



As we enter the final month of the year, the Town of Belmont is embracing the spirit of the season with continued progress and community engagement. From ongoing infrastructure improvements to exciting local initiatives, there is much to look forward to as we close out 2025 together.

I'd like to extend sincere appreciation to all Town staff, residents, and volunteers for their hard work and collaboration throughout the year, your commitment makes Belmont a wonderful place to live and work. With festive celebrations ahead and preparations for the new year underway, we invite you to explore this December edition of the Town Administrator's Bulletin to stay informed and connected with everything happening across our community!

- Patrice Garvin, Belmont Town Administrator

Subscribe!

To stay informed, [subscribe to News and Announcements](#) on the Town's website and receive the Bulletin directly in your inbox each month.

Select Board News & Initiatives



Upcoming Meeting(s):

December 9th, 2025 - Police Chief Screening Committee Public Forum: 6:00 p.m. - 8:00 p.m.

December 10th, 2025 9:00 a.m. - 10:30 a.m.

December 12th, 2025 9:00 a.m. - 10:30 a.m.

December 15th, 2025 6:00 p.m. - 9:00 p.m.

Previous Meetings archived on the [Belmont Media Center Website](#) with meeting minutes and Materials archived on the [Select Board Webpage](#).

Weather & Community Alerts Registration

Make Sure to [register for community and weather alerts](#) to stay up to date on storm parking bans, building closures, and other community updates.



New Library Coming Soon

Belmont's new Library is getting closer every day — and I've got to say, it's going to be a game-changer for this community.

We're talking a bright, two-story space filled with natural light, comfortable seating, and room for everyone to find their spot. The Children's Room will be better than ever, the Teens will finally have a space designed just for them, and our new Community Classroom will open the door to hands-on creativity and learning like we've never been able to offer before.

There will be quiet corners for reading and studying, places to collaborate, and outdoor spaces where we can gather, celebrate, relax, and enjoy the seasons together. Modern technology, sustainable design, and an intentional layout will help us do what libraries do best — connect people to ideas, to resources, and most importantly, to each other.

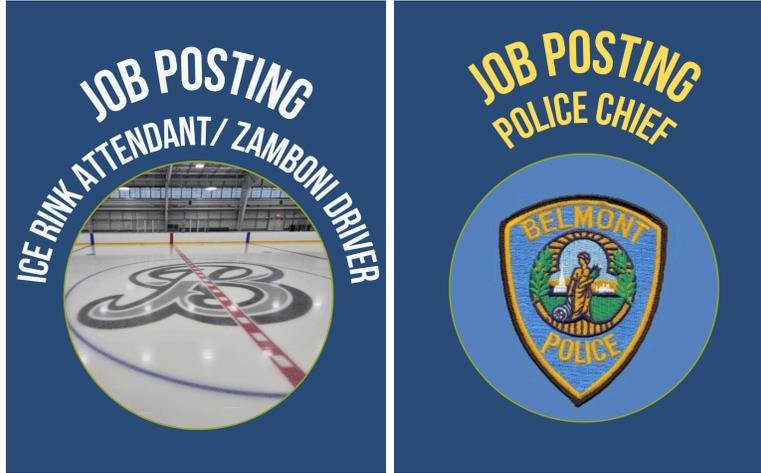
Next month is going to be a big moment for Belmont. We can't wait to welcome you home to your new library. **Stay tuned for our Grand Opening Celebration announcements.**



Job Postings

[Ice Rink Attendant/Zamboni Driver](#)

[Police Chief](#)



[Belmont Community Health and Resource Guide](#)



Substance Misuse and Mental Health Resources for Belmont Residents



Crisis & Emergency Services (24/7)

- [988 Suicide & Crisis Lifeline](#): Call/Text 988
- [Advocates Emergency](#): 781-893-2003
- [MA Behavioral Health Help Line](#): 833-773-2445
- [Harm Reduction Line](#): 800-327-5050 or Text "HOPE" to 800327

Peer Recovery Coaching & Local Support

The *Town of Belmont* offers free recovery coaching by certified professionals with lived experience.

- [Barrie Brian](#), Recovery Coach: [781-820-5071](tel:781-820-5071) (call or text)
- [Tommy Caccavaro](#), Recovery Coach: [781-670-6126](tel:781-670-6126)
- [Erin Lubien](#), Recovery Coach: [617-487-4490](tel:617-487-4490)
- Substance Use Disorder Financial Scholarship Program: [Contact Barrie](#) for more information

Mental Health Referrals

- [INTERFACE Service](#): 888-244-6843 (M-F, 9a–5p)
(Supported by the Cummings Foundation)

