the portfolio securities will be determined under procedures established by the Advisor.

Retirement System

The retiree pension defined benefit plan holds significant amounts of investments that are measured at fair value on a recurring basis. Because investing is a key part of the plan's activities, the plan shows greater disaggregation in its disclosures. The plan chooses a tabular format for disclosing the levels within the fair value hierarchy.

The System categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles.

The System has the following recurring fair value measurements as of December 31, 2016:

Investment Type	Fair Value Measurements Using		
	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments by fair value level.....			
<u>Debt Securities:</u>			
Scout Core Plus Bond Fund.....	\$ 8,569,490	\$ 8,569,490	\$ -
Loomis Sayles Multisector.....	8,773,719	8,773,719	-
Total debt securities.....	17,343,209	17,343,209	-
<u>Other investments:</u>			
Equity mutual funds.....	25,088,793	25,088,793	-
Equity securities.....	5,576,005	5,576,005	-
Total other investments.....	30,664,798	30,664,798	-
Total investments measured at fair value.....	48,008,007	\$ 48,008,007	\$ -
Investments measured at net asset value (NAV).....			
PRIT Investments.....	41,169,488		
Total investments.....	\$ 89,177,495		

Equity mutual funds and equity securities classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Debt mutual funds classified in level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

PRIT Investments are valued using the net asset value method. This investment pool was established by the Treasurer of the Commonwealth of Massachusetts, who serves as Trustee. PRIT is administered by the Pension Reserves Investment Management Board (PRIM). The fair values of the positions in each investment Pool are the same as the value of each Pool's shares. The System does not have the ability to control any of the investment decisions relative to its funds in PRIT.

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NOTE 3 – RECEIVABLES

At June 30, 2017, receivables for the individual major and nonmajor governmental funds, including the applicable allowances for uncollectible accounts, are as follows:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Real estate and personal property taxes.....	\$ 957,247	\$ (2,551)	\$ 954,696
Real estate tax deferrals.....	508,790	-	508,790
Tax liens.....	1,023,377	-	1,023,377
Motor vehicle and other excise taxes.....	432,502	(255,370)	177,132
Departmental and other.....	677,408	(245,886)	431,522
Intergovernmental.....	2,531,317	-	2,531,317
Total.....	\$ 6,130,641	\$ (503,807)	\$ 5,626,834

At June 30, 2017, receivables for the enterprise funds consist of the following:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Water user fees.....	\$ 2,224,276	\$ -	\$ 2,224,276
Water enterprise tax liens.....	40,915	-	40,915
Sewer user fees.....	3,061,569	-	3,061,569
Sewer enterprise tax liens.....	68,988	-	68,988
Light user fees.....	2,889,066	-	2,889,066
Total.....	\$ 8,284,814	\$ -	\$ 8,284,814

Governmental funds report unavailable revenue in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current year, the various components of unavailable revenue reported in the governmental funds were as follows:

	General Fund	Community Preservation Fund	Nonmajor Governmental Funds	Total
<u>Receivable and other asset type:</u>				
Real estate, personal property and tax deferrals....	\$ 3,316,902	\$ 42,093	\$ -	\$ 3,358,995
Tax liens.....	1,023,377	-	-	1,023,377
Motor vehicle and other excise.....	177,132	-	-	177,132
Intergovernmental.....	-	152,000	1,169,171	1,321,171
Departmental.....	411,422	-	19,025	430,447
Total.....	\$ 4,928,833	\$ 194,093	\$ 1,188,196	\$ 6,311,122

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NOTE 4 – CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2017, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 16,221,579	\$ -	\$ (123)	\$ 16,221,456
Construction in progress.....	855,438	597,854	(745,130)	708,162
	17,077,017	597,854	(745,253)	16,929,618
<u>Capital assets being depreciated:</u>				
Land improvements.....	10,814,708	856,388	-	11,671,096
Buildings.....	132,770,717	54,000	-	132,824,717
Machinery and equipment.....	15,289,811	1,796,591	-	17,086,402
Vehicles.....	6,644,566	258,978	-	6,903,544
Infrastructure.....	40,825,018	3,444,237	-	44,269,255
	206,344,820	6,410,194	-	212,755,014
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(3,143,920)	(480,459)	-	(3,624,379)
Buildings.....	(46,840,917)	(1,956,957)	-	(48,797,874)
Machinery and equipment.....	(13,246,234)	(952,188)	-	(14,198,422)
Vehicles.....	(4,655,591)	(297,394)	-	(4,952,985)
Infrastructure.....	(11,511,617)	(953,576)	-	(12,465,193)
	(79,398,279)	(4,640,574)	-	(84,038,853)
Total capital assets being depreciated, net.....	126,946,541	1,769,620	-	128,716,161
Total governmental activities capital assets, net.....	\$ 144,023,558	\$ 2,367,474	\$ (745,253)	\$ 145,645,779

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Notes to Basic Financial Statements

Year Ended June 30, 2017

Business-Type Activities:

	Beginning Balance	Increases	Decreases	Ending Balance
Water:				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 3,138	\$ -	\$ -	\$ 3,138
Construction in progress.....	383,552	25,360	(383,552)	25,360
Total capital assets not being depreciated.....	386,690	25,360	(383,552)	28,498
<u>Capital assets being depreciated:</u>				
Land improvements.....	7,822	-	-	7,822
Buildings.....	519,034	-	-	519,034
Machinery and equipment.....	551,499	218,126	-	769,625
Vehicles.....	1,024,371	-	-	1,024,371
Infrastructure.....	33,019,122	1,549,200	-	34,568,322
Total capital assets being depreciated.....	35,121,848	1,767,326	-	36,889,174
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(7,822)	-	-	(7,822)
Buildings.....	(185,299)	(7,701)	-	(193,000)
Machinery and equipment.....	(615,184)	(60,608)	-	(675,792)
Vehicles.....	(844,303)	(44,300)	-	(888,603)
Infrastructure.....	(19,250,749)	(239,887)	-	(19,490,636)
Total accumulated depreciation.....	(20,903,357)	(352,496)	-	(21,255,853)
Total capital assets being depreciated, net.....	14,218,491	1,414,830	-	15,633,321
Total business-type activities capital assets, net.....	\$ 14,605,181	\$ 1,440,190	\$ (383,552)	\$ 15,661,819
	Beginning Balance	Increases	Decreases	Ending Balance
Sewer:				
<u>Capital assets not being depreciated:</u>				
Construction in progress.....	\$ 60,280	\$ -	\$ (60,280)	\$ -
<u>Capital assets being depreciated:</u>				
Machinery and equipment.....	1,433,907	134,769	-	1,568,676
Vehicles.....	705,191	-	-	705,191
Infrastructure.....	26,537,556	498,867	-	27,036,423
Total capital assets being depreciated.....	28,676,654	633,636	-	29,310,290
<u>Less accumulated depreciation for:</u>				
Machinery and equipment.....	(217,702)	(58,515)	-	(276,217)
Vehicles.....	(1,223,769)	(105,681)	-	(1,329,450)
Infrastructure.....	(4,058,465)	(358,359)	-	(4,416,824)
Total accumulated depreciation.....	(5,499,936)	(522,555)	-	(6,022,491)
Total capital assets being depreciated, net.....	23,176,718	111,081	-	23,287,799
Total business-type activities capital assets, net.....	\$ 23,236,998	\$ 111,081	\$ (60,280)	\$ 23,287,799

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Notes to Basic Financial Statements

Year Ended June 30, 2017

	Beginning Balance	Increases	Decreases	Ending Balance
Light:				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 9,349	\$ 1,259,424	\$ -	\$ 1,268,773
Construction in progress.....	30,979,244	31,716,014	(61,310,740)	1,384,518
Total capital assets not being depreciated.....	30,988,593	32,975,438	(61,310,740)	2,653,291
<u>Capital assets being depreciated:</u>				
Distribution Plant.....	18,183,140	14,328,741	(153,143)	32,358,738
General Plant.....	8,989,773	178,414	-	9,168,187
Total capital assets being depreciated.....	27,172,913	14,507,155	(153,143)	41,526,925
<u>Less accumulated depreciation for:</u>				
Distribution Plant.....	(15,120,690)	(910,091)	153,143	(15,877,638)
General Plant.....	(5,968,491)	(448,555)	-	(6,417,046)
Total accumulated depreciation.....	(21,089,181)	(1,358,646)	153,143	(22,294,684)
Total capital assets being depreciated, net.....	6,083,732	13,148,509	-	19,232,241
Total business-type activities capital assets, net.....	\$ 37,072,325	\$ 46,123,947	\$ (61,310,740)	\$ 21,885,532

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities:

General government.....	\$ 658,131
Public safety.....	890,438
Education.....	1,782,002
Public works.....	900,246
Human services.....	21,513
Culture and recreation.....	388,244

Total depreciation expense - governmental activities..... **\$ 4,640,574**

Business-Type Activities:

Water.....	\$ 352,496
Sewer.....	522,555
Light.....	1,358,646

Total depreciation expense - business-type activities..... **\$ 2,233,697**

NOTE 5 – CAPITAL LEASES

The Town entered into a lease agreement to finance the acquisition of energy conservation equipment and also a lease agreement to finance the acquisition of an ambulance and other public safety related equipment. These lease agreements qualify as capital leases for accounting purposes, and therefore, have been recorded at the present value of the future minimum lease payments as of the inception date. Both of these lease terms ended in 2017 and the assets acquired are fully depreciated, although still in service.

