SELECTMEN’S MEETING
TENTATIVE AGENDA
Town Hall – Juliani Room
7:00 P.M. Tuesday, January 8, 2019

1. 7:00 Call to Order – Open Session
2. 7:02 Citizen Speak
3. 7:05 Executive Director’s Report
   • Appointment – Temporary Parking Clerk
   • Approve Babson One Day License
   • Approval of Minutes
   • Approval of Gift
4. 7:10 Proclamation: Bring your Own Bag Month
5. 7:20 Approve Common Victualler Application – Fiorella’s
6. 7:30 Approve Transfer of Stock & Change of Officers & Directors – Takara Restaurant
7. 7:40 Discuss FY20 Budget
   • Executive Director’s Office Staffing
   • Pension & OPEB
8. 8:10 Review Draft ATM Warrant
9. 8:40 Discuss Hunnewell School Building Options
10. 9:00 New Business and Correspondence

Please see the Board of Selectmen’s Public Comment Policy

Next Meeting Dates:  Monday, January 14, 2019 7:00 pm – Juliani Room
                  Tuesday, January 22, 2019 7:00 pm – Juliani Room
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<tr>
<th>Date</th>
<th>Selectmen Meeting Items</th>
<th>Other Meeting Items</th>
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<tbody>
<tr>
<td>1/10</td>
<td>Mid-year retreat&lt;br&gt;12-3pm DPW Training Room</td>
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<td>1/14</td>
<td>Review ATM Warrant&lt;br&gt;Diversity Program w/WOW&lt;br&gt;Discuss Traffic &amp; Parking Fund</td>
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<td>1/21</td>
<td>MLK – Town Hall Closed</td>
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<td>Meeting&lt;br&gt;Review Town Hall Interior Feasibility Study Report&lt;br&gt;3 Burke Lane 40B – Joint Mtg w/Planning Board to review site eligibility letter&lt;br&gt;Review Alcohol Regulations – Remove Intent to Dine Provision</td>
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<td>1/28</td>
<td>Meeting&lt;br&gt;Execute ATM Warrant&lt;br&gt;Wellesley Office Park – Continued Public Hearing</td>
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Notes

Quarterly updates

- Traffic Committee (Deputy Chief Pilecki)
- Facilities Maintenance (Joe McDonough)
- Wellesley Club Dates 10/1/18, 11/5/18, 1/7/19, 3/4/19
JANUARY 8, 2019 MOTIONS

3. **MOVE** that Kathryn Rumsey be appointed temporarily as Parking Clerk for the Town of Wellesley.

3. **MOVE** that the Board approve the following one-day licenses at Babson College:
   - The President’s Gala in Knight Auditorium and Staake Gym on February 8-9, 2019
   - The Athletic Senior Awards Banquet in Knight Auditorium on April 26, 2019

3. **MOVE** that the Board approve the minutes of November 30, December 3rd, December 4th 1:00 PM and December 4th 3:00 PM, December 10th and December 17th, 2018.

3. **MOVE** that the Board accept a gift from Roche Brothers Supermarket of $2,500 for the 2019 summertime concert series.

4. **MOVE** that the Board proclaim that January, 2019 is “Bring Your Own Bag” month in Wellesley and execute a proclamation to this effect.

5. **MOVE** that the Board award a Common Victualler License to Remon M. Karian to operate a restaurant called Fiorella’s at 575 Washington Street until December 31, 2019.

6. **MOVE** to approve Wei Zheng as Director and Suk Man Kitty Suen as President/Secretary for K. Zheng, Inc, d/b/a Takara located at 151 Linden Street.
Our meeting will begin on Tuesday at 7:00 in the Juliani Room.

1. **Call to Order – Open Session**
   - Announcements
2. Citizen Speak
MEMORANDUM

DATE: January 4, 2019

TO: Board of Selectmen

FROM: Blythe C. Robinson, Executive Director

SUBJECT: Weekly Report

Below are various activities of our office and various departments that I would like to bring to your attention.

- Happy New Year!
- The State announced yesterday that the administration and the legislature leadership have come to consensus on revenue growth for FY20 and plan on budgeting 2.7%. We will leave the Town’s state aid numbers as they are until we get the official word, but this should help towards balancing the budget.
- I’m guessing that at this point it isn’t news that Michael Zehner tendered his registration from the Town effective February 12th. He will be relocating to Nags Head, North Carolina for a position there. I’ve let Catherine Johnson know that I’d be happy to sit on an interview panel or whatever is needed to fill the position.
- New Building Inspector – Alan started on Wednesday and is settling in. He took and passed his third and final test for local inspector at the beginning of the week so he is fully qualified. We anticipate interviews for the Permit Administrator sometime next week.
- I assume that you all saw the invitation for the Martin Luther King breakfast coming up on the 21st. which this year will be held at Mass Bay. Please let me know if you want to go, and if the Town would be purchasing at table as was done last year. Jack Pilecki has
indicated an interest in going and likely would bring another person. I am not able to attend this year.

- Just a reminder that next week is a busy one on Thursday with the Babson College breakfast at 8:30 AM (conference center/hotel dining room). In the afternoon we’ve penciled in the mid-year retreat (starting at either 12 noon or 1 PM) and I will confer with Jack on the final time and agenda on Monday.

- Unfortunately, we’ve included two obituaries in your FNM. Bonita Legassie’s funeral is tomorrow and both Cay and I plan to attend. Services for Diane Juliani (Phil’s wife) are January 12th. I would like to suggest that given Phil’s long tenure with the Town as our Constable that the Board send either a plant/flowers or make a contribution. Please let me know whether one of you would like to handle this or I can. We may want to consider a protocol for this in the future since it has come up a few times recently.

- Also in your FNM is the official letter that went back to the owner regarding the wall on town property at 81 Prospect Street. The owner since receiving it obtained a quote to take it down, but then wanted to see if the Town would perform the work instead. Both DPW and I are on the same page that the Town not be involved except to approve a plan for the work and a license to go on Town property to do the project.

- We haven’t been having fun following up on the process to get Boston Marathon Runner’s waivers in order to enroll them in the BAA portal so they can register. We’ve had runners back out for War Memorial, Friendly Aid, and Scholarship Foundation. Stephanie has been helping to find other runners and plug holes, but it is clear that we’ll need to modify the policy further to make sure that runners don’t pledge to more than one charity, and that those who do want to run don’t back out after being chosen.
3. **Executive Director’s Report**

a. **Temporary Appointment of Parking Clerk**

As you know, we were sad to learn of Parking Clerk Bonita Legassie’s passing before Christmas. Chief Jack Pilecki has made the attached request that while we undergo the process to fill this position, and that Kathryn Rumsey from the Treasurer’s Office be appointed on a temporary basis to carry on the required duties of this position.

**MOVE** that Kathryn Rumsey be appointed temporarily as Parking Clerk for the Town of Wellesley.
MEMORANDUM

TO: HONORABLE BOARD OF SELECTMEN
FROM: JACK PILECKI
      CHIEF OF POLICE
CC: BLYTHE ROBINSON, EXECUTIVE DIRECTOR
SUBJECT: APPOINTMENT OF TEMPORARY PARKING CLERK
DATE: DECEMBER 19, 2018

Ladies and Gentlemen,

Unfortunately, our Parking Clerk, Bonita Legassie, is battling some medical issues that has impeded her ability to function in a full time capacity for an unknown period of time. Many of the duties that fall under her are time sensitive and require frequent communication with the public and other Town departments. In order to maintain the efficient running of the Parking Clerk’s Office and until such time that Bonita can return at full capacity, I am requesting the Board of Selectmen appoint an additional Parking Clerk on a temporary basis under Massachusetts General Law, Chapter 90, Section 20A.

I recommend that this temporary appointment be filled by Kathryn Rumsey in the Treasurer’s Office. Kathryn currently works closely with Bonita and Lt. Showstead on many of the parking matters that interface with the Treasurer’s Office and she is familiar with the tasks that need to be accomplished. Lt. Showstead and I have met with Marc Waldman and Kathryn about this idea and we all agree that this is the best interim solution to ensure that operations continue to run smoothly.

Please let me know if you have any questions.
RESPECTFULLY SUBMITTED,

Chief Jack Pilecki

JACK PILECKI
CHIEF OF POLICE
b. **Approve Babson One Day License** – included in your packet are two one-day licenses for Babson that they weren’t able to send over with the last batch. Both are in order with the Town’s requirements and we recommend that the Board approve them.

**MOVE** that the Board approve the following one-day licenses at Babson College:

- The President’s Gala in Knight Auditorium and Staake Gym on February 8, 2019
- The Athletic Senior Awards Banquet in Knight Auditorium on April 26, 2019
TOWN OF WELLESLEY
Application for Special License(s)

Date of Application: 1/3/19
Date of Event: 2/8/19

A special License is a temporary license issued pursuant to Chapter 635 of the Acts of 1982 to the responsible manager of any nonprofit organization conducting any indoor or outdoor activity or enterprise for the sale of alcoholic beverages.

Application fee for one or more applications filed on the same date: $25.00
Fee for each license issued: $50.00
Make checks payable to: Town of Wellesley

The undersigned hereby applies for a Special License for:
☐ All Alcoholic Beverages  ☒ Wine and Malt Beverages Only

APPLICANT INFORMATION

Name of Non-Profit Organization: Babson College
Address: 231 Forest Street, Babson Park, Wellesley, MA 02457-0310
Name of Event Manager: Molly Joyce Address: Babson College
Assistant Event Manager: Emily Brodeur Address: Babson College

EVENT INFORMATION

Event Name & Description (If multiple events; See Attachment1): President’s Gala
Event Contact: Judy Curley
Event Date: 2/8/19
Event Location: Knight Auditorium & Staake Gym
Occupancy: 1000 Estimated Attendance: 300 Indoor Outdoor (circle one)

An 8X11” floor plan of the premises to be licensed must be submitted along with the application showing the exact location within the event area where alcoholic beverages will be sold, served, and consumed, and indicating all entrances and exits.
Name of catering service responsible for service of alcoholic beverages:

Chartwells
Name

Babson College Campus
Address

Describe steps you have taken to ensure that the employees of the catering service or the individuals listed above have completed an alcoholic beverage server-training program or similar in-house training.

All servers must be TIPS trained and certified. Evidence of training must be provided prior to event.

Describe security precautions or police details if any:

Babson College Public Safety Officers are assigned to each event in accordance with the College’s long-standing practice. The number of officers assigned to a particular event fluctuates based upon the number of anticipated attendees. Access to event location is controlled consistent with College policies based upon the type of event, the location and the number of anticipated attendees.

Babson College

Judy Curley
Printed Name of Applicant

It’s **Director, Events Management Office**

[Signature]
Applicant’s Signature

1/3/19
Date

RETURN COMPLETED APPLICATION, FLOOR PLAN AND CHECK FOR FEES TO:

BOARD OF SELECTMEN
525 Washington Street
Wellesley, MA 02482
781-431-1019 ext 2204
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<tr>
<th>Name of Event/Date</th>
<th>Location</th>
<th>Floor Plan Number</th>
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<tr>
<td>President's Gala 2/8/19</td>
<td>Knight Auditorium &amp; Staake Gym</td>
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<tr>
<td>Athletic Senior Awards Banquet</td>
<td>Knight Auditorium</td>
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TOWN OF WELLESLEY
Application for Special License(s)

Date of Application: 12/5/2018        Date of Event: 4-26-2019

A special License is a temporary license issued pursuant to Chapter 635 of the Acts of 1982 to the responsible manager of any nonprofit organization conducting any indoor or outdoor activity or enterprise for the sale of alcoholic beverages.

Application fee for one or more applications filed on the same date: $25.00
Fee for each license issued: $50.00
Make checks payable to: Town of Wellesley

The undersigned hereby applies for a Special License for:

☐ All Alcoholic Beverages     ☑ Wine and Malt Beverages Only

APPLICANT INFORMATION

Name of Non-Profit Organization: Babson College
Address: 231 Forest Street, Babson Park, Wellesley, MA 02457-0310
Name of Event Manager: Jon Anderson Address: Babson College
Assistant Event Manager: Amanda Hellen Address: Babson College

EVENT INFORMATION

Event Name & Description (If multiple events; See Attachment1): Athletic Senior Awards Banquet

Event Contact: Jon Anderson 1-168-1611-0-6501
Event Date: April 26, 2019
Event Location: Knight Auditorium
Occupancy: Estimated Attendance: 195 Indoor/Outdoor (circle one)

An 8X11" floor plan of the premises to be licensed must be submitted along with the application showing the exact location within the event area where alcoholic beverages will
Name of catering service responsible for service of alcoholic beverages:

_________ Chartwells ________  ________ Babson College Campus ________
     Name                        Address

Describe steps you have taken to ensure that the employees of the catering service or the individuals listed above have completed an alcoholic beverage server-training program or similar in-house training.

All servers must be TIPS trained and certified. Evidence of training must be provided prior to event.

Describe security precautions or police details if any:

Babson College Public Safety Officers are assigned to each event in accordance with the College's long-standing practice. The number of officers assigned to a particular event fluctuates based upon the number of anticipated attendees. Access to event location is controlled consistent with College policies based upon the type of event, the location and the number of anticipated attendees.

Babson College

Amanda Hellen

Printed Name of Applicant

Its Sr. Asst. Director, Events

Applicant's Signature

Date

RETURN COMPLETED APPLICATION, FLOOR PLAN AND CHECK FOR FEES TO:

BOARD OF SELECTMEN
525 Washington Street
Wellesley, MA 02482
781-431-1019 ext 2204
23 rounds of 10
c. Approval of Minutes

Included in your packet are a number of sets of minutes for your approval.

MOVE that the Board approve the minutes of November 30, December 3rd, December 4th 1:00 PM and December 4th 3:00 PM, December 10th and December 17th, 2018.
Approved:

Board of Selectmen Meeting: November 30, 2018
Present: Gibbs, Freiman, Sullivan Woods; Ulfelder, Morgan
Also Present: Robinson, Strother, Sheehan

Warrants approved: None
Minutes approved: None

Meeting Documents:
1. Agenda
2. Board of Selectmen Departmental FY20 Operating Budget Requests

1. **Call to Order and Announcements**

Mr. Morgan, Chair, called the meeting to order at 9:05 a.m.

Mr. Morgan announced the meeting was being recorded for subsequent viewing on the cable channels or at wellesleymedia.org.

Mr. Morgan announced that this meeting was the first of two that would focus on the FY20 budget. The second meeting would be held on Tuesday, December 4, 2018 at 1:00 p.m.

Ms. Robinson provided an overview of the information the Board received to review for the budget discussions on the agenda. She noted some budget requests were outside the 2.5 guidelines but the Board would have time to deliberate the merits of the requests.

2. **Facilities Management Department**

Joe McDonough, Director of Facilities Management and Danielle Gariepy, Finance and Office Manager for Facilities Management joined the Board. Mr. McDonough provided a general overview of his budget request. He stated the request was over the guidelines and provided an overview of the upcoming projects impacting his budget.

Ms. Gariepy reviewed the requests for personnel services that directly related to contractual obligations with the unions. She noted a request for an 8 hour/week part-time custodian at the Tolles Parsons Center was included. Mr. McDonough stated the custodian line item was included at the request from the Council on Aging to support a pilot initiative of activities outside of the Center’s current 9 AM – 4 PM weekday schedule. Ms. Robinson provided additional background regarding the part-time custodian request.

Mr. McDonough reviewed the expenses within the budget and provided detail regarding the projects undertaken by his office. He noted the typical expense items would remain the same and provided details regarding the school security equipment request. Specifically, that this had originally been a cash capital request of $116,000 to replace high school cameras, however Ms. Robinson and Ms. Strother asked him to plan out an annual amount for all school district cameras over eight years in include that in his operating budget as the cost of the cameras was $3,500 each and their useful life is short. The annual amount is $50,000 per year, which puts his department over guideline.

The Board discussed the Facilities Management Department budget request. Mr. Morgan asked if a percentage of FMD turn back could be used to purchase more green power?
3. Capital & Debt

Ms. Robinson reviewed cash capital of the budget, noting it reflected all updated information except for schools; the information used for schools was from the previous year. She noted that there would be additional requests that would impact this line item. She reviewed additional adjustments that had been made to the original cash capital request. The Board reviewed and made inquiries regarding several items within the request.

Ms. Strother reviewed the debt within the budget. She stated that projects that had been approved but debt that had not been issued had been included first with the projects within the capital plan following. She pointed to several examples of projects that had been included in the budget and noted some projects that have unclear timing. She stated that by the end of the budget process the cash capital and inside the levy debt would be within the policy. Ms. Robinson noted that DPW would be submitting an updated proposal that would impact the debt proposal.

The Board discussed the proposal and upcoming projects that could impact the debt proposal including the War Memorial restoration and the next steps regarding the properties acquired at Town Meeting. The Board asked that the War Memorial project be removed from the budget. Ms. Strother noted the discussion did not include excluded debt. The Board continued to discuss the debt projections.

4. Fire Department

Chief Rick DeLorie and Assistant Fire Chief Jeff Peterson joined the Board. Chief DeLorie began an overview of the Fire Department budget request. He noted it would come in at guideline and reviewed personnel services. He noted the variance from the previous year related directly to contractual obligations with unions. He added that the increase in training and development expenses in the budget is to enhance training activities and was the only increase in expenses from the previous year.

The Board discussed the Fire Department budget request. Chief DeLorie will update his budget regarding the contractual pay increases. Ms. Robinson reviewed possible changes to the uses of the injured on duty fund. The Board continued to discuss the budget request and injured on duty fund. They noted their support of adding Free Cash to the Injured on Duty fund to pay salaries in such situations and asked Ms. Strother to recommend an amount to be requested at Town Meeting.

5. Building Department

Michael Grant, Building Department Director, joined the Board. He reviewed the Building Department budget request and noted his request is over guideline due to salary changes approved during this year by the Human Resources Board. He stated that additional expenses associated with the roll-out of electronic permitting and changes in salaries and staffing increased the budget significantly. He continued to review his budget request. Ms. Strother stated that a transfer from FY19 could be made in relation to the salary changes approved in FY19 that would carry over to FY20. She further noted that with that change, this budget would not actually be out of guideline.

The Board reviewed the transfer process from Human Resources for the salary changes. The Board continued to discussed the Building Department budget and raised questions regarding the expenses outlined. Mr. Grant provided additional detail regarding the personnel expenses and changes to staffing needs.

6. Police – Traffic & Parking
Chief Pilecki, Deputy Chief Whittemore, Lieutenant Cleary, and Lieutenant Showstead joined the Board. Chief Pilecki provided an overview of his budget request. He stated his budget is over guidelines partially by funding a Police Officer position left vacant when the Police Department assumed responsibility for traffic and parking. He noted the training and development line item was increased from the previous year. He provided additional details regarding the departmental vacancies and pending officer candidates.

The Board reviewed and discussed the Police Department budget including the possible addition of staff in the upcoming fiscal year. Chief Pilecki stated he did believe that another position will likely be needed in the future. He reviewed the traffic and parking budget. He noted the salary for Lt. Showstead is fifty-percent paid from of the traffic and budget and proposed the portion be increased due to the realization that this responsibility takes up approximately half of his time. He suggested a further increase in the line item for traffic calming measures beyond what is included in the budget. The Board asked several questions and then requested that staff put together a detailed overview of the Traffic & Parking fund for a detailed review in mid-January. Funding for the Great Plain Avenue and other capital projects was discussed.

7. **Finance & Treasurer’s**

Mark Waldman, Town Treasurer, joined the Board. Ms. Strother reviewed the budget for the Finance Department. She noted she is over guideline due to a salary increase for the Assistant Finance Director position as well as a full time position for a new Budget Analyst. The Board discussed the Finance Department Budget request.

Mr. Waldman reviewed the Treasurer’s Office budget. He provided detail for the increase in personnel expenses for the redistribution of a part-time employee from the Finance Department to his office. He noted his budget is at guideline. He noted that the personnel services line increase was related to a staff member receiving an upgraded salary that went into effect the previous spring. A significant savings in banking fees has enabled his office to add some part-time staff support to assist with day to day work of the office.

The Board discussed the budgets for the Finance Department and the Treasurer’s Office.

8. **Information Technology**

Brian DuPont, IT Director, joined the Board. He provided a review of the IT department budget. He noted the variances between the previous year to the current request. He stated that the budget is over guideline related mainly to the electronic permitting and the time management system projects. He provided additional information on both projects including the timeline to roll out the projects and when annual maintenance contracts begin. He reviewed additional information contained in his budget that contributed to its being above guideline, such as an annual 5% increase in MUNIS support.

The Board discussed the IT budget request and raised questions regarding the ongoing capital project costs. The time management project request was discussed regarding its implementation and costs.

9. **Wrap up Discussions**

Mr. Morgan reviewed the issues and items for further discussion in the near future.

10. **New Business**
Ms. Sullivan Woods announced that the Central Street Fire Station would host a holiday tree and menorah lighting on Sunday, December 2nd.

Mr. Morgan announced the next regular meeting of the Board would take place on Monday, December 4 at 6:30pm.

The meeting was adjourned at 1:11 pm.
Board of Selectmen Meeting: December 3, 2018
Present: Gibbs, Freiman, Sullivan Woods; Ulfelder, Morgan
Also Present: Robinson

Warrants approved:
- 2019-020 $3,815,894.24
- 2019-021 $7,908,256.88

Minutes approved:
- November 13, 2018
- November 15, 2018
- November 19, 2018

Meeting Documents:
1. Agenda
2. BOS Calendar
3. Executive Director’s Report
4. Draft presentation from Assessor’s Office
5. Correspondence from Chamber of Commerce
6. Proclamation for Alexander Cracraft
7. Proclamation for Christiaan Eikeboom
8. Annual Common Victualler license renewal list
9. Annual Alcohol license renewal list
10. List of Boston Marathon Charity applications
11. Boston Marathon Charity Applications
12. Draft BOS minutes: November 13, 2018
13. Draft BOS minutes: November 15, 2018
14. Draft BOS minutes: November 19, 2018
15. Memo re: War Memorial Scholarship Fund
16. FY19 Work Plan
17. Letter of Commendation for Officer Travis Dixon
18. Second Letter of Commendation for Officer Travis Dixon
19. October 2018 Parking Meter Report
20. Correspondence re: Fuller Brook Park

1. **Call to Order and Announcements**

Mr. Morgan, Chair, called the meeting to order at 6:30pm

Mr. Morgan announced the meeting was being telecast live on Comcast channel 8 and Verizon channel 40 and streamed live by Wellesley Media and is recorded for subsequent viewing on the cable channels or at wellesleymedia.org.

2. **Citizen Speak**

None.

3. **Public Hearing – Tax Classification**

Mr. Morgan opened the Public Hearing.
Ms. Sullivan Woods introduced the Board members and Ms. McCabe and provided a brief overview of the tax rate implementation process for the current fiscal year that would be provided. She noted the state requires this meeting before the Board in order to determine whether to have a single or split tax rate. She noted the Wellesley Chamber of Commerce had sent a letter in support of the Board approving a single tax rate.

Mr. Garrity stated the Board of Assessors had received notice that their valuations and new growth were certified by the Department of Revenue (DOR) the previous week. He added that after this meeting they would submit the recap sheet to the DOR for approval of the tax rate so the tax bills could be issued in late December. Mr. Mahoney provided an overview of the assessment profile and reviewed the changes between residential and commercial properties. He noted both went up by 7% from the previous fiscal year. He continued to review the assessment and the tax rate history information over the past five years. He noted additional tax revenue had remained constant. Mr. Chapin provided additional information regarding the breakdown of tax revenue from each sources; residential, commercial, and industrial.

Mr. Garrity continued to review the information in the tax assessment presentation. He reviewed the tax rate options and implications if the Board should approve a split tax rate.