Mental Health & Substance Use Treatment Services

- [McLean Hospital](#): 800-333-0338
- [Mass General Psychiatry](#): 617-724-7792
- [Children's Hospital Psychiatry](#): 617-355-6680
- [Mt. Auburn Hospital Addiction Recovery](#): 617-499-5051
- [Insight Recovery Treatment/Mental Health](#): 781-358-8094
- [Children's Hospital Adolescent Substance Use & Addiction Program](#): 617-355-2727
- [MGH Addiction Recovery Management Service](#) (Ages 14–26): 617-643-4699
- [MGH Bridge Clinic](#): 617-643-8281
- [The Bridge – Peer Recovery Center](#): 781-480-4937

Support Groups (Individuals)

- [AA \(Alcoholics Anonymous\)](#):
 - Mon 7:30p: [St. Luke's Church](#), 132 Lexington St.
 - Fri 8:00p: [Plymouth Congregational Church](#), 582 Pleasant St.
- [NA \(Narcotics Anonymous\)](#): 866-624-3578
- [Marijuana Anonymous](#): 800-766-6779
- [Gamblers Anonymous](#): 855-222-5542

Family & Caregiver Support

- [Learn to Cope](#): 508-738-5148
- [Al-Anon / Nar-Anon](#)
- [The Family Restored](#): 617-291-3266
- [McLean Family Groups](#): 800-333-0338
- NAMI Family Support: 781-394-4637 | www.namimass.org

Family Education

- [BALM: Be A Loving Mirror](#)
- [CRAFT Community Reinforcement Approach](#)
- Free copies of "[Complete Family Guide to Addiction](#)" available at the Belmont Health Dept

Prevention & Safety

- [Free Narcan](#): Available anonymously in the hallway outside of the [Belmont Health Department](#) (in the Homer Building, 19 Moore St.)
- [Needles/Sharps Disposal](#): during business hours (at the Belmont Health Department) - Sharps must be in a sealed hard plastic container
- [Prescription Medication Disposal Kiosk](#): Available 24/7 in lobby of the [Belmont Police Department](#) (460 Concord Ave.)

Need Help or More Info? Call 9-1-1 in event of an emergency. All other questions call the Belmont Health Department at (617) 993-2720

Employee Spotlight December 2025

Maureen Sevene

Administrative Coordinator, Belmont Fire Department

Each month, Town Administrator, Patrice Garvin highlights a single employee whose hard work and dedication exemplifies what it means to be an employee for the Town of Belmont. The Employee Spotlight Series shines a light on incredible employee achievements and provides an opportunity to introduce and recognize Belmont Town Employees throughout the Belmont Community.

This month, we are proud to feature **Maureen Sevene**, Administrative Coordinator for the Belmont Fire Department. Since joining the Town in 2023, Maureen has become an indispensable member of the department—someone whose professionalism, positivity, and dedication ensure that daily operations run smoothly behind the scenes. Working closely with Fire Chief David DeStefano and the Command Staff, she plays a vital role in supporting the firefighters who serve and protect the Belmont community.

Maureen’s role touches nearly every aspect of departmental operations. A typical day for her includes preparing reports, letters, memos, and official correspondence; maintaining confidential personnel files and organized records; coordinating with other municipal departments; overseeing office management and supply needs; and processing payroll for nearly 50 Fire Department employees. It’s comprehensive work that requires precision, trust, and strong communication—qualities she brings naturally to the job. “I enjoy being able to help the department function effectively,” she says. “My goal is always to make sure the team has what they need to do their jobs.”

Maureen began her Belmont career in the Fire Prevention Division working part-time under Captain Wollner. She found that work deeply rewarding, especially the opportunity to interact with the public and support community safety efforts. What first drew her to the Town was the flexibility and work–life balance the role offered, but what convinced her to stay were the people. “I really loved working with everyone here,” she recalls. “My coworkers made coming to work every day worthwhile.”

So when the opportunity arose to step into a full-time Administrative Coordinator role, she didn’t hesitate. Already familiar with the department, its pace, and its mission, Maureen embraced the chance to take on greater responsibility. Her focus from the start has been to support the Fire Department so that Fire Chief DeStefano, the Command Staff, and Belmont’s firefighters can continue doing their critical work for the community.

Before joining the Town, Maureen spent two decades working in the Medical Billing Department at Mount Auburn Hospital and also worked in childcare. Reflecting on her career path, she sees a clear theme: caring for the well-being of others. Whether supporting children, patients, or now a team of firefighters, Maureen has always been committed to helping people thrive. “I’ve always been someone who keeps things running in the background,” she explains. “Being reliable and positive is important to me. I want to make things easier for the people I work with.”

That positivity is one of the hallmarks of her approach. Challenges, she says, are just tasks waiting to be completed. “I don’t really think of things as challenges,” she explains. “I come in each day knowing what needs to get done and I focus on that. As an admin coordinator, you have to be flexible—things move fast here.” She meets each day with a smile and a calm, adaptable mindset, helping the department stay grounded even in its busiest moments. A key quality to her success is patience—a skill she has developed over her career. Maureen explains: “it’s important to have patience to listen to others and really understand their needs and what needs to get done.”



