

Board of Selectmen Meeting: January 8, 2018

Present: Gibbs, Freiman, Ulfelder, Sullivan Woods

Also Present: Robinson, Jop

Minutes Approved:

Warrants approved: 2018-024 in the amount of \$2,126,610.43

2018-025 in the amount of \$5,890,820.71

2018-026 in the amount of \$1,455,116.13

Meeting Documents:

1. Agenda
2. Agenda Background Memorandum
3. BOS Calendar
4. Executive Director's Weekly Report
5. Memo from Chief of Police to promote Sergeant Jeff Renzella to position of Lieutenant
6. Sergeant Jeff Renzella Resume
7. Spreadsheet on FY19 Operating & Capital Budget
8. PowerPoint Presentation-on FY19 Operating & Capital Budget
9. Listing of proposed warrant articles
10. Meme from Blyth Robinson RE: Town Meeting Warrant
11. Draft Warrant
12. Town of Wellesley Draft Debt Policy
13. Town of Wellesley Draft Capital Policy
14. Memo from Michael Zehner: RFP to develop the Tailby Lot
15. Memo from Town Clerk RE: Polling place change for Precinct H
16. Emails regarding Precinct H polling place change
17. Minutes from November 13, 2018
18. Minutes from November 20, 2018
19. Minutes from December 2, 2018
20. Minutes from December 13, 2018
21. Spreadsheet from COA listing gifts
22. MMA Annual Meeting Information Memo
23. FY18 Work Plan- Updated December 2017
24. Animal Control Report- November 2017
25. Commendation Memos from Chief Pilecki
26. Parking Meter Collections Summary, November 2017

1. Call to Order & Citizen Speak

Ms. Gibbs, Chair, called the Board of Selectmen meeting to order at 7:02 PM. She announced that the Town has been designated as a Green Community and has been awarded an initial grant. In addition, status as a Green Community allows for additional grant opportunities on a yearly basis.

Citizen Speak

None.

2. Appoint Police Lieutenant

Chief Jack Pilecki, Deputy Chief Scott Whittemore, and Sergeant Jeff Renzella joined the Board. Chief Pilecki described the promotional process for the Lieutenant position. Chief Pilecki noted the Town left civil service in 2010 and worked out a promotional policy with the unions that includes 3 phases: written

exam tailored to Wellesley, an assessment center, and an interview. Four Sergeants took the exam and went through the assessment center. The assessment center included role playing and scenarios. Sergeant Renzella achieved the highest score on the promotional exam process and Chief Pilecki recommended Sergeant Renzella to be promoted to the rank of Lieutenant.

Sergeant Renzella introduced his family and described his leadership style and commitment to the Town of Wellesley. Deputy Chief Whittemore offered his recommendation of Sergeant Renzella and his excellent work mentoring the patrolman, and now the sergeants. The Board asked Sergeant Renzella several questions.

Upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board voted (5-0) to promote Sergeant Jeff Renzella to the rank of Lieutenant effective January 8, 2018.

3. Discuss FY19 Budget Status – Operating & Capital

Finance Director Sheryl Strother joined the Board. Ms. Strother gave a brief presentation on the status of the FY19 Budget. At present, the Town is approximately \$75,000 short of a balanced budget, however that does not include a formally adopted School Budget. Ms. Strother noted the current budget proposal includes the use of \$2.5 million in free cash.

Mr. Ulfelder asked Ms. Strother how the free cash amount is determined. Ms. Strother noted the Town, year over year is typically generating consistently \$2.5 million in revenue. Over recent years, it has been the practice to apply the funds to the budget. Ms. Strother noted if the Town has a good financial turn out with health care, the budget could use less free cash and put more into the reserves. The current budget is within the reserve policy guidelines, and the question is whether the Board wants to increase the reserve percentage in the desired range.

The Board briefly questioned the impacts of the free cash on the Special Education (SPED) Stabilization Fund. Ms. Strother noted the Town has not received the SPED assessment from the School Budget. The Board was in agreement if the health care projections are favorable, the Board would not be increasing operating budgets, or putting additional funds in the Special Education Stabilization Fund. Mr. Morgan was in agreement with Mr. Ulfelder that he would like to see the Town's reserve balance percentage increased.

Ms. Strother reviewed the current debt schedule with the Board.

Ms. Robinson reviewed several of the proposed Capital Projects proposed for this year. She noted there are three critical building projects associated with the Middle School including the steam pipe replacement, some exterior work to prevent infiltration of water, and the installation of HVAC in the gym. Ms. Robinson noted the School Committee also put forward the reconstruction of the Middle School Parking Lot, however that may be impacted by the building projects, so continues to be evaluated. Ms. Robinson stated she is asking the School Department to review all projects, particularly in the Middle School and prioritize the projects, and then to come back to a later Town Meeting with the paving project.