The Board discussed the tax rate options and supported a single tax rate.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to adopt a residential factor of 1.0 for the purposes of determining the fiscal year 2019 tax rate.

4. Public Hearing – 40R Zoning Bylaw

Mr. Morgan opened the Public Hearing regarding 40R Zoning Bylaw.

Mr. Zehner, Director of Planning, and Judi Barrett, consultant to the Town, joined the Board.

Ms. Freiman recused herself from the conversation.

Mr. Zehner provided details for the proposed Wellesley Office Park project and the 40R zoning bylaw implications. He stated the public hearing was a required step before the submission of the project could be sent to the state. He continued to review the project proposal and the current zoning for the project location.

He provided detail regarding the use of 40R zoning to develop the property. He reviewed the anticipated phases and the master plan as it was designed. He reviewed the structure of the proposed areas, which buildings would remain and those that would be redesigned or replaced. He provided an overview of the differences between the current zoning laws for the property and the changes for uses under 40R. He noted 25% of the units would be added to the subsidized housing inventory and all units would count toward the total subsidized housing for the Town as they are planned to be rented. He noted parking would need to be addressed. He reviewed the overall approval process and its estimated time schedule. Ms. Barrett provided a review of the 40R regulation and its background. She noted that 40R requires that at minimum of 20% of units must be affordable units. She reviewed the major provisions of the different regulations for zoning laws; 40A and 40R. Mr. Zehner reviewed several Town policies as well as housing provisions in the Unified Plan that related to the discussions of the proposed projects. He noted that discussions about this project had begun with several Town offices such as MLP, DPW, and public safety. The applicant had
provided the Town with a gift to engage BETA for a peer review traffic study and had been in discussions with the Town Engineer. He requested the public hearing be continued to a future date when more information and public comments could be discussed.

The Board made inquiries regarding the overall proposal and discussed the proposed zoning bylaw changes. Mr. Morgan continued the public hearing to a future time and date anticipated to be in January.

5. **Annual License Renewals**

Ms. Robinson reviewed the license renewals to be approved by the Board. She noted additional information from licensees was gathered for the future use for electronic permitting. She reviewed the businesses that had closed during the calendar year and those that were new.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to approve the renewal of all licenses outlined on the December 3, 2018 spreadsheet for calendar year 2019 under the same terms and conditions as previously approved pending approval of all required permits.

6. **Proclamations – Troop 182 Eagle Scouts**

Mr. Morgan recognized the two Scout members attaining the rank of Eagle Scout. He reviewed their projects both Mr. Cracraft and Mr. Eikeboom had worked on as their Eagle Scout Project. Mr. Morgan read the proclamations for both recipients.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to execute a proclamation for Alexander Cracraft and Christiaan Eikeboom in recognition of them attaining the rank of Eagle Scout.

7. **Approve Boston Marathon Charity and Bib Entries**

Ms. Robinson reviewed the charities and individual runners submitting requests for bibs. Mr. Morgan suggested the Board first discuss which applicants did not meet the criteria in the policy and application and then review the remaining charities for selection of bibs. The Board discussed the charity applicants for bibs and narrowed the list for selection. Mr. Morgan stated that after selection of charities, two charity bibs remained for selection. The Board agreed the additional charity bib selection would be drawn randomly at the Board meeting on December 10th. Ms. Robinson reviewed the individual applicants seeking a bib to run for the War Memorial Scholarship. The Board proceeded for a random drawing for the War Memorial Scholarship bibs.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to award invitational entries for the 2019 Boston Marathon to the charities as follows:

- Community Investors
- Elizabeth Seton Residence
- Friends of the Wellesley Free Libraries
- Friends of Wellesley Council on Aging
- IEDT, Inc.
- One for Health Foundation
- Stray Pets in Need
- Wellesley Education Foundation
- Wellesley A Better Chance
- Wellesley Community Children’s Center
Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to award invitational entries for the 2019 Boston Marathon to run for the War Memorial Scholarship to Rebekah Clapham and Peter Isberg.

8. Executive Director’s Report

Ms. Robinson reviewed the items for approval. She noted the meeting on December 10th would begin at 6:15. The Board agreed to meet at 6:30 at the December 17th meeting. Mr. Morgan reviewed the memo prepared by the Treasurer’s Office regarding the War Memorial Scholarship fund to award for scholarships.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to approve the minutes of the November 13th, 15th and 19th meetings.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to authorize $7,000 from Fund 82 to be applied to 2019 War Memorial Scholarships.

9. New Business

Mr. Morgan announced the next meeting would be Tuesday, December 4th at 1:00 pm in the Juliani Room to discuss departmental budgets.

The meeting was adjourned at 8:57 pm.
Approved:

Board of Selectmen Meeting: December 4, 2018
Present: Gibbs, Freiman, Sullivan Woods; Ulfelder, Morgan
Also Present: Robinson, Strother, Sheehan

Warrants approved: None
Minutes approved: None

Meeting Documents:
1. Agenda
2. Board of Selectmen Departmental FY20 Operating Budget Requests

1. Call to Order and Overview
Mr. Morgan, Chair, called the meeting to order at 1:03 pm.

Mr. Morgan announced the meeting was being recorded by Wellesley Media for subsequent viewing on the cable channels or at wellesleymedia.org.

2. COA
Gayle Thieme, Director of Council on Aging and Linda Clifford, Assistant Director joined the Board.

Ms. Thieme provided an overview of the Tolles Parsons Center and noted an increase in services and participation of residents in FY18. She reviewed achievements of the COA including increased volunteers, restructured instructor payment model, and increased participation in online registration. She began to review her budget request noting the proposal is at guideline. She provided details regarding the COA request that the FMD budget include funds for a part-time custodian. She reviewed the need for extended evening and weekend programs. She explained the types of programming the COA offer if a part-time custodian is approved.

Mr. Morgan asked questions regarding the COA budget request, particularly focusing on the part-time custodian request. Ms. Clifford provided details on the personnel services information in the budget. She noted two positions had been reclassified. She noted that within the proposed budget was an additional part-time activities assistant at 10 hours/week. She reviewed the expenses and EOE A grant offsets within the budget.

The Board discussed the COA budget request and indicated that more discussion was needed and they would take up this item at an upcoming meeting.

3. Executive Director
Ms. Hawkinson, Communications Director, joined the Board.

Ms. Robinson provided an overview of the Executive Director’s Office budget request. She noted it is increased by an additional position in the office. She stated that in the personnel services items the Assistant Director position salary was the same as the salary of the person that previously held the position. She
noted one expense listed was reserved for social media analytics services. She added that consulting services had remained the same from the previous year for anticipated needs for the Town.

Ms. Robinson addressed the possible need for a webmaster to maintain the Town website. Ms. Hawkinson stated there is likely a need for a webmaster given time limits with most staff members. She added that she is working to put together a website working group to review what can be done by individual departments to enhance their pages. She discussed the expenses for possible social media analytics services in the upcoming year. The Board discussed the website maintenance and possible need for a webmaster.

The Board discussed the Executive Director’s Office budget request.

4. **Other Departments (Group Insurance, Law, Streetlights)**

Mr. Waldman, Town Treasurer, joined the board. He discussed the health insurance information included in the group insurance budget. He discussed contractual changes that impacted the information used in the budget request. He noted that participation in the high deductible plan was greater than expected. He pointed out that the Town’s contribution to the health insurance drops by 1% in the upcoming year and again the following year. The Board inquired regarding significant line items including OPEB consulting. Mr. Waldman discussed how the figures were determined in the budget request. The Board continued to discussed the health insurance budget and agreed to have a follow up discussion regarding these budget items in the near future. Mr. Waldman added that an insurance rate meeting would be held on February 26th and the budget will be updated thereafter.

Ms. Robinson noted the law budget had been slightly reduced from the previous year based on the projected projects the Town had been working on. The Board discussed the legal budget and risk management budget requests. Ms. Sullivan Woods noted the budgets for Historic District Commission and Historical Commission based on requests received. The Board continued to discuss the budget requests. The Board agreed to send comments and questions regarding the budget requests to Ms. Robinson prior to the next meeting to further discuss the budget.

5. **New Business and Correspondence**

None

Mr. Morgan stated the Board would be moving to the Tolles Parsons Center at the close of this meeting to discussed the Selectmen’s Office structure.

Mr. Morgan announced the next regular meeting of the Board would take place on Monday, December 10th at 6:15 pm in the Juliani Room.

The meeting was adjourned at 2:39 pm.
Approved:

Board of Selectmen Meeting: December 4, 2018
Present: Gibbs, Freiman, Sullivan Woods; Ulfelder, Morgan
Also Present: Robinson, Johnson

Warrants approved: None
Minutes approved: None

Meeting Documents:
1. Agenda
2. Assistant Executive Director and Licensing, Records and Project Manager Draft Job Descriptions

Mr. Morgan, Chair, called the meeting to order at 3:00 pm at the Tolles Parsons Center.

1. Discuss Organization of the Executive Director’s Office

Ms. Catherine Johnson, Planning Board Chair jointed the meeting.

Ms. Johnson joined the Board for a discussion about the role of the Planning Director and how that aligns with the responsibilities of the Executive Director’s Office. The group discussed the staffing requirements related to the 40B projects, the current major projects for the Town such as the Wellesley Office Park and how those should be handled. There was discussion about which office should have responsibility for economic development and there was general consensus that this should be handled by the Executive Director’s Office. All present noted the additional workload brought on by the 40B projects and that it might be appropriate to add a Housing Coordinator on a part-time basis to the Planning Department Office.

2. Discuss Job Descriptions for the Office

Ms. Robinson handed out the two job descriptions that have been developed to support the office. The first being an update to the Assistant Executive Director’s position and the second which is currently titled Licensing, Records and Project Manager. The key differences between the two are that the second position would be a support role for a myriad of responsibilities that used to be handled by the Assistant. She noted that realignment would enable the Assistant to focus on more comprehensive responsibilities such as economic development and the Unified Plan. The Board discussed these in detail and decided that a meeting should be set up with the HR Board Chair and Director to discuss them further for the Town.

3. New Business and Correspondence

None

The meeting was adjourned at 4:30 pm.
Approved:

Board of Selectmen Meeting: December 10, 2018
Present: Gibbs, Freiman, Sullivan Woods, Ulfelder, Morgan
Also Present: Robinson

Warrants approved: 2019-022 $3,318,047.75

Minutes approved: None

Meeting Documents:
1. Agenda
2. BOS Calendar
3. Executive Director’s Report
4. Tailby & Railroad Lot RFP excerpt: goals
5. Trinity Financial memo
6. Timing schedule for financing major projects
7. Draft Audit Committee Presentation
8. Draft Management Letter
9. Budget Overview spreadsheet of all BOS budgets
10. Lists for license renewals
11. One Day License Requests: Babson College
12. Gift information: COA
13. Legal Expenses FY18-19
14. 2019 Draft ATM Article List
15. Animal Control Report October 2018

1. Call to Order and Announcements

Mr. Morgan, Chair, called the meeting to order at 6:15 pm

Mr. Morgan announced the meeting was being telecast live on Comcast channel 8 and Verizon channel 40 and streamed live by Wellesley Media and is recorded for subsequent viewing on the cable channels or at wellesleymedia.org.

2. Executive Session

Mr. Morgan stated the discussion in an open meeting would have a detrimental effect on the negotiating position of the Town. He moved to enter into executive session. The Board was polled and voted; all aye, to enter into executive session under M.G.L. c. 30A, §21(A), exemption #6 to discuss the lease of real estate concerning the Tailby & Railroad Commuter Lots.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to enter into Executive Session under M.G.L. c 30A, §21A, Purpose #6 to discuss the lease of real estate concerning the Tailby & Railroad Commuter Lots. Furthermore, that Town Counsel Tom Harrington, Jennie Merrill and Executive Director Blythe Robinson be invited to participate in the meeting. And further, to convene in open session after exiting the executive session for the purpose of discussing the matters as posted on the agenda.

3. Citizen Speak
Mr. Morgan, Chair, called the meeting back to open session at 7:13 pm.

Citizens Speak: None.

4. Update – Town Hall Interior Visioning Project

Ms. Freiman provided a brief update regarding the project. She stated McGinley Kalsow had provided an extensive draft and summary of their report. She added FMD had provided comments and a second draft would be circulated and anticipated finalizing the report. She stated the Permanent Building Committee would be at a Board meeting in January to discuss all phases of the project. Ms. Robinson reviewed the timing of funding requests for the funding of the phases for the interior project and other major Town projects in process.

5. Executive Director’s Report

Ms. Robinson reviewed the One Day License requests from Babson as well as the gifts that require Board approval. She noted that the random drawing of charity names drawn off camera for the additional 2 charity bib entries. The charities that will receive a second 2019 Boston Marathon bib were Wellesley Scholarship Foundation and Wellesley A Better Chance.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to approve the following one-day licenses at Babson College in Knight Auditorium:

- The Needham History Center & Museum Fundraiser on February 9, 2019
- The Black Affinity Conference on February 23, 2019
- The St. Joseph’s Auction on March 30, 2019
- The Needham Steps Up event on April 23, 2019

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to accept the following gifts to the Council on Aging:

- $700 from the Friends of the COA to purchase coffee and supplies for the Mary Bowers café
- $1,000 from Debra Breede towards general expenses of the COA
- Assorted greeting cards and stationary sets from Julia Bell valued at $932.44

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to award invitational entries for the 2019 Boston Marathon to run for the War Memorial Scholarship to Wellesley Scholarship Foundation and Wellesley A Better Chance.

6. Audit Committee Discussion

Ms. Strother, Town Finance Director, joined the Board. Ms. McDonnell, Chair of Audit Committee, Ms. Davis, Mr. Powers and Mr. Warren of Powers and Sullivan also joined the Board.

Ms. McDonnell provided an overview of the audit process. She stated Powers and Sullivan had been renewed through an RFP process as Town Auditors. She reviewed the significant items of interest and noted there had been no material weaknesses or controls noted. She stated the Town remains in a very good financial position and free cash had increased by $2.5 million. She reviewed the management letter and noted comments regarding cash handling policies and enhancing cash controls. The Board discussed the...
differences of evaluation of internal controls for cash handling by the Audit Committee and by other outside firms. Ms. Strother pointed out that the Town has had no reason to engage an outside firm to investigate internal cash controls. Ms. McDonnell noted the School Business Office is preparing written documentation regarding their internal controls.

7.  **Approve Annual License Renewals**

Ms. Robinson reviewed the licenses for annual renewals. She noted that there were two new entertainment licenses to approve along with the renewals.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to approve the renewal of all licenses outlined on the December 10, 2018 spreadsheet for calendar year 2019 under the same terms and conditions as previously approved, and further that the Board approve the issuance of an entertainment licenses for the Cottage and Door #7 Restaurants for 2019.

8.  **Discussion of FY20 Selectmen’s Budget**

Ms. Strother rejoined the Board.

Ms. Robinson reviewed the breakdown of legal expenses per month and how that information corresponded to the Selectmen’s budget request. She continued to review the budget request and noted some information for further discussion at a future meeting and noted items that require additional data before a full discussion can take place. She reviewed additional items such as the electronic permitting cost assumptions and incidentals associated with the program. She noted the stipend to the Veteran’s Graves & Ceremonial Officer was added to the budget. She pointed that the biggest increase in public safety was the addition of an additional officer position. The Board discussed the public safety budget information. Ms. Strother provided additional background on HR transfers. The Board continued to review and discuss the items that continue to be open within the budget. Ms. Robinson and Ms. Strother continued to review the budget request. Ms. Freiman stated the Board would appreciate some additional background information regarding some items prior to the next meeting.

Mr. Morgan discussed the request from the Tolles Parsons Center for a part-time custodian. Mr. Ulfelder suggested possibly adding overtime for the custodial staff in the FMD budget rather than creating a new position. Ms. Sullivan Woods stated she had discussed with Ms. Thieme and Ms. Vogel about how the COA could provide data and programing plans to the Board prior to additional budget discussions.

Ms. Thieme, Council on Aging Director and Ms. Vogel, Council on Aging Chair; joined the Board. Ms. Thieme stated the COA Board would meet on December 20th to review and discuss their budget and discuss feedback from the Board. She noted that additional data was expected to be available after January first. She was receptive to the overtime funding idea proposed by Mr. Ulfelder. Ms. Vogel discussed how the COA was reviewing its transportation issues. The Board continued to discuss the COA budget request.

Mr. Ulfelder reviewed the Sustainability Energy Committee data analysis consultant funding request within its budget. The Board agreed to discuss the SEC budget at its next meeting.

9.  **New Business**

Mr. Morgan announced the next meeting would be Monday, December 17, 2018 in the Juliani room at 6:30p.m.

The meeting was adjourned at 8:32 pm.
Approved:

Board of Selectmen Meeting: December 17, 2018
Present: Gibbs, Freiman, Sullivan Woods, Ulfelder, Morgan
Also Present: Robinson, Strother

Warrants approved: 2019-023 $4,183,889.10

Minutes approved: None

Meeting Documents:
1. Agenda
2. BOS Calendar
3. Motions
4. Executive Director’s Report
5. Common Victualler Application: Rice Burg
6. Memo from Scott Szczebak, Human Resources Director
7. Proposed amendment to personnel policies
8. Revised FY20 Selectmen Budget Packet
9. Draft Assistant Executive Director Job Description
10. Draft Economic Development Director Job Description
11. Draft Licensing Records and Project Manager Job Description
12. Memo re: Health Insurance 2019
13. Draft Guideline Scenarios
14. 2019 Town Election Warrant
15. Gift – Holiday Lights
16. Gift – Recreation
17. Memo re: Special Police Officer Appointment
18. New Year’s Eve Extension Requests
19. Request for extension of holiday hours – Beer & Wine
20. Email from Brian DuPont re: Time Management System
21. Pilot Payment History
22. MassHousing Correspondence re: Burke Lane
23. Correspondence re: 16 Mountview
24. Correspondence from Annie Newman re: Delanson Circle & Weston Road
25. 148 Weston Road Proposed Project Changes
26. Delanson Circle Proposed Project Changes

1. Call to Order and Announcements
Mr. Morgan, Chair, called the meeting to order at 6:30 pm

Mr. Morgan announced the meeting was being telecast live on Comcast channel 8 and Verizon channel 40 and streamed live by Wellesley Media and is recorded for subsequent viewing on the cable channels or at wellesleymedia.org.

2. Citizen Speak
None.

3. Approve Common Victualler Application – Rice Burg
Ms. Shen joined the Board.

Ms. Robinson introduced Ms. Shen, the applicant, and provided a brief overview of the application, noting the initial sign-offs had been received.

Ms. Shen provided a brief background of her restaurant and its theme. She stated she hopes to open in mid-February.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to award a Common Victualler License to Jessica Shen to operate a restaurant called Rice Burg at 550 Washington Street until December 31, 2019.

4. **Meeting with the HR Board**

Mr. Szczebak, Town HR Director, and Mr. Hussey, HR Board Chair, joined the Board. Mr. Szczebak noted the Town is compliant with regulations regarding personnel policies, however, the policies are out of date and need to be brought current. He provided a few examples of out of date policies. He reviewed the proposed changes to the bylaws for personnel policies. Mr. Hussey stated that under the bylaw changes, the HR Board would be able to adjust the personnel policies as regulations change after a public hearing to receive input instead of having the policies approved at Town Meeting. The Board discussed the proposed changes.

Mr. Hussey reviewed the classification and compensation salaries plan proposed changes. He noted the salary ranges were generally competitive, however, there are some position salary ranges that will be addressed by the HR Board. Mr. Szczebak stated that the HR Board is going to conduct further research regarding some positions. The HR department plans work with the HR Board to streamline the hiring process and have several HR staff grade positions in the future. Mr. Hussey stated that feedback had been taken into consideration regarding the changes to the classification and compensation plans. The Board discussed the proposed changes to the salary plans and decision not to move forward with a full classification and compensation plan review.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to support the proposed changes to Article 30.10 relative to the personnel policies in the general Town bylaw as proposed by the Human Resources Board.

5. **Joint Meeting with the School Committee**

School Committee members, Ms. Chow, Chair, Mr. Kelley, Mr. D’Ortenzio, and Ms. Gray joined the Board. Mr. Lussier, Superintendent, and Cindy Mahr Assistant Superintendent for Finance, of Wellesley Public Schools joined the Board. Mr. Kelley called the School Committee meeting to order.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Boards voted (9-0) to convene a Joint meeting with the School Committee.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Boards voted (9-0) to elect Jack Morgan as chair of the joint meeting.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Boards voted (9-0) to elect Matt Kelley as secretary of the joint meeting.
Mr. Lussier provided an overview presentation of the background of the SPED Stabilization Fund. He noted the expenses and the revenues of the fund are difficult to predict and impacts the overall budget. He reviewed possible changes that would make the fund easier to estimate without offsetting the other portions of the school budget. Ms. Mahr provided detailed background information of the state reimbursement program for special education. She reviewed the School’s budget cycle in connection with the SPED service delivery and reimbursement schedule from the state. She explained how the projected costs and reimbursement rates are determined during the budgeting process. She outlined the recommendations regarding the special education stabilization fund and the carrying forward of revenues. The Boards discussed the presentation and the stabilization fund.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Boards voted (9-0) to dissolve the joint meeting of the Board of Selectmen and School Committee.

Mr. Ulfelder provided an update regarding the School Building Committee criteria for the shortlist of the Hunnewell options. He briefly reviewed the each of the criteria and noted that the SBC is still evaluating additional design options. He reviewed important dates and primary agenda items at upcoming SBC meetings.

6. Discuss Status of Projects at Delanson Circle & 148 Weston Road

Mr. Zehner, Town Planning Director, Victor Sheen and Peter Holland, Developers for both 148 Weston Road and Delanson Circle projects; and Dartagnan Brown, architect for the projects joined the Board.

Mr. Sheen provided a brief update regarding the Delanson Circle project and the permitting process. He stated additional changes had been made since the previous meeting and they did take into consideration the comments from the neighborhood and Town staff. Mr. Brown provided additional details regarding the differences between the original 40B site plan to the current condominium proposal such as the lower unit count, density of the site, height of the building and set back from neighboring properties. He detailed the updated parking garage and parking ratio proposals. The Board discussed the proposed project updates and asked questions regarding the height of the project.

Mr. Sheen and Mr. Brown provided an update regarding the 148 Weston Road proposal. Mr. Sheen noted that little had changed regarding the design of the proposed site from their previous appearance before the Board. Mr. Brown provided an overview of the site plan and proposed parking plan. The Board discussed the project.

Ms. Towle of 7 Oakencroft Road came before the Board. She stated she is on the steering committee for the College Heights Association which is an informal neighborhood association of about 125 families. She stated the Association prefers the condominium proposal rather than the 40B apartment proposal. She added the Association would like the height and mass to be reduced further as well as changes made to the parking structure. She provided a letter to the Board from Association member, Ms. Newman and read the letter on her behalf.

Mr. Dan Hill, attorney representing the College Heights Association, came before the Board. He stated the reduction was a step in the right direction but remains too large. He referenced the Town Zoning Bylaws and additional concerns regarding the design and impact to the neighborhood. He suggested a working group with the neighborhood and the developer.
Ms. Conlon of 21 Westerly Street came before the Board. She stated she is concerned regarding the width of the street as it is a private road with no sidewalk. She noted there are visitor parking issues at her condominium building and would like this project to address visitor parking.

Ms. Rossignol of 140 Weston Road came before the Board. She stated she is encouraged by the reduction in height but the footprint is too large for her comfort. She stated the building would be much too close to her property line.

Mr. Morgan noted that in the interest of time for adding articles on the draft warrant, the Board needed to vote regarding the rezoning of the properties. The Board discussed possible draft warrant articles for the rezoning of the properties.