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The following identifies the asset value acquired through the capital lease agreement:

<u>Asset:</u>	Governmental Activities
Machinery and equipment.....	\$ 2,141,096
Less: accumulated depreciation.....	<u>(2,141,096)</u>
Total.....	<u><u>\$ -</u></u>

NOTE 6 – INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS

Interfund transfers for the year ended June 30, 2017, are summarized as follows:

<u>Transfers Out:</u>	<u>Transfers In:</u>		
	General Fund	Non-Major Governmental Funds	Total
General Fund.....	\$ -	\$ 4,308,843	\$ 4,308,843 (1)
Nonmajor Governmental Funds....	1,528,657	-	1,528,657 (2)
Water Enterprise Fund.....	166,000	-	166,000 (3)
Sewer Enterprise Fund.....	133,000	-	133,000 (3)
Light Enterprise Fund.....	<u>650,000</u>	<u>-</u>	<u>650,000 (4)</u>
Total.....	<u><u>\$ 2,477,657</u></u>	<u><u>\$ 4,308,843</u></u>	<u><u>\$ 6,786,500</u></u>

- (1) Transfers represent amounts voted to fund various capital projects.
- (2) Transfers represent amounts voted from receipts reserved for appropriation to fund the operating budget.
- (3) Transfers represent the reimbursement of indirect costs from the Water and Sewer enterprise funds.
- (4) Transfers represent amounts voted for a payment in lieu of taxes from the Light enterprise fund.

NOTE 7 – SHORT-TERM FINANCING

Short-term debt may be authorized and issued to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the general fund and enterprise funds.

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Short-term debt outstanding as of June 30, 2017, was as follows:

Type	Purpose	Rate (%)	Due Date	Balance at June 30, 2016	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2017
BAN	Light - Bond Anticipation Note.....	0.50%	05/06/16	\$ 5,000,000	\$ -	\$ 5,000,000	\$ -
BAN	Light - Bond Anticipation Note.....	0.75%	05/06/16	21,400,000	-	21,400,000	-
BAN	Light - Bond Anticipation Note.....	1.25%	05/05/17	-	22,600,000	-	22,600,000
BAN	Light - Bond Anticipation Note.....	1.20%	05/05/17	-	5,000,000	-	5,000,000
Total short-term debt.....				26,400,000	27,600,000	26,400,000	27,600,000
Add: unamortized premium.....				20,535	45,452	50,836	15,151
Total.....				<u>\$ 26,420,535</u>	<u>\$ 27,645,452</u>	<u>\$ 26,450,836</u>	<u>\$ 27,615,151</u>

The Light Plant reports on a calendar year basis, these notes were paid off on May 5, 2017.

NOTE 8 - LONG-TERM DEBT

Under the provisions of Chapter 44, Section 10, Municipal Law authorizes indebtedness up to a limit of 5% of the equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit". In addition, however, debt may be authorized in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

Details related to the outstanding indebtedness at June 30, 2017, and the debt service requirements follow.

Bonds Payable Schedule – Governmental Funds

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2016	Issued	Redeemed	Outstanding at June 30, 2017
Septic Loan 97-2002.....	2020	\$ 60,160	0.00	\$ 12,535	\$ -	\$ 3,135	\$ 9,400
Senior Center.....	2026	3,310,000	5.00	1,945,000	-	195,000	1,750,000
Wellington Elementary School.....	2035	26,700,000	2.00-3.00	22,300,000	-	800,000	21,500,000
2012 Debt Refunding.....	2024	9,956,000	3.00-5.00	7,400,000	-	1,000,000	6,400,000
School Department Vehicle.....	2020	30,000	3.00-4.00	20,000	-	5,000	15,000
Ladder Truck.....	2024	890,000	3.00-5.00	710,000	-	90,000	620,000
Fire Engine.....	2024	500,000	3.00-5.00	400,000	-	50,000	350,000
Harris Field Repairs.....	2024	960,000	3.00-5.00	760,000	-	95,000	665,000
Fire Station.....	2018	115,398	3.00	75,000	-	40,000	35,000
Town Center.....	2025	1,450,000	3.00	1,305,000	-	145,000	1,160,000
Underwood Pool.....	2030	2,790,000	2.00-3.00	2,600,000	-	190,000	2,410,000
2015 Debt Refunding.....	2026	1,330,050	2.00-3.00	1,325,050	-	140,150	1,184,900
Police Radio Equipment.....	2026	1,086,000	2.00-4.00	1,086,000	-	116,000	970,000
School Fire Alarm Equipment.....	2021	800,000	2.25-4.00	800,000	-	160,000	640,000
Total Bonds Payable.....				40,738,585	-	3,029,285	37,709,300
Add: unamortized premium.....				1,660,098	-	129,646	1,530,452
Total.....				<u>\$ 42,398,683</u>	<u>\$ -</u>	<u>\$ 3,158,931</u>	<u>\$ 39,239,752</u>

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Notes to Basic Financial Statements

Year Ended June 30, 2017

Debt service requirements for principal and interest for governmental bonds payable in future years are as follows:

Year	Principal	Interest	Total
2018.....	\$ 3,043,134	\$ 1,419,572	\$ 4,462,706
2019.....	3,038,134	1,306,028	4,344,162
2020.....	3,063,132	1,195,205	4,258,337
2021.....	3,075,000	1,074,037	4,149,037
2022.....	2,955,000	960,810	3,915,810
2023.....	2,990,000	848,898	3,838,898
2024.....	2,500,000	739,523	3,239,523
2025.....	1,855,000	650,773	2,505,773
2026.....	1,714,900	583,173	2,298,073
2027.....	1,375,000	527,900	1,902,900
2028.....	1,425,000	475,676	1,900,676
2029.....	1,475,000	421,450	1,896,450
2030.....	1,530,000	365,226	1,895,226
2031.....	1,400,000	306,800	1,706,800
2032.....	1,465,000	250,800	1,715,800
2033.....	1,530,000	192,200	1,722,200
2034.....	1,600,000	131,000	1,731,000
2035.....	<u>1,675,000</u>	<u>67,000</u>	<u>1,742,000</u>
Total.....	\$ <u>37,709,300</u>	\$ <u>11,516,071</u>	\$ <u>49,225,371</u>

Bonds Payable Schedule – Enterprise Funds

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2016	Issued	Redeemed	Outstanding at June 30, 2017
MWRA Water.....	2018	\$ 714,000	0.00	\$ 142,800	\$ -	\$ 71,400	\$ 71,400
MWRA Water.....	2019	872,000	0.00	261,600	-	87,200	174,400
MWRA Water.....	2021	1,977,570	0.00	889,910	-	197,758	692,152
MWRA Water.....	2022	1,000,000	0.00	600,000	-	100,000	500,000
MWRA Water.....	2023	500,000	0.00	350,000	-	50,000	300,000
MWRA Water.....	2024	500,000	0.00	400,000	-	50,000	350,000
General Obligation Bonds of 2015...	2034	482,000	2.75-4.00	430,000	-	25,000	405,000
General Obligation Bonds of 2016...	2035	269,602	2.00-3.25	250,000	-	15,000	235,000
MWRA Water.....	2025	500,000	0.00	450,000	-	50,000	400,000
MWRA Water.....	2026	500,000	0.00	500,000	-	50,000	450,000
Total Water.....				<u>4,274,310</u>	<u>-</u>	<u>696,358</u>	<u>3,577,952</u>
Sewer & Surface Drains.....	2027	2,479,000	4.10-5.00	125,000	-	125,000	-
MCWT Sewer.....	2031	7,226,667	2.00	5,681,338	-	328,047	5,353,291
MCWT Sewer.....	2017	559,406	0.00	111,882	-	111,882	-
MCWT Sewer.....	2033	1,579,600	2.00	1,383,715	-	68,154	1,315,561
2016 Debt Refunding.....	2027	1,259,950	2.00-3.00	1,244,950	-	9,850	1,235,100
MCWT Sewer.....	2035	2,300,000	2.00	2,206,963	-	95,059	2,111,904
Total Sewer.....				<u>10,753,848</u>	<u>-</u>	<u>737,992</u>	<u>10,015,856</u>
Light Plant Construction.....	2032	14,000,000	2.75-5.00	13,435,000	-	575,000	12,860,000
Light Plant Construction.....	2034	12,100,000	2.75-5.00	11,675,000	-	430,000	11,245,000
Total Light.....				<u>25,110,000</u>	<u>-</u>	<u>1,005,000</u>	<u>24,105,000</u>
Add: unamortized premium.....				<u>1,708,327</u>	<u>-</u>	<u>99,938</u>	<u>1,608,389</u>
Total Light.....				<u>26,818,327</u>	<u>-</u>	<u>1,104,938</u>	<u>25,713,389</u>
Total Enterprise.....				\$ <u>41,846,485</u>	\$ <u>-</u>	\$ <u>2,539,288</u>	\$ <u>39,307,197</u>

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Debt service requirements for principal and interest for enterprise fund bonds payable in future years are as follows:

Water Enterprise

Year	Principal	Interest	Total
2018.....	\$ 696,356	\$ 22,264	\$ 718,620
2019.....	624,958	20,814	645,772
2020.....	537,759	19,364	557,123
2021.....	438,879	17,914	456,793
2022.....	340,000	16,464	356,464
2023.....	240,000	15,014	255,014
2024.....	190,000	13,564	203,564
2025.....	140,000	11,864	151,864
2026.....	90,000	10,664	100,664
2027.....	40,000	9,676	49,676
2028.....	40,000	8,300	48,300
2029.....	35,000	7,176	42,176
2030.....	35,000	5,926	40,926
2031.....	30,000	4,676	34,676
2032.....	30,000	3,550	33,550
2033.....	30,000	2,576	32,576
2034.....	30,000	1,450	31,450
2035.....	10,000	326	10,326
Total.....	<u>\$ 3,577,952</u>	<u>\$ 191,582</u>	<u>\$ 3,769,534</u>