Among her proudest accomplishments is her transition from Fire Prevention to her current full-time role. Though the work is very different, she finds it equally meaningful. “It has been a big step, and a rewarding one,” she says. Her colleagues agree—her steady presence, attention to detail, and can-do attitude have quickly made her an essential part of the Fire Department’s success.

Maureen says she stays motivated by focusing on the work in front of her. “I just do it—I don’t have any special secrets,” she says with characteristic modesty. “I really try to never have a bad day. It’s important not to let things bother you and to focus on getting the job done.” It’s an outlook that sets a positive tone for the entire department.

Chief DeStefano describes Maureen as a dedicated professional whose support is integral to the Fire Department’s operations. Whether coordinating logistics, managing administrative responsibilities, or offering a welcoming presence in the office, she keeps the department running smoothly day after day.

Outside of work, Maureen enjoys a quiet, family-centered life. She is a proud mother of two children—her daughter Allie, who recently graduated high school and is beginning her college journey, and her son Timmy, who plans to graduate this year and is considering a career as an electrician. Maureen loves spending time close to home, taking local trips and enjoying the everyday moments of parenthood.

As she looks to the future, Maureen remains focused on supporting the Fire Department and the community it serves. Her dedication, reliability, and positive spirit make her a valued member of the Belmont team and a wonderful representative of the Town’s commitment to service.

Congratulations to Maureen Sevene, our December 2025 Employee Spotlight honoree!

Community Announcements

Belmont Fire Department

In the fall season, the fire department responded to over **700 calls for service!** In addition, we hosted and participated in several **training programs** at the regional level. Our firefighters worked with others from across the area at a **Rope Rescue-Operational Level** class taught by the Massachusetts Fire Academy. Our Training Division also hosted the **MBTA** for a class on the **new all-electric buses** that have recently entered service. Several other fire departments from around the metro region joined us for this informative seminar.

The fire department also instructed two **Lifesaving Skills classes** that featured CPR certification, Narcan administration and techniques to control traumatic bleeding. These programs were offered at no charge to Belmont residents through funding approved by Town Meeting from the **Opioid Settlement Fund**. Please follow our [social media](#) and [website](#) for a schedule of future offerings of this class. **Belmont Emergency Management** in conjunction with the **Massachusetts Emergency Management Agency** also presented training to several **department heads** and **Select Board Chair Matt Taylor** on the functions of the **National Incident Management System**. This incident command and organizational tool is used nationwide in the management of all emergency incidents.

Ensuring that Belmont is proactive in our approach to pre-planning and mitigating emergencies of all types is the core mission of our fire department and emergency management functions.



Beech Street Center and Belmont Recreation

These guides are available on the [Beech Street Center](#) and the [Recreation Department](#) websites and include many fun and engaging community events!



	SENIOR NOTES BEECH STREET CENTER 266 BEECH STREET • BELMONT, MA 02478
	• DECEMBER 2025 •
PHONE: 617.993.2970 • EMAIL: COA@BELMONT-MA.GOV WEBSITE: BEECHSTREETCENTER.ORG	

BRANDON FITTS
Director
617.993.2970
bfitts@belmont-ma.gov

HEIDI BARBERIO
Assistant Director
617.993.2970
hbarberio@belmont-ma.gov

J.R. AMOUR, LICSW
Social Worker
617.993.2983
jamdure@belmont-ma.gov

DOINA ILIESCU
Front Desk Admin
617.993.2970
diliescu@belmont-ma.gov

SOPIE DALEY
Director of Programs and Senior Services
617.993.2978
sdaley@belmont-ma.gov

AIMEE LEBRUN
Program Coordinator
617.993.2979
alebrun@belmont-ma.gov

TRANSPORTATION
617.993.2980

RICHARD BERGER
Tech. Support
Facilitator
rberger@belmont-ma.gov

Belmont Police Department

Belmont Police are currently **collecting unwrapped toys in the Police Department Lobby** for Toys for Tots. Please consider donating, as the toys will go to Belmont children in need.

If you or another resident is in need of toys this Holiday season, please **contact Officer Kristine Pugliese** at kpugliese@belmontpd.org or **617-993-2534**



TOWN CLERK NOTES – DECEMBER 2025

2026 ANNUAL LOCAL CENSUS – Town census forms will be mailed to every Belmont residence in January. Please sign and submit your census as soon as possible. All residents should be listed – adults, children, citizens and non-citizens. We will process all returns to keep our voting list updated and provide current information to the 911 system. If you receive a census form addressed to someone other than your household, please do not open it - return it to our drop box or by mail. If you are new to town, you may receive a form addressed to “current resident” please complete and submit. If you do not receive a form by early February, you may come into Town Hall and request a form to file your household census information.

