

**Advisory Committee  
February 3, 2016  
Felix Juliani Meeting Room, Town Hall**

Tom Frisardi called the meeting of the Wellesley Advisory Committee to order at 7:00pm. Those present included Mary Crown, Tom Fitzgibbons, Chad Harris, John Hartnett, Mike Hluchyj, Mark Kaplan, Michael Mastrianni, Frank Pinto, Sara Raveret, Mason Smith, Ria Stolle, Scott Tarbox, and Kathleen Woodward.

Citizen Speak

No one wished to speak at this time.

Tolles-Parsons Center: Permanent Building Committee (PBC), Board of Selectmen (BOS), Council on Aging (COA), Facilities Maintenance Department (FMD)

Miguel Lessing from the COA, Barbara Searle from the BOS, Gayle Thieme from the COA, Matthew King from the PBC, Kathy Mullaney from the PBC, and Joseph McDonough from the FMD addressed the committee. Barbara Searle provided a brief background of the project (which dates back to 2005), as well as statistics of the senior population. The COA has 5 FTEs, many part-time employees, and 225 volunteers, and offers services and programs to the growing senior population of Wellesley. Currently the COA pays rent to be housed in the Wellesley Community Center (WCC), a non-profit and privately held and managed facility. However, the COA programs are oversubscribed due to space limitations.

The permitting for the new Tolles-Parsons building was completed in 2015, and the PBC will bring the construction funding request to the upcoming Annual Town Meeting (ATM) with bids in hand; the estimated construction cost is \$7,516,000. The new building will include 58 on-site parking spaces, offices, a multi-purpose room, kitchen, classroom spaces, exercise room, game room, and storage. The budgeted payments to the WCC for FY17 are \$128,953; the expected operating cost of the T-P Center is \$130,800 for FY18 and \$134,772 for FY19. The total amount previously appropriated to the T-P Center is \$903,747, not including the \$1,365,000 spent to purchase the 494 Washington Street property. The estimated debt exclusion is \$6,700,000, which will result in an estimated annual peak tax impact of \$55.00 annually.

Advisory members asked questions regarding other nearby agencies that provide services to the senior population, the number of handicapped parking spaces, the lack of windows in the proposed building, the fences on the property and how close they are to the bordering properties, parking arrangements with the next-door St. Paul's Church, traffic flow, price and size comparisons to other senior centers, transportation for seniors, weekend programming, and the need for a "Clerk of the Works" during construction.

Wellesley Police Station Building Envelope: PBC, BOS, FMD

Police Lieutenant Marie Cleary, Barbara Searle, and Matthew King addressed the committee. The Fall 2015 Special Town Meeting appropriated \$165,000 for architectural services and the preparation of plans, specifications, and bid documents for roofing and building envelope repairs at the Wellesley Police Station. The BOS plans to return to the 2016 ATM with bids in hand for the project; the cost is expected to be \$2,096,950. Whether or not the existing slate on the roof can be re-used is being evaluated, and the window repairs are expected to be easier than initially thought. A question was asked about where the workers will park for the coinciding projects (police station and Tolles-Parsons Center across the street).

Public Works Building: PBC, BOS, Board of Public Works, FMD

Matthew King addressed the committee. The Park and Highway Building is on the Department of Public Works (DPW) site and contains multiple garage bays for trucks and snow plows. The flat roof on the single-story structure is 30 years old and needs to be replaced. The construction time is expected to be eight weeks, and the expected cost is \$808,300. This project is on the Five-Year Capital Plan.

### PBC, budget for 2017

Matthew King explained that since 2012, the number of projects presented annually to the PBC has increased dramatically. Currently, the PBC continues the Close-Out process for the Wellesley High School (WHS); the Tolles-Parsons Center Project will come before the ATM for approval; the DPW Park and Highway Roof Replacement and the Police Station Envelope Repairs will come before the ATM for approval; the School Security Upgrade is expected to come before the ATM; the renovations of Fiske and Schofield continue; and the work on the Middle School Windows also continues. In addition, the PBC is expected to become more involved in the Feasibility Stage of new projects.

The PBC's FY17 Operating Budget request is \$226,830, which is a 70.16% increase over FY16. The PBC added a full-time Projects Assistant in 2013; however, the person left in the fall of 2015 for a higher paying job in the School Department. The PBC has requested an upgrade to this position for FY17 with a higher compensation to increase its ability to support the design teams and proposing town boards. The position has not yet been filled. The PBC is also requesting a new Director of Design and Construction position; however, the Human Resources Board did not have enough time to review this position before the 2016 ATM, so the PBC has increased its consulting budget for FY17 to allow for the support needed for design and oversight. The "Projects Assistant Upgrade" of \$15,711 and adding "Consultant Services" of \$75,000 results in the \$93,376 increase in personal services from FY16 to FY17.

Questions from the Advisory Committee included whether the PBC should add more members to the committee to help spread out the workload; what the status is of the Close-Out for WHS; concerns about adding more FTEs and creeping bureaucracy for the town; and why the Projects Assistant position has not yet been filled. One committee member thinks it is important for the Advisory Committee to provide feedback to the BOS on the lack of staff for the PBC and the delay of filling the open Projects Assistant position.

### Approval of Minutes

*Sara Raveret made a motion to approve the minutes of the meetings on January 13, January 16, January 19, January 27, and February 1. Mason Smith seconded the motion; the minutes were approved by a show of hands, 14-0.*

### Division of writing tasks for Advisory Report to ATM

It was decided to assign tasks at a later date and/or via email.

### Old business/new business

Advisory members gave updates on the Community Preservation Committee, Hardy-Hunnewell-Upham, and schools.

### Adjourn

The Advisory Committee will hold its next meeting in the Kingsbury Room of the Wellesley Police Station on Saturday, February 6, at 8:00am.

Tom Frisardi adjourned the meeting at 10:20pm with no objections.