Upon a motion by Mr. Morgan and seconded by Ms. Freiman, the Board voted (5-0) to direct Town Counsel and the Planning Director to work to draft language the Board may place on the warrant of the 2019 Annual Town Meeting to amend the zoning bylaw and zoning map by rezone to affect the development of the properties located at 148 Weston Road and possibly properties in the vacuity.

Upon a motion by Mr. Morgan and seconded by Ms. Freiman, the Board voted (5-0) to direct Town Counsel and the Planning Director to work to draft language the Board may place on the warrant of the 2019 Annual Town Meeting to amend the zoning bylaw and zoning map by rezone to affect the development of the properties located on Delanson Circle and possibly properties in the vacuity.

7. **Execute 2019 Town Election Warrant**

Ms. Robinson reviewed the election warrant.

Ms. Johnson of the Planning Board joined the Board and reviewed the Planning Board positions for the election.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to execute the warrant for the annual town election to be held on March 5, 2019.

8. **Executive Director’s Report**

Ms. Robinson reviewed the items before the Board for approval.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to Board accept a gift from the Cottage Restaurant of $1,200 for the 2019 summertime concert series.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to accept a gift from Century Bank of $1,950 for the purchase of lights and accessories in order to light trees in front of 258 Washington Street beginning in 2019.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to James Amalfi be appointed as a special police officer for the Town of Wellesley.

Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to approve the extension of liquor service until 1:00 am on New Year’s Eve 2018 for the restaurants listed in the Board’s agenda packet for December 17, 2019.
Upon a motion by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to approve the extension of the retail sale of beer and wine for Fells Market at 326 Weston Road from 10:00 am to 8:00 pm on Sunday December 23rd, and Sunday, December 30, 2018

9. **Discuss FY20 Operating & Capital Budgets**

Mr. Waldman, Town Treasurer, joined the Board.

Ms. Strother updated the Board regarding the health insurance budget request information. She provided an overview of the projections used to inform the request and stated the projections are conservative. The Board discussed the predictions used for the health insurance budget and the administrative fees for the plans.

The Board discussed the Executive Director’s office budget and proposed job descriptions for the office. Ms. Robinson noted that as a result of the meeting that she, Ms. Freiman and Ms. Gibbs had with HR about the positions, that a third position of Economic Development Director had been added to the budget, along with $20,000 for benefits. Mr. Ulfelder strongly expressed his opinion that the Board should not request two new position in the FY20 budget. Ms. Sullivan Woods concurred that this was too much of a change for next year to add this position. Ms. Strother provided an update for the overall budget indicating that with all town budget submitted the gap to balance the budget was about $659,000. Mr. Morgan noted that compared to past year’s this gap was lower than others at this time in the process.

10. **New Business**

The meeting was adjourned at 10:50 pm.
d. **Approval of Gift**

Included in your packet is a memo from Recreation Director Matt Chin asking that the Board approve the acceptance of a gift of $2,500 from Roche Brothers Supermarket donated towards the 2019 summertime concert series.

**MOVE** that the Board accept a gift from Roche Brothers Supermarket of $2,500 for the 2019 summertime concert series.
December 19, 2018

Board of Selectmen
Town Hall
525 Washington Street
Wellesley, MA 02482

To the Wellesley Board of Selectmen,

On behalf of the Recreation Commission, we ask the Wellesley Board of Selectmen to accept the donation received from Roche Brothers, in the amount of $2,500.

The check has been deposited and a thank you letter has been sent. This donation is for the SUMMERTIME 2019 Concert series and Special Events.

Thank you in advance for your assistance.

Matthew G. Chin
Director of Recreation
4. **Proclamation: Bring your Own Bag Month**

Evidently January has been proclaimed “national reusable bag” month. In recognition of this and to promote the use of bags, Girl Scout Troop #73505 is planning to be in attendance at the meeting along with representatives of the NRC to ask that you sign the attached proclamation designating January as “Bring your own bag” month in Wellesley.

The three troop members we are expecting at the meeting are Georgia Webster, Hannah Cronin, and Lily McDonough who are all Wellesley Middle School 8th graders. They are completing the project to get their Silver Badge. The project is to promote the use of reusable bags in Wellesley and the NRC is their sponsor for the project. They will be going to a few places in town w/ NRC to hand out bags. In support of this initiative, the NRC reusable bag banner will be up at the RDF for the first 2 weeks of Jan. 7th & 14th.

**MOVED** that the Board proclaim that January, 2019 is “Bring Your Own Bag” month in Wellesley and execute a proclamation to this effect.
PROCLAMATION

BRING YOUR OWN BAG MONTH

WHEREAS: source reduction is one of the primary solid waste management strategies to minimize the amount of waste that is disposed in a landfill; and

WHEREAS: the number of disposable bags used may be significantly reduced when individuals bring their own bags when shopping; and

WHEREAS: Bring Your Own Bag (BYOBag) is a national effort to educate the public about the benefits of bringing your own bag when shopping; and

WHEREAS: the Town of Wellesley overwhelmingly voted to regulate the distribution of plastic shopping bags at its 2016 Annual Town meeting; and

WHEREAS: the Town asks residents to support BYOBag by bringing reusable bags with them when shopping; and

WHEREAS: it is the hope that the efforts of BYOBag month will encourage lifelong changes in habit.

NOW THEREFORE BE IT RESOLVED THAT, WE, the Board of Selectmen of the Town of Wellesley, Massachusetts, do hereby proclaim January 2019 as Bring Your Own Bag (BYOBag) month in the Town of Wellesley and encourages all residents to participate by bringing their own reusable bags when shopping.

______________________________  ______________________________
Jack Morgan, Chair                Marjorie R. Freiman, Vice Chair

______________________________  ______________________________
Ellen F. Gibbs, Secretary         Thomas H. Ulfelder

______________________________
Elizabeth Sullivan Woods
Reducing Waste in Wellesley: A Girl Scout Silver Award Project

Project Leaders: Hannah Cronin, Lily McDonough, and Georgia Webster

The Silver Award is the second highest Girl Scout achievement project that a Girl Scout can receive. We have worked over the course of 2 years to complete the Silver Award project. For this phase of the project our goal is to promote the use of reusable bags and educate residents of Wellesley about the environmental impact of paper and plastic bag waste.

**Why non-reusable bags are not the best option**

- Plastic bags are no longer recyclable in Wellesley
- When you cut down trees it requires using fossil fuels to produce paper which releases carbon dioxide, a greenhouse gas, into the atmosphere. This impacts global warming.
- Plastic bags can take over 1000 years to break down. Plastic bags never actually decompose staying forever in our environment, making a buildup of waste.
- Animals can ingest the plastic bags or plastic fragments, which can be toxic, and then contaminates the food chain.
- Animals can also be strangled when the plastic bags wrap around their necks.
- Polyethylene is in the plastic which is a very harmful chemical.

**Positives to using a reusable bag**

- Reusable bags can be used over and over again, which saves money, causes less waste, and is more environmentally friendly.
- Some grocery stores offer money back for bringing a bag.
- You can make your own reusable bags!

**You can inspire others by leading by example**

- You can encourage your friends and family to buy reusable bags.
- Make a New Year’s resolution to use the reusable bags you have and to remind others to use them.
- Give reusable bags as a gift.
- Educate people around you about the environmental impact of using non-reusable bags.

Wellesley RDF – Pre bag ban

This reusable bag was generously donated by the Wellesley Natural Resource Commission
5. **Approve Common Victualler Application – Fiorella’s**

We understand that Fiorella’s is planning to open for business in February. Included in your packet is a copy of their redacted application.

**MOVE** that the Board award a Common Victualler License to Remon M. Karian to operate a restaurant called Fiorella’s at 575 Washington Street until December 31, 2019.
TOWN OF WELLESLEY   MASSACHUSETTS

COMMON VICTUALLER LICENSE APPLICATION

Date Applied:       Date Approved:       Date Issued:       

<table>
<thead>
<tr>
<th>Office Use Only</th>
<th>Fees Paid:</th>
<th>Tax Cert:</th>
<th>Resumes:</th>
<th>T&amp;P Info:</th>
<th>Plan:</th>
<th>Interview:</th>
</tr>
</thead>
</table>

The undersigned hereby applies for a Common Victualler License in accordance with the provisions of Massachusetts General Law 140, Section 2.

(PLEASE TYPE OR PRINT CLEARLY)

Name of Applicant:    Remon M. Karian   Date:       6/14/18

D.O.B: ___        S.S.N: ___       Dr. Lic #: S    Fed. ID #:       

Business Address:  575 Washington Street

Home Address:       

Business Telephone: N/A       Home Telephone:      

Name & Location of Establishment: Fiorella's Express, Washington Street

Applying for: Common Victualler License only X   Common Victualler & Liquor License

Common Victualler & Wine & Malt

Enclose Copy of Floor Plan
Size of Floor Space (square feet.): 2,023   Number of Seats: 32   Number of Employees: 10

CHECK ONE (If you are unsure ask the Building Department)
No Change of Use: X   Partial Change of Use:   Full Change of Use:   New Use:   

(See attached details regarding Required Traffic & Parking Information.)

PLAN REVIEW AND/OR PRELIMINARY APPROVAL   (Required Before Common Victualler License will be Approved)

<table>
<thead>
<tr>
<th>Reviewing Department</th>
<th>Signature of Approving Authority</th>
<th>Date of Plan Review/Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Department:</td>
<td></td>
<td>11/19/18</td>
</tr>
<tr>
<td>Health Department:</td>
<td></td>
<td>11/19/18</td>
</tr>
<tr>
<td>Fire Department:</td>
<td></td>
<td>11/19/18</td>
</tr>
<tr>
<td>Design Review:</td>
<td></td>
<td>11-19-18</td>
</tr>
</tbody>
</table>

11/3/2006
COMMON VICTUALLER LICENSE APPLICATION (continued)

What will be the hours of operation?  11AM-10PM; 7 DAYS

Time(s) of Peak Customer Activity  11-2 AND 5-8

Est. Number of Customers at Peak Time(s):        Est. Number of Employees at Peak Time(s):  10

What provisions have been made for trash removal?  Dumpster in the back parking lot

How much parking is needed?  The existing parking lot in the rear is adequate and there is street parking.

How will parking be provided?  Parking lot in the rear and public parking (street meters)

What are delivery times?  Delivery is scattered throughout the day between 9 AM and 5 PM

I, the undersigned state that the information provided in this application, and associated attachments, is true and accurate to the best of my knowledge:

Signature:  [Signature]  Printed Name:  Remon Karrion  Date:  6/14/18

Note: No Common Victualler License will be approved until the applicant addresses all issues and/or concerns to the satisfaction of the Board of Selectmen; and no CVL will be issued until all required inspections have been conducted, permits granted, and final approvals given.

FOR OFFICE USE ONLY

<table>
<thead>
<tr>
<th>Final Permits/Approvals Granted (Required Before CVL will be Issued)</th>
<th></th>
<th></th>
<th></th>
<th>Date of Final Approval</th>
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</thead>
<tbody>
<tr>
<td>Approving Department</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Design Review:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

11/3/2006
TOWN OF WELLESLEY
TOWN HALL • 525 WASHINGTON STREET • WELLESLEY, MA 02482-5892
781-431-1019 EXT 2201

BOARD OF SELECTMEN

CORI REQUEST FORM

The Wellesley Board of Selectmen has been certified by the Criminal History Systems Board for access to conviction and pending criminal case data. As an applicant/employee for ________________________________, I understand that a criminal record check will be conducted for conviction and pending criminal case information only and that it will not necessarily disqualify me. The information below is correct to the best of my knowledge.

Applicant/Employee/Signature

APPLICANT/EMPLOYEE INFORMATION (PLEASE PRINT)

Karian Reu
LAST NAME FIRST NAME MIDDLE NAME

SS# ___________________________ E-mail ___________________________

MAIDEN NAME OR ALIAS (IF APPLICABLE) ___________________________

FATHER’S NAME ___________________________ MOTHER’S NAME ___________________________

DATE OF BIRTH: ___________ PLACE OF BIRTH ___________________________

ADDRESS/Current ____________________________________________________________________________ Former Address ____________________________________________________________________

SEX: M F ___________ HEIGHT ___________ in Weight ___________ EYE COLOR ___________________________

STATE & DRIVER’S LICENSE NUMBER: ___________________________

***THE INFORMATION WAS VERIFIED WITH THE FOLLOWING FORM OF GOVERNMENT ISSUED PHOTOGRAPHIC IDENTIFICATION____________________________________________________

REQUESTED BY: ______________________________________________________

SIGNATURE OR CORI AUTHORIZED EMPLOYEE

The CHSB Identity Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft Index PIN Number by the CHSB. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process.

*ID Theft Index PIN (if applicable) All CORI request forms that include this field are required to be submitted to the CHSB via mail or by fax to 617-660-4614

Signature of Notary Public—My Commission Expires

sandy/word/licenses/CORI Form
6. **Approve Transfer of Stock & Change of Officers & Directors – Takara Restaurant**

Takara Restaurant has submitted the appropriate application forms to transfer ownership shares by and between existing shareholders of this entity. The application notes that Guanglin Zheng who was listed as a Director/Treasurer with a 30% share has been removed, and that share would be transferred to Wei Zheng whose share will grow from 30% to 70%. This hearing has been advertised in the paper and all required documentation has been submitted.

**MOVE** to approve Wei Zheng as Director and Suk Man Kitty Suen as President/Secretary for K. Zheng, Inc, d/b/a Takara located at 151 Linden Street.
December 5, 2018

Town of Wellesley
Board of Selectmen
525 Washington Street
Wellesley, MA 02482

Re:  K. Zheng, Inc. d/b/a Takara
     151 Linden Street
     Transfer of Shares (by and between existing shareholders)

Dear Board of Selectmen:

Enclosed for filing in connection with the above-captioned matter please find the following documents:

1. ABCC forms.
2. Corporation organizing documents.
3. Stock Purchase Agreement.
4. Proof of payment with financial documents.
5. Naturalization Certificate.
6. Vote.
7. DOR Certificate of Good Standing.
8. DUA Certificate of Compliance.

Thank you very much for your kind assistance in this matter.

Very truly yours,

Wei Jia
Enclosures
Receipt from nCourt

customerservice@nCourt.com

Wed 12/5/2018, 10:01 AM
To: jiawei2001@msn.com <jiawei2001@msn.com>

YOUR RECEIPT >>

Please include the payment receipt with your application. Thank you.

Paid To

| Name:   | Massachusetts Alcoholic Beverages Control Commission - Retail |
| Address 1: | 239 Causeway Street |
| Address 2: |  |
| City: | Boston |
| State: | Massachusetts |
| Zip: | 02114 |

Payment On Behalf Of:

| First Name: | Wei |
| Last Name: | Zheng |
| Address 1: | 151 Linden Street |
| Address 2: |  |
| City: | Wellesley |
| State: | MA |
| Zip: | 02482 |

Description | ID | Convenience Fee | Amount |
--- | --- | --- | --- |
FILING FEES-RETAIL | | $4.70 | $200.00 |

**Receipt Date:** 12/5/2018 10:01:27  **Invoice Number:** e72a11b4-8701-48b5-beb9-6ada68733905  **Total Amount Paid:** $204.70

Billing Information

| First Name | Wei |
| Last Name | Jia |

Credit/Debit Card Information
APPLICATION FOR AMENDMENT-Change of Officers, Stock or Ownership Interest

☑ Change of Officers/ Directors/LLC Managers

- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Officer/Directors Application
- CORI Authorization
- Vote of the Entity
- Payment Receipt
- Business Structure Documents
  - If Sole Proprietor, Business Certificate
  - If partnership, Partnership Agreement
  - If corporation or LLC, Articles of Organization from the Secretary of the Commonwealth

☐ Change of Ownership Interest
(e.g. LLC Members, LLP Partners, Trustees etc.)

- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Stock Application
- CORI Authorization
- Financial Statement
- Vote of the Entity
- Purchase & Sale Agreement
- Supporting Financial Records
- Advertisement (New Stockholder Only)*
- Payment Receipt
- Business Structure Documents
  - If Sole Proprietor, Business Certificate
  - If partnership, Partnership Agreement
  - If corporation or LLC, Articles of Organization from the Secretary of the Commonwealth

☐ Non-Profit Club Change of Officers/ Directors

- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Officer/Directors Application
- Vote of the club signed by an approved officer
- Payment Receipt
- Business Structure Documents -Articles of Organization from the Secretary of the Commonwealth

☐ Management Agreement

- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Management Agreement
- Vote of Entity
- Payment Receipt

*If abutter notification and advertisement is required for transaction, please see the local licensing authority.

1. BUSINESS ENTITY INFORMATION

<table>
<thead>
<tr>
<th>Entity Name</th>
<th>Municipality</th>
<th>ABCC License Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>K. Zheng, Inc.</td>
<td>Wellesley</td>
<td>00031-RS-1344</td>
</tr>
</tbody>
</table>

Please provide a narrative overview of the transaction(s) being applied for. Attach additional pages, if necessary.

Departing stockholder Guanglin Zheng transfers all his 100 shares of stock (30% interest in the Corporation) to Wei Zheng, an existing stockholder, for $60,000; appoints Wei Zheng President, and Suk Man Kitty Suen Treasurer, of the Corporation.

APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wei Jia</td>
<td>Attorney</td>
<td><a href="mailto:jiawei2001@msn.com">jiawei2001@msn.com</a></td>
<td>617-542-1548</td>
</tr>
</tbody>
</table>
## 2. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.). Attach additional page(s) provided, if necessary, utilizing Addendum A.

- The individuals and titles listed in this section must be identical to those filed with the Massachusetts Secretary of State.
- The individuals identified in this section, as well as the proposed Manager of Record, must complete a CORI Release Form.
- Please note the following statutory requirements for Directors and LLC Managers:
  - **On Premises (E.g. Restaurant/ Club/Hotel) Directors or LLC Managers** - At least 50% must be US citizens;
  - **Off Premises (Liquor Store) Directors or LLC Managers** - All must be US citizens and a majority must be Massachusetts residents.

  - If you are a Multi-Tiered Organization, please attach a flow chart identifying each corporate interest and the individual owners of each entity as well as the Articles of Organization for each corporate entity. Every individual must be identified in Addendum A.

<table>
<thead>
<tr>
<th>Name of Principal</th>
<th>Residential Address</th>
<th>SSN</th>
<th>DOB</th>
<th>Percentage of Ownership</th>
<th>Director/ LLC Manager</th>
<th>US Citizen</th>
<th>MA Resident</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wei Zheng</td>
<td></td>
<td></td>
<td></td>
<td>70%</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Suk Man Kitty Suen</td>
<td></td>
<td></td>
<td></td>
<td>30%</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

### CRIMINAL HISTORY
Has any individual listed in question 6, and applicable attachments, ever been convicted of a State, Federal or Military Crime? If yes, attach an affidavit providing the details of any and all convictions.

### MANAGEMENT AGREEMENT
Are you requesting approval to utilize a management company through a management agreement? Please provide a copy of the management agreement.

- Yes
- No

- Yes
- No
3. CURRENT OFFICERS, STOCK OR OWNERSHIP INTEREST

List the individuals and entities of the current ownership. Attach additional pages if necessary utilizing the format below.

<table>
<thead>
<tr>
<th>Name of Principal</th>
<th>Title/Position</th>
<th>Percentage of Ownership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suk Man Kitty Suen</td>
<td>President, Secretary</td>
<td>30%</td>
</tr>
<tr>
<td>Wei Zheng</td>
<td>Director</td>
<td>40%</td>
</tr>
<tr>
<td>Guanglin Zheng</td>
<td>Treasurer, Director</td>
<td>30%</td>
</tr>
</tbody>
</table>

4. INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Does any individual or entity identified in question 6, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes ☒ No ☐ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

<table>
<thead>
<tr>
<th>Name</th>
<th>License Type</th>
<th>License Name</th>
<th>Municipality</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Alcohol</td>
<td>Sec. 12 On Premises</td>
<td>000060-RS-0170</td>
<td>Canton</td>
</tr>
<tr>
<td>All Alcohol</td>
<td>Sec. 12 On Premises</td>
<td>00012-RS-0678</td>
<td>Medfield</td>
</tr>
<tr>
<td>All Alcohol</td>
<td>Sec. 12 On Premises</td>
<td>00029-RS-1340</td>
<td>Wayland</td>
</tr>
</tbody>
</table>

5. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified identified in question 6, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes ☐ No ☒ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

<table>
<thead>
<tr>
<th>Name</th>
<th>License Type</th>
<th>License Name</th>
<th>Municipality</th>
</tr>
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</tbody>
</table>
## 7. FINANCIAL DISCLOSURE

### Associated Cost(s):

None

### SOURCE OF CASH CONTRIBUTION

Please provide documentation of available funds. (E.g. Bank or other Financial institution Statements, Bank Letter, etc.)

<table>
<thead>
<tr>
<th>Name of Contributor</th>
<th>Amount of Contribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wei Zheng</td>
<td>$60,000</td>
</tr>
</tbody>
</table>

Total: $60,000

### SOURCE OF FINANCING

Please provide signed financing documentation.

<table>
<thead>
<tr>
<th>Name of Lender</th>
<th>Amount</th>
<th>Type of Financing</th>
<th>Is the lender a licensee pursuant to M.G.L. Ch. 138.</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td></td>
<td></td>
<td>[ ] Yes [ ] No</td>
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<td>[ ] Yes [ ] No</td>
</tr>
</tbody>
</table>

### FINANCIAL INFORMATION

Provide a detailed explanation of the form(s) and source(s) of funding for the cost identified above.

...
## ADDENDUM A

### 6. Change of Officers, Stock or Ownership Interest (Continued...)

List all proposed individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.).

<table>
<thead>
<tr>
<th>Entity Name</th>
<th>Percentage of Ownership in Entity being Licensed</th>
</tr>
</thead>
<tbody>
<tr>
<td>K. Zheng, Inc.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Principal</th>
<th>Residential Address</th>
<th>SSN</th>
<th>DOB</th>
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<tbody>
<tr>
<td>Wei Zheng</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Title and or Position</strong></td>
<td>Percentage of Ownership</td>
<td>Director</td>
<td>US Citizen</td>
</tr>
<tr>
<td>President, Director</td>
<td>70%</td>
<td>☐ Yes ☐ No</td>
<td>☐ Yes ☐ No</td>
</tr>
</tbody>
</table>

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<td>Suk Man Kitty Suen</td>
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<td><strong>Title and or Position</strong></td>
<td>Percentage of Ownership</td>
<td>Director</td>
<td>US Citizen</td>
</tr>
<tr>
<td>Treasurer/Secretary</td>
<td>30%</td>
<td>☐ Yes ☐ No</td>
<td>☐ Yes ☐ No</td>
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<td>US Citizen</td>
</tr>
<tr>
<td></td>
<td></td>
<td>☐ Yes ☐ No</td>
<td>☐ Yes ☐ No</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Principal</th>
<th>Residential Address</th>
<th>SSN</th>
<th>DOB</th>
</tr>
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<tr>
<td></td>
<td></td>
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</tr>
<tr>
<td><strong>Title and or Position</strong></td>
<td>Percentage of Ownership</td>
<td>Director</td>
<td>US Citizen</td>
</tr>
<tr>
<td></td>
<td></td>
<td>☐ Yes ☐ No</td>
<td>☐ Yes ☐ No</td>
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<td></td>
<td></td>
<td>☐ Yes ☐ No</td>
<td>☐ Yes ☐ No</td>
</tr>
</tbody>
</table>

### CRIMINAL HISTORY

Has any individual identified above ever been convicted of a State, Federal or Military Crime? If yes, attach an affidavit providing the details of any and all convictions.
APPLICANT'S STATEMENT

[Signature]  
Date: 11/28/18

I, Wei Zheng, the corporate principal, hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief.