Mr. Morgan noted the Steam Pipe project will be reviewed later in the week and asked the Board to consider whether they would vote support for the design of the project.

Upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board voted (5-0) to support the School Department proposal for steam pipe design at the Middle School.

4. Review Draft Annual Town Meeting Warrant

Ms. Robinson reviewed the current draft of the Annual Town Meeting Warrant. Ms. Robinson noted this year's Warrant has several organizational changes including the insertion of budget and project costs. Ms. Robinson asked the Board to review the order of the Articles. Ms. Robinson noted the timing of the Town Hall Exterior Project funding and noted for timing, the Town might want to include a Special Town Meeting with in the Annual Town Meeting.

Ms. Sullivan Woods noted historically the funding for large projects has had movement late in the process. Town Meeting Members have given feedback that constant changes are more disconcerting than getting the correct amount in the Warrant. Ms. Sullivan Woods stated a concern is that if cost estimates come in ahead of the amount in the Warrant, than the Town has no recourse to increase the amount.

Ms. Robinson asked the Board for any additional comments or changes, noting it is anticipated the Board would sign the Warrant at the meeting on January 29, 2018.

5. Review Draft Capital and Debt Policies

Ms. Robinson briefly reviewed an initial draft of a proposed Debt Policy. She further noted that she and Ms. Strother are also working on a Capital Budget Policy.

6. Discuss Dissemination of an RFP to develop the Tailby Lot

Ms. Jop noted the Board received a request from the Planning Board in a memo from Michael Zehner, asking for the Board to consider issuing a housing Request for Proposals (RFP) for the Tailby and Railroad Parking lots. Ms. Jop gave an overview of the past studies the Town and the Planning Board have performed on the sites relative to redevelopment and specific to housing. Ms. Jop noted the significant number of 40B proposals the Town is currently facing, and in particular the current project proposed at Delanson Circle, which is across the street from the Tailby Lot. Ms. Jop noted the Town parking lots provide dual access and both front the commuter rail. The RFP process would be similar to the process the Town recently underwent with the 900 Worcester Street project. Should the Board select a project, the Board would negotiate a lease, and the lease would require approval at Town Meeting.

Ms. Deborah Carpenter, Chair Planning Board, Mr. Jim Roberti, Planning Board, and Mr. Michael Zehner, Planning Director joined the Board. Ms. Carpenter discussed the Planning Board's view that the site is better situated and suited for development than the proposed Delanson site. She noted the Board could put out the RFP, and if responses are not favorable does not have to move forward. The release of the RFP is low risk to the Town, with the potential for better affordable housing design. Mr. Roberti and Mr. Zehner agreed, both noting, if the Town does not move forward with a proposal for these two sites there likely will never be another opportunity. If the Delanson project is constructed, it will preclude redevelopment of the Tailby and Railroad Lots, which the Town has been studying for nearly 40 years.

The Board discussed the proposal and in general was supportive of directing staff to draft the RFP. Ms. Sullivan Woods noted there are many considerations to the development of the lot including the potential impact to commuters and to the merchants. Ms. Sullivan Woods thought the proposal was being rushed and that all stakeholders were not being considered. It was noted this is not the Town's typical course, which generally includes a release of a Request for Information, followed by a Request for Proposals. However given the affordable housing development pressure and the low risk release of an RFP, the Planning Board and staff were supportive of moving forward with a draft for the Board to consider.

Upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board voted (4-1, with Ms. Sullivan Woods against) to direct staff to develop a draft RFP for development of the Tailby and Railroad commuter parking lots for further review by the Board of Selectmen.

7. Discuss Designation of Tolles Parsons Center as a Polling Place

The Board continued to review the request to make the Tolles Parsons Center a polling location for Precinct H. The Board previously had taken this item up, and wanted to verify with the Council on Aging (COA) that they were in agreement with the use of the building as a polling location. Mr. Ulfelder noted that he has discussed the matter with Ms. Diana Campbell, Chair of the COA, and although the COA has not officially voted, has verified they are favorable to making the location a new polling location. The Board briefly noted the School Department is very supportive of moving the Precinct H polling location from the High School.

Upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board voted (5-0) to change the poll location for Precinct H from Wellesley High School to the Tolles Parsons Center at 500 Washington Street effective with the March 6, 2018 Annual Town Election.

8. Executive Director's Update

Approval of Minutes

Upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board voted (5-0) to approve the minutes of November 13, November 20, December 2, and December 4, 2017.

Accept COA Gifts

Upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board voted (5-0) to accept a gift from the Friends of the Wellesley Council on Aging of \$694.00 for the November Senior Lunch Program.

9. New Business/ Correspondence

None.

At 9:17 pm the meeting was adjourned.