Sewer Enterprise

Year	Principal	Interest	Total
2018.....	\$ 636,434	\$ 206,999	\$ 843,433
2019.....	641,819	192,839	834,658
2020.....	652,421	178,618	831,039
2021.....	663,242	164,185	827,427
2022.....	674,286	149,441	823,727
2023.....	680,560	120,215	800,775
2024.....	692,067	119,703	811,770
2025.....	698,815	104,518	803,333
2026.....	705,904	89,246	795,150
2027.....	698,044	75,030	773,074
2028.....	615,535	60,493	676,028
2029.....	628,288	48,082	676,370
2030.....	641,303	35,412	676,715
2031.....	654,591	22,482	677,073
2032.....	225,331	13,709	239,040
2033.....	230,229	9,183	239,412
2034.....	137,005	5,540	142,545
2035.....	139,982	2,800	142,782
Total.....	<u>\$ 10,015,856</u>	<u>\$ 1,598,495</u>	<u>\$ 11,614,351</u>

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Light Enterprise

Year	Principal	Interest	Total
2018.....	\$ 1,045,000	\$ 887,176	\$ 1,932,176
2019.....	1,080,000	849,026	1,929,026
2020.....	1,120,000	805,026	1,925,026
2021.....	1,170,000	759,026	1,929,026
2022.....	1,215,000	711,226	1,926,226
2023.....	1,260,000	661,626	1,921,626
2024.....	1,310,000	610,026	1,920,026
2025.....	1,365,000	548,626	1,913,626
2026.....	1,430,000	494,776	1,924,776
2027.....	1,475,000	453,258	1,928,258
2028.....	1,520,000	401,112	1,921,112
2029.....	1,580,000	347,962	1,927,962
2030.....	1,625,000	290,512	1,915,512
2031.....	1,685,000	224,112	1,909,112
2032.....	1,755,000	155,112	1,910,112
2033.....	1,825,000	91,150	1,916,150
2034.....	805,000	65,800	870,800
2035.....	840,000	33,600	873,600
Total.....	\$ <u>24,105,000</u>	\$ <u>8,389,152</u>	\$ <u>32,494,152</u>

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit.

At June 30, 2017, the Town had the following authorized and unissued debt:

Purpose	Amount
Wellington school.....	\$ 1,602,091
MWRA Water.....	477,000
Water Main.....	2,898,398
Total.....	\$ <u>4,977,489</u>

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Changes in Long-Term Liabilities

During the year ended June 30, 2017, the following changes occurred in long-term liabilities:

	Balance June 30, 2016	Additions	Reductions	Balance June 30, 2017	Current Portion
Governmental Activities:					
Long-Term Bonds.....	\$ 40,738,585	\$ -	\$ (3,029,285)	\$ 37,709,300	\$ 3,043,134
Add: unamortized premium.....	1,660,098	-	(129,646)	1,530,452	129,646
Total Bonds Payable.....	42,398,683	-	(3,158,931)	39,239,752	3,172,780
Other Postemployment Benefits.....	87,145,923	16,316,059	(4,004,031)	99,457,951	-
Landfill Closure.....	7,522,000	-	(211,000)	7,311,000	73,000
Compensated Absences.....	1,509,505	98,730	(75,475)	1,532,760	76,638
Net Pension Liability.....	65,713,298	5,740,836	(7,194,493)	64,259,641	-
Capital Leases.....	97,401	-	(97,401)	-	-
Total governmental activity long-term liabilities.....	\$ 204,386,810	\$ 22,155,625	\$ (14,741,331)	\$ 211,801,104	\$ 3,322,418
Business-Type Activities:					
Long-Term Bonds.....	\$ 40,138,158	\$ -	\$ (2,439,350)	\$ 37,698,808	\$ 2,377,790
Add: unamortized premium.....	1,708,327	-	(99,938)	1,608,389	99,938
Total Bonds Payable.....	41,846,485	-	(2,539,288)	39,307,197	2,477,728
Other Postemployment Benefits.....	6,595,633	1,268,652	(386,145)	7,478,140	-
Compensated Absences.....	314,259	230,028	(184,155)	360,132	218,205
Net Pension Liability.....	9,613,850	661,670	(368,905)	9,906,615	-
Total business-type activity long-term liabilities.....	\$ 58,370,227	\$ 2,160,350	\$ (3,478,493)	\$ 57,052,084	\$ 2,695,933

The long-term liabilities will be liquidated in the future by the general fund and enterprise funds.

NOTE 9 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS

The Town classifies fund balance according to constraints imposed on the uses of those resources.

GASB 54 provides for two major types of fund balances, which are nonspendable and spendable. Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and principal (corpus) of an endowment fund. The Town has reported principal portions of endowment funds as nonspendable.

Massachusetts General Law Ch.40 §5B allows for the establishment of Stabilization funds for one or more different purposes. The creation of a fund requires a two-thirds vote of the legislative body and must clearly define the purpose of the fund. Any change to the purpose of the fund along with any additions to or appropriations from the fund requires a two-thirds vote of the legislative body.

At year end, the balance of the General Stabilization Fund is \$2,945,962 and is reported as unassigned fund balance within the general fund; the balance of the Ash Landfill Stabilization Fund is \$3,489,660 and the balance of the Special Education Stabilization Fund is \$3,237, both of these are reported as committed fund balance within the general fund.

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In addition to the Nonspendable fund balance, GASB 54 has provided a hierarchy of Spendable fund balances, based on a hierarchy of spending constraints.

- **Restricted:** fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.
- **Committed:** fund balances that contain self-imposed constraints of the government from its highest level of decision making authority.
- **Assigned:** fund balances that contain self-imposed constraints of the government to be used for a particular purpose.
- **Unassigned:** fund balance of the general fund that is not constrained for any particular purpose

The Town has classified its fund balances with the following hierarchy:

	General	Wellington School Construction	Community Preservation Fund	Nonmajor Governmental Funds	Total Governmental Funds
FUND BALANCES					
Nonspendable:					
Permanent fund principal.....	\$ -	\$ -	\$ -	\$ 3,124,714	\$ 3,124,714
Restricted for:					
Wellington school construction.....	-	841,064	-	-	841,064
Community Preservation Fund.....	-	-	3,093,832	-	3,093,832
Nonmajor governmental funds.....	-	-	-	20,691,316	20,691,316
Committed to:					
Ash Landfill Stabilization Fund.....	3,489,660	-	-	-	3,489,660
Special Education Stabilization Fund.....	3,237	-	-	-	3,237
Assigned to:					
General government.....	538,242	-	-	-	538,242
Public safety.....	68,593	-	-	-	68,593
Education.....	455,183	-	-	-	455,183
Public works.....	755,494	-	-	-	755,494
Human services.....	1,458	-	-	-	1,458
Culture and recreation.....	24,642	-	-	-	24,642
Debt service interest.....	42,000	-	-	-	42,000
Free cash used for 2018 appropriations.....	2,322,850	-	-	-	2,322,850
Release of overlay for 2018 budget.....	235,000	-	-	-	235,000
Free cash used to offset 2018 property tax debt exclusion.....	18,827	-	-	-	18,827
Free cash used to offset future property tax debt exclusion principal and interest.....	143,600	-	-	-	143,600
Free cash used for the 2018 OPEB contribution...	354,314	-	-	-	354,314
Unassigned to:					
Kendall School Fire.....	3,042,955	-	-	-	3,042,955
Other unassigned.....	13,301,538	-	-	-	13,301,538
TOTAL FUND BALANCES.....	\$ 24,797,593	\$ 841,064	\$ 3,093,832	\$ 23,816,030	\$ 52,548,519

NOTE 10 – LANDFILL CLOSURE

State and federal laws and regulations require the Town to close its old landfill site when it stops accepting waste and to perform certain maintenance and monitoring functions at the site after closure. The Town operated a solid waste landfill that ceased operations in 1973. The Town has reflected \$7.3 million as the estimate of the landfill closure liability at June 30, 2017. This amount is based on estimates of what it would cost to perform all future closure and post closure care in year 2017.

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Actual costs may be higher due to inflation, changes in technology, or changes in regulations. Town meeting has voted a special purpose stabilization fund for this liability, which had a balance of \$3.5 million at year end.

NOTE 11 – RISK FINANCING

The Town is self-insured for its health insurance activities. The health insurance activities are accounted for in the internal service fund where revenues are recorded when earned and expenses are recorded when the liability is incurred.

Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported (IBNR). The result of the process to estimate the claims liability is not an exact amount as it depends on many factors. Accordingly, claims are reevaluated periodically to consider the effects of inflation, recent claims settlement trends, and other economic and social factors.

Health Insurance

The Town estimates Incurred But Not Reported (IBNR) claims based on an approximate two month claims paid average. The Town purchases individual stop loss insurance for claims in excess of the \$100,000 coverage provided by the Town. At June 30, 2017, the amount of the liability for health insurance claims totaled \$1,700,000.

Changes in the reported liability since July 1, 2015, are as follows:

	<u>Balance at Beginning of Year</u>		<u>Current Year Claims and Changes in Estimate</u>		<u>Claims Payments</u>		<u>Balance at Year-End</u>
2017.....	\$ 1,650,000	\$	15,873,689	\$	(15,823,689)	\$	1,700,000
2016.....	1,650,000		15,089,520		(15,089,520)		1,650,000

Insurance

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance.

Workers' Compensation

The Town participates in a premium based workers' compensation insurance plan for its employees, except for police officers and firefighters for which the Town is self-insured. The Town's liability related to incurred but not reported claims for police officers and/or firefighters workers compensation is not material at June 30, 2017, and is therefore not reported.