I further submit the following to be true and accurate:

1. I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;

2. I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;

3. I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;

4. I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;

5. I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;

6. I understand that all statements and representations made become conditions of the license;

7. I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;

8. I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and

9. I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

10. I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Name of the Entity/Corporation: [K. Zheng, Inc.]

Title: President
7. **Discuss FY20 Budget**

   a. Executive Director’s Office Staffing  
   b. Pension & OPEB  

As a result of feedback received from the Board at the last meeting, one of the new positions has been removed from the budget. As a result, the Assistant Executive Director position has been further modified, and some changes made to the Economic Development Director description. With these changes the budget increase for the Executive Director’s Office is 23.71% and Selectmen’s Operating budgets is 3.65%. A copy of the rollup for Selectmen’s budgets is attached, as well as a list of major changes to the budget thus far.

Some concerns have been raised as to the amount of funding budgeted for pension and OPEB costs in FY20. David Kornwitz, Chair of the Retirement Board put together the enclosed PowerPoint presentation regarding pension costs that he discussed with Jack, Marjorie, myself and Sheryl, along with two members of Advisory. One of the questions that had been raised was the dollar impact of the vote at the last town meeting to increase the COLA base for employees. On one of the slides you’ll see the projected budget costs through to 2030 when full funding is expected to be achieved. You’ll note the higher cost in the first couple of years.

**NO MOTION**
TOWN OF WELLESLEY

Position Description

TITLE: Assistant Executive Director (62)               DATE: 12/26/2018

DEPARTMENT: General Government Services        APPROVED: //
DIVISION: Selectmen                             HUMAN RESOURCES:
                                                   /S. Szczebak/

ACCOUNTABILITY OBJECTIVES

The Assistant Executive Director provides management and administrative support to the Executive Director of General Government Services and to the Board of Selectmen (BOS), and manages the Selectmen’s Office. He or she is responsible for oversight of the Town’s economic development functions and implementation of the Unified Plan. The Assistant Executive Director also staffs Town-wide initiatives and projects. The incumbent may act as Director in the Executive Director’s absence.

NATURE OF POSITION

The Board of Selectmen (BOS) is the Chief Executive Board of the Town and oversees the Town’s public safety, finance and treasury, facilities, building department and information technology operations. The BOS sets policies for the Town, and the Office of General Government Services (the Office) implements the directions and policies of the BOS and those they appoint, and oversees all financial activities of the Town.

Reporting to the Executive Director, the Assistant Executive Director’s primary responsibilities are to ensure that the BOS’ departments are operating effectively and efficiently, to provide management support to departments under the Board’s jurisdiction, to serve and to assist the Selectmen in their work, to serve (directly or through her/his staff) serves as the principal staff on Town-wide initiatives and projects, including the Unified Plan, and to oversee the Town’s economic development functions.

The Assistant Executive Director is the Department’s assigned representative to the Town’s Traffic Committee. He or she provides analysis on projects that may impact Town-wide traffic and services. The Assistant Executive Director coordinates on behalf of the Selectmen’s Office the study and implementation of any projects that will impact commercial and retail districts, educational institutions, or neighborhoods of the Town.

The incumbent interacts frequently with the general public, both face-to-face and over the telephone, and with Town boards and senior personnel from other departments. He/she meets regularly with outside organizations and works with minimal supervision. The Assistant Executive
Director directly supervises the Economic Development Director, Communications & Projects Manager, Veteran’s Service Officer, and the Sealer of Weights and Measures.

**DIMENSIONS**

The combined FY 19 operating budgets for the departments under the jurisdiction of the Board of Selectmen is $63 million.

**PRINCIPAL ACTIVITIES TO ATTAIN ACCOUNTABILITY OBJECTIVES**

1. Manages the day-to-day operations of the Selectmen’s Office. Responsible for the productivity and efficiency of the BOS’ office.

2. Supervises the Economic Development Director and oversees the development of short and long-term economic development strategy of the Town.

3. Represents the Selectmen’s Office as the principal staff person on Town-wide initiatives and projects (e.g., Wellesley Office Park, renovation/replacement of Hardy/Hunnewell/Upham elementary schools). Manages BOS input into the Project of Significant Impact (PSI) process. As assigned, serves as a voting member of committees formed to advance such initiatives.

4. Responsible for management and implementation of the Unified Plan. Interacts with boards and departments to facilitate the development of plan goals and action plans.

5. Ensures the effectiveness of the BOS’ departments’ delivery of services to other Town departments, boards, commissions, citizens, and the general public. Makes and/or implements recommendations of methods designed to improve the efficiency and effectiveness of service delivery.

6. Represents the Selectmen’s Office on all roadway and traffic-related matters, including participation on the Town-wide Traffic Committee. Provides analysis and support to the Executive Director and Selectmen on projects that that may impact Town-wide traffic and services. Coordinates on behalf of the Selectmen’s Office the study and implementation of any projects that will impact commercial and retail districts or neighborhoods of the Town. Manages the BOS’ portion of municipal systems impact analysis performed with respect to Projects of Significant Impact, and serves as liaison with the Department of Public Works as it relates to plans for the maintenance of the Town’s roads.

7. Manages the eligibility progress on MGL Ch. 40B housing applications for the BOS, working with Town Counsel, the Planning Director, ZBA and other individuals or entities. Provides zoning, site eligibility, project process and other explanatory materials and background to the BOS.

8. Supports the Selectmen by providing research and supporting materials for their meetings; oversees the preparation of the weekly informational packages distributed to the
Selectmen; responds to questions and assists the Selectmen in their daily work; and communicates directly with the general public.

9. As assigned, investigates citizen complaints and requests for service. Interacts with the public, ensuring that all inquiries and problems are addressed in a timely and professional manner.

10. Assists the Executive Director and the Human Resources Director with preparations for collective bargaining negotiations. As assigned, solicits the BOS’ support for contract proposals and participates in negotiation sessions as a member of the management team.

11. Oversees preparations for Town Meetings including posting of required notices, drafting of warrant articles and motion language, and coordinates with Town Counsel, Town Moderator and other Town boards and departments.

12. As assigned, prepares Requests for Proposal for services under the jurisdiction of the BOS. As provided in M.G.L. Chapter 30B, section 19, may be designated by the Executive Director as the Town’s Chief Procurement Officer. Ensures that all contract documents for goods and services executed by the Town are complete and in compliance with applicable state and local regulations.

13. Manages all BOS licensing activities including but not limited to Common Victualler, alcohol, take-out food, mobile food vendors and entertainment.

14. Serves as a Town’s Records Access Officer (RAO). Ensures that the contact information for the Town’s other RAOs and the “commonly available” public records is available on the web site; coordinates the Town’s response to requests for access to public records, ensuring that requests are forwarded to the appropriate RAO and that the response is provided within the legal time limit; assists individuals seeking public records in identifying the records requested; assists the custodian of the records in preserving public records; and prepares guidelines that enable requestors to make informed requests.

15. Oversees administration of the Cochituate Aqueduct leases and other license and development agreements executed by the BOS.

16. Supervises the Economic Development Director, Communications & Projects Manager, Veterans Service Officer, and the Sealer of Weights and Measures. Monitors and evaluates their performance and provides direction and feedback as appropriate.

17. Researches and completes assigned special projects accurately and on time.

18. Performs other related duties as assigned.

**MINIMUM QUALIFICATIONS:**

- Master’s Degree in Public Administration, Management, Political Science, Planning or other related field.
• Seven to ten years of progressively responsible experience in municipal government to include three years of supervisory experience.

• Demonstrated knowledge of general municipal government operations.

• Demonstrated ability to influence and gain the confidence of board members and department heads.

• Proficiency in word processing, spreadsheets, databases and presentation software.

• Excellent written and oral communication skills.

**ESSENTIAL JOB FUNCTIONS**

**TOOLS AND EQUIPMENT USED**

Personal computer, including word processing, spreadsheet, database, and presentation software; printers; photocopying and fax machines; and telephone.

**PHYSICAL DEMANDS**

While performing the duties of this job, the incumbent is frequently required to walk, sit, talk, and hear. The incumbent is occasionally required to finger, handle, feel, or operate objects, tools, or controls; and reach with hands and arms. The incumbent is occasionally required to climb or balance; stoop, kneel, crouch, or crawl.

The incumbent must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**WORK ENVIRONMENT**

The noise level in the work environment is usually quiet to moderate.

**EVENING MEETING EXPECTATIONS**

Attendance at regular BOS meetings and selected project-related meetings on weekday evenings is expected, as is attendance at the BOS meetings prior to all Town Meetings and the Town Meetings themselves.
### TOWN OF WELLESLEY

#### Position Description

**TITLE:** Economic Development Director (TBD)  
**DATE:** 12/26/2018

**DEPARTMENT:** General Government Services  
**APPROVED:** //

**DIVISION:** Selectmen  
**HUMAN RESOURCES:** /S. Szczebak/

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#### ACCOUNTABILITY OBJECTIVES

The Economic Development Director (Director) promotes balanced and positive, long-term economic change that supports and enhances the Wellesley community. The Director establishes practices that lead to growth in the Town by promoting business and workforce development; expanding and diversifying employment opportunities; and establishing, maintaining and strengthening public/private partnerships with educational institutions, commercial and retail interests.

#### NATURE OF POSITION

The Board of Selectmen (BOS) is the Chief Executive Board of the Town and oversees the Town’s public safety, finance and treasury, facilities, building department and information technology operations. The BOS sets policies for the Town. The Office of General Government Services is responsible for carrying out the directions and policies of the BOS and those they appoint and oversees all financial activities of the Town. This office is headed by the Town’s Executive Director, to whom the Assistant Executive Director, and others, report.

Reporting to the Assistant Executive Director, the Economic Development Director has primary responsibility for management of all services and activities of economic development such as planning, organizing and implementing programs from conception to completion. These programs include business attraction and incentive programs and business retention; attracting increased capital investments and expanding and diversifying employment opportunities; establishing and maintaining private/public partnerships for positive long-term economic change; research and organizational capacity and facility development. The incumbent implements economic development goals and objectives for the Town, and interfaces and coordinates with the development community, local businesses and various Town departments and staff. In the course of his or her responsibilities, the Director performs a variety of administrative, professional and technical tasks. Attendance at night meetings is required.
DIMENSIONS

The combined FY 19 operating budgets for the departments under the jurisdiction of the Board of Selectmen is $63 million.

PRINCIPAL ACTIVITIES TO ATTAIN ACCOUNTABILITY OBJECTIVES

1. Develops short- and long-term economic and community development plans, gathers information and prepares studies, reports and recommendations to achieve such goals.
2. Analyzes existing economic situations relative to business attraction and expansion; employs modern techniques for business attraction and retention; negotiates and resolves sensitive and controversial issues; monitors program performance and makes periodic presentations to the Executive Director and Board of Selectmen.
3. Establishes familiarity with the existing inventory of available building and businesses in the Town, including both public and private building and land areas.
4. Monitors and evaluates the effectiveness of current economic development programs and efforts.
5. Manages the development and implementation of economic change through attraction, retention, and expansion of commerce and light industry and the creation of incentive zone/programs.
6. Develops familiarity with legislative developments which may impact economic development programs, policies and/or procedures and implements approved follow-up action.
7. Researches and publicizes economic and demographic statistics/trends.
8. As appropriate, develops infrastructure (industrial parks, shell buildings, utilities, transportation, etc.) to support business growth and expansion.
9. Represents the Town at appropriate civic, cultural, charitable, business and community activities and serves on boards, commissions, committees and organizations related to the areas that are critical to the Town’s goals and interest.
10. Prepares and presents annual budget for approval.
11. Maintains a liaison with various local, state and federal agencies, coordinating projects with agencies as deemed necessary and appropriate.
12. Provides information and make presentations to boards, commissions, civic groups, businesses, individuals, and the public on economic development issues, programs, services and plans.
14. Oversees the administration of the Town’s tax credit programs, if applicable.
15. Identifies workforce skill needs of the business community and coordinates action with educational and training institutions to develop and provide the appropriate training and educational programs.
16. Convenes and facilitates Town Development Review Team (TDRT) meetings involving BOS projects, including representatives from the BOS and other Town boards and departments, Town Counsel and developers. Facilitates interdepartmental meetings and coordinates interdepartmental efforts, and identifies/pursues...
opportunities to improve the effectiveness and efficiency of the Town’s consolidated operations.

17. Researches and completes assigned special projects accurately and on time.
18. Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

- Bachelor’s Degree in a related economic development or business field and five years’ substantial experience in planning, economic and/or community development, business or related field OR equivalent combination of experience and training which provides the required knowledge, skills and abilities.
- Experience managing projects and people in a nonprofit, public agency or private company.
- Direct experience developing close working relationships with governmental groups at the local, state and federal level, and constituents/stakeholders which might include elected officials, board of directors, employees and other business and community support organizations.
- Demonstrated knowledge of general municipal government operations.
- Demonstrated ability to influence and gain the confidence of board members and department heads.
- Proficiency in word processing, spreadsheets, databases and presentation software.
- Excellent written and oral communication skills.

ESSENTIAL JOB FUNCTIONS

TOOLS AND EQUIPMENT USED

Personal computer, including word processing, spreadsheet, database, and presentation software; printers; photocopying and fax machines; and telephone.

PHYSICAL DEMANDS

While performing the duties of this job, the incumbent is frequently required to walk, sit, talk, and hear. The incumbent is occasionally required to finger, handle, feel, or operate objects, tools, or controls; and reach with hands and arms. The incumbent is occasionally required to climb or balance; stoop, kneel, crouch, or crawl.

The incumbent must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The noise level in the work environment is usually quiet to moderate.
## FY2020 Summary Selectmen Request

### FY19 USE OF FUNDS (BUDGET)

<table>
<thead>
<tr>
<th>Page #</th>
<th>Dept.</th>
<th>Funding Item</th>
<th>FY19 Pers Svs</th>
<th>FY19 Expenses</th>
<th>FY19 Total Ops</th>
<th>Change - FY19 to FY20</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1</td>
<td>Executive Director</td>
<td>466,023</td>
<td>33,225</td>
<td>499,248</td>
<td>151%</td>
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<tr>
<td></td>
<td>6</td>
<td>Sustainable Energy</td>
<td>33,980</td>
<td>5,425</td>
<td>39,405</td>
<td>10.12%</td>
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<tr>
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<td>18</td>
<td>Finance Department</td>
<td>447,204</td>
<td>10,950</td>
<td>458,154</td>
<td>3.11%</td>
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<td></td>
<td>22</td>
<td>Treasurer &amp; Collector</td>
<td>314,309</td>
<td>129,750</td>
<td>444,057</td>
<td>1.96%</td>
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<tr>
<td></td>
<td>28</td>
<td>Information Technology</td>
<td>671,445</td>
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<td>1,092,195</td>
<td>4.53%</td>
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<tr>
<td></td>
<td>36</td>
<td>Town Report</td>
<td>-</td>
<td>4,000</td>
<td>4,000</td>
<td>-4.58%</td>
</tr>
<tr>
<td></td>
<td>37</td>
<td>Central Admin. Services</td>
<td>-</td>
<td>26,500</td>
<td>26,500</td>
<td>-3.60%</td>
</tr>
<tr>
<td></td>
<td>Subtotal - General &amp; Financial Srvs.</td>
<td>$1,932,959</td>
<td>$630,600</td>
<td>$2,563,559</td>
<td>$163,981</td>
<td>95,525</td>
</tr>
</tbody>
</table>

### Facilities

| 38 | Facilities Management - Town | 4,585,030 | 3,475,749 | 8,042,779 | 150,301 | 99,981 | 250,282 | 3.11% |
|    | Subtotal - Facilities Management | $4,585,030 | $3,475,749 | $8,042,779 | $150,301 | 99,981 | 250,282 | 3.11% |

### Human Services

| 67 | Council on Aging | 373,713 | 63,446 | 437,159 | 15,178 | (4,270) | 10,908 | 2.50% |
| 75 | Youth Commission | 84,498 | 17,090 | 101,588 | 2,293 | - | 2,293 | 2.26% |
| 88 | Memorial Day | 2,500 | 2,500 | 5,000 | -2,200 | - | 2,200 | 100.00% |
| 78 | West Suburban Veterans District | - | 69,150 | 69,150 | -1,352 | 1,352 | 1.96% |
|    | Subtotal - Human Srvs. | $458,211 | $152,186 | $610,397 | $17,471 | (418) | $17,053 | 2.79% |

### Selectmen Shared Services

| 80 | Audit Committee | - | 58,200 | 58,200 | -650 | 650 | 1.12% |
| 81 | Law | - | 375,000 | 375,000 | -25,000 | 25,000 | -6.67% |
| 82 | Street Lighting | - | 145,000 | 145,000 | -5,000 | 5,000 | -3.45% |
| 83 | Risk Management | - | 435,679 | 435,679 | -13,083 | 13,083 | 3.00% |
| 83 | Subtotal - Sel. Shared Services | - $1,113,879 | - $1,113,879 | - $1,113,879 | -16,267 | (16,267) | -1.46% |

### Selectmen Appointed Committees

| 84 | Zoning Board of Appeals | 76,725 | 11,940 | 88,665 | 1,554 | (4,750) | (3,196) | -3.60% |
| 87 | Housing Development Committee | - | 6,500 | 6,500 | - | - | 0.00% |
| 87 | Historical District Committee | - | - | - | - | - | 0.00% |
| 88 | Celebrations Committee | - | 750 | 750 | - | - | 0.00% |
| 88 | Subtotal - Sel. Appointed Comms. | $76,725 | $23,890 | $100,615 | $1,554 | (4,750) | (3,196) | -3.18% |

### GENERAL GOVERNMENT SUBTOTAL

| 89 | Police Department | 5,693,471 | 648,585 | 6,342,056 | 194,992 | 36,224 | 231,217 | 3.65% |
| 105 | Fire Rescue | 5,215,424 | 265,770 | 5,481,195 | 135,728 | 1,500 | 137,228 | 2.50% |
| 113 | Building Department | 508,297 | 40,600 | 548,897 | 33,779 | 400 | 34,179 | 6.23% |
| 120 | Sealer of Weights & Measures | 16,000 | 2,550 | 18,550 | 1,200 | - | 1,200 | 0.00% |
| 123 | Special School Police | 127,606 | 3,183 | 130,789 | 1,164 | 90 | 1,254 | 1.32% |
|    | Subtotal - Public Safety | $11,560,799 | $960,688 | $12,521,487 | $365,147 | $38,355 | $403,502 | 3.22% |

### SELECTMEN OPERATING SUBTOTAL

| 89 | Police Department | 18,613,724 | 6,338,992 | 24,952,716 | 698,454 | 212,426 | 910,880 | 3.65% |
## FY19 USE OF FUNDS (BUDGET)

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<td>BoS Cash Capital</td>
<td>-</td>
<td>240,679</td>
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<tr>
<td>192</td>
<td>Facilities Capital</td>
<td>-</td>
<td>1,850,000</td>
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### CAPITAL & DEBT

#### Tax Impact Capital

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#### Subtotal - Capital

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### Debt Service

#### Current Inside Levy Debt Service - Issued

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#### Current Inside Levy Debt Service - Unissued

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### Employee Benefits

#### Retirement

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<tr>
<td>126</td>
<td>Retirement</td>
<td>-</td>
<td>7,056,425</td>
<td>7,056,425</td>
</tr>
</tbody>
</table>

#### Non-Contributory Pensions

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Funding Item</th>
<th>FY19 Pers Srvs</th>
<th>FY19 Expenses</th>
<th>FY19 Total Ops</th>
</tr>
</thead>
<tbody>
<tr>
<td>127</td>
<td>Non-Contributory Pensions</td>
<td>-</td>
<td>19,100</td>
<td>19,100</td>
</tr>
</tbody>
</table>

#### Unemployment Compensation

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Funding Item</th>
<th>FY19 Pers Srvs</th>
<th>FY19 Expenses</th>
<th>FY19 Total Ops</th>
</tr>
</thead>
<tbody>
<tr>
<td>128</td>
<td>Unemployment Compensation</td>
<td>-</td>
<td>150,000</td>
<td>150,000</td>
</tr>
</tbody>
</table>

#### Workers Comp

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Funding Item</th>
<th>FY19 Pers Srvs</th>
<th>FY19 Expenses</th>
<th>FY19 Total Ops</th>
</tr>
</thead>
<tbody>
<tr>
<td>129</td>
<td>Workers Comp</td>
<td>-</td>
<td>287,700</td>
<td>287,700</td>
</tr>
</tbody>
</table>

#### Group Insurance

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Funding Item</th>
<th>FY19 Pers Srvs</th>
<th>FY19 Expenses</th>
<th>FY19 Total Ops</th>
</tr>
</thead>
<tbody>
<tr>
<td>130</td>
<td>Group Insurance</td>
<td>-</td>
<td>18,984,487</td>
<td>18,984,487</td>
</tr>
</tbody>
</table>

#### OPEB Inside Levy

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Funding Item</th>
<th>FY19 Pers Srvs</th>
<th>FY19 Expenses</th>
<th>FY19 Total Ops</th>
</tr>
</thead>
<tbody>
<tr>
<td>131</td>
<td>OPEB Inside Levy</td>
<td>-</td>
<td>3,432,000</td>
<td>3,432,000</td>
</tr>
</tbody>
</table>

### SHARED COST SUBTOTAL

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Funding Item</th>
<th>FY19 Pers Srvs</th>
<th>FY19 Expenses</th>
<th>FY19 Total Ops</th>
</tr>
</thead>
<tbody>
<tr>
<td>132</td>
<td>Compensated Absences</td>
<td>-</td>
<td>120,000</td>
<td>120,000</td>
</tr>
</tbody>
</table>

### SPECIAL ITEMS

#### Property Tax Abatements

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Funding Item</th>
<th>FY19 Pers Srvs</th>
<th>FY19 Expenses</th>
<th>FY19 Total Ops</th>
</tr>
</thead>
<tbody>
<tr>
<td>810</td>
<td>State &amp; County Assessments</td>
<td>-</td>
<td>750,000</td>
<td>750,000</td>
</tr>
</tbody>
</table>

### SPECIAL ITEMS SUBTOTAL

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Funding Item</th>
<th>FY19 Pers Srvs</th>
<th>FY19 Expenses</th>
<th>FY19 Total Ops</th>
</tr>
</thead>
<tbody>
<tr>
<td>133</td>
<td>Traffic &amp; Parking Ops.</td>
<td>248,250</td>
<td>548,086</td>
<td>796,336</td>
</tr>
</tbody>
</table>

### BoS TOTAL TAX IMPACT BUDGET

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Funding Item</th>
<th>FY19 Pers Srvs</th>
<th>FY19 Expenses</th>
<th>FY19 Total Ops</th>
</tr>
</thead>
<tbody>
<tr>
<td>133</td>
<td>Traffic &amp; Parking Ops.</td>
<td>248,250</td>
<td>548,086</td>
<td>796,336</td>
</tr>
</tbody>
</table>

### BoS TOTAL TAX IMPACT (LESS EXEMPT DEBT)

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Funding Item</th>
<th>FY19 Pers Srvs</th>
<th>FY19 Expenses</th>
<th>FY19 Total Ops</th>
</tr>
</thead>
<tbody>
<tr>
<td>133</td>
<td>Traffic &amp; Parking Ops.</td>
<td>248,250</td>
<td>548,086</td>
<td>796,336</td>
</tr>
</tbody>
</table>

