

Advisory Committee
October 30, 2013
Felix Juliani Meeting Room, Town Hall

Marjorie Freiman called the meeting of the Wellesley Advisory Committee to order at 7:30 p.m. Those present included Robert Capozzi, Mary Crown, Thomas Engels, Becky Epstein, Ann Marie Gross, John Hartnett, John Hussey, Lucy Kapples, Andy Patten, Ann Rappaport, Deb Robi, Mason Smith and Scott Tarbox.

Citizen Speak

No one wished to speak.

Community Preservation Committee Overview

Allan Port, Chair, and Barbara McMahon of the Community Preservation Committee gave the overview. The Community Preservation Act was reviewed including its role and funding and the CPC member composition. Changes to the Act made in 2012 were also discussed incorporating an explanation and clarification of extra available funding. Past appropriations, current and planned projects were also outlined. Mr. Port explained the allowable uses for funding purchases and projects which fall under the CPA purview including acquisition, creation, preservation, support and rehabilitation and/or restoration. Objectives include maintaining appropriate distribution among the allowed uses, retaining fiscal reserves and supporting projects which might not otherwise be completed. A review of the financial plan for FY12 through FY18 was discussed showing revenue sources, appropriations and fund balances.

Presentation on Warrant Article 6, Motion 2

Sheryl Strother, Finance Director, gave the overview. She was accompanied by Hans Larsen, Executive Director, as well as Katherine Babson, Barbara Searle, Terri Tsagaris and Ellen Gibbs of the Board of Selectmen.

ARTICLE 6. To see what action the Town will take on the authorized and unissued loans including those identified in the list of same on file in the offices of the Board of Selectmen and Town Clerk; to rescind authorization to borrow, and to authorize the transfer of unused proceeds from previously issued loans to one or more eligible appropriations previously authorized; or take any other action relative thereto. (Board of Selectmen)

Motion 1 is for approval to rescind the debt authorization for several projects which were completed under budget. Motion 2 is for the authorization to repurpose or re-appropriate premiums (excess funding which was not used). Motion 3 is not expected to be presented at Special Town Meeting.

Ms. Strother explained premiums and their use, as well as taxing issues involved in this type of transaction.

Procedure for Hiring New FTEs

Hans Larsen, Executive Director, explained a new employment policy. Starting immediately, any department hiring a new full-time employee will be required to cover the cost of benefits by transferring \$20,000 from the department's budget to the Group Insurance budget. This requirement will show the full cost incurred to hire a new person and will provide more transparency and accountability. Discussion followed.

Discussion of Warrant Articles 1, 5, 7, 9, 12

***ARTICLE 1.** To choose a Moderator to preside over said meeting and to receive reports of town officers, boards and committees, and discharge presently authorized special committees; or take any other action relative thereto. (Board of Selectmen)*

This article allows a Moderator to be chosen to preside over the meeting and to receive reports. This article is mainly a procedural Article which must be handled at each Town Meeting.

***ARTICLE 5.** To see if the Town will vote pursuant to Chapter 40, Section 5B to create a special purpose municipal stabilization fund, establishing a reserve for unanticipated future claims for personal injury and medical and other expenses incurred by on-duty members of the Police and Fire Departments; to raise and appropriate, or otherwise provide, including transfer from available funds, a sum of money for the purpose; or take any other action relative thereto. (Board of Selectmen)*

This Article was reviewed by Hans Larsen, Executive Director, and members of the Board of Selectmen. This fund would be used for future on-duty injury claims for personal injury, medical and other expenses for Police and Fire Departments. The Town's past insurance policy which previously covered such claims could not be renewed. For this reason the creation and funding of this stabilization fund is necessary to handle those costs.