General Liability

The Town is self-insured for its general liability insurance. MGL Chapter 258 limits the liability to a maximum of \$100,000 per claim in all matters except actions relating to federal/civil rights, eminent domain, and breach of contract.

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NOTE 12 - PENSION PLAN

The Town and the Belmont Municipal Light Plant report their figures on different year ends and as a result, there will always be a variance between the figures reported in the footnotes and the required supplementary information to the actual amount reported in the financial statements.

Plan Descriptions

The Town is a member of the Belmont Contributory Retirement System (BCRS), a cost-sharing multiple-employer defined benefit pension plan covering eligible employees of the 2 member units. The BCRS is administered by five board members (Board) on behalf of all current employees and retirees except for current teachers and retired teachers. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. The BCRS is a component unit and is reported as a pension trust fund in the fiduciary fund financial statements.

The Town is a member of the Massachusetts Teachers' Retirement System (MTRS), a cost-sharing multi-employer defined benefit plan. MTRS is managed by the Commonwealth of Massachusetts (Commonwealth) on behalf of municipal teachers and municipal teacher retirees. The Commonwealth is a nonemployer contributor and is responsible for 100% of the contributions and future benefit requirements of the MTRS. The MTRS covers certified teachers in cities (except Boston), towns, regional school districts, charter schools, educational collaboratives and Quincy College. The MTRS is part of the Commonwealth's reporting entity and the audited financial report may be obtained by visiting <http://www.mass.gov/osc/publications-and-reports/financial-reports/>.

Special Funding Situation

The Commonwealth is a nonemployer contributor and is required by statute to make 100% of all actuarially determined employer contributions on behalf of the Town to the MTRS. Therefore, the Town is considered to be in a special funding situation as defined by GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* and the Commonwealth is a nonemployer contributor in MTRS. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. The total of the Commonwealth provided contributions have been allocated based on each employer's covered payroll to the total covered payroll of employers in MTRS as of the measurement date of June 30, 2016. The Town's portion of the collective pension expense, contributed by the Commonwealth, of \$9,317,489 is reported in the general fund as intergovernmental revenue and pension benefits in the current fiscal year. The portion of the Commonwealth's collective net pension liability associated with the Town is \$91,342,059 as of the measurement date.

Benefits Provided

Both Systems provide retirement, disability, survivor and death benefits to plan members and beneficiaries. Massachusetts Contributory Retirement System benefits are, with certain minor exceptions, uniform from system to system. The Systems provide retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. For persons who became members on or after April 2, 2012, average salary is the average annual rate of regular compensation received during the five consecutive years that produce the highest average, or, if greater, during the last five years (whether or not consecutive) preceding retirement. Benefit payments are based upon a member's age, length of creditable service, level of compensation, and group classification. Members become vested after ten years of creditable service.

Employees who resign from service and who are not eligible to receive a retirement allowance or are under the age of 55 are entitled to request a refund of their accumulated total deductions. Survivor benefits are extended to eligible beneficiaries of members whose death occurs prior to or following retirement.

Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the

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pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Board and are borne by the System.

At December 31, 2016, the BCRS membership consists of the following:

	2016
Active members.....	480
Inactive members.....	270
Retirees and beneficiaries currently receiving benefits.....	334
Total.....	1,084

Contributions

Chapter 32 of the MGL governs the contributions of plan members and member units. Active plan members are required to contribute at rates ranging from 5% to 9% of gross regular compensation with an additional 2% contribution required for compensation exceeding \$30,000. The percentage rate is keyed to the date upon which an employee's membership commences. The member units are required to pay into the System a legislatively mandated actuarial determined contribution that, when combined with plan member contributions, is expected to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. The total member units' contribution for the year ended December 31, 2016, was \$8,432,117, 32.41% of covered payroll, actuarially determined as an amount that, when combined with plan member contributions, is expected to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. The Town's proportionate share of the required contribution was \$7,558,470. The Town made an additional contribution of \$4,928.

Pension Liabilities

The components of the net pension liability of the participating member units at June 30, 2017, were as follows:

Total pension liability.....	\$ 171,077,164
The pension plan's fiduciary net position.....	(95,758,427)
The net pension liability.....	\$ 75,318,737
The pension plan's fiduciary net position as a percentage of the total pension liability.....	55.97%

At June 30, 2017, the Town reported a liability of \$74.2 million for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2016, and December 31, 2015, for the Electric Light Plant. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2016. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members. At December 31, 2016 (inclusive of the Electric Light Plant), the Town's proportion was 98.28%, which changed from its proportion measured at December 31, 2015, of 98.26%.

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Pension Expense

For the year ended June 30, 2017, the Town recognized pension expense of \$8,337,753. At June 30, 2017, the Town and the Electric Light Plant reported net deferred outflows/(inflows) of resources related to pensions of \$5,770,773 and \$947,921, respectfully.

The balances of deferred outflows and inflows at June 30, 2017 for the Town, excluding the municipal light plant are as follows:

Deferred category	Deferred Outflows of Resources	Deferred Inflows of Resources	Total
Differences between expected and actual experience.....	-	\$ (1,242,514)	\$ (1,242,514)
Changes of assumptions.....	3,596,887	-	3,596,887
Difference between projected and actual earnings.....	3,203,999	-	3,203,999
Changes in proportionate share of contributions.....	732,243	(519,842)	212,401
Total Deferred Outflows/(Inflows) of Resources.....	\$ 7,533,129	\$ (1,762,356)	\$ 5,770,773

The balances of deferred outflows and inflows at June 30, 2017 for the municipal light plant are as follows:

Deferred category	Deferred Outflows of Resources	Deferred Inflows of Resources	Total
Differences between expected and actual experience.....	-	\$ (158,513)	\$ (158,513)
Changes of assumptions.....	458,869	-	458,869
Difference between projected and actual earnings.....	446,914	-	446,914
Changes in proportionate share of contributions.....	-	(161,098)	(161,098)
Contributions made subsequent to the measurement date.....	361,749	-	361,749
Total Deferred Outflows/(Inflows) of Resources.....	\$ 1,267,532	\$ (319,611)	\$ 947,921

The deferred outflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	Town	Light Plant	Total
2018.....	\$ 1,996,800	\$ 150,014	\$ 2,146,814
2019.....	1,996,797	150,014	2,146,811
2020.....	1,840,111	150,015	1,990,126
2021.....	(62,935)	136,129	73,194
Total.....	\$ 5,770,773	\$ 586,172	\$ 6,356,945

The remaining balance of net deferred inflows/outflows of the Light Plant of \$361,749 will be an adjustment to the Net Pension Liability in their calendar year 2017 financial statements.

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Actuarial Assumptions - The total pension liability in the January 1, 2016, actuarial valuation was determined using the following actuarial assumptions, applied to all periods in the measurement that was updated to December 31, 2016:

Valuation date.....	January 1, 2016
Actuarial cost method.....	Entry Age Normal Cost Method.
Amortization method.....	Level payments on the 2002 ERI liability, payments increasing 4.5% per year for the 2003 ERI liability, and remaining liability amortized so that total payment increases 6.97% annually.
Remaining amortization period.....	As of July 1, 2016, 2 years for the 2002 ERI liability, 9 years for the 2003 ERI liability and 13 years for the remaining unfunded liability.
Asset valuation method.....	Market value of assets less unrecognized returns in each of the last five years. Unrecognized return is equal to the difference between the actual and expected return on a market value basis, and is recognized over a five-year period at 20% per year, further adjusted, if necessary, to be within 20% of the market value.
Inflation rate.....	3.00%
Projected salary increases.....	Varies by length of service with ultimate rates of 3.75% for Groups 1 and 2, and 4.25% for Group 4.
Cost of living adjustments.....	3.0% of the first \$12,000 of retirement income.
Rates of retirement.....	Varies based upon age for general employees, police and fire employees.
Rates of disability.....	For general, police and fire employees, it was assumed that 10% of all disabilities are ordinary (90% are service connected).
Mortality Rates:	
Pre-Retirement.....	The RP-2000 Employee Mortality Table projected generationally using Scale BB2D from 2009.
Healthy Retiree.....	The RP-2000 Healthy Annuitant Mortality Table projected generationally using Scale BB2D from 2009.
Disabled Retiree.....	The RP-2000 Healthy Annuitant Mortality Table projected generationally using Scale BB2D from 2015.
Investment rate of return/Discount rate.....	7.50%

Investment policy

The pension plan's policy in regard to the allocation of invested assets is established and may be amended by the Board. Plan assets are managed on a total return basis with a long-term objective of achieving and maintaining a fully funded status for the benefits provided through the pension plan.

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The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of January 1, 2017, are summarized in the following table:

Asset Class	Long-Term Expected Real Rate of Return	Target Allocation
Domestic equity.....	6.44%	28.00%
International developed markets equity.....	7.40%	8.00%
International emerging markets equity.....	9.42%	4.00%
Core fixed income.....	2.02%	10.00%
High-yield fixed income.....	4.43%	11.00%
Real estate.....	5.00%	12.00%
Hedge fund, GTAA, Risk parity, Commodities.....	3.75%	20.00%
Private equity.....	10.47%	7.00%
Total.....		<u>100.00%</u>

Rate of return

For the year ended December 31, 2016, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 8.89%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Discount rate

The discount rate used to measure the total pension liability was 7.50%. The projection of cash flows used to determine the discount rate assumed plan member contributions will be made at the current contribution rate and that contributions will be made at rates equal to the actuarially determined contribution rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the net pension liability to changes in the discount rate

The following presents the net pension liability, calculated using the discount rate of 7.50%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50%) or 1-percentage-point higher (8.50%) than the current rate:

	1% Decrease (6.50%)	Current Discount (7.50%)	1% Increase (8.50%)
The Town's proportionate share of the net pension liability.....	\$ <u>91,951,047</u>	\$ <u>74,020,803</u>	\$ <u>58,824,040</u>
BCRS total net pension liability.....	\$ <u>93,563,383</u>	\$ <u>75,318,737</u>	\$ <u>59,855,503</u>

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NOTE 13 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

For 2017, the following footnote includes required disclosures from both GASB Statement #45 and GASB Statement #74. The liability recognized within the financial statements is based on the accounting rules governed by GASB Statement #45. In 2018, the liability will be recognized based on the accounting rules in GASB Statements #74 and #75.