### NON-TAX IMPACT ITEMS

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Funding Item</th>
<th>FY19 Pers Srvs</th>
<th>FY19 Expenses</th>
<th>FY19 Total Ops</th>
</tr>
</thead>
<tbody>
<tr>
<td>133</td>
<td>Traffic &amp; Parking Ops.</td>
<td>248,250</td>
<td>548,086</td>
<td>796,336</td>
</tr>
<tr>
<td>Description</td>
<td>Amount</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>------------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Initial budget deficit presented 12/17/18</td>
<td>($659,099)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remove HR study placeholder</td>
<td>$80,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>School error in 2019 starting budget</td>
<td>$(40,000)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BOS staffing decision</td>
<td>$(12,459)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenue adjustment</td>
<td>$(1,117)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NRC Capital request</td>
<td>$1,500</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>($631,175)</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
HR Board does not appear to support this request
2019 budget voted s/b $74,428,918. I will ask C Mahr to correct request
The Board is in the process of evaluating staffing needs
adjustment to revenue estimate through recap process
We asked Brandon not to include small items as capital (I need to verify with him, this came through my staff)
Town of Wellesley
Contributory Retirement Board

Creating a Sustainable, Prudent, Long-Term Funding Policy

David Kornwitz and Sheryl Strother

December 19, 2018
Creating a Sustainable, Prudent, Long-Term Funding Policy

- Background: Pioneer Institute Study Findings (2012)
  - Pension Boards across MA must use more “rigorous” investment return assumptions and accelerate the rate at which they pay down their unfunded liabilities
  - The prevalence of high assumed investment returns “is likely to engender long-term underfunding and, ultimately, insolvency or significant cuts in benefits”
Creating a Sustainable, Prudent, Long-Term Funding Policy

(continued)

- TOWCRB guiding principles
  - Meet our Fiduciary Responsibilities to the System and Membership (e.g., ensure an adequately funded program with due consideration to the affordability by the Town)
  - Use actuarial assumptions (e.g. liability discount rate) in the 25th to 50th percentile expected return range to protect against poor results
  - Do NOT extend funding schedule to pay for benefit improvements (e.g., COLA base increases) or adverse experience (unless it creates a structural problem for the Town) and avoid appropriation “holidays”
  - Mitigate major downside investment risk as funded status improves (OK to sacrifice some upside potential to avoid potential disaster)
  - Assume a more conservative investment perspective for “in-pay status” liabilities (e.g., long bonds to fully hedge the liability) and a long-term, return seeking investment perspective for all other liabilities
    - Example: Discount in-pay status liabilities by 4% and other liabilities by 7.5% - resulting blended interest rate is ~ 6.5%
Current TOWCRB Target Investment Allocation and Expected Long-Term Rate of Return

### Asset Allocation:

<table>
<thead>
<tr>
<th>Class</th>
<th>Allocation</th>
<th>Mean Return</th>
<th>Annual Risk</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>1 Year*</td>
<td>10-Year</td>
</tr>
<tr>
<td>All US stocks</td>
<td>17.5%</td>
<td>8.61</td>
<td>7.37</td>
</tr>
<tr>
<td>International stocks</td>
<td>15.5%</td>
<td>8.96</td>
<td>7.23</td>
</tr>
<tr>
<td>Private equity</td>
<td>12.0%</td>
<td>13.38</td>
<td>8.66</td>
</tr>
<tr>
<td>Emerging market stocks</td>
<td>6.0%</td>
<td>11.65</td>
<td>7.94</td>
</tr>
<tr>
<td>Real estate</td>
<td>10.0%</td>
<td>6.76</td>
<td>6.08</td>
</tr>
<tr>
<td>Commodities</td>
<td>4.0%</td>
<td>7.81</td>
<td>6.17</td>
</tr>
<tr>
<td>Hedge Fund of Funds</td>
<td>13.0%</td>
<td>6.42</td>
<td>5.70</td>
</tr>
<tr>
<td>High-yield bonds</td>
<td>10.0%</td>
<td>5.72</td>
<td>4.57</td>
</tr>
<tr>
<td>BarCap Aggregate bonds</td>
<td>12.0%</td>
<td>4.33</td>
<td>3.40</td>
</tr>
<tr>
<td>Total</td>
<td>100.0%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Summary of Results:

<table>
<thead>
<tr>
<th>Projected Portfolio Return</th>
<th>Mean</th>
<th>10th percentile</th>
<th>25th percentile</th>
<th>50th percentile</th>
<th>75th percentile</th>
<th>90th percentile</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 years</td>
<td>7.16</td>
<td>1.1</td>
<td>3.7</td>
<td>6.9</td>
<td>10.5</td>
<td>13.6</td>
</tr>
<tr>
<td>10 years</td>
<td>7.39</td>
<td>3.3</td>
<td>5.3</td>
<td>7.3</td>
<td>9.5</td>
<td>11.5</td>
</tr>
<tr>
<td>15 years</td>
<td>7.48</td>
<td>4.1</td>
<td>5.7</td>
<td>7.4</td>
<td>9.2</td>
<td>10.8</td>
</tr>
<tr>
<td>20 years</td>
<td>7.53</td>
<td>4.9</td>
<td><strong>6.1</strong></td>
<td><strong>7.48</strong></td>
<td><strong>8.9</strong></td>
<td><strong>10.1</strong></td>
</tr>
</tbody>
</table>

**TOWCRB current investment return assumption: 6.625%**
Investment Return Assumptions
For Massachusetts Public Plans

Trend toward lower rates
Investment Return Assumptions (Continued)
National State, Teacher, and City Plans

Source: NASRA Public Fund Survey of Large Plans, February 2018 and prior

Trend toward lower rates
TOWCRB finds this trend (extending the funding schedule) disconcerting and it is contrary to our guiding principles (i.e., kicking the can down the road to fund benefit improvements and/or adverse experience)
## FUNDING SCHEDULE AS OF JANUARY 1, 2017

**6.625% INVESTMENT RETURN ASSUMPTION**

**AMORTIZATION PAYMENTS INCREASE 3.5% PER YEAR**

**FULLY FUNDED IN 2030**

<table>
<thead>
<tr>
<th>Fiscal Year Ended June 30</th>
<th>Employer Normal Cost</th>
<th>Amortization of 2010 ERI Liability</th>
<th>Amortization of Remaining Unfunded Actuarial Accrued Liability</th>
<th>Actuarially Determined Contribution: (2) + (3) + (4)</th>
<th>Total Unfunded Actuarial Accrued Liability at Beginning of Fiscal Year</th>
<th>Percent Change in Contribution from Prior Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>$2,742,562</td>
<td>$15,534</td>
<td>$5,077,679</td>
<td>$7,835,775</td>
<td>$56,841,558</td>
<td>- -</td>
</tr>
<tr>
<td>2019</td>
<td>2,852,969</td>
<td>15,534</td>
<td>5,481,496</td>
<td>8,350,000</td>
<td>56,198,155</td>
<td>6.56%</td>
</tr>
<tr>
<td>2020</td>
<td>2,966,893</td>
<td>15,534</td>
<td>5,869,081</td>
<td>8,851,508</td>
<td>55,038,209</td>
<td>6.01%</td>
</tr>
<tr>
<td>2021</td>
<td>3,084,405</td>
<td>15,534</td>
<td>6,170,468</td>
<td>9,270,408</td>
<td>53,338,955</td>
<td>4.73%</td>
</tr>
<tr>
<td>2022</td>
<td>3,179,825</td>
<td>15,534</td>
<td>6,386,435</td>
<td>9,581,794</td>
<td>50,381,770</td>
<td>3.36%</td>
</tr>
<tr>
<td>2023</td>
<td>3,278,177</td>
<td>- -</td>
<td>6,609,960</td>
<td>9,888,137</td>
<td>47,002,059</td>
<td>3.20%</td>
</tr>
<tr>
<td>2024</td>
<td>3,379,550</td>
<td>- -</td>
<td>6,841,309</td>
<td>10,220,859</td>
<td>43,180,201</td>
<td>3.36%</td>
</tr>
<tr>
<td>2025</td>
<td>3,484,037</td>
<td>- -</td>
<td>7,080,754</td>
<td>10,564,791</td>
<td>38,862,393</td>
<td>3.37%</td>
</tr>
<tr>
<td>2026</td>
<td>3,591,733</td>
<td>- -</td>
<td>7,328,581</td>
<td>10,920,314</td>
<td>34,007,283</td>
<td>3.37%</td>
</tr>
<tr>
<td>2027</td>
<td>3,702,735</td>
<td>- -</td>
<td>7,585,080</td>
<td>11,287,816</td>
<td>28,570,481</td>
<td>3.37%</td>
</tr>
<tr>
<td>2028</td>
<td>3,817,146</td>
<td>- -</td>
<td>7,850,559</td>
<td>11,667,704</td>
<td>22,504,349</td>
<td>3.37%</td>
</tr>
<tr>
<td>2029</td>
<td>3,935,068</td>
<td>- -</td>
<td>8,125,328</td>
<td>12,060,396</td>
<td>15,757,773</td>
<td>3.37%</td>
</tr>
<tr>
<td>2030</td>
<td>4,056,608</td>
<td>- -</td>
<td>8,409,715</td>
<td>12,466,323</td>
<td>8,275,924</td>
<td>3.37%</td>
</tr>
<tr>
<td>2031</td>
<td>4,181,879</td>
<td>- -</td>
<td>- -</td>
<td>-</td>
<td>4,181,879</td>
<td>-</td>
</tr>
</tbody>
</table>

FY19 to FY21 percentage increases reflect phase-in of COLA impact
8. Review Draft ATM Warrant

Included in your packet is a first draft of the warrant for the 2019 annual town meeting that begins on March 25th. Our schedule calls for this to be executed on January 28th ahead of the Advisory Public Hearing on January 30th. Some items of note include:

- There are currently 44 articles planned for this meeting. We had been holding one for a rezoning of the Sisters’ of Charity parcel but at this point it does not appear as though this is ready to move forward.
- There are two citizen petitions. One is for a rezoning of several properties, the other is a resolution to support the establishment of Indigenous Peoples Day in Wellesley.
- There is a new article for the DPW – water department. Evidently a number of years ago they received approval for a borrowing of $4.1M to replace all water meters in town with newer technology. Through the process to move this project ahead they’ve identified a funding shortfall which they are seeking to address at the ATM. We’ve listed it as article 14.1 right now, but through further work may change the numbering.
- There are various places where you’ll see yellow highlighting, which is simply reminders to myself and Town Counsel to check on details. For example, the numbers for the water and sewer budgets are last years until I get the new numbers for this year.
- Article 26 is included to approve the use of the Uber/Lyft funds. We don’t know what the mobility committee will decide which is why you see a yellow TBD. This is one I’d suggest for the consent calendar when we get to that point.
- Articles for Delanson Circle & Weston Road have not been written until we have a better sense of what the zoning recommendation will be.

NO MOTION
## 2019 Annual Town Meeting Warrant Articles

<table>
<thead>
<tr>
<th>Description</th>
<th>Sponsor</th>
<th>Advisory Liaison</th>
<th>Present (Respond)</th>
<th>Motions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Choose Moderator &amp; Receive Reports</td>
<td>BOS</td>
<td>(N/A)</td>
<td>Jack</td>
<td></td>
</tr>
<tr>
<td>2 Town-Wide Financial Plan &amp; Five Year Capital Budget Program</td>
<td>BOS</td>
<td></td>
<td>Jack</td>
<td></td>
</tr>
<tr>
<td><strong>Appropriations - Operating and Outlay</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 Consent Agenda - Simple Majority vs 2/3</td>
<td>BOS</td>
<td></td>
<td>Jack</td>
<td></td>
</tr>
<tr>
<td>4 Amend Job Classification Plan</td>
<td>HR</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 Amend Salary Plan - Pay Schedule (including union contract settlements)</td>
<td>HR</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 Set Salary of Elected Official</td>
<td>BOS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7 FY19 Budget Supplement appropriations</td>
<td>BOS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Omnibus Budget and Capital (FY20)</td>
<td>BOS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9 Revise Revolving Funds, set amounts for the year, add Cultural Council funding</td>
<td>BOS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10 Revise Injured on Duty Stabilization and increase funding</td>
<td>BOS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11 Special Education Reserve Fund - Additional funding</td>
<td>BOS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12 Baler Stabilization Fund Contribution from Free Cash</td>
<td>BPW</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13 Water Program</td>
<td>BPW</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14 Sewer Program</td>
<td>BPW</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14.1 Water Meter Replacement Project - Additional funding</td>
<td>BPW</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Appropriations - Special Capital Projects</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16 Community Preservation Fund Appropriations</td>
<td>CPC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17 Softball Field Construction</td>
<td>CPC/PFTF</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18 Town Hall Exterior Additional Funding</td>
<td>BOS/CPC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19 Sprague Turf Field</td>
<td>DPW</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20 Walnut Street Design</td>
<td>DPW</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>21 Middle School Steam Pipe Construction</td>
<td>PBC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22 Middle School Building Systems Design</td>
<td>PBC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23 Fire Engine Acquisition</td>
<td>BOS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>24 Library Interior Renovation Design</td>
<td>BLT</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Street Acceptance</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>25 Polaris Circle</td>
<td>BOS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Authorizations</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>26 Authorize Expenditure of State Transp. Infrastructure Funds (Uber/Lyft)</td>
<td>BOS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>27 Authorize Lease Agreement - 254 Washington Street</td>
<td>BOS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>28 Fifth Amendment to the Development Agreement Linden Square</td>
<td>BOS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Amend Zoning Bylaw</strong></td>
<td></td>
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<tr>
<td>29 Zoning Bylaw Renumbering</td>
<td>PB</td>
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</tr>
<tr>
<td>30 Zoning Bylaw Recodification (amend 7 sections to clarify/modernize bylaws)</td>
<td>PB</td>
<td></td>
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</tr>
<tr>
<td>31 Off Street Parking Bylaw Amendments</td>
<td>PB</td>
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<td></td>
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<tr>
<td>32 Outdoor Lighting bylaw</td>
<td>PB</td>
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<tr>
<td>33 Zoning Map Corrections - Phase 3</td>
<td>PB</td>
<td></td>
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</tr>
<tr>
<td>34 Rezone 999 Worcester Street to resolve a compliance issue</td>
<td>PB</td>
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<tr>
<td>35 Rezone - Delanson Circle</td>
<td>PB</td>
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<tr>
<td>36 Rezone 148 Weston Road</td>
<td>PB</td>
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<tr>
<td><strong>Amend Town/General Bylaws</strong></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>37 Various General Bylaw Updates</td>
<td>BOS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>38 Electronic Voting - bylaw change and funding</td>
<td>BOS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Citizen Petitions</strong></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>39 Dexter Rd/Wellesley Ave Rezoning - General Residence to Single Family</td>
<td>Citizen</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>40 Resolution - Designate the 2nd Monday in October Indigenous People’s Day</td>
<td>Citizen</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td><strong>General</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>41 Rescind or Transfer Debt; Appropriate Premiums</td>
<td>BOS</td>
<td></td>
<td>*</td>
<td></td>
</tr>
<tr>
<td>42 Settle Claims</td>
<td>BOS</td>
<td></td>
<td>NM</td>
<td></td>
</tr>
<tr>
<td>43 Disposal of Property</td>
<td>BOS</td>
<td></td>
<td>NM</td>
<td></td>
</tr>
<tr>
<td>44 Appoint Fire Engineers</td>
<td>BOS</td>
<td></td>
<td>*</td>
<td></td>
</tr>
</tbody>
</table>

* Consent Agenda

### Notes:
- Town Hall exterior add'l funding - separate article depending on the amount
- Belevedere historic district not likely to move forward according to Planning

#### General Bylaw Updates (separate motions):
- Change location to post town warrants
- Update fees charged by the Town Clerk's Office
- Allow Clerk to make formatting changes
- Remove the personnel policies from Town Meeting approval

1/4/2019
Commonwealth of Massachusetts
Norfolk, ss.

To any Constable of the Town of Wellesley in the County of Norfolk,

GREETINGS:

In the name of the Commonwealth aforesaid, you are hereby required to notify the qualified voters of said Town of Wellesley to meet in their respective voting places on March 5, 2019:

The voters of Precinct A, in Katharine Lee Bates School, 116 Elmwood Road;

The voters of Precinct B, in Isaac Sprague School, 401 School Street;

The voters of Precinct C, in Ernest F. Upham School, 35 Wynnewood Street;

The voters of Precinct D, in Otho L. Schofield School, 27 Cedar Street;

The voters of Precinct E, in Joseph E. Fiske School, 45 Hastings Street;

The voters of Precinct F, in Dana Hall School, Shipley Center, 142 Grove Street;

The voters of Precinct G, in Wellesley Free Library, 530 Washington Street;

The voters of Precinct H, in Tolles Parsons Center, 500 Washington Street.

at 7:00 A.M., at which time the polls in said precincts will be opened and remain open continuously until 8:00 P.M. of said day when they will be closed, during which time aforesaid qualified voters of said Town may bring in their ballots to the Election Officers, duly appointed and sworn for said precincts of said Town of Wellesley, in said meetings so assembled for the following:
To cast their votes in the Town Election for the election of candidates for the following offices:

<table>
<thead>
<tr>
<th>OFFICE</th>
<th>VACANCIES</th>
<th>TERM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board of Assessors</td>
<td>One</td>
<td>Three Years</td>
</tr>
<tr>
<td>Board of Health</td>
<td>One</td>
<td>Three Years</td>
</tr>
<tr>
<td>Board of Public Works</td>
<td>One</td>
<td>Three Years</td>
</tr>
<tr>
<td>Board of Selectmen</td>
<td>One</td>
<td>Three Years</td>
</tr>
<tr>
<td>Housing Authority</td>
<td>One</td>
<td>Five Years</td>
</tr>
<tr>
<td>Moderator</td>
<td>One</td>
<td>One Year</td>
</tr>
<tr>
<td>Natural Resources Commission</td>
<td>One</td>
<td>Three Years</td>
</tr>
<tr>
<td>Planning Board</td>
<td>One</td>
<td>One Year</td>
</tr>
<tr>
<td>Recreation Commission</td>
<td>Two</td>
<td>Three Years</td>
</tr>
<tr>
<td></td>
<td>One</td>
<td>One Year</td>
</tr>
<tr>
<td>School Committee</td>
<td>One</td>
<td>Three Years</td>
</tr>
<tr>
<td>Trustees of the Wellesley Free Library</td>
<td>Two</td>
<td>Three Years</td>
</tr>
</tbody>
</table>

and for **TOWN MEETING MEMBERS**, under the provisions of Chapter 202 of the Acts of 1932, as amended.

You are further required to notify the qualified Town Meeting Members of said Town of Wellesley to meet in the

**Wellesley Middle School Auditorium**
50 Kingsbury Street
Monday, March 25, 2019

at 7:00 P.M., at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with Chapter 202 of the Acts of 1932, as amended, and subject to referendum as provided therein:
ARTICLE 1. To receive and act on the reports of Town officers, boards and committees, including the Annual Town Report, the Report to this Town Meeting of the Advisory Committee, and the Report of the Community Preservation Committee, and to discharge presently authorized special committees, or to take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 2. To receive the Reports of the Board of Selectmen on the Town-Wide Financial Plan and Five-Year Capital Budget Program in accordance with Sections 19.5.2 and 19.16 of the Town Bylaws, or to take any other action in relation thereto.

(Board of Selectmen)

**APPROPRIATIONS – OPERATING AND OUTLAY**

ARTICLE 3. To see if the Town will vote to take action on certain articles set forth in this warrant by a single vote, pursuant to a consent agenda, or to take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 4. To see if the Town will vote to amend ARTICLE 31 of the Town Bylaws by making changes to the appendix to the Classification and Salary Plans established under Sections 31.1 and 31.6 respectively, which constitutes part of said Bylaws, relating to the establishment of new classifications, reclassifications of current positions, and the deletion of classifications, or to take any other action in relation thereto.

(Human Resources Board)

ARTICLE 5. To see if the Town will vote to amend ARTICLE 31 of the Town Bylaws by making changes to Schedule A, entitled “Job Classifications by Groups,” and Schedule B, entitled “Salary Plan – Pay Schedule,” copies of which are available for inspection at the Human Resources Department, and to authorize the Town to raise and appropriate, transfer from available funds, or borrow a sum of money for the purposes of complying with said Schedule B, as so amended, or to take any other action in relation thereto.

(Human Resources Board)
ARTICLE 6. To see if the Town will vote to fix the salary and compensation of the Town Clerk at $92,127.00, as provided by Section 108 of Chapter 41 of the General Laws, or to take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 7. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to supplement or reduce appropriations approved by the 2018 Annual Town Meeting, or to take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 8. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the following:

1) The operation and expenses of certain Town departments, including capital outlay, maturing debt and interest, and the provision of a Reserve Fund;

2) Extraordinary maintenance, special capital projects and other capital outlay items for the several Town departments;

3) Such purposes as may be voted contingent upon passage by the voters of referendum questions as authorized by Section 21c(g) of Chapter 59 of the General Laws,

and further to authorize the Board of Assessors to use any monies paid to the Town from the Wellesley Municipal Light Plant as an estimated receipt when computing the Fiscal Year 2020 Tax Rate, or to take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 9. To see if the Town will vote pursuant to Section 53E1/2 of Chapter 44 of the Massachusetts General Laws, as amended by Section 86 of Chapter 218 of the Acts of 2016, to:

(1) amend Article 55 of the Town Bylaws by adding a new subsection 55.1.m as follows:

m. Cultural Council Revenues Fund.
   Funds held in the Cultural Council Revenues Fund shall be expended for Cultural Council programs under the direction of the Cultural Council. Receipts credited to this fund shall include user fees from Cultural Council programs.
(2) set the limit on the total amount that may be spent from each revolving fund for Fiscal Year 2020 as follows:

a. Street Opening Maintenance Fund: $225,000.00
b. DPW Field Use Fund: $200,000.00
c. Turf Field Fund: $25,000.00
d. Tree Bank Fund: $75,000.00
e. Baler, Compacters and other RDF Equipment Repair Fund: $20,000.00
f. Council on Aging Social and Cultural Programs Fund: $140,000.00
g. Teen Center Program Revenues Fund: $50,000.00
h. Library Room Rental Fund: $35,000.00
i. Lost/Damaged Library Materials Replacement Fund: $20,000.00
j. Brookside Community Gardens Fund: $3,000.00
k. Weston Road Gardens Fund: $7,000.00
l. Library Copier Fees Fund: $20,000.00
m. Cultural Council Revenues Fund: $4,600.00

or to take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 10. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow $48,672.00 (FORTY-EIGHT THOUSAND SIX HUNDRED SEVENTY-TWO DOLLARS), or any other sum, to the Special Injury Leave Indemnity Fund established under Article 9 of the 2017 Annual Town Meeting; or to take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 11. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to the Special Education Reserve Fund established by the vote taken under Article 10 at the 2017 Annual Town Meeting to pay,
without further appropriation, for unanticipated or unbudgeted costs of special education, out-of-district tuition or transportation, or to take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 12. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of $50,000 (FIFTY THOUSAND DOLLARS), or any other sum, to the Baler Stabilization Fund established by the vote taken under Article 10 at the 2016 Annual Town Meeting for replacement of the RDF Baler, Compactors and other RDF equipment, or to take any other action in relation thereto.

