

Minutes

Town of Belmont

2019 MAR 19 PM 2: 12

Belmont Municipal Light Board

Joint with Light Board Advisory Committee

Selectmen's Meeting Room

Monday, February 25, 2019

6:00pm

I-CALL TO ORDER

A meeting of the Light Board was called to order at 6:01pm by Chair Tom Caputo. Vice Chair Mark Paolillo was present. Board Member Adam Dash was present. General Manager Chris Roy was present.

II-REVIEW OF GENERAL MANAGER

Jessica Porter (Director, HR) joined the meeting. T. Caputo explained that J. Porter had facilitated the review process. Due to Open Meeting Law, this was the first opportunity for the Board to view and discuss the feedback from the other members. The review consisted of ratings on a five point scale (1 being low; 5 being high) in the areas of leadership/management, judgement, knowledge/skills, and community engagement. It further included a self-evaluation and goals for the upcoming year.

T. Caputo applauded C. Roy for a thoughtful self-evaluation and proceeded to highlight the Board's ratings and comments in each of the categories. C. Roy had received ratings of 4 or 5 in each of the areas considered, with an overall rating of 4.65. T. Caputo summarized the review as extremely positive and expressed enthusiasm from the Board to continue to work with C. Roy.

Noted areas for development included: gaining further knowledge of Belmont's policies; representing Belmont on a larger scale throughout the State; improving communication of knowledge. A. Dash stressed the importance of communicating issues in a way the public can understand. M. Paolillo highlighted the need to make Belmont Light more visible in the community, citing a survey showing that less than half the Town knew Belmont has a Light Board. M. Paolillo thought that governance was a key issue that should be addressed as part of future goals; T. Caputo agreed, stating that it would be addressed as part of the strategic planning process.

J. Porter advised that the Board should take a formal motion to recognize the review, and would need to determine the amount of merit increase awarded to C. Roy. Due to time constraints, it was agreed to postpone discussion of C. Roy's goals for the upcoming year to the next meeting.

Motion: To accept the evaluation of Belmont Light General Manager Chris Roy as discussed, with additional review of goals for the year to take place at the next Light Board meeting. (Vote passed 3-0)

III-DISCUSSION OF VETERANS MEMORIAL COMMITTEE REQUEST FOR LIGHTING

Angelo Firenze (President, Belmont Veterans Memorial Committee) and Joseph White (Belmont Veterans Memorial Committee) joined the meeting. The Veterans Memorial Committee had requested a quote for lighting of the Memorial as well as the nearby path; the quote had come back higher than expected, and it had been decided to move forward with just the lighting of the Memorial for the time being. A. Firenze requested the approval of the Light Board, for Belmont Light to conduct work connecting power to a box nearby that would facilitate the lighting. C. Roy was supportive of the initiative. He mentioned that he would prefer to see pole-mounted lighting versus surface lighting along the path in the future, as it would allow for the installation of Smart LEDs and shields to mitigate light pollution in the neighborhood.

There was discussion about whether the installation of lighting required approval from the Historic District Commission (HDC) and/or Conservation Commission, and whether the neighborhood had been consulted. A. Firenze maintained that the lighting was included in the initial plans for the Memorial, though the type and location of the lighting had changed slightly. It was determined that the Veterans Committee was planning to meet soon with the HDC to discuss another aspect of the project, and should seek approval of the lighting at that meeting.

Motion: To approve running wire from Underwood Street to the transformer box located at Clay Pit Pond, for purposes of lighting the Veterans Memorial, conditional on sign-off by the Historic District Commission. (Vote passed 3-0)

IV-STRATEGIC PLAN DISCUSSION

The Light Board Advisory Committee (LBAC) called itself to order. Chair Steve Klionsky and Members Mark McVay, David Beavers, Ralph Jones, Bob Forrester, Roy Epstein, and Travis Franck were all present.

S. Klionsky noted this was LBAC's first look at the draft strategic plan.

C. Roy identified key components of the plan as having Belmont Light be identifiable and understandable by the community, and to align the purpose of Belmont Light's activities with the community's goals. In terms of process, he considered this to be a first step in obtaining feedback from the Board and getting a sense of whether the Strategic Plan was generally on the right track. A more in-depth review could be done at the upcoming March 6th meeting of LBAC. C. Roy further explained that he was simultaneously pursuing an RFP for the implementation phase of the strategic plan; the strategic plan document would inform the implementation, however it was necessary to initiate the RFP process in parallel due to timing considerations.

Some specific items of feedback on the document were discussed:

- A. Dash suggested that 'Values' should include something addressing climate change.
- T. Caputo asked for clarity on what was meant by 'changing industry standards' with respect to customer experience, and on what the 'focus areas' were.
- M. McVay pointed out the need to balance flat revenues against the list of planned initiatives.
- R. Epstein asked for a breakdown of outages between planned versus unexpected outages.
- T. Caputo requested further details explaining how Belmont Light was benchmarking to industry standards.

T. Caputo suggested for each member of the Light Board to provide more detailed feedback on the strategic plan document, which could then be discussed at the next Light Board meeting, following additional review by LBAC at its March 6th meeting.

V-APPROVAL OF MEETING MINUTES

Motion: To approve the January 28, 2019 minutes. (Vote passed 3-0)

VI-FUTURE MEETING DATES

[Not discussed.]

VII-ADJOURNMENT

Motion: To adjourn. (Vote passed 3-0)