Plan Description – The Town of Belmont administers a single-employer defined benefit healthcare plan (“the Plan”). The Plan provides lifetime healthcare and life insurance for eligible retirees and their spouses through the Town’s group health and life insurance plans, which cover both active and retired members. Chapter 32B of the MGL assigns authority to establish and amend benefit provisions of the plan. Benefit provisions are negotiated between the Town and the unions representing Town employees and are renegotiated each bargaining period. The Retiree Health Plan does not issue a publicly available financial report.

Funding Policy – Contribution requirements are also negotiated between the Town and union representatives. The required contribution is based on a pay-as-you-go financing requirement. Retired plan members and beneficiaries currently receiving benefits are required to contribute 20% of the costs of benefits for the HMO and 50% of cost of benefits for the PPO plans if they are not participating in the Medicare Plan. Medicare eligible retirees and their spouses contribute 50% of the cost of the Medicare Enhance Supplement plan and the First Seniority. For year 2017, the Town contributed \$4.4 million to the plan.

Annual OPEB Cost and Net OPEB Obligation – The Town’s annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years.

During 2017, the Town pre-funded future OPEB liabilities totaling approximately \$343,682 by contributing funds to the Other Postemployment Benefit Fund in excess of the pay-as-you-go required contribution. These funds are reported within the Fiduciary Funds financial statements. As of June 30, 2017, the balance of this fund totaled \$3.1 million.

The annual money-weighted rate of return on OPEB plan investments was 6.50%. The money-weighted rate of return expresses investment performance, net of OPEB plan investment expense, adjusted for the changing amounts actually invested.

Plan Membership – The following table represents the Plan’s membership:

<u>Belmont Light Department</u>	
Active members.....	24
Inactive members currently receiving benefits.....	<u>23</u>
Total.....	<u><u>47</u></u>
 <u>Town</u>	
Active members.....	565
Inactive members currently receiving benefits.....	<u>643</u>
Total.....	<u><u>1,208</u></u>

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Components of OPEB Liability – The following table represents the components of the Town’s OPEB liability as of June 30, 2017:

Total OPEB liability.....	\$	95,663,919
Less: OPEB plan's fiduciary net position.....		<u>(2,863,906)</u>
Net OPEB liability.....	\$	<u><u>92,800,013</u></u>
The OPEB plan's fiduciary net position as a percentage of the total OPEB liability.....		2.99%

The following table represents the components of the Light Plant’s OPEB liability as of December 31, 2016:

Total OPEB liability.....	\$	4,138,924
Less: OPEB plan's fiduciary net position.....		<u>(241,352)</u>
Net OPEB liability.....	\$	<u><u>3,897,572</u></u>
as a percentage of the total OPEB liability.....		5.83%

Significant Actuarial Methods and Assumptions – The Plan’s total OPEB liability in the July 1, 2016, actuarial valuation was determined using the following actuarial methods and assumptions, applied to all periods including the measurement date that was updated to June 30, 2017 to be in accordance with GASB #74:

Valuation date.....	June 30, 2017
Actuarial cost method.....	Entry Age Normal, Level percentage of payroll
Investment rate of return.....	6.50%
Discount rate.....	5.90% as of June 30, 2017
Healthcare cost trend rate.....	9.00% decreasing by .50% for 9 years to an ultimate level of 4.50%
Inflation.....	3.00%
Salary increases.....	Service related increases for Group 1 and 2 (excluding teachers): 6.00% decreasing over 9 years to an ultimate level of 3.75%. Service related increases for Group 4 members: 7.00% decreasing over 8 years to an ultimate level of 4.25%. Service related increases for teachers: 7.50% decreasing over 20 years to an ultimate level 4.00%.
Asset valuation method.....	Market Value of Assets
Mortality.....	Pre-Retirement (Non Teachers) -RP-2000 Employee Mortality Table projected generationally from 2009 with Scale BB2D. Healthy (Non-Teachers) - RP-2000 Healthy Annuitant Mortality Table projected generationally from 2009 with Scale BB2D. Disabled (Non-Teachers) - RP-2000 Healthy Annuitant Mortality Table projected generationally from 2015 with Scale BB2D. Pre-Retirement (Teachers) - RP-2014 White Collar Mortality Table projected generationally with Scale MP-2016. Healthy (Teachers) - RP-2014 Healthy Annuitant Mortality Table projected generationally with Scale MP-2016. Disabled (Teachers) - RP-2014 Healthy Annuitant Mortality Table set forward 4 years projected generationally with Scale BB2D from 2014.

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Investment policy

The OPEB plan’s assets are managed on a total return basis with a long-term objective of achieving and maintaining a fully funded status for the benefits provided through the OPEB plan. The long-term real rate of return on OPEB investments was determined using the Town’s investment policy. The Town’s policy is to fund contributions of \$250,000 per year to the OPEB Trust through 2029 and to redirect the amount paid to the Retirement System (approximately \$12 million) toward the unfunded liability beginning in 2030 when the Retirement System is fully funded.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The Plan’s expected future real rate of return of 4.67% is added to the expected inflation of 3.00% to produce the long-term expected nominal rate of return of 7.67%.

Best estimates of geometric real rates of return for each major asset class included in the OPEB plan’s target asset allocation as of June 30, 2017 are summarized in the following table:

Asset Class	Long-Term Expected Asset Allocation	Long-Term Expected Real Rate of Return
Domestic Equity.....	60.00%	6.44%
Core Fixed Income.....	40.00%	2.02%
Total Asset Allocation.....	100.00%	

Sensitivity of the net OPEB liability to changes in the discount rate – The following tables presents the Plan’s net OPEB liability, calculated using the discount rate of 5.9%, as well as what the net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (4.9%) or 1-percentage-point higher (6.9%) than the current rate.

TOWN	1% Decrease (4.9%)	Current Discount Rate (5.9%)	1% Increase (6.9%)
Net OPEB liability.....	\$ 105,626,327	\$ 92,800,013	\$ 82,228,130

LIGHT	1% Decrease (4.9%)	Current Discount Rate (5.9%)	1% Increase (6.9%)
Net OPEB liability.....	\$ 4,414,372	\$ 3,897,572	\$ 3,468,247

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Sensitivity of the net OPEB liability to changes in the healthcare trend – The following table presents the net other postemployment benefit liability, calculated the healthcare trend rate if it was 1-percentage-point lower or 1-percentage-point higher than the current rate.

TOWN	<u>1% Decrease</u>	<u>Current Trend Rate</u>	<u>1% Increase</u>
Net OPEB liability.....	\$ <u>80,722,844</u>	\$ <u>92,800,013</u>	\$ <u>107,888,705</u>

LIGHT	<u>1% Decrease</u>	<u>Current Trend Rate</u>	<u>1% Increase</u>
Net OPEB liability.....	\$ <u>3,416,353</u>	\$ <u>3,897,572</u>	\$ <u>4,488,662</u>

The components of the Town's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Town's net OPEB obligation are summarized in the following table.

Annual required contribution.....	\$ 19,120,887
Interest on net OPEB obligation.....	4,218,370
Adjustment to annual required contribution.....	<u>(5,754,546)</u>
Annual OPEB cost (expense).....	17,584,711
Contributions made.....	<u>(4,390,176)</u>
Increase in net OPEB obligation.....	13,194,535
Net OPEB obligation - beginning of year.....	<u>93,741,556</u>
Net OPEB obligation - end of year.....	<u>\$ 106,936,091</u>

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for year 2017 was as follows:

<u>Year Ended</u>	<u>Annual OPEB Cost</u>	<u>Percentage of Annual OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
6/30/2017	\$ 17,584,711	25%	\$ 106,936,091
6/30/2016	16,415,740	31%	93,741,556
6/30/2015	15,852,448	28%	82,630,019

Funded Status and Funding Progress – As of July 1, 2016, the most recent actuarial valuation date, the actuarial accrued liability for benefits was \$189.0 million, of which was the Town has funded approximately \$2.6 million. The covered payroll (annual payroll of active employees covered by the plan) was \$52.0 million, and the ratio of the UAAL to the covered payroll was 358.2%.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are

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compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions – Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2016, actuarial valuation, actuarial liabilities were determined using the entry age normal cost method. The actuarial assumptions included a 4.25% investment return assumption, which is based on the expected yield on the assets of the Town, calculated based on the funded level of the plan at the valuation date, and an annual medical/drug cost trend rate of 8% initially, graded to 5% over 6 years. The UAAL is being amortized using level dollar open method over the maximum acceptable period of 30 years. The remaining amortization period at June 30, 2017 is 30 years.

NOTE 14 - COMMITMENTS

The Town has entered into, or is planning to enter into contracts totaling approximately \$5.0 million related to water infrastructure upgrades and for construction of the new Wellington School.

NOTE 15 - CONTINGENCIES

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

Various legal actions and claims are pending. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2017, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2017.

NOTE 16 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through January 31, 2018, which is the date the financial statements were available to be issued.