DOG & CAT LICENSING – All Belmont pet licenses expire December 31st. Owners must license their dogs and cats between January 1 and March 15, 2026 to avoid additional fees and penalties. Online renewal is available for pets previously licensed in Belmont that have current rabies certificates on file. First time licenses for new pets require a paper application and copy of current rabies vaccination – submit by mail, to our drop box (at base of steps into Town Hall), or in person. Pet license application forms will be included in the January census mailing.

2026 BELMONT ELECTIONS –

April 7, 2026 – Annual Local Election

September 1, 2026 – State Primary

November 3, 2026 – State Election

Precinct polling places will be open 7am-8pm on Election Days. Vote By Mail (VBM) will be available for all elections (2026 application will be included in local census mailing – all VBM requests expire December 31st). In Person Early Voting at Town Hall will be available for the September & November elections. Please go to www.voteinma.com for information and services about voting – registration verification, registration changes, request a Vote By Mail ballot, precinct polling locations, etc. For information about becoming a Belmont election worker [click here](#).

Have you ever thought of running for elected office in Belmont? If you're a registered voter, there are many opportunities open to you in 2026!

We encourage all registered voters to consider running for elected office. The Town of Belmont's elected government consists of an Executive branch, comprised of seven independently elected multi-member Boards, Commissions and Committees with one elected full-time employee (Town Clerk) and a Legislative branch called the Representative Town Meeting, comprised of one Moderator, and 288 elected Town Meeting Members (36 from each of our eight voting precincts).

Town-wide Offices

Annual Town Election Ballot in 2026

Select Board	1 member for three years
Board of Cemetery Commissioners	1 member for three years
Board of Health	1 member for three years
Municipal Light Board	1 member for three years
Trustees of the Public Library	2 members for three years
School Committee	2 members for three years
Moderator	1 person for one year
Housing Authority	1 member for five years

Representative Town Meeting

Town Meeting Members	12 members for three years in each of eight voting precincts PLUS any partial term seats to fill vacancies
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Each year, seats for these public bodies will be filled by election; any registered voter of Belmont may seek election. Sometimes an incumbent will choose to run for re-election but no one holds or owns a seat without running for election; each open seat must be won. Typically, the term for these Town-wide officials is three-years, however the Housing Authority is a five-year term and the Moderator is a one-year term. Town Meeting Member terms are for three years, unless there is a resignation by a Town Meeting Member, leaving a vacancy for the remainder of the original member's three-year term. Town Meeting is the body that votes on the budget, Belmont's General Bylaws and Zoning By-Laws, acceptance of State option statutes and resolutions.

The [Town Clerk's webpage](#) contains information and links for precinct maps, campaigning, campaign finance, Election Day activities and prohibitions, etc. You may also request lists of voters in previous elections specifically or current lists of current registered voters in the Town of Belmont.

If you have any questions, please call the Town Clerk's office at 617-993-2603 or send an email to voting@belmont-ma.gov. Minutes of the individual Boards, Commissions and Committees are also accessible through the Town's [website](#) to help educate the public and candidates about the activities of the governmental body.

FOR TOWN-WIDE CANDIDATES:

Educate yourself on the campaign finance laws for the Commonwealth of Massachusetts [here](#). This will help you decide how to fund your campaign and if necessary, select your campaign committee. It is a good habit to set calendar reminders for eight days before the election, thirty days after, and for January 20th the next year to file the compulsory campaign finance reports. Please refer to links and resources on the Town Clerk web page.

A public employee who runs for elective office and wishes to raise funds must create a campaign committee organized on their behalf to handle all fundraising. Public employees are prohibited by law from political fundraising, even for their own campaigns. A political committee may not accept any contributions, make any expenditures or incur any liabilities until the Treasurer qualifies for the office of treasurer by completing, signing and filing a [CPF M101](#) form.

By law, a committee must name a chairperson and a treasurer. The chairperson and the treasurer may be the same person, unless that person is a public employee. **A public employee may not serve as the treasurer of any political committee.** A candidate may not be the treasurer of his or her own committee, but may be the chairperson.

- If you choose to form a campaign committee under the Campaign Finance Laws, organize it by filing the CPF M101 form with the Belmont Town Clerk.
- Begin campaign activities and pay attention to campaign finance report deadlines and laws governing campaigning and Election Day activities. Campaign finance filing reminders will be sent to all candidates and incumbents on the ballot by email.

Candidates who decide not to have a campaign committee may, in lieu of submitting the required pre-election and post-election reports, file an [CPF M109](#) form if they do not receive any campaign contributions or make any expenditures or financial obligations. More information may be obtained from the Office of Campaign and Political Finance by emailing ocpf@mass.gov or calling their office at (617) 979-8300.