(Board of Public Works)

ARTICLE 13. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of $9,362,072.00 (NINE MILLION THREE HUNDRED SIXTY-TWO THOUSAND SEVENTY-TWO DOLLARS), or any other sum, to be expended under the direction of the Board of Public Works for the purposes of operating and managing the Water Program as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>$1,849,377</td>
</tr>
<tr>
<td>Expenses (incl. interest, and all non-op exp)</td>
<td>4,177,198</td>
</tr>
<tr>
<td>OPEB (Other Post-Employment Benefits)</td>
<td>38,500</td>
</tr>
<tr>
<td>Depreciation</td>
<td>885,000</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>1,130,000</td>
</tr>
<tr>
<td>Debt</td>
<td>813,440</td>
</tr>
<tr>
<td>Emergency Reserve</td>
<td>468,557</td>
</tr>
<tr>
<td><strong>Total Authorized Use of Funds</strong></td>
<td><strong>$9,362,072</strong></td>
</tr>
</tbody>
</table>

And that $9,362,072 be raised as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Receipts</td>
<td>$6,748,935</td>
</tr>
<tr>
<td>Depreciation</td>
<td>885,000</td>
</tr>
<tr>
<td>Retained Earnings</td>
<td>1,728,137</td>
</tr>
<tr>
<td><strong>Total Sources of Funds</strong></td>
<td><strong>$9,362,072</strong></td>
</tr>
</tbody>
</table>

or to take any other action in relation thereto.

(Board of Public Works)

ARTICLE 14. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of $9,251,081 (NINE MILLION TWO HUNDRED FIFTY-ONE THOUSAND EIGHTY-ONE DOLLARS) to be expended under the direction of the Board of Public Works for the purposes of operating and managing the Sewer Program, as follows:
Salaries $ 842,196
Expenses (incl. interest, and all non-op exp) 6,603,818
OPEB (Other Post-Employment Benefits) 16,500
Depreciation 432,000
Capital Outlay 620,000
Debt 282,298
Emergency Reserve 454,269
Total Authorized Use of Funds $9,251,081

And that $9,251,081 be raised as follows:
Department Receipts $8,307,739
Depreciation 432,000
Retained Earnings 511,342
Total Sources of Funds $9,251,081

or to take any other action in relation thereto.

(Board of Public Works)

**ARTICLE 14.1. WATER METERS** – additional funding to replace meters.

(Board of Public Works)

**ARTICLE 15.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of $36,135,600 (THIRTY-SIX MILLION ONE HUNDRED THIRTY-FIVE THOUSAND SIX HUNDRED DOLLARS) to be expended under the direction of the Municipal Light Board for purposes of operating and managing the Municipal Light Plant, as follows:

**Operating Budget:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Salaries</td>
<td>$1,113,700</td>
</tr>
<tr>
<td>Materials and Services</td>
<td>1,054,900</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>236,700</td>
</tr>
<tr>
<td>FICA - Medicare</td>
<td>14,000</td>
</tr>
<tr>
<td>Contribution to Employee Retirement</td>
<td>258,500</td>
</tr>
<tr>
<td>Purchase Power</td>
<td>22,577,700</td>
</tr>
<tr>
<td>Transmission</td>
<td>5,592,000</td>
</tr>
<tr>
<td><strong>Sub Total</strong></td>
<td>30,833,500</td>
</tr>
</tbody>
</table>

**Capital Outlays:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>1,139,100</td>
</tr>
<tr>
<td>Services/Materials</td>
<td>1,549,700</td>
</tr>
<tr>
<td>Vehicles</td>
<td>189,600</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>274,200</td>
</tr>
</tbody>
</table>
Contribution to Employee Retirement 299,500
Sub Total 3,452,100

Payments That Benefit The Town:**
Payment in Lieu of Taxes 1,000,000

Power Supply Contingencies 850,000

Total Fiscal Year 2020 Budget Request $36,135,600

Excludes depreciation expense in the amount of
* $3,650,000.

or to take any other action in relation thereto.

(Municipal Light Board)

** These projects have not yet been voted on by the CPC
North 40 Debt service $550,244 appropriated from Open space reserve and Undesignated funds and applied to Article 8 Omnibus Budget

or to take any other action in relation thereto.

(Community Preservation Committee)

ARTICLE 17. To see if the Town will vote to raise and appropriate, transfer from available funds, including Community Preservation Funds, or borrow $1,000,000.00 (ONE MILLION DOLLARS), or any other sum, to be expended under the direction of the Board of Public works for bid documents, construction services and associated costs related to the construction of the Softball field facility including: (a) construction and installation of appurtenant structures and site enhancements; and (b) professional or other services in connection therewith; said funds to be raised as follows:

- $200,000.00 (TWO HUNDRED THOUSAND DOLLARS) transferred from Gifts;
- $500,000.00 (FIVE HUNDRED THOUSAND DOLLARS) from Community Preservation Undesignated Reserves as approved pursuant to Article 16 of the Warrant; and,
- and the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow the sum of $300,000 (THREE HUNDRED THOUSAND DOLLARS) in accordance with Chapter 44, Section 7(1), of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount.

or to take any other action in relation thereto.

(Playing Fields Task Force/School Committee)

ARTICLE 18. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow $500,000.00 (FIVE HUNDRED THOUSAND DOLLARS), or any other sum, to supplement funds for the rehabilitation, restoration or repair of the Town Hall exterior as voted under Article 22 of the 2018 Annual Town Meeting; and for the purpose of meeting such appropriation, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1), of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale
of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount; or to take any other action in relation thereto.

(Permanent Building Committee)

ARTICLE 19. To see if the Town will vote to raise and appropriate, transfer from available funds, including the Sprague Turf Field Replacement Fund, or borrow $1,000,000.00 (ONE MILLION DOLLARS), or any other sum, to be expended under the direction of the Board of Public works for design, architectural and engineering services, bid documents, construction services and associated costs related to the replacement of the Sprague Turf Field facility including: (a) construction and installation of appurtenant structures and site enhancements; and (b) professional or other services in connection therewith; said funds to be raised as follows:

- $500,000.00 (FIVE HUNDRED THOUSAND DOLLARS) transferred from the Sprague Turf Field Replacement Fund;

- and the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow the sum of $500,000 (FIVE HUNDRED THOUSAND DOLLARS) in accordance with Chapter 44, Sections 7(1), of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount.

or to take any other action in relation thereto.

(Playing Fields Task Force/School Committee)

ARTICLE 20. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow $150,000.00 (ONE HUNDRED FIFTY THOUSAND DOLLARS), or any other sum, to be expended under the direction of the Board of Public Works, for engineering designs, bid documents, and associated costs related to the construction, reconstruction, rehabilitation, and repair of Walnut Street, including street, sidewalk and/or drainage repairs and improvements and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of
the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount; or take any other action in relation thereto.

(Board of Public Works)

ARTICLE 21. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of $4,200,000.00 (FOUR MILLION TWO HUNDRED THOUSAND DOLLARS), or any other sum, to be expended under the direction of the Permanent Building Committee, for architectural and engineering construction administration, construction services and associated costs related to the repairs of and modifications to the Middle School Steam Pipe System, replacement of heat exchangers with high efficiency boilers, and for any other services in connection therewith and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount; or take any other action in relation thereto.

(School Committee)

ARTICLE 22. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of $1,300,200 (ONE MILLION THREE HUNDRED THOUSAND TWO HUNDRED DOLLARS), or any other sum, to be expended under the direction of the Permanent Building Committee, for architectural and engineering designs, plans and other specifications and any associated costs related to repairs and renovations at the Middle School including but not limited to: exterior façade repairs, replacement of selected HVAC system, replacement of selected interior doors, renovation of Art Rooms, and replacement of cabinetry/millwork and in selected classrooms, renovation of the kitchen, and for any other services in connection therewith and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or note of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such costs by a like amount; or to take any other action in relation thereto.

(School Committee)
ARTICLE 23. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow $735,000.00 (SEVEN HUNDRED THIRTY-FIVE THOUSAND DOLLARS), or any other sum, to be expended under the direction of the Board of Selectmen, for the purchase of a Quint Fire Truck and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount; or take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 24. To see if the Town will vote to raise and appropriate, transfer from available funds, accept gifts, or borrow $270,000.00 (TWO HUNDRED SEVENTY THOUSAND DOLLARS), or any other sum, to be expended under the direction of the Permanent Building Committee for architectural and engineering plans, specifications and other services in connection with the reconstruction, remodeling, rehabilitation and/or renovation of the Wellesley Free Library located at 530 Washington Street, including the payment of all costs incidental and related thereto, and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount; or take any other action in relation thereto.

(Board of Library Trustees)

STREET ACCEPTANCE

ARTICLE 25. To see if the Town will vote to accept as a public way (with betterments) the following street as laid out by the Board of Selectmen: Polaris Circle; or take any other action in relation thereto.

(Board of Selectmen)
AUTHORIZATIONS

ARTICLE 26. To see if the Town will vote to authorize the expenditure of $19,337.70 (NINETEEN THOUSAND THREE HUNDRED THIRTY-SEVEN DOLLARS AND SEVENTY CENTS), appropriated to the Town from the State Commonwealth Transportation Infrastructure Fund (“Fund”) pursuant to St. 2016, c. 187, § 8(c)(i) for calendar year 2017 in the following manner: TBD

or take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 27. To see if the Town will vote to authorize the Board of Selectmen to enter into a lease of certain parcels of town-owned land within the Cochituate Aqueduct; on such terms and conditions, including dollar amounts, as said Board deems to be in the Town’s interest; or take any other action relative thereto.

(Board of Selectmen)

ARTICLE 28. To see if the Town will vote to approve amendments, as recommended by the Board of Selectmen, to the Development Agreement for Linden Square dated June 3, 2005, between the Town of Wellesley and Lindwell SC, Inc., Lindwell OP, Inc., and Lindwell Realty Trust, authorized by Town Meeting on June 13, 2005, as amended, relative to the replacement of the service station with an office building provided that the structure shall not exceed 3,500 square feet of floor area in the aggregate; or take any other action in relation thereto.

(Board of Selectmen)

AMEND ZONING BYLAW

ARTICLE 29. To see if the Town will vote to amend the Zoning Bylaw by changing the manner in which the Sections and references thereto are numbered from Roman Numerals to Arabic numbers (such that Section I becomes Section 1, Section IA becomes Section 1A, Section II becomes Section 2, and so forth throughout the remainder of the Zoning Bylaws), instituting a consistent internal arrangement protocol (lettering and numbering) throughout the Bylaw with updated references, and correcting identified grammatical, typographical, and formatting errors, or to take any other action in relation thereto.

(Planning Board)

ARTICLE 30. To see if the Town will vote to amend the Zoning Bylaw by renumbering Section I, Establishment of Districts, as Section IA (or as Section 1A), by renumbering Section IA, Definitions, as Section IB (or as Section 1B), and by inserting a
new Section I, General Provisions, (or Section 1) to include provisions of the Preamble, Section XXVI., Adoption/Amendment Procedures, Section XXVII., Existing Bylaws Not Repealed, and Section XXVIII., Invalidity, which Sections are to be deleted in their entirety, and amending references to all affected Sections throughout the Bylaw, as follows:

Section 1. GENERAL PROVISIONS

A. Title

This Bylaw is and shall be known as “the Zoning Bylaw of the Town of Wellesley, Massachusetts,” and may be referred to or cited as, including throughout this document, “this Zoning Bylaw” or “the Zoning Bylaw.”

B. Scope of Authority

The Zoning Bylaw of the Town of Wellesley, Massachusetts, is enacted in accordance with the provisions of the Zoning Act, Massachusetts General Laws (M.G.L.), c. 40A, and any and all amendments thereto.

C. Purpose

This Zoning Bylaw is enacted for the following intended purposes, as authorized by, but not limited to, the provisions of the Zoning Act, M.G.L., c. 40A, as amended, Section 2A of 1975 Mass. Acts 808, and Article 89 of the Amendments to the Constitution of the Commonwealth of Massachusetts:

1. To lessen congestion in the streets;
2. To conserve health;
3. To secure safety from fire, flood, panic, and other dangers;
4. To provide adequate light and air;
5. To prevent overcrowding of land;
6. To avoid undue concentration of population;
7. To encourage housing for persons of all income levels;
8. To facilitate the adequate provision of transportation, water, water supply, drainage, sewerage, schools, parks, open space, and other public requirements;
9. To conserve the value of land and buildings, including the conservation of natural resources and the prevention of blight and pollution of the environment;
10. To encourage the most appropriate use of land throughout the Town, consistent with the goals and policies of the Town of Wellesley Comprehensive Plan; and
11. To preserve and increase amenities by the promulgation of regulations to fulfill said objectives.

D. Applicability

All buildings or structures hereinafter erected, reconstructed, altered, enlarged, or moved, the use of all premises in the Town, and any applicable permitting, shall be in conformity with the provisions of this Zoning Bylaw. No building, structure or land shall be used for any purpose or in any manner other than as expressly permitted within the district in which such building, structure or land is located. Where the application of this Zoning Bylaw imposes greater restrictions than those imposed by any other regulations, permits, restrictions, easements, covenants, or agreements, the provisions of this Zoning Bylaw shall control.

E. Other Laws and Regulations

Nothing contained in this Zoning Bylaw shall be construed as repealing or modifying any existing bylaw or regulation of the Town, but it shall be in addition thereto. Furthermore, this Zoning Bylaw shall not be construed to authorize the use of any land or structure for any purpose that is prohibited by any other provision of the General Laws or by any other bylaw, rule, or regulation of the Town of Wellesley; nor shall compliance with any such provision authorize the use of any land or structure in any manner inconsistent with this Zoning Bylaw, except as required by the Massachusetts General Laws.

F. Amendment

This Zoning Bylaw may from time to time be changed by amendment, addition, or repeal by the Town Meeting in the manner provided for in M.G.L., c. 40A, § 5, and as required by M.G.L., c. 40, § 32, and any amendment(s) thereto.

G. Severability

The invalidity of any section or provision of this Zoning Bylaw shall not invalidate any other section or provision herein.

, or take any other action in relation thereto.

(Planning Board)

ARTICLE 31. To see if the Town will vote to amend the Zoning Bylaw by deleting Section XXI, Off-Street Parking, and readopting the Section, as follows. This amendment
to be effective as of July 1, 2019, or upon receipt of the Attorney General’s approval if later.

SECTION XXI. OFF-STREET PARKING.

A. Purpose

It is the intent of this Section that any use of land involving the arrival, departure, parking or storage of motor vehicles upon such land be so designed and operated as to assure that all structures and land uses shall have sufficient off-street automobile parking to meet the needs of persons employed at, or making use of, such structures or land uses.

B. Definitions

As used herein the following words and phrases shall have and include the following respective meanings:

Parking Space - An area exclusive of maneuvering area and driveway for the parking of one motor vehicle.

Parking Area - An area either used or required for parking of five or more motor vehicles not for sale or rental, including necessary maneuvering space, maneuvering aisle, and driveway, but not including such areas on a lot used for one or two-family dwellings.

Storage Area - An area either used or required for the storage of motor vehicles held for sale or rent.

Maneuvering Space - An area in a parking area which (1) is immediately adjacent to a parking space, (2) is used for and/or is necessary for turning, backing, or driving forward a motor vehicle into such parking space but (3) is not used for the parking or storage of motor vehicles.

Maneuvering Aisle - A maneuvering space which serves two or more parking spaces, such as the area between two rows of parking spaces.

Driveway - An area on a lot, in addition to parking and maneuvering spaces and aisles, which is designed or used to provide for the passage of motor vehicles to and from a street or way.

Motor Vehicle - Any vehicle for which registration is required in order to travel legally on Massachusetts highways.
Use - The purpose for which land or buildings are employed, arranged, designed, or intended, or for which either is occupied or maintained.

Service Area - An area used for maneuvering and/or temporary parking of motor vehicles or storage containers employed in providing the pickup and delivery of goods and services.

C. Applicability

The following activities shall be subject to the requirements of this Section, and a Parking Plan demonstrating compliance with this Section and submitted in accordance with subsection E., Administration, shall be required for any of these activities:

1. The erection, enlargement, or alteration of a building or structure for which a parking area or storage area would be required by subsection D., Regulations and Restrictions, 2., Required Parking;

2. The construction of a new parking area or storage area, or the enlargement or alteration of an existing parking area or storage area; enlargement or alteration shall include any installation, removal, or relocation of any curbing, landscaping islands, traffic islands, or driveways, and any striping or restriping of pavement markings on an existing parking area or storage area which alters the configuration of the parking area or number of parking spaces; and

3. Any change in the use or uses of the structure or land that would require greater parking requirements, as required by D., Regulations and Restrictions, 2., Required Parking, from those applicable to the former use(s) of said structure or land.

D. Regulations and Restrictions


The following general provisions shall apply:

a. No existing off-street parking spaces shall be eliminated by the replacement or enlargement of an existing structure, unless replaced by spaces provided in accordance with this Section;

b. No existing parking area or existing storage area shall be discontinued or altered if the requirements of this Section would not thereafter be satisfied;
c. Enlargements or alterations to existing structures with less parking than is required by this Section (unless such deficient parking was allowed by a Variance or Special Permit) shall only be required to provide additional parking to accommodate the additional use (e.g. based on the applicable square footage, ground coverage, dwelling unit, guest room);

d. Changes in the use or uses of existing structures, or parts thereof, or of land, shall require additional off-street parking spaces in accordance with the provisions of this Section, but only to the extent of such change;

e. Nothing herein shall be construed to prohibit the owner of a parking or storage area from restricting the use thereof to his customers, employees, or other invitees, nor from charging a reasonable fee for the use thereof; and

f. Areas required to be kept open and unoccupied by buildings or structures under Section XVIII, Area Regulations, C., Ratio of Building to Lot Area, and Section XIX, Yard Regulations, may be used to satisfy the provisions of this Section.

2. Required Parking

In all districts which require off-street parking in accordance with this Zoning Bylaw, off-street parking shall be provided for uses (excluding public housing for the elderly) according to Table 21.1, Off-Street Parking Requirements. The Table provides the minimum number of parking spaces required for various uses in the zoning districts, but is not intended to indicate the allowed uses in the districts.

Where two or more uses are conducted on a single lot, the minimum number of required parking spaces shall be the sum of the requirements for the uses.

<table>
<thead>
<tr>
<th>USE</th>
<th>ZONING DISTRICT</th>
<th>MINIMUM NUMBER OF PARKING SPACES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apartment house, apartment hotels.</td>
<td>Business Districts A, Industrial Districts A.</td>
<td>One space for each apartment dwelling unit contained in buildings.</td>
</tr>
<tr>
<td>USE</td>
<td>ZONING DISTRICT</td>
<td>MINIMUM NUMBER OF PARKING SPACES</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Hotel, inn, lodging house, restaurant or other eating place.</td>
<td>Single Residence Districts A, General Residence Districts A, Limited Residence Districts, Business Districts A, Industrial Districts A.</td>
<td>Either one space per two guest rooms or one space for each 100 sq. ft.* of area in which food is served, whichever is greater.</td>
</tr>
<tr>
<td>Building used for administrative, clerical, statistical &amp; professional offices, and other similar uses.</td>
<td>Administrative and Professional Districts ***, Limited Business Districts.</td>
<td>One space for 100 sq. ft.* of ground coverage of buildings but not less than 3.2 &amp; spaces per 1,000 sq. ft. of floor area of buildings.**</td>
</tr>
<tr>
<td>Hotel, motel, inn, restaurant operated in conjunction with such similar uses.</td>
<td>Limited Business Districts.</td>
<td>One space per guestroom and one space for each 100 sq. ft.* of area in which food is served.</td>
</tr>
<tr>
<td>Any building where the principal use is motor vehicle sales or service.</td>
<td>Business Districts A, Industrial Districts A.</td>
<td>One space per employee and one space per motor vehicle (not for sale or rental) owned, operated or associated with the establishment and one space per 100 sq. ft.* of area occupied by buildings.</td>
</tr>
<tr>
<td>Apartment building or group of buildings containing three or more dwelling units.</td>
<td>Limited Residence Districts.</td>
<td>One space on the lot for each dwelling unit.</td>
</tr>
<tr>
<td>Apartment building or group of buildings containing 20 or more dwelling units.</td>
<td>Limited Apartment Districts.</td>
<td>1.5 spaces for each dwelling unit of two bedrooms or less and two parking spaces for each dwelling unit providing three bedrooms or more.</td>
</tr>
<tr>
<td>Any building used for any business, industrial, educational or commercial purpose residential uses accessory to an educational use.</td>
<td>Educational Districts A, Business Districts A, Industrial Districts A.</td>
<td>One space for each 150 sq. ft.* occupied by buildings but not less than 3.2 spaces per 1,000 sq. ft. of floor area of buildings.**</td>
</tr>
<tr>
<td>Any building used for physical education or physical recreation purpose.</td>
<td>Educational Districts B, Business Districts A, Industrial Districts A.</td>
<td>One space for every 3 permanent spectator seats, which shall include folding bleachers that are attached to buildings, but not less than one space per 1,000 sq. ft. of floor area of buildings.**</td>
</tr>
</tbody>
</table>
Table 21.1, Off-Street Parking Requirements

<table>
<thead>
<tr>
<th>USE</th>
<th>ZONING DISTRICT</th>
<th>MINIMUM NUMBER OF PARKING SPACES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any allowed use with or without a special permit.</td>
<td>Lower Falls Village Commercial District.</td>
<td>3.2 spaces per 1,000 sq. ft.* of first floor area of buildings.** 2 spaces per 1,000 sq. ft.* of upper floor space in excess of 4,000 sq. ft.** ****</td>
</tr>
<tr>
<td>Assisted Elderly Living, Independent Elderly Housing.</td>
<td>Residential Incentive Overlay District.</td>
<td>0.65 spaces per dwelling unit.</td>
</tr>
<tr>
<td>Conventional Multi Family Housing.</td>
<td>Residential Incentive Overlay District.</td>
<td>2 spaces per dwelling unit.</td>
</tr>
<tr>
<td>Nursing Home and/or Skilled Nursing Facility.</td>
<td>Residential Incentive Overlay District.</td>
<td>1 space for 5 nursing home beds.</td>
</tr>
<tr>
<td>Any building used for any business, industrial, educational or commercial purpose.</td>
<td>Wellesley Square Commercial District, Business Districts, Industrial Districts.</td>
<td>One space for each 150 sq. ft.* of ground coverage of buildings but not less than 3.2 spaces per 1,000 sq. ft. of floor area of buildings.**</td>
</tr>
<tr>
<td>Town House.</td>
<td>Town House, General Residence, General Residence A.</td>
<td>Two spaces on the lot for each dwelling unit.</td>
</tr>
<tr>
<td>Any residential use.</td>
<td>Linden Street Corridor Overlay District.</td>
<td>2.5 spaces per one, two or three bedroom unit.</td>
</tr>
<tr>
<td>Any nonresidential use.</td>
<td>Linden Street Corridor Overlay District.</td>
<td>5 spaces for each 1,000 square feet of ground coverage of buildings*, but not less than 3.2 spaces per 1,000 square feet of floor area of buildings.**</td>
</tr>
</tbody>
</table>

For purposes of the above parking requirements, any increase in on-street parking spaces included in a proposed Linden Street Corridor Overlay District Development Site at the expense of the proponent shall be counted towards satisfaction of the off-street parking requirement.

* Computed to the nearest ten square feet.