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NOTE 17 – FUTURE IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS

During 2017, the following GASB pronouncements were implemented:

- GASB Statement #74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*. The basic financial statements, related notes and required supplementary information were updated to be in compliance with this pronouncement.
- GASB Statement #77, *Tax Abatement Disclosures*. This pronouncement did not impact the basic financial statements.
- GASB Statement #78, *Pensions Provided through Certain Multiple-Employer Defined Benefit Pension Plans*. This pronouncement did not impact the basic financial statements.
- GASB Statement #80, *Blending Requirements for Certain Component Units – an amendment of GASB Statement #14*. This pronouncement did not impact the basic financial statements.
- GASB Statement #82, *Pension Issues – an amendment of GASB Statements #67, #68, and #73*. The basic financial statements and related notes were updated to be in compliance with this pronouncement.

The following GASB pronouncements will be implemented in the future:

- The GASB issued Statement #75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, which is required to be implemented in 2018.
- The GASB issued Statement #81, *Irrevocable Split-Interest Agreements*, which is required to be implemented in 2018.
- The GASB issued Statement #83, *Certain Asset Retirement Obligations*, which is required to be implemented in 2019.
- The GASB issued Statement #84, *Fiduciary Activities*, which is required to be implemented in 2020.
- The GASB issued Statement #85, *Omnibus 2017*, which is required to be implemented in 2018.
- The GASB issued Statement #86, *Certain Debt Extinguishment Issues*, which is required to be implemented in 2018.
- The GASB issued Statement #87, *Leases*, which is required to be implemented in 2021.

Management is currently assessing the impact the implementation of these pronouncements will have on the basic financial statements.

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Required Supplementary Information

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GENERAL FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

YEAR ENDED JUNE 30, 2017

	Budgeted Amounts		
	Amounts Carried forward From Prior Year	Original Budget	Final Budget
REVENUES:			
Real estate and personal property taxes, net of tax refunds.....	\$ -	\$ 84,656,184	\$ 84,712,561
Tax liens.....	-	-	-
Motor vehicle and other excise taxes.....	-	3,355,201	3,375,000
Charges for services.....	-	2,100,290	2,106,391
Penalties and interest on taxes.....	-	220,000	220,000
Licenses and permits.....	-	1,068,000	1,076,100
Fines and forfeitures.....	-	195,000	185,000
Intergovernmental.....	-	9,360,903	9,446,176
Investment income.....	-	160,000	190,000
TOTAL REVENUES.....	-	101,115,578	101,311,228
EXPENDITURES:			
Current:			
General government.....	164,007	4,674,419	4,674,419
Public safety.....	63,604	13,398,340	14,250,886
Education.....	205,648	51,127,885	51,127,885
Public works.....	450,053	12,644,597	12,644,597
Human services.....	1,504	991,717	991,717
Culture and recreation.....	99,106	3,190,772	3,190,922
Pension benefits.....	-	6,958,000	6,958,000
Employee benefits.....	1,071,000	3,923,142	3,386,976
State and county charges.....	-	1,754,095	1,745,745
Debt service:			
Principal.....	-	3,072,919	3,072,919
Interest.....	52,500	1,670,113	1,670,113
TOTAL EXPENDITURES.....	2,107,422	103,405,999	103,714,179
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	(2,107,422)	(2,290,421)	(2,402,951)
OTHER FINANCING SOURCES (USES):			
Transfers in.....	-	2,455,857	2,401,857
Transfers out.....	-	(4,233,043)	(5,483,043)
TOTAL OTHER FINANCING SOURCES (USES).....	-	(1,777,186)	(3,081,186)
NET CHANGE IN FUND BALANCE.....	(2,107,422)	(4,067,607)	(5,484,137)
BUDGETARY FUND BALANCE, Beginning of year.....	-	15,004,556	15,004,556
BUDGETARY FUND BALANCE, End of year.....	\$ (2,107,422)	\$ 10,936,949	\$ 9,520,419

See notes to required supplementary information.

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Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance To Final Budget
\$ 84,875,694	\$ -	\$ 163,133
114,480	-	114,480
3,675,210	-	300,210
2,368,472	-	262,081
213,158	-	(6,842)
1,167,214	-	91,114
455,208	-	270,208
9,586,814	-	140,638
326,166	-	136,166
102,782,416	-	1,471,188
4,250,187	96,687	327,545
14,065,322	68,593	116,971
50,655,232	455,183	17,470
11,526,950	755,494	362,153
898,576	1,458	91,683
2,764,014	24,642	402,266
6,957,151	-	849
1,946,199	441,555	999,222
1,767,324	-	(21,579)
3,029,285	-	43,634
1,592,322	42,000	35,791
99,452,562	1,885,612	2,376,005
3,329,854	(1,885,612)	3,847,193
2,401,857	-	-
(5,483,043)	-	-
(3,081,186)	-	-
248,668	(1,885,612)	3,847,193
15,004,556	-	-
\$ 15,253,224	\$ (1,885,612)	\$ 3,847,193

Pension Plan Schedules Retirement System

The Pension Plan's Schedule of Changes in the Net Pension Liability presents multi-year trend information on the net pension liability and related ratios.

The Pension Plan's Schedule of Contributions presents multi-year trend information on the required and actual contributions to the pension plan and related ratios.

The Pension Plan's Schedule of Investment Return presents multi-year trend information on the money-weighted investment return on retirement assets, net of investment expense.

These schedules are intended to present information for ten years. Until a ten year trend is compiled, information is presented for those years for which information is available.

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SCHEDULE OF CHANGES IN THE NET PENSION LIABILITY AND RELATED RATIOS BELMONT CONTRIBUTORY RETIREMENT SYSTEM

	2016	2015	2014
Total pension liability:			
Service cost.....	\$ 3,677,753	3,422,586	\$ 3,290,948
Interest.....	12,311,049	11,975,171	11,576,179
Changes in benefit terms.....	-	-	-
Differences between expected and actual experience.....	-	(2,308,867)	-
Changes in assumptions.....	-	6,683,815	-
Benefit payments, including refunds of employee contributions.....	(10,762,409)	(10,035,365)	(9,665,616)
Net change in total pension liability.....	5,226,393	9,737,340	5,201,511
Total pension liability, beginning.....	165,850,771	156,113,431	150,911,920
Total pension liability, ending (a).....	\$ 171,077,164	165,850,771	\$ 156,113,431
Plan fiduciary net position:			
Employer contributions.....	\$ 8,432,117	7,877,960	\$ 7,364,523
Member contributions.....	2,582,816	2,460,974	2,378,296
Net investment income (loss).....	7,021,503	934,243	5,521,768
Retirement benefits and refunds.....	(10,762,409)	(10,035,365)	(9,665,616)
Administrative expenses.....	(321,612)	(154,097)	(182,627)
Net increase (decrease) in fiduciary net position.....	6,952,415	1,083,715	5,416,344
Fiduciary net position at beginning of year.....	88,806,012	87,722,297	82,305,953
Fiduciary net position at end of year (b).....	\$ 95,758,427	88,806,012	\$ 87,722,297
Net pension liability - ending (a) - (b).....	\$ 75,318,737	77,044,759	\$ 68,391,134
Plan fiduciary net position as a percentage of the total pension liability.....	55.97%	53.55%	56.19%
Covered-employee payroll.....	\$ 26,016,467	25,031,508	\$ 25,142,886
Net pension liability as a percentage of covered-employee payroll.....	289.50%	307.79%	272.01%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

2017 Annual Report

SCHEDULE OF CONTRIBUTIONS BELMONT CONTRIBUTORY RETIREMENT SYSTEM

	<u>2016</u>	<u>2015</u>	<u>2014</u>
Actuarially determined contribution.....	\$ 8,427,189	7,877,960	\$ 7,364,523
Contributions in relation to the actuarially determined contribution.....	<u>8,432,117</u>	<u>7,877,960</u>	<u>7,364,523</u>
Contribution deficiency (excess).....	<u>\$ (4,928)</u>	<u>-</u>	<u>\$ -</u>
Covered-employee payroll.....	\$ 26,016,467	25,031,508	\$ 25,142,886
Contributions as a percentage of covered- employee payroll.....	32.41%	31.47%	29.29%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those
years for which information is available.

See notes to required supplementary information.

2017 Annual Report

SCHEDULE OF INVESTMENT RETURN BELMONT CONTRIBUTORY RETIREMENT SYSTEM

	<u>2016</u>	<u>2015</u>	<u>2014</u>
Annual money-weighted rate of return, net of investment expense.....	8.89%	1.32%	6.69%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those
years for which information is available.

The annual money-weighted rate of return has been calculated by
PERAC.

See notes to required supplementary information.

Pension Plan Schedules Town & Electric Light Plant

The Schedule of the Town's Proportionate Share of the Net Pension Liability presents multi-year trend information on the Town's net pension liability and related ratios.

The Schedule of the Electric Light Plant's Proportionate Share of the Net Pension Liability presents multi-year on the Light's net pension liability and related ratios.

The Schedule of Town's Contributions presents multi-year trend information on the Town's required and actual contributions to the pension plan and related ratios.

The Schedule of the Special Funding Amounts of the Net Pension Liability for the Massachusetts Teachers Contributory Retirement System presents multi-year trend information on the liability and expense assumed by the Commonwealth of Massachusetts on behalf of the Town along with related ratios.

These schedules are intended to present information for ten years. Until a ten year trend is compiled, information is presented for those years for which information is available.