***ARTICLE 7.** To see what sums of money the Town will raise and appropriate, or otherwise provide, to develop further and implement the following school facilities projects; including as appropriate the cost of engineering design services including preparation of bid documents, for construction, reconstruction, remodeling, rehabilitation and/or modernization of the same:*

- 1. To the Permanent Building Committee for design, specifications, and planning for renovations to the Fiske and Schofield Elementary Schools;*
- 2. To the School Committee and Board of Selectmen for conceptual planning work associated with the potential renovation, reconstruction, addition, consolidation or replacement of the Hardy, Hunnewell and Upham Elementary Schools; and*
- 3. To the School Committee and Board of Selectmen for the study of the heating, ventilation, and air conditioning (HVAC) and other systems of the Wellesley Middle School, and other renovations;*

to determine whether such sums shall be raised by taxation, through borrowing and/or by transfer from available funds; or take any other action relative thereto. (School Committee/Board of Selectmen)

KC Kato, Chair of the School Committee, advised that this Article would request funding for design of renovations to Fiske and Schofield Elementary Schools, planning work for Hardy, Hunnewell and Upham Schools and a study of the HVAC systems and boilers for the Middle School, and including window replacement and facade.

***ARTICLE 9.** To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation authorizing said Board, as the local licensing authority, to grant licenses for the sale of wine and malt beverages not to be drunk on the premises by food stores and specialty food stores; said legislation to include a definition of stores eligible for such licenses, to set the maximum number of licenses, to provide for voter approval and to include such other conditions as said Board may deem prudent; said Board being hereby authorized to determine in its sole discretion the form of petition to be filed, and once it is filed, to decide on any subsequent revisions or modifications as said Board may deem best in its opinion to achieve the Town's licensing authority under such circumstances and subject to such conditions as said Board determines; or take any other action relative thereto. (Board of Selectmen)*

Thomas Engels gave the overview. This Article would authorize the Board of Selectmen to petition the General Court for special legislation authorizing them to issue licenses to food stores and specialty food stores for the sale of malt beverages and wine not to be consumed on the premises. The number of licenses is anticipated to be a total of six; 3 for food stores and 3 for specialty stores. The definition of stores eligible is to be determined. Thomas advised that there would be a public forum on Tuesday, November 5, 2013, for citizen input.

ARTICLE 12. To authorize the Moderator to appoint a committee consisting of at least 3 and not more than 5 town residents to study the subject of electronic voting at town meetings and to make a report to the 2014 ATM including information about the use of electronic voting in other Massachusetts towns and its cost; and including a recommendation about whether the Wellesley Town Meeting should adopt electronic voting and, if so, the appropriate processes and procedures, including appropriate amendments to the Town Bylaws; and take any other action relative thereto. (Board of Selectmen)

Peg Metzger, Town Moderator, explained the Article which would authorize the appointment of a committee to study the use of electronic voting and make recommendations at a future Town Meeting.

STM Article Write-Ups

Ms. Freiman reviewed important dates. Edits of the first drafts should be completed by November 8th. Final drafts are due by November 15th and the report will go to print on November 19th. The Chair's letter will be sent out on November 25th and the Advisory Report will be collated and mailed to Town Meeting Members and delivered to Town offices and staff on November 26th.

Approval of Minutes

A motion was made by Lucy Kapples to approve the minutes of October 23, 2013. The motion was seconded and the minutes were approved unanimously by a show of hands.

Liaison Reports

Various members of the Advisory Committee provided their liaison reports.

New Business/Old Business

Terri Tsagaris, Board of Selectmen advised under Article 3, Motion 3 that the financial responsibility for the shredding of confidential documents would remain with the Schools. When FMD was created, it assumed responsibility for certain recycling functions, but not that of shredding. The request is to transfer \$6,180 from the FMD budget to that of the School Department to pay for the shredding which is handled by a hired company (it was initially mis-categorized).

Announcements

Ms. Freiman advised that the Wellesley Spelling Bee is November 7th at 6:30 p.m. at the Sprague Elementary School. Thomas Engels, Andy Patten and Lucy Kapples will be representing the Advisory Committee.

Ann Rappaport announced that Saturday, November 2nd is the "Scouting for Food" project sponsored by all Wellesley scouts. All food collected will be given to the Wellesley Food Pantry.

The Board of Selectmen will hold a Public Hearing on Article 9 (sale of malt beverages and wine) on Tuesday, November 5th at 7:00 p.m. at the Wakelin Room of the Main Branch Library.

The Facilities Maintenance Department will give their Capital Budget presentation on November 12th.

Ms. Freiman adjourned the meeting at 9:37 p.m. with no objections.