** Floor area shall be the sum of the horizontal areas of the several floors (including basement) of a building to the nearest 100 square feet, except that such floor area as is provided for deck parking or other in building parking shall be counted for required parking space and not in figuring floor area for which parking must be provided. For the purpose of computing the requirements, the area shall be measured from the exterior surface of the exterior walls.
### Table 21.1, Off-Street Parking Requirements

<table>
<thead>
<tr>
<th>USE</th>
<th>ZONING DISTRICT</th>
<th>MINIMUM NUMBER OF PARKING SPACES</th>
</tr>
</thead>
<tbody>
<tr>
<td>***</td>
<td>No parking facilities other than those for transient motor vehicles shall be located between the principal building and the principal street line.</td>
<td></td>
</tr>
<tr>
<td>****</td>
<td>If any portion of a parcel is within 600 feet of any portion of a public parking area or areas, having individually or jointly 50 or more parking spaces, off-street parking shall be provided at a ratio of 2.5 spaces per 1,000 gross square feet of commercial floor area, excluding uninhabitable basement areas.</td>
<td></td>
</tr>
</tbody>
</table>

3. Development Standards

Each parking area hereafter devoted to the off-street parking of fifteen (15) or more vehicles regardless of whether said parking area is required by this Bylaw, shall comply with the standards as hereinafter set forth:

**DESIGN**

a. Parking spaces and maneuvering aisles shall have the minimum dimensions set forth in the following table:

**MINIMUM PARKING SPACE AND AISLE DIMENSIONS**

<table>
<thead>
<tr>
<th>Angle of Parking</th>
<th>Width of Parking Space</th>
<th>Depth of Parking Space</th>
<th>Width of Maneuver Aisle</th>
</tr>
</thead>
<tbody>
<tr>
<td>61° - 90°</td>
<td>8'6&quot;</td>
<td>18'</td>
<td>24'</td>
</tr>
<tr>
<td>46° - 60°</td>
<td>8'6&quot;</td>
<td>18'</td>
<td>18'</td>
</tr>
<tr>
<td>45°</td>
<td>8'6&quot;</td>
<td>18'</td>
<td>15'</td>
</tr>
<tr>
<td>Parallel</td>
<td>8'0&quot;</td>
<td>22'</td>
<td>12'</td>
</tr>
</tbody>
</table>

Parking spaces for the exclusive use of handicapped individuals shall be provided in accordance with the Rules and Regulations of the Architectural Barriers Board.

Provided however, that compact car spaces having the minimum dimensions set forth in the following table may be used to satisfy up to a maximum of 30% of the off-street parking spaces required. Such spaces shall be designated for "Compact Cars Only" by signs or pavement markings.

**MINIMUM PARKING SPACE AND AISLE DIMENSIONS**

<table>
<thead>
<tr>
<th>Angle of Parking</th>
<th>Width of Parking Space</th>
<th>Depth of Parking Space</th>
<th>Width of Maneuver Aisle</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parallel</td>
<td>8'0&quot;</td>
<td>22'</td>
<td>12'</td>
</tr>
<tr>
<td>Angle of Parking</td>
<td>Width of Parking Space</td>
<td>Depth of Parking Space</td>
<td>Width of Maneuver Aisle</td>
</tr>
<tr>
<td>------------------</td>
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<td>-----------------------</td>
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</tr>
<tr>
<td>61° - 90°</td>
<td>7'6&quot;</td>
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<td>18'</td>
</tr>
<tr>
<td>45°</td>
<td>7'6&quot;</td>
<td>15'</td>
<td>15'</td>
</tr>
<tr>
<td>Parallel</td>
<td>7'0&quot;</td>
<td>19'</td>
<td>12'</td>
</tr>
</tbody>
</table>

b. The number of driveways permitting entrance to and for exit from a lot shall be limited to two per street line. Driveways shall be located so as to minimize conflict with traffic on public streets and where good visibility and sight distances are available to observe approaching pedestrian and vehicular traffic.

c. The width of a driveway for one-way traffic shall be not less than twelve (12) feet as measured at its narrowest point. The width of a driveway for two-way use shall be a minimum of eighteen (18) feet and a maximum of twenty-four (24) feet, as measured at its narrowest point.

d. All parking areas shall be so arranged and designed that the only means of access and egress to and from such areas shall be by driveways meeting the requirements of this Section.

e. Driveways shall be arranged for the free flow of vehicles at all times, and all maneuvering spaces and aisles shall be so designated that all vehicles may exit from and enter into a public street by being driven in a forward direction.

f. On any parking area in any District, all paved portions of all parking spaces and maneuvering aisles shall be set back five (5) feet from any wall of a building, and five (5) feet from any private or public way, or any lot line of any land in residential districts or used for residential, conservation or park purposes.

g. Each required off-street parking space shall be designed so that any motor vehicle may proceed to and from said space without requiring the moving of any other vehicle or by passing over any other parking space, except where the parking area is attended or limited to employees.

CONSTRUCTION

a. All required parking spaces, maneuvering aisles, and driveways shall have a durable, dustless, all-weather surface, such as bituminous concrete or cement concrete,
and shall provide for a satisfactory disposal of surface water by grading and drainage in such a manner that no surface water shall drain onto any public way or onto any lot in other ownership and such surfaces shall be well maintained.

b. Parking areas in all Districts shall be provided with curbing, wheel stops, or other devices to prevent motor vehicles from being parked or driven within required setback areas or onto the required landscaped open space.

c. In any parking area the surface shall be painted, marked or otherwise delineated so that each parking space is apparent.

LANDSCAPING

a. For an outdoor parking area containing twenty (20) or more parking spaces, there shall be planted at least one tree for every ten (10) parking spaces on any side of the perimeter of such parking area that abuts the side line of a private or public way, or abuts the lot line of land in residential districts or land used for residential purposes.

b. In any outdoor parking area a landscaped open space having an area of not less than 10% of the outdoor parking area on the lot shall be provided. A minimum of one half of the required landscaped open space shall be located in the interior of the parking area.

c. Trees required by the provisions of this Section shall be at least two (2) inches in diameter at a height of five (5) feet at the time of planting and shall be of a species characterized by rapid growth and by suitability and hardiness for location in a parking lot. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this Section.

SCREENING

Any parking, storage, or service area which abuts residential districts or uses shall be screened from such residential districts or uses and any parking area shall be screened from a public or private way in accordance with the following requirements:

a. Materials - plant materials characterized by dense growth which will form an effective year-round screen shall be planted, or a fence or a wall shall be constructed, to form the screen. Where a grill or open-work fence or wall is used it shall be suitable in appearance and materials. Screening may consist of both natural and man-made materials. To the
extent practicable, existing trees shall be retained and used to satisfy the provisions of this Section.

b. Height - screening shall be at least five (5) feet in height. Plant materials when planted, may be not less than 3 1/2 feet in height if of a species or variety which shall attain the required height and width within three (3) years of planting. Height shall be measured from the finished grade.

c. Width - screening shall be in a strip of landscaped open space at least five (5) feet wide, and so located as not to conflict with any corner visibility requirements or any other Bylaws of the Town.

d. Maintenance - all required plant materials shall be maintained in a healthy condition and whenever necessary replaced with new plant materials to insure continued compliance with screening requirements. All required fences and walls shall be permanently maintained in good repair and presentable appearance and whenever necessary they shall be repaired or replaced.

e. Lighting - all artificial lighting used to illuminate a parking or storage area, maneuvering space or driveway shall be arranged and shielded so as to prevent direct glare from the light source into any public street or private way or onto adjacent property.

E. Administration

1. Permits

Any application for a permit for the activities listed in subsection C. Applicability shall be accompanied by a Parking Plan showing compliance with the requirements of this Section. For activities that constitute a Major Construction Project or Project of Significant Impact as defined by Section XVIA. Project Approval B. Part 1. Principal Definitions, the required Parking Plan shall be submitted to the Zoning Board of Appeals for review. The Zoning Board of Appeals shall grant a Parking Plan Permit if the requirements of this Section are satisfied. For all other activities, the required Parking Plan shall be submitted to the Building Inspector. The Building Inspector shall grant a Parking Plan Permit if the requirements of this Section are satisfied. If the Building Inspector or Zoning Board of Appeals, as applicable, determines that the Plan is not in compliance with this Section, they shall deny the application setting forth their grounds for denial in writing.
A Parking Plan shall include:

a. The quantity, location, and dimensions of all driveways, maneuvering spaces and aisles, parking spaces, storage areas, and drainage facilities;

b. The location, size, and type of materials for surface paving, curbing or wheel stops, landscaping, screening and lighting;

c. The location of all building and lot lines; and

d. Such other information as the Building Inspector or Zoning Board of Appeals, as applicable, may require.

The Plan shall be a drawing at a scale of 1 inch equals 20 feet or 1 inch equals 40 feet or at such other scale as the Building Inspector or Zoning Board of Appeals, as applicable, may direct.

Where necessary for the administration of this Section, the Building Inspector or Zoning Board of Appeals, as applicable, may require that the owner, operator or occupant of a lot or any building thereon, furnish a statement as to the number of employees customarily working at any one time on the premises. The Building Inspector or Zoning Board of Appeals, as applicable, may, at any reasonably time, enter upon a lot or into any building thereon, in order to make such determinations as are necessary for the administration of this Section.

2. Special Permits

a. In the case of such activities which do not meet the requirements of this Section, or are not otherwise exempt, the Zoning Board of Appeals may grant a Special Permit, pursuant to Section XXV, Special Permit Granting Authority.

b. Standards: In considering the issuance of a Special Permit from the requirements of this Section, the Zoning Board of Appeals shall make a finding that the standards specified in Section XXV, Special Permit Granting Authority, D. Special Use Permit Standards, are satisfied.

, or take any other action relative thereto.

(Planning Board)

ARTICLE 32. To see if the Town will vote to amend the Zoning Bylaw by adding a new section, Section XVIG, Outdoor Lighting, to regulate the installation and use of
outdoor lighting in association with certain projects, as follows. This amendment to be effective as of July 1, 2019, or upon receipt of the Attorney General’s approval if later.

SECTION XVIG. OUTDOOR LIGHTING

A. Title

The Section shall hereafter be known and cited as the “Town of Wellesley Outdoor Lighting Bylaw” or “Outdoor Lighting Bylaw.”

B. Purpose and Intent

The purpose of this Section is to enhance public safety by providing for adequate and appropriate outdoor lighting, protect community character, promote energy conservation, protect against light trespass and glare, protect the privacy of residents, and minimize sky glow.

C. Definitions

Cutoff Angle - The angle formed by a line drawn from the direction of the direct light rays at the light source with respect to the vertical, beyond which no direct light is emitted. (See Figure 1 for examples of Cutoff Angle)

Direct Light - Light emitted from the lamp, off the reflector or reflector diffuser or through the refractor or diffuser lens, of a luminaire.

Fixture - The assembly that houses a lamp or lamps and which may include a housing, a mounting bracket or pole socket, a lamp holder, a ballast, a reflector or mirror, and/or a refractor, lens, or diffuser lens.

Foot-candle - A unit that measures light illumination on a surface or area that is one foot from a uniform point source.

Figure 1 - Examples of Cutoff Angle
**Fully Shielded Luminaire** - A lamp and fixture assembly designed with a cutoff angle of 90 degrees or less so that no direct light is emitted above a horizontal plane. (*See Figure 2 for examples for Fully Shielded Luminaires that would be acceptable and permitted under this Section, or would be unacceptable/discouraged and therefore prohibited under this Section*).

**Glare** - Light emitted from a luminaire with an intensity great enough to produce annoyance, discomfort, or a reduction in a viewer’s ability to see.

**Height of Luminaire** - The vertical distance from the finished grade of the ground directly below to the lowest direct-light-emitting part of the luminaire.

**Illuminance** - The luminous flux per unit area at any point on a surface exposed to incident light. Measured in foot-candles or lux.

**Lamp** - The component of a luminaire that produces the actual light.

**Light Trespass** - The shining or spillage of direct light produced by a luminaire beyond the boundaries of the lot or parcel on which the luminaire it is located, or beyond the boundaries of multiple lots or parcels under common ownership.

**Lumen** - A unit that measures light energy generated by a light source. For the purposes of this Section, the lumen output shall be the initial lumen output of a lamp, as rated by the manufacturer.

**Luminance** - The intensity of light emitted from a surface per unit area in a given direction; measured in candela per meter squared (cd/m²).

**Luminaire** - A complete lighting system, including a lamp or lamps and a fixture.

**Lux** - A unit that measures light illumination on a surface or area that is one meter from a uniform point source. On a photometric plan, the lux measurement is often converted from meters to feet and referred to in terms of foot-candles.

**Sky Glow** - The diffuse luminance of the night sky derived from artificial lighting, apart from discrete natural light sources such as the Moon and stars. It is the most commonly noticed aspect of light pollution.

D. Applicability
The provisions of this Section shall apply to the following project types which include the proposed installation of one or more outdoor luminaires for exterior lighting:

1. Major Construction Projects and Minor Construction Projects, as defined by Section XVIIA, Project Approval; and

2. Externally illuminated signs requiring Design Review and/or a Special Permit, as required and defined by Section XXIIA, Signs.

Where these regulations are more specific and/or more restrictive with respect to lighting associated with an applicable project type for which other standards may exist within the Zoning Bylaw, the regulations contained in this Section shall take precedence.

The provisions of this Section shall not apply to one-family or two-family dwellings, or structures and uses accessory to such dwellings.

The provisions of this Section shall not apply to the ordinary maintenance, repair, and/or replacement of luminaires not approved as part of and/or associated with one or more of the aforementioned project types; furthermore, the provisions of this Section shall not apply to the installation of new luminaires on properties not subject to one or more of the aforementioned project types following the effective date of this Section.

E. Administration

For the project types subject to the provisions of this Section, the following information shall be submitted, except to the extent as such information may be waived by the Design Review Board or Zoning Board of Appeals, as applicable:

1. Information identifying the location, orientation, height, and type of outdoor luminaires to be installed;

2. The luminaire manufacturer’s specification data, including, at a minimum, lamp type (light emitting diode, metal halide, compact fluorescent, high pressure sodium), lumen output, correlated color temperature (“CCT”), and photometric data showing light distribution and polar plots;

3. A photometric plan showing the intensity of illumination expressed in foot-candles and/or lux at ground level within the interior of the property and at the property boundaries, except
that such plans shall not be required for externally illuminated signs; and

4. Sufficient evidence to confirm that all proposed outdoor luminaires and lighting conditions comply with subsection F., General Regulations, of this Section.

F. General Regulations

All exterior luminaires and/or the outdoor lighting conditions associated with the project types subject to the provisions of this Section, shall comply with the following regulations, unless otherwise specified:

1. All luminaires shall be fully shielded. *(See Figure 2 for examples for Fully Shielded Luminaires that would be Acceptable and permitted under this Section, or would be unacceptable/discouraged and therefore prohibited under this Section)*

2. For residential uses, the correlated color temperature (“CCT”) of any lamp shall not exceed 2,700K; for all other uses, the CCT of any lamp shall not exceed 3,000K.

3. Building-Mounted Fixtures: Luminaires attached to the exterior of a building or structure, including those to light signs, shall be mounted no higher than fifteen (15) feet above grade.

4. Ground-Mounted Fixtures: Luminaires mounted on the ground, including on poles or attached to Ground Signs, shall have a height no greater than twenty (20) feet.

Figure 2 - Examples of Non-Shielded (unacceptable) and Fully Shielded (acceptable) Luminaires
5. Illuminance Levels and Light Trespass Limitations: Exterior lighting shall not exceed the illuminance levels (measured horizontally on the ground) or exceed the light trespass limits specified below in Table XVIG.1.; Table XVIG.1 shall not apply to externally illuminated signs; however, luminaires associated with such signs shall not have lamps which produce more than 60 watts and/or 800-900 lumens.

### TABLE XVIG.1, LIGHTING LEVELS AND LIGHT TRESPASS LIMITATIONS

<table>
<thead>
<tr>
<th>Use</th>
<th>Maximum Illuminance (foot-candles/lux)</th>
<th>Maximum Light Trespass* (foot-candles/lux)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential Uses</td>
<td>5/50</td>
<td>0.5/5</td>
</tr>
<tr>
<td>Outdoor Recreation and Sports Facilities**</td>
<td>75/800</td>
<td>1.0/10</td>
</tr>
<tr>
<td>All Other Uses</td>
<td>10/100</td>
<td></td>
</tr>
</tbody>
</table>

*The maximum foot-candles/lux allowable at all property lines, including property lines along a public or private street or way, except property lines between lots under common ownership.

**To include fields and venues for sporting events, games, and matches, such as tennis courts, and fields for baseball and soccer; not applicable to passive recreation areas, such as walking paths, or natural areas that may be used for recreation, such as skating ponds.

G. Exempt and Prohibited

1. Exempt: The following luminaires or lighting conditions shall be exempt from regulation under this Section:

   a. Luminaires associated with security/emergency call boxes;

   b. Luminaires located greater than 1,000 feet from a property line not in common ownership; and

   c. Seasonal lighting of a temporary nature.

2. Prohibited: The following luminaires or lighting conditions shall be prohibited in conjunction with the project types identified in subsection D. of this Section:
a. Luminaires mounted to or otherwise attached to any trees or similar vegetation; and

b. Searchlights for commercial purposes.

H. Special Permits

1. Special Permits, Generally: In the case of such projects which incorporate one more outdoor luminaires not meeting the requirements of subsection F., General Regulations, or not otherwise exempt, the Zoning Board of Appeals may grant a Special Permit, per Section XXV, Special Permit Granting Authority.

2. Standards: In addition to those standards specified in Section XXV, Special Permit Granting Authority, in considering the issuance of a Special Permit from the requirements of this Section, the applicable Special Permit Granting Authority shall make a finding that one or more of the following conditions are met:

   a. The proposed lighting is necessary to enhance public safety;

   b. The proposed lighting enhances, or does not negatively impact, community ambiance and character; or

   c. The proposed lighting does not produce unacceptable light trespass, glare, sky glow, or compromise the privacy of abutting property owners.

, or take any other action relative thereto.

(Planning Board)

ARTICLE 33. To see if the Town will vote to amend the Zoning Map of the Town of Wellesley, Massachusetts, to resolve discrepancies, but rezoning the following properties, as specified:

a. To rezone the parcel located at 36 Pleasant Street (Assessor’s Parcel ID# 135-19), totaling approximately 23,125 square feet in area, from the General Residence District and Single Residence District and 10,000 Square Foot Area Regulation District, an error depicted on the current Zoning Map, to the Single Residence District and 10,000 Square Foot Area Regulation District or to the General Residence District in its entirety; and
b. To rezone four (4) parcels located at 42R Winding River Road, 56R Winding River Road, 70R Winding River Road, and 86R Winding River Road (Assessor's Parcel ID#s 142-1, 142-2, 142-3, and 129-8, respectively), and one parcel known as Assessor's Parcel ID# 142-4, the properties totaling approximately 93,670 square feet, 72,797 square feet, 30,743 square feet, 3,682 square feet, and 128,954 square feet in area, respectively, from the Single Residence District and 20,000 Square Foot Area Regulation District, an error depicted on the current Zoning Map, to the Single Residence District and 40,000 Square Foot Area Regulation District or to the Parks, Recreation, and Conservation District, in their entirety.

, or take any other action relative thereto.

(Planning Board)

ARTICLE 34. To see if the Town will vote to amend the Zoning Map of the Town of Wellesley, Massachusetts to rezone the parcel located at 999 Worcester Street (Assessor's Parcel ID# 200-27), totaling approximately 29,420 square feet, from the Business District and Single Residence District and 10,000 Square Foot Area Regulation District, to the Business District in its entirety, or take any other action relative thereto.

(Planning Board)

ARTICLE 35. To see if the Town will vote to DELANSON CIRCLE

(Planning Board)

ARTICLE 36. To see if the Town will vote to 148 WESTON ROAD

(Planning Board)

AMEND TOWN BYLAWS

ARTICLE 37. To see if the Town will vote to amend the General Bylaws in order to clean-up said Bylaws, to improve consistency of language and style throughout, and to bring the Bylaws into conformance with existing practice by:

1. Amending Section 8.3, Notice of Elections by eliminating the words “Wellesley Square” and replacing them with “the Police Station”;

2. Amending Section 26.3, Duties, by inserting after subsection h., a new subsection i. as follows: “Have the power to make non-substantive corrections for the purpose of addressing formatting, ordering, numbering, alphabetization, and cross-reference errors within the Town's bylaws.”;
3. Amending Section 26.7, Fees, by:
   a. Inserting in parentheses, after the words “Business Certificates,” the acronym “(D/B/A)”;
   b. Deleting the Item “For Furnishing an Abstract Copy of a Record of Birth” and the corresponding Fee of $8.00;
   c. Increasing the Fee for “Entering Delayed Record of Birth” from $20.00 to $30.00;
   d. Inserting after “Entering Delayed Record of Birth” a new Item: “For Registration of a Home Birth” and a corresponding Fee in the amount of $50.00;
   e. Deleting the Item “For Furnishing an Abstract Copy of a Record of Death” and the corresponding Fee of $8.00;
   f. Deleting the Item “For Furnishing an Abstract Copy of a Record of Marriage” and the corresponding Fee of $8.00;
   g. Inserting after the last Item a new Item, “Publications”, and a table of Fees as follows:

<table>
<thead>
<tr>
<th>Publication</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residence Book or CD</td>
<td>$15.00</td>
</tr>
<tr>
<td>Zoning Bylaw Book</td>
<td>$20.00</td>
</tr>
<tr>
<td>Town Bylaw Book</td>
<td>$15.00</td>
</tr>
<tr>
<td>Large Maps</td>
<td>$10.00</td>
</tr>
<tr>
<td>Small Maps</td>
<td>$ 5.00</td>
</tr>
</tbody>
</table>

4. Replacing Section 30.10 substantially for the purpose of transferring responsibility for the maintenance of personnel policies and procedures from Town Meeting to the Human Resources Board.

A redlined copy of the General Bylaw showing said amendments shall be made available on the Town's website for inspection.

or to take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 38. To see if the Town will vote to amend the General Bylaws by inserting in Article 8 a new section 8.25 as follows:

8.25. Electronic Voting. Notwithstanding any provision of these bylaws to the contrary, subject to the availability of a system to enable electronic voting by Town Meeting Members using wireless handheld mobile devices, the Moderator may count the vote, or conduct a roll call vote, on any matter before the Town Meeting by the use of such system.

and further, to see if the Town will vote to raise and appropriate, transfer from available funds or free cash, or borrow the sum of $15,000.00 (FIFTEEN THOUSAND DOLLARS) to be expended under the direction of the Town Clerk for the purpose of consulting services, leasing, maintaining, operating, and/or purchasing the use of Electronic Voting
Systems to be used in Town Meeting sessions, or to take any other action in relation thereto.

(Town Clerk)

CITIZEN PETITIONS

ARTICLE 39. To see if the Town will vote to amend the Zoning Map of the Town of Wellesley by rezoning the following properties from a General Residence District to a Single Family Residence District 10,000 square feet area.

15 Wellesley Avenue
21 Wellesley Avenue
23 Wellesley Avenue
25 Wellesley Avenue
1 Dexter Road
3 Dexter Road
5 Dexter Road
7 Dexter Road
8 Dexter Road

(Citizen Petition)

ARTICLE 40. RESOLUTION TO SUPPORT THE ESTABLISHMENT OF INDIGENOUS PEOPLES DAY IN WELLESLEY

We the undersigned support a resolution being accepted by Wellesley Town Meeting, for Wellesley to recognize Indigenous Peoples Day on the second Monday of October, and to no longer celebrate Columbus.

We have heard the voices of Indigenous People who are calling for an end to the celebration of Columbus. We support joining the dozens of other cities, states, and colleges (including Cambridge, Somerville, Brookline, Amherst, Northampton, and Harvard) who recognize the second Monday of October as Indigenous Peoples Day.

We support this resolution because it reflects our values and the values of our schools in educating our children about human rights. We want our children to know the truth that indigenous peoples have lived on this land since time immemorial, long before Columbus arrived in 1492. The people of hundreds of indigenous nations continue to live amongst us, despite 527 years of colonization and institutionalized genocide that began with Columbus. Historical records show unequivocally that Columbus perpetrated human rights abuses against the indigenous people he encountered, including rape, mutilation, enslavement, torture, and murder. He initiated the transatlantic slave trade. He is not a person to be celebrated. We choose instead to honor and celebrate the resistance and resilience of indigenous peoples in Massachusetts and around the world.
To our Indigenous friends and neighbors, by this act of abolishing Columbus Day and instituting Indigenous Peoples Day, we the people of Wellesley, Massachusetts, hereby acknowledge the land on which our town is built as the traditional territory of the Massachusetts People. We acknowledge and grieve the genocide of millions of your indigenous relatives. We acknowledge and grieve the theft and destruction of your homelands. We acknowledge and grieve the many attempts at cultural genocide historically and presently perpetrated against you. We commit to teaching our children the true histories and present-day realities of indigenous peoples. We celebrate the resilience of your cultures and communities.

