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DATE: October 17, 2022
TIME: 3:44 PM

Minutes of the
Town of Belmont
Warrant Committee Meeting
Wednesday, September 28, 2022
7:30pm



To view the recording of the meeting, please click [HERE](#).

Call to Order: Mr. Lubien called the meeting to order at 7:30pm.

Member	Present	Member	Present
Geoffrey Lubien, Chair	Yes	Robert McLaughlin	Yes
Paul Rickter, Vice-Chair	Yes	Lynn Peterson Read	Yes
Elizabeth Dionne, Secretary	Yes	Ellen Schreiber	Absent
William Anderson	Yes	Laurie Slap	Yes
Tom Caputo	Yes	Matthew Taylor	Yes
Christine Doyle	Yes	Jack Weis	Yes
Elizabeth Goss	Absent	Mark Paolillo, Ex-officio Designee - Select Board	Yes
Anne Helgen	Yes	Michael Crowley, Ex-officio, School Com. Chair	Yes
Staff			
Patrice Garvin, Town Administrator	Yes	Jennifer Hewitt, Assistant Town Administrator & Finance Manager	Yes

Meeting Schedule & Topics

Mr. Lubien reviewed the proposed calendar, saying the plan is to meet every two weeks through December.

Finalize Subcommittee Structure and Assignments

Mr. Lubien announced that there were 2 resignations from the Warrant Committee which leaves 3 open positions on the Committee. These openings will affect the Subcommittee assignments.

Mr. Lubien reviewed the discussions he has had regarding the subcommittees:

- Long-Term Finance: There was a discussion of whether or not to dissolve this subcommittee (it's work will be absorbed by Ms. Hewitt's office), and how the Warrant Committee would work with Ms. Hewitt for this information.

Motion: Ms. Slap moved to disband the Long-Term Financial Planning Subcommittee. Mr. Caputo seconded, and the motion passed unanimously by roll call vote.

- Communications Subcommittee: There was discussion to suspend or disband the Communications Subcommittee because of lack of Resources.

Motion: Ms. Dionne moved to disband the Communications Subcommittee. Mr. Rickter seconded, and the motion passed unanimously by roll call vote.

- Property Tax: There is a desire to do more on Property Tax so this working group will remain. Ms. Dionne said the working group had been created to see what could be done on Property Tax, especially for seniors. Unfortunately, there was not a lot to be done. They created a report on the topic. The issue of PILOT came up but they could not finish the work because of not receiving information from the Assessors. She hopes the group can finish what they have and document the fact that the information needed wasn't provided and then they could dissolve. There was further discussion of the situation and PILOT payments. Mr. Paolillo asked if the working group would work with him and focus on PILOT payments, which was discussed at length.
- Pension, OPEB & Debt would be changed to Shared Services which will include Facilities, Pension, OPEB, Debt, and Benefits. These are either fixed costs or provide services to all Town departments. Mr. Lubien reviewed the membership of the subcommittee and recommended adding another 2 people.

36 There was a discussion of including Facilities and the structure, composition, and workload of this
37 committee.

38 Mr. Lubien suggested that other committee memberships remain TBD until new people join the Warrant
39 Committee, including:

- 40 • Human Services – they are comfortable waiting for a 3rd member.
- 41 • General Government: Ms. Dionne said they could streamline a lot of this work, so this subcommittee
42 will be eliminated.
- 43 • Public Safety: Mr. Lubien said there seems to be comfort having 4 members. The makeup of this group
44 was discussed with Ms. Helgen staying on until a new person joins the Warrant Committee and can be
45 assigned to this subcommittee.
- 46 • Education: Mr. Anderson and Mr. Taylor expressed interested in this group, as well as others. Mr.
47 Lubien said it would be good to have some new members and asked if someone would move
48 elsewhere. This was discussed.
- 49 • Shared Services: Mr. Lubien reviewed the departments included in this group. There was a discussion
50 of the new Solid Waste Contract under consideration as well as membership on this subcommittee.
- 51 • Tax: this group is okay although there was a discussion of others joining.

52 **Post-Presentation Discussion of September 15 Budget Summit**

53 Mr. Lubien provided information on the Budget Process Summit. He explained that there was some confusion
54 about level-funded versus level-services. He said the Departments should come in with a reasonable level
55 funding as a starting point and explained what would happen after that. There was a discussion of the
56 confusion and the differences between level-funded and level-services.

57 There was a long, detailed, and robust discussion of the new process and its challenges and opportunities as
58 well as funding options and strategy.

59 **Post-Presentation Discussion of August 3 Collins Center Report**

60 Mr. Lubien shared the recommendations from the Collins Center Report which had been sent to members. He
61 asked if there are areas that the Warrant Committee wants to focus on.

62 Ms. Garvin added that the Select Board had prioritized the recommendations at a recent meeting. It will be
63 sent to the Warrant Committee, plus Ms. Hewitt said it is on the Budget website. Mr. Paolillo explained the
64 Select Boards criteria for ranking and discussed their recommendations. There was a discussion of ranking
65 systems.

66 The group discussed the importance of the various recommendations and the issues surrounding them.

67 **Updates, if any, from subcommittees, working groups, and/or committee liaisons, including:**

- 68 A. Town Administrator: Ms. Garvin announced that the Department Head's discussions will be November
69 14th-22nd and she will send out information for members to participate.
- 70 B. Select Board: Mr. Paolillo shared upcoming agenda items that might be interesting to the Warrant
71 Committee.
- 72 C. School Committee: Mr. Crowley said the School Committee had started budget work, and their
73 discussions will start at the regular Tuesday night budget meetings. He has asked that subcommittee
74 members be invited to one of those meetings.
- 75 D. Rink Committee: Mr. Caputo said the current number is close to \$41 million, which many feel it too high
76 so the engineering will be reviewed. There was a review of the fundraising efforts for the Rink and the
77 Library

78 **Public Comment** – there was no public comment.

79 **Adjournment**

80 **Motion:** *Mr. McLaughlin moved to the adjourn the meeting of the Warrant Committee. Ms. Dionne*
81 *seconded, and the motion passed unanimously. The meeting was adjourned at 9:40pm.*

82
83 **Next Meeting:** Wednesday, October 12, 2022 at 7:30pm

84
85 Respectfully submitted by,
86
87 Susan Peghiny
88 Recording Secretary