2017 Annual Report

SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY BELMONT CONTRIBUTORY RETIREMENT SYSTEM

	December 31, 2016	December 31, 2015	December 31, 2014
Town's proportion of the net pension liability (asset).....	89.70%	89.68%	89.19%
Town's proportionate share of the net pension liability (asset)..... \$	67,554,485	69,090,194	\$ 61,000,401
Town's covered employee payroll..... \$	23,154,141	23,496,527	\$ 22,592,814
Town's net pension liability as a percentage of Town covered-employee payroll.....	291.76%	294.04%	270.00%
Plan fiduciary net position as a percentage of the total pension liability.....	55.97%	53.55%	56.19%

Note: this schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

Except for the Town's Electric Light Plant, the Town implemented GASB 68 in fiscal year 2015 and used the measurement date of December 31, 2014. This schedule does not include the Electric Light Plant which is presented on its own schedule.

See notes to required supplementary information.

2017 Annual Report

SCHEDULE OF THE ELECTRIC LIGHT'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY BELMONT CONTRIBUTORY RETIREMENT SYSTEM

	December 31, 2015	December 31, 2014
Electric Light's proportion of the net pension liability (asset).....	8.58%	8.87%
Electric Light's proportionate share of the net pension liability (asset)..... \$	6,611,771	6,236,954
Electric Light's covered employee payroll..... \$	2,384,359	2,193,362
Electric Light's net pension liability as a percentage of Light covered-employee payroll.....	277.30%	284.36%
Plan fiduciary net position as a percentage of the total pension liability.....	55.97%	53.55%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those years for
which information is available.

The Town's Electric Light Enterprise Fund's year end is December 31st while the Town is
June 30. The Electric Light Enterprise Fund's initial implementation of GASB 68 was for the
year ended December 31, 2015, and used the measurement date of December 31, 2014.
This schedule provides only the Electric Light Fund's information.

See notes to required supplementary information.

2017 Annual Report

SCHEDULE OF TOWN'S CONTRIBUTIONS BELMONT CONTRIBUTORY RETIREMENT SYSTEM

	December 31, 2016	December 31, 2015	December 31, 2014
Actuarially determined contribution.....	\$ 7,558,470	\$ 7,740,657	\$ 7,222,270
Contributions in relation to the actuarially determined contribution.....	7,563,398	7,740,657	7,222,270
Contribution deficiency (excess).....	\$ (4,928)	\$ -	\$ -
Town covered-employee payroll.....	\$ 23,154,141	\$ 23,496,527	\$ 22,592,814
Contributions as a percentage of covered- employee payroll.....	32.67%	32.94%	31.97%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those
years for which information is available.

See notes to required supplementary information.

2017 Annual Report

SCHEDULE OF THE SPECIAL FUNDING AMOUNTS OF THE NET PENSION LIABILITY MASSACHUSETTS TEACHERS' RETIREMENT SYSTEM

The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. This schedule discloses the Commonwealth's 100% share of the collective net pension liability that is associated with the Town; the portion of the collective pension expense as both a revenue and pension expense recognized by the Town; and the Plan's fiduciary net position as a percentage of the total liability.

Fiscal Year	Commonwealth's 100% Share of the Net Pension Liability Associated with the Town	Town's Expense and Revenue Recognized for the Commonwealth's Support	Plan Fiduciary Net Position as a Percentage of the Total Liability
2015.....	\$ 64,046,291	\$ 4,449,603	61.64%
2016.....	82,041,160	6,654,268	55.38%
2017.....	91,342,059	9,317,489	52.73%

Note: this schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

Other Postemployment Benefit Plan Schedules –Town and Electric Light Plant

The Schedule of Changes in the Town's Net Other Postemployment Benefit Liability and Related Ratios presents multi-year trend information on changes in the Plan's total OPEB liability, changes in the Plan's net position, and ending net OPEB liability. It also demonstrates the Plan's net position as a percentage of the total liability and the Plan's net other postemployment benefit liability as a percentage of covered employee payroll.

The Schedule of Changes in the Electric Light's Net Other Postemployment Benefit Liability and Related Ratios presents multi-year trend information on changes in the Plan's total OPEB liability, changes in the Plan's net position, and ending net OPEB liability. It also demonstrates the Plan's net position as a percentage of the total liability and the Plan's net other postemployment benefit liability as a percentage of covered employee payroll.

The Schedule of the Town's Contributions presents multi-year trend information on the Town's actual contributions to the other postemployment benefit plan and related ratios.

The Schedule of the Electric Light's Contributions presents multi-year trend information on the Electric Light's actual contributions to the other postemployment benefit plan and related ratios.

The Schedule of Investment Return presents multi-year trend information on the money-weighted investment return on the Plan's other postemployment assets, net of investment expense.

The Schedule of Funding progress compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets.

The Schedule of Employer Contributions compares, overtime, the annual required contributions to the actual contributions made.

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.

2017 Annual Report

SCHEDULE OF CHANGES IN THE TOWN'S NET OPEB LIABILITY AND RELATED RATIOS OTHER POSTEMPLOYMENT BENEFIT PLAN

	June 30, 2017
Total OPEB Liability	
Service Cost.....	\$ 3,783,584
Interest.....	8,496,483
Changes of benefit terms.....	-
Differences between expected and actual experience.....	-
Changes of assumptions.....	(40,435,528)
Plan amendments.....	(18,722,360)
Benefit payments.....	<u>(3,856,996)</u>
Net change in total OPEB liability.....	(50,734,817)
Total OPEB liability- beginning.....	146,398,735
Total OPEB liability- ending (a).....	<u>\$ 95,663,918</u>
Plan fiduciary net position	
Contributions- employer	\$ 4,186,243
Net investment income.....	172,888
Benefit payments.....	<u>(3,856,996)</u>
Net change in plan fiduciary net position.....	502,135
Plan fiduciary net position- beginning.....	<u>2,361,770</u>
Plan fiduciary net position- ending (b).....	<u>\$ 2,863,905</u>
Town's net OPEB liability- ending (a)-(b).....	<u>\$ 92,800,013</u>
Plan fiduciary net position as a percentage of the total OPEB liability.....	2.99%
Covered-employee payroll.....	52,007,743
Town's net OPEB liability as a percentage of covered-employee payroll.....	178%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those years
for which information is available.

This Schedule is in compliance with GASB Statement #74.

See notes to required supplementary information.

2017 Annual Report

SCHEDULE OF CHANGES IN THE ELECTRIC LIGHT'S NET OPEB LIABILITY AND RELATED RATIOS OTHER POSTEMPLOYMENT BENEFIT PLAN

	December 31, 2016
Total OPEB Liability	
Service Cost.....	\$ 154,575
Interest.....	367,791
Changes of benefit terms.....	-
Differences between expected and actual experience.....	-
Changes of assumptions.....	(1,742,425)
Plan amendments.....	(809,061)
Benefit payments.....	(189,498)
Net change in total OPEB liability.....	(2,218,618)
Total OPEB liability- beginning.....	6,357,542
Total OPEB liability- ending (a).....	\$ 4,138,924
 Plan fiduciary net position	
Contributions- employer	\$ 203,933
Net investment income.....	14,570
Benefit payments.....	(189,498)
Net change in plan fiduciary net position.....	29,005
Plan fiduciary net position- beginning.....	212,347
Plan fiduciary net position- ending (b).....	\$ 241,352
 Town's net OPEB liability- ending (a)-(b).....	 \$ 3,897,572
 Plan fiduciary net position as a percentage of the total OPEB liability.....	5.83%
 Covered-employee payroll.....	2,737,637
 Town's net OPEB liability as a percentage of covered-employee payroll.....	142%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those years
for which information is available.

This Schedule is in compliance with GASB Statement #74.

See notes to required supplementary information.

2017 Annual Report

SCHEDULE OF TOWN CONTRIBUTIONS OTHER POSTEMPLOYMENT BENEFIT PLAN

	June 30, 2017
Actuarially determined contribution.....	\$ 18,361,449
Contributions in relation to the actuarially determined contribution.....	(4,186,243)
Contribution deficiency (excess).....	\$ 14,175,206
Covered-employee payroll.....	\$ 52,007,743
Contributions as a percentage of covered- employee payroll.....	35.31%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those years for
which information is available.

This Schedule is in compliance with GASB Statement #74.

See notes to required supplementary information.

2017 Annual Report

SCHEDULE OF ELECTRIC LIGHT CONTRIBUTIONS OTHER POSTEMPLOYMENT BENEFIT PLAN

	December 31, 2016
Actuarially determined contribution.....	\$ 759,438
Contributions in relation to the actuarially determined contribution.....	(203,933)
Contribution deficiency (excess).....	\$ 555,505
 Covered-employee payroll.....	\$ 2,737,637
 Contributions as a percentage of covered- employee payroll.....	27.74%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those years for
which information is available.

This Schedule is in compliance with GASB Statement #74.

See notes to required supplementary information.

2017 Annual Report

SCHEDULE OF INVESTMENT RETURNS OTHER POSTEMPLOYMENT BENEFIT PLAN

June 30, 2017

Annual money-weighted rate of return, net of investment expense.....	6.50%
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Note: This schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

This Schedule is in compliance with GASB Statement #74.

See notes to required supplementary information.

2017 Annual Report

OTHER POSTEMPLOYMENT BENEFIT PLAN SCHEDULE OF FUNDING PROGRESS AND EMPLOYER CONTRIBUTIONS

JUNE 30, 2017

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
7/1/2016	\$ 2,574,117	\$ 188,906,715	\$ 186,332,598	1.36%	\$ 52,020,718	358.2%
7/1/2014	1,720,389	172,745,213	171,024,824	1.00%	49,551,000	345.1%
7/1/2012	1,316,700	195,943,349	194,626,649	0.67%	44,045,000	441.9%

Schedule of Employer Contributions

Year Ended	Annual Required Contribution	Actual Contributions Made	Percentage Contributed
2017	\$ 19,120,887	\$ 4,390,176	23%
2016	17,769,827	5,304,203	30%
2015	17,026,532	4,868,197	29%
2014	20,304,505	5,345,819	26%
2013	19,375,232	4,581,828	24%
2012	18,970,005	7,905,784	42%

This Schedule is in compliance with GASB Statement #45.

See notes to required supplementary information.

2017 Annual Report

OTHER POSTEMPLOYMENT BENEFIT PLAN ACTUARIAL METHODS AND ASSUMPTIONS

YEAR ENDED JUNE 30, 2017

Actuarial Methods:

Valuation date	July 1, 2016
Actuarial cost method	Entry Age Normal
Amortization method	Level Dollar, open for partial pre-funding, closed for full pre-funding
Remaining amortization period	30 Years as of June 30, 2017
Asset valuation method	Market

Actuarial Assumptions:

Investment rate of return	4.25%
Medical/drug cost trend rate	8% graded to 5% over 6 years

Plan Membership:

Current retirees, beneficiaries, and dependents	643
Current active members	<u>565</u>
Total	<u><u>1,208</u></u>

This Schedule is in compliance with GASB Statement #45.

See notes to required supplementary information.

2017 Annual Report

NOTE A - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Information

Municipal Law requires the adoption of a balanced budget that is approved by the Board of Selectmen (the "Board"). The Board presents an annual budget to the representative Town meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. The representative town meeting, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

Increases or transfers between voted functions subsequent to the approval of the annual budget, requires a vote at a special Town meeting.

The majority of appropriations are non-continuing which lapse at the end of each year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior year be carried forward and made available for spending in the current year. These carry forwards are included as part of the subsequent year's original budget.

Generally, expenditures may not exceed the legal level of spending (salaries, expenses and capital) authorized for an appropriation account. However, the payment of debt service is statutorily required, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by two-thirds majority vote of the Town meeting.

An annual budget is adopted for the general fund in conformity with the guidelines described above. The original year 2017 approved budget authorized approximately \$107.6 million in appropriations and other amounts to be raised. Town meeting authorized an additional \$1.6 million increase in appropriations.

The Town Accountant's office has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the accounting system.

B. Budgetary - GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the year ended June 30, 2017, is presented below:

Excess (deficiency) of revenues and other financing sources (uses) over expenditures - budgetary basis.....	\$	248,668
<u>Perspective difference:</u>		
Activity of the Stabilization Funds recorded in the General Fund for GAAP.....		1,275,376
<u>Basis of accounting differences:</u>		
Net change in recording tax refunds payable.....		251,000
Net change in recording 60-day receipts accrual.....		(154,223)
Recognition of revenue for on-behalf payments.....		(9,317,489)
Recognition of expenditures for on-behalf payments.....		<u>9,317,489</u>
Excess (deficiency) of revenues and other financing sources (uses) over expenditures - GAAP basis.....	\$	<u><u>1,620,821</u></u>

NOTE B – PENSION PLAN

Pension Plan Schedules – Retirement System

A. Schedule of Changes in the Net Pension Liability and Related Ratios

The Schedule of Changes in the Net Pension Liability and Related Ratios includes the detailed changes in the systems total pension liability, changes in the systems net position, and the ending net pension liability. It also demonstrates the plan's net position as a percentage of the total pension liability and the net pension liability as a percentage of covered payroll.

B. Schedule of Contributions

Governmental employers are required to pay an annual appropriation as established by PERAC. The total appropriation includes the amounts to pay the pension portion of each member's retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the system's funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The total appropriations are payable on July 1 and January 1. Employers may choose to pay the entire appropriation in July at a discounted rate. Accordingly, actual employer contributions may be less than the "total appropriation". The pension fund appropriations are allocated amongst employers based on covered payroll.

C. Schedule of Investment Return

The money weighted rate of return is calculated as the internal rate of return on pension plan investments, net of pension plan investment expense. A money weighted rate of return expresses investment performance, net of pension plan investment expense, adjusted for the changing amounts actually invested. Inputs to the money weighted rate of return calculation are determined monthly.

Pension Plan Schedules - Town

A. Schedules of the Town's and Electric Light's Proportionate Share of the Net Pension Liability

The Schedules of the Town's and Electric Light's Proportionate Share of the Net Pension Liability details the allocated percentage of the net pension liability (asset), the proportionate share of the net pension liability, and the covered employee payroll. It also demonstrates the net position as a percentage of the pension liability and the net pension liability as a percentage of covered payroll.

B. Schedules of Town's and Electric Light's Contributions

Governmental employers are required to pay an annual appropriation as established by PERAC. The appropriation includes the amounts to pay the pension portion of each member's retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the system's funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The appropriations are payable on July 1 and January 1. The Town may choose to pay the entire appropriation in July at a discounted rate. Accordingly, actual contributions may be less than the "total appropriation". The pension fund appropriation is allocated to the Town and Electric Light Department based on covered payroll.

2017 Annual Report

C. Schedule of the Special Funding Amounts of the Net Pension Liabilities

The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. This schedule discloses the Commonwealth's 100% share of the collective net pension liability that is associated with the Town; the portion of the collective pension expense as both revenue and pension expense recognized by the Town; and the Plan's fiduciary net position as a percentage of the total liability.

D. Changes in Assumptions:

The investment return assumption was lowered from 7.75% to 7.50%.

The mortality assumption for employees was changed from the RP-2000 Employee Mortality Table projected 27 years using Scale AA to the RP-2000 Employee Mortality Table projected generationally using Scale BB2D from 2009.

The mortality assumption for non-disabled retirees was changed from the RP-2000 Healthy Annuitant Mortality Table projected 19 years using Scale AA to the RP-2000 Health Annuitant Mortality Table projected generationally using Scale BB2D from 2009.

The mortality assumption for disabled retirees was changed from the RP-2000 Healthy Annuitant Mortality Table set forward 3 years projected 19 years with Scale AA to the RP-2000 Healthy Annuitant Mortality Table projected generationally using Scale BB2D from 2016.

The administrative expense assumption was increased from \$175,000 for 2014, increasing 4% annually, to \$290,000 for 2017, increasing 3% annually.

The allowance for net 3(8)(c) reimbursements was changed from \$200,000 for 2014, increasing 4% per year, to \$200,000 for 2017, increasing 3% per year.

E. Changes in Plan Provisions:

Members hired on or after April 2, 2012, are covered by the provisions of Chapter 32 as amended by Chapter 176 of the Acts of 2011 and Chapter 139 of the Acts of 2012.

NOTE C – OTHER POSTEMPLOYMENT BENEFITS

The Town administers a single-employer defined benefit healthcare plan ("The Retiree Health Plan"). The plan provides lifetime healthcare and life insurance for eligible retirees and their spouses through the Town's group health and life insurance plans, which cover both active and retired members.

The Other Postemployment Benefit Plan

Schedule of Changes in the Town's Net Other Postemployment Benefit Liability and Related Ratios

The Schedule of Changes in the Town's Net Other Postemployment Benefit Liability and Related Ratios presents multi-year trend information on changes in the Plan's total OPEB liability, changes in the Plan's net position, and ending net OPEB liability. It also demonstrates the Plan's net position as a percentage of the total liability and the Plan's net other postemployment benefit liability as a percentage of covered employee payroll.

2017 Annual Report

Schedule of Changes in the Electric Light's Net Other Postemployment Benefit Liability and Related Ratios

The Schedule of Changes in the Electric Light's Net Other Postemployment Benefit Liability and Related Ratios presents multi-year trend information on changes in the Plan's total OPEB liability, changes in the Plan's net position, and ending net OPEB liability. It also demonstrates the Plan's net position as a percentage of the total liability and the Plan's net other postemployment benefit liability as a percentage of covered employee payroll.

Schedule of the Town's Contributions

The Schedule of the Town's Contributions includes the Town's annual required contribution to the Plan, along with the contribution made in relation to the actuarially determined contribution and the covered employee payroll. The Town is not required to fully fund this contribution. It also demonstrates the contributions as a percentage of covered payroll.

Schedule of the Electric Light's Contributions

The Schedule of the Electric Light's Contributions includes the Light's annual required contribution to the Plan, along with the contribution made in relation to the actuarially determined contribution and the covered employee payroll. The Light Plant is not required to fully fund this contribution. It also demonstrates the contributions as a percentage of covered payroll.

Schedule of Investment Return

The Schedule of Investment Return includes the money-weighted investment return on the Plan's other postemployment assets, net of investment expense.

The Town

The Town currently finances its other postemployment benefits (OPEB) on a hybrid of pay-as-you-go and setting aside monies in an OPEB Trust. As a result, the funded ratio (actuarial value of assets expressed as a percentage of the actuarial accrued liability) is 1.36%. In accordance with *Governmental Accounting Standards*, the Town has recorded its OPEB cost equal to the actuarial determined annual required contribution (ARC) which includes the normal cost of providing benefits for the year and a component for the amortization of the total unfunded actuarial accrued liability of the plan.

Projections of benefits for financial reporting purposes are based on the substantive plan and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

Schedule of Funding Progress

The Schedule of Funding Progress presents multiyear trend information which compares, over time, the Town's actuarial accrued liability for benefits with the actuarial value of accumulated plan assets.

2017 Annual Report

Schedule of Employer Contributions

The Schedule of Employer Contributions presents multiyear trend information for the Town's required and actual contributions relating to the plan.

Schedule of Actuarial Methods and Assumptions

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.



Town of Belmont, Massachusetts

Calendar Year 2017 Annual Town Report

**Report Compiled by
Office of the Town Administrator / Board of Selectmen**

Hard copies of this document are available for viewing at the Office of the Town Clerk, Office of the Town Administrator / Board of Selectmen, and the Belmont Public Library.

Digital copies can be obtained online at www.belmont-ma.gov/annual-reports