It is our hope that the people of Wellesley will engage in a tradition of honoring this land’s first people, our earth, land, air, and water, and all our relations, by taking part in a celebration on the 2nd Monday of October and joining with the World of Wellesley to create new opportunities for connection and learning.

We as people who reside, work, and engage in Wellesley acknowledge this town is located on the traditional territory of the Massachusetts People.

(Citizen Petition)

**GENERAL**

**ARTICLE 41.** To see if the Town will vote to rescind authorized and unissued loans, to authorize the transfer of unused proceeds from previously issued loans to one or more eligible appropriations, and/or to amend existing borrowing authorizations on unissued debt authorized prior to November 7, 2016, in order to allow the use of premiums for project costs and to reduce the amount of the borrowing so authorized in accordance with Section 20 of Chapter 44 of the Massachusetts General Laws, as amended by Section 67 of Chapter 218 of the Acts of 2016, as follows:

1) Amounts to be rescinded:

<table>
<thead>
<tr>
<th>Town Meeting Vote</th>
<th>Project</th>
<th>Total Debt Authorization</th>
<th>Amount to be Rescinded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art. 15, April 8, 2013, ATM</td>
<td>Wales Street Bridge Planning</td>
<td>$400,000</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>Art. 16, April 16, 2014, ATM</td>
<td>Fire Station #2 Floor</td>
<td>$173,140</td>
<td>$13,140.00</td>
</tr>
<tr>
<td>Art. 2, January 20, 2015, STM</td>
<td>North 40 Land Acquisition School Security Improvements Planning</td>
<td>$35,140,399</td>
<td>$399.00</td>
</tr>
<tr>
<td>Art. 17, April 7, 2015, ATM</td>
<td></td>
<td>$408,300</td>
<td>$4,300.00</td>
</tr>
</tbody>
</table>

2) Unused proceeds to be transferred and to rescind a like amount of debt in project to be supplemented:
<table>
<thead>
<tr>
<th>Town Meeting Vote</th>
<th>Original Project</th>
<th>Amount to be Transferred</th>
<th>Project to be Supplemented</th>
<th>Town Meeting Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art. 15, 2014 ATM</td>
<td>Fuller Brook</td>
<td>$100,000.00</td>
<td>Cliff Road</td>
<td>Art. 20, 2017 ATM</td>
</tr>
<tr>
<td>Art. 21, 2012 ATM</td>
<td>Bacon Street</td>
<td>$63,983.69</td>
<td>Cliff Road</td>
<td>Art. 20, 2017 ATM</td>
</tr>
<tr>
<td>Art. 5, 10/20/08 STM</td>
<td>High School</td>
<td>$230,243.82</td>
<td>Tolles-Parson</td>
<td>Art. 24.1, 2016 ATM</td>
</tr>
<tr>
<td>Art. 2.1, 6/13/12 STM</td>
<td>St. James</td>
<td>$473,766.95</td>
<td>Tolles-Parson</td>
<td>Art. 24.1, 2016 ATM</td>
</tr>
<tr>
<td>Art. 4, 6/13/12 STM</td>
<td>Morse Pond</td>
<td>$66,924.69</td>
<td>School Security</td>
<td>Art. 18, 2017 ATM</td>
</tr>
</tbody>
</table>

or to take any other action in relation thereto.

(Board of Selectmen)

**ARTICLE 42.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money, to be expended under the direction of the Board of Selectmen, for the purpose of paying expenses related to the settlement of claims, actions and proceedings against the Town, or to take any other action in relation thereto.

(Board of Selectmen)

**ARTICLE 43.** To see if the Town will vote to authorize the Board of Selectmen, on behalf of the Town, to dispose of tangible Town property having a value in excess of $10,000 (TEN THOUSAND DOLLARS), on such terms as it may deem advisable, or to take any other action in relation thereto.

(Board of Selectmen)

**ARTICLE 44.** To see if the Town will vote to authorize the Board of Selectmen to appoint one or more of its members as a fire engineer, or to take any other action in relation thereto.

(Board of Selectmen)
And you are directed to serve this Warrant by posting attested copies in not less than two conspicuous places in the Town and by causing this warrant to be posted to the Town of Wellesley website (www.wellesleyma.gov) at least seven days before the date on which the meeting is to be held.

Hereof fail not and make due return of this Warrant and your doings thereon unto the Town Clerk at or before the time of holding said meeting.

Given under our hands this 28th January 2019.

____________________________________________
Jack Morgan, Chairman

____________________________________________
Marjorie R. Freiman, Vice-Chair

____________________________________________
Ellen F. Gibbs, Secretary

____________________________________________
Thomas H. Ulfelder

____________________________________________
Elizabeth Sullivan Woods

A true copy, ________________________________________
Attest: Constable, Town of Wellesley

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

Wellesley, MA January ___, 2019
I have this date caused the within Warrant to be served by posting two copies in two conspicuous places in the Town, i.e., the Town Hall and Wellesley Square, and causing the Warrant to be posted to the Town of Wellesley website.

____________________________________________

Constable, Town of Wellesley
9. **Discuss Hunnewell School Building Options**

The School Building Committee has been working its way through the feasibility study for this school, reviewing the current conditions of the site and building, swing space options, and concepts for what a renovated or new building could look like. As you know, the initial ten concepts prepared by SMMA Architects were discussed at the December 20th meeting attended by the SBC, School Committee and Selectmen.

A copy of the presentation given that night with these concepts is included in your packet. The purpose of this agenda item is to follow up on that meeting and discuss the concepts to determine if the Board has a preference to continue with some of the concepts and/or eliminate others from future consideration so that this feedback can be given to the SBC.

**NO MOTION**
Agenda

• Updates

• Educational Planning & Hunnewell Site

• Initial Concept Design Plans Discussion:
  ◦ Additions & Renovations (5)
  ◦ All New (5)

• Swing Space Update/Activities

• Next Steps (workplan)
  ◦ January 10th SBC meeting
    (Tentative shortlisting of options)
  ◦ January 24th Hunnewell PTO
  ◦ January 29th Public Forum
  ◦ January 31st SBC meeting
    (Final shortlist of options)
HUNNEWELL ELEMENTARY SCHOOL
FEASIBILITY STUDY WORK PLAN
UPDATE December 13, 2018

2018

SEPTEMBER 2018
- Intro mtgs w/Library Trustees, BOS, WHC, SEC, NRC/Wetlands
- Facility Condition Surveys
- Site Survey/Wetlands
- Geotechnical
- Hazardous Material Survey
- Develop Swing Space Options
- Traffic Analysis

OCTOBER 2018
- Long List Options Development
  - New and Add/Reno Options
  - Evaluation Criteria
  - Sustainability Development
  - Evaluation Matrix Complete

2019

NOVEMBER 2019
- Shortlist Finalization
  - Finalize Sustainability Targets
  - Preliminary Cost Models
  - Preliminary Phasing/Swing Space
  - Finalize Shortlist

DEC 2019
- Parking/Swing Space Options
  - Finalize Swing Space Matrix
  - Develop Parking Options

JANUARY 2020
- Select Preferred Option
  - Shortlist Evaluation Matrix
  - Finalize Cost Model
  - Final Preferred Option Selection
  - Final Preferred Option Report

FEBRUARY 2020
- Bldg Comm Meeting
- Bldg Comm Meeting
- Bldg Comm Meeting
- Bldg Comm Meeting
- Public Forum Options Update

MARCH 2020
- Shortlist Development
  - Energy Models for shortlist
  - Finalize Costs
  - Finalize Phasing/Swing Space
  - Concept Plans
  - Life Cycle Cost Analysis

APRIL 2020
- Bldg Comm Meeting
- Bldg Comm Meeting
- Bldg Comm Meeting
- Public Forum Shortlist Update
- Public Forum Preferred Option

MAY 2020
- Bldg Comm Meeting
- Bldg Comm Meeting
- Public Forum [s] TM Prep

JUNE-SEPTEMBER 2020
- Community Presentations
  - Public Forums
  - Town Meeting Preparation
  - Coordinate w/Hardy/Upham Process

EDUCATION PLAN, SUSTAINABILITY
- Visioning Workshops w/Faculty and Community
- Mtgs w/Staff & Faculty
- Final Education Plan
- Building Space Plan / SF
- Geothermal Investigations

COMMUNITY PRESENTATIONS
- Public Forums
- Town Meeting Preparation
- Coordinate w/Hardy/Upham Process
Hunnewell Elementary School
Feasibility Study

Initial Concept Plans
Balanced Design Approach

Ed Planning

Site Exploration

Sustainability Goals
Visioning Workshop One

Guiding Principles 1.0 (DRAFT)

1. Reinforce School Community (84 votes)
2. Innovation (74 votes)
3. Whole Child Enrichment (58 Votes)
4. Evolving, Flexible and Adaptable (42 votes)
5. Indoor/Outdoor Connectivity (42 votes)
6. Sustainability (30 votes)

Note: Visioning Workshop Two for Hunnewell Staff and Administration taking place on Nov. 26th
Conceptual Planning:
Educational Visioning & Planning
Considerations

- Meets the Educational Plan & Program
- Classroom neighborhood configuration(s) is highly desired
- Connections to outdoor learning environments
- Community uses & access: Connection between Cafetorium & Gym
  Safety & Security
- Agile Spaces: flexible learning & variety of spatial options is critical (active & quiet learning, hallways, etc.)
- Core Educational environment facing quiet side of site – brook
- TLC Special Education Program Inclusion
Design Patterns: Learning Neighborhoods
Grade Level Neighborhoods
Site Context & Constraints (NRC & Wetlands)
Conceptual Planning: Preliminary Site Planning Considerations

- Meets Educational Plan & Program
- Build “as of right”
  - Open Space Requirements
  - Zoning Set-back vs. Relief on North Property line
  - Building Height (40’ max) - Two Story vs. Three Story
  - Parking Impacts or Relief
- 1938 Structure Reuse (Add/Reno only)
- Main Entrance & Identity
- Oak Tree Impact / Other Tree Impacts
- Net Zero Ready Implications
- Service & Loading location
- Phasing Accommodation on site is not possible
Zoning & Permitting Considerations

- **Existing Site Area:** 242,451sf (5.57 acres)
- **Area within Setbacks:** 165,861sf (3.81 acres)
- **Current Buildable Area:**
  (Includes Disturbed zones)
  91,147sf (2.09 acres)
  green
- **Buildable Area with Relief:**
  107,153sf (2.46 acres)
  green & pink
- **Current Developed Area:**
  Building footprint and drive zones
  47,532sf (1.09 acres)
- **Maximum Development Area by right (25%):** 60,613sf (1.39 acres)
Cameron Street Lot

- **Existing Site Area:** 52,967sf  
  (1.22 acres)
- **Current Developed Area:**  
  Drive zones 43,314sf  
  (0.99 acres)
- **Maximum Development Area by right (90%):** 47,670sf  
  (1.09 acres)
- **Area within Setbacks:** 33,215sf  
  (0.76 acres)
- **Current Buildable Area:** 33,215sf  
  (0.76 acres)
- **Buildable Area with Relief:** TBD
Existing Developed Areas

- **Existing Site Area**: 242,451sf (5.57 acres)
- **Area within Setbacks**: 165,861sf (3.81 acres)
- **Current Buildable Area**: 91,147sf (2.09 acres)
- **Buildable Area with Relief**: 107,153sf (2.46 acres)
- **Current Developed Area**: Building footprint and drive zones 47,532sf (1.09 acres)
- **Maximum Development Area by right (25%)**: **60,613** sf (1.39 acres)
Wellesley Historic Commission

- Toured Building on 11-2
- Primarily interested in front of building
  - Scale & Character
  - Relationship to Street
- Value Exterior more than interior
- Value Interior woodwork details
  - Stage
  - Palladian Window
  - General Trimwork/Casework
- Primary Challenges for Maintaining Building as a School:
  - MAAB/ADA Accessibility
  - Seismic Upgrading
  - Energy Efficiency
Site Considerations

- Quiet
- Active
- Relationship
- Welcoming
- Civic
Site Considerations
Library Representatives: Trustees & Director

- Prefer that delivery entrance to school be sited to not interfere with access to library – including traffic flow & parking
- Safety is a concern
- Request that SBC consider impact of school building use after hours (especially parking)
- Design of the school
  - Scale & Character
  - Siting
  - Side facing the library
- Desire to retain trees between sites
- General support for increasing parking opportunities for all
Existing Parking Areas

- **Existing Total Spaces:**
- **School Lot:** 36
- **Library Lot:** 87
- **Cameron Street Lot:** 135

**Total existing for school use:**
61 spaces
- Hunnewell lot: 36 spaces
- Library lot: 5 spaces
- Cameron St lot: 20 spaces
- Existing staff: 45 employees (35 full time, 10 part time)
- Existing parking ratio: 1.36 spaces/employee

Total existing parking on library lot: 135 spaces (53 in underground garage)
Parking Analysis

- Maximize Hunnewell site surface parking
- Park below Hunnewell building
- Parking deck at Cameron Street lot

Considerations

- Zoning & Permitting Implications
- Sustainability Implications (Solar PV over carports)
- Community Uses & Access
- Safety & Security
- Cost
Concept Planning

Additions & Renovations

New Construction
Neutral to Designs

- Educational Program
- Cost
- Sustainability Implications
- Connections to Outdoor Learning Environments
- Community Uses & Access
- Safety & Security
Prime Differentiators in Designs

- Site utilization & building footprint
- Zoning Relief (height, setback, open space)
- Building height
- Maintaining front of 1938 building
- Attempt to save Oak tree
- Entrance & Identity
- Impact on Library
- Rooftop Solar PV quantity
Additions & Renovations
Option 1 – Courtyard Series

- Building footprint: sf
- Two story
- Maintains Oak Tree (TBD)
- Maintains front of 1938 building
- Requires setback relief
Additions & Renovations
Option 1a – Courtyard Series

• Building footprint:  sf
• Three story
• Removes Oak Tree
• Maintains front of 1938 building
• Does not require setback relief
Additions & Renovations
Option 2 – Courtyard Series

- Building footprint: sf
- Three story classroom wing
- Maintains oak tree (TBD)
- Maintains front of 1938 building
- Requires setback relief
- Requires height relief
Additions & Renovations
Option 3 – Courtyard Series

- Building footprint: sf
- Two story
- Maintains oak tree (TBD)
- Maintains all of 1938 building, but builds over classroom wing
- Requires setback relief
Additions & Renovations
Option 4 – Compact Plan Series

- Building footprint: sf
- Three story classroom wing
- Removes oak tree
- Maintains front of 1938 building
- Requires height relief
New Construction
Option 1 – Courtyard

- Building footprint: sf
- Two story
- Removes oak tree
- Removes 1938 building
New Construction
Option 2

- Building footprint: sf
- Two story
- Maintains oak tree (TBD)
- Removes 1938 building
- Does not require setback relief
New Construction
Option 3

- Building footprint: sf
- Two story
- Removes oak tree
- Removes 1938 building
New Construction
Option 4

- Building footprint: sf
- Three story
- Removes oak tree
- Removes 1938 building
- Requires height relief
- Parking below building
New Construction
Option 5 – Compact Plan Series

- Building footprint: sf
- Two story
- Removes oak tree
- Removes 1938 building
Concept Planning

Additions & Renovations

1
1a
2
3
4

?  

?
Thoughts on Shortlisting – “Characteristics”:
(2) Additions and Renovation Options

• Save only most valued (front) portion of 1938 Building
  o (1) two-story option (no variances required)
  o (1) three story option (height variance required)
  o One option shall attempt to preserve the oak tree

• (2) variations on Classroom Neighborhood Configuration(s)

• Core Educational Environment (quiet side of site)

• Community Uses & Access Options

• Main Entrance (Identity)

• Service Entrance
Concept Planning

New Construction

1  2  3  4  5

?
Thoughts on Shortlisting – “Characteristics”:
(2) All New Construction Options

- (2) variations on Classroom Neighborhood Configuration(s)
- (1) two story option (no variances required)
- (1) three story option (height variance required)
- One option shall attempt to preserve the oak tree
- Core Educational Environment (quiet side of site)
- Community Uses & Access Options
- Main Entrance (Identity)
- Service Entrance
Conceptual Planning: NZR Considerations

- Meets Educational Plan & Program
  - Balancing all Sustainability Goals
- Total Building Area & Volume
  - Photovoltaic area availability (roof)
  - Geothermal considerations
- Solar Orientation
- Renovations vs. New Construction
  - Insulation values
  - Window to Wall ratios
- After “Shortlisting”:
  - 2 vs. 3 story
  - All new vs. Add reno

Reduce Costs and Consumption

Promote Environmental Literacy

Healthy School Environment
Hunnewell Elementary School
Feasibility Study

Swing Space
School Committee Swing Space Guidance to SBC (August 2017)

• Limit disruption to students to the extent possible
• Keep cohorts of students together. Ideally:
  ◦ Keep entire Hunnewell population together, or
  ◦ Break up into two groups of students, but keep grade cohorts together
• Redistricting: Each child should face no more than one school community transition, if at all feasible.
• Elementary school classrooms are currently fully utilized
  ◦ “Scattering” Hunnewell students across the District not supported by SC
  ◦ TLC program requires careful consideration
• School Committee to revisit swing space guidance in early 2019
Swing Space Study

- Four Current Options Identified
  - Modulars On Hunnewell Site (does not fit)
  - Modulars On Cameron Street lot
  - “Space Mining” and/or Modulars at one, two or three Elementary School sites (under review)
  - Alternative Site (Village Church – waiting for response, St Paul’s – study completed in 2016 – cost prohibitive)
  - Wait until Hardy/Upham project is complete

- “Program” required to determine size of Mods for site test-fit
- Goal is to create a matrix of Swing Space Options that connect to our matrix of Concept Options – but generally independent of final selected option
Thank You
10. **New Business and Correspondence** - Other Documents: The Board will find documents the staff are not seeking action on, but is for informational purposes only. Please find the following:

- Commendation for Officer Travis Dixon
- Animal Control Monthly Report – November 2018
- Parking Meter Collections – November 2018
- Correspondence re: Linden Street Corridor Overly District
- Correspondence from MassHousing re: Project Eligibility
- Correspondence from Town Clerk re: residency
- Obituary Information: Bonita Legassie
- Obituary Information: Diane Juliani
- Correspondence from Miyares & Harrington re: No Trespass Order
TO: OFFICER TRAVIS DIXON
FROM: CHIEF JACK PILECKI
SUBJECT: LETTER OF COMMENDATION
DATE: DECEMBER 31, 2018

I was pleased to review the actions which you took during a motor vehicle stop that occurred on the evening of Sunday, December 16, 2018.

While on patrol in the area of Worcester St. (Rt. 9) and Cliff Rd., you observed a gray Jeep SUV operating erratically and nearly collide with another vehicle in traffic. You stopped the Jeep on Rt. 9 near Westgate and informed the operator why you had stopped him. The operator presented you a Dominican driver’s license, which identified him as Richar Julian Peguero-Soto. I am aware that you have received specialized training in identifying forged/counterfeit documents and as such, you immediately recognized that the Dominican license was a forged document. The license appeared to be low quality and the photo did not look like the driver. Also, the license picture appeared to have been altered in order to fit within the border on the license. Additionally, Peguero-Soto did not have any other supporting documentation, such as a passport to confirm his true identity. As a result, you placed Mr. Peguero-Soto under arrest for unlicensed operation of a motor vehicle.

During the course of the subsequent inventory search of the Jeep, you located a torn, blue latex glove in the glove compartment. A closer examination of the torn glove revealed that there was a translucent pill bottle secreted inside the glove. The pill bottle was inventoried and a large quantity of what appeared to be Percocet 30 mg pills were contained within the pill bottle. Presented with a forged Dominican license and the large amount of Percocet pills, you ordered the Jeep towed back to the station for further processing. You took the initiative and coordinated additional resources to further the investigation. Natick Police K-9 Officer Michael Mabardy and his dog Axel responded to the station to conduct a search of the Jeep. Framingham Police Detective Francis Torres also responded to assist with translation while interviewing Mr. Peguero-Soto.

During the course of the investigation, Natick Police K-9 Axel indicated the presence of drugs in Peguero-Soto’s vehicle’s glove compartment. In addition to the suspected Percocet pills, a large
quantity of heroin — the size of a golf ball was also located in the same pill bottle beneath the two bags of Percocet pills. A closer examination of the pills revealed they may be counterfeit Percocet pills. These types of counterfeit Percocet pills are commonly manufactured with Fentanyl and illegally sold in the New England area.

The weights of the two bags of Percocet pills you seized were 10 grams. The weight of the suspected bag of heroin was 7 grams. Both quantities of illegal narcotics were submitted to the Massachusetts State Police Service Group for confirmatory testing. If the testing shows that both substances contain a quantity of Fentanyl, your case will be elevated to a Fentanyl Trafficking case.

Furthermore, after booking Mr. Peguero-Soto, the fingerprint reply from the Massachusetts State Police Identification Section revealed that he had two additional false identities connected to his person. One being a Jose Roldan. Roldan had a suspended Mass driver’s license and was currently wanted by the Boston Police Department for, among other things, possession with intent to distribute a Class A substance, possession of a Class B substance, and committing those offenses in a school zone. Roldan was also wanted by DHS-ICE for an immigration status violation.

Also, as a result of your interview of Mr. Peguero-Soto, you learned his true identity — Rodolfo Herrera-Santos. Along with assistance from Framingham Det. Torres, you also produced information identifying the source responsible for manufacturing and distributing the forged identification documents in the greater Boston area. Rodolfo also admitted that the drugs found in the glove box were his.

I was very proud to read about this arrest. Your self-initiated action while on patrol and attention to detail and institutional knowledge you demonstrated during your contact with Mr. Herrera-Santos lead to the discovery of a large quantity of dangerous drugs and the apprehension of a wanted person. Your proactive policing activity demonstrates a commitment to keeping our community safe and is an example of the outstanding and sometimes dangerous work the men and woman of the Wellesley Police Department do on a daily basis. In addition, this case exemplifies how when local police departments share resources, they can positively impact their respective communities and the region as a whole.

A copy of this commendation will be maintained in your personnel file.

AUTHORIZED:

Jack Pilecki
CHIEF OF POLICE

Cc: Bulletin Board
    Board of Selectmen
    Personnel File
Wellesley Animal Control Monthly Report
November 2018

Nov 13 I participated in the board meeting for the Animal Control Officers Association in Boylston MA.

Nov 15 I meet with 5th grade Girl Scouts at Hunnewell school. They wanted to know more about the animals in our community and are looking at ways to help the community by doing service project that would raise awareness.

Nov 28 I participated in conference call for LINKup Education Network. We were exploring ways to collaborate with the MSPCA Angel Memorial Hospital program to help animals from domestic violence families.

I met several times and worked with the Town Clerk’s office and IT department on the new dog licensing program

Breakdown of enforcement

100 Warnings (56 unvaccinated, 34 unlicensed)
0 Citations (0 unvaccinated, 0 unlicensed)
0 Follow up letters unpaid fines
0 Request for Court hearings

After no response to follow up letters on unpaid fines I send the information to court to request hearings. I had been on vacation the end of Sept and first 2 weeks of October, therefore there were less citations and warnings to follow up on.

A volunteer continues to take photos for the pet of week in the *The Wellesley Townsman*. This helps to keep in mind that owners of lost pets should report them lost thus helping us get more returned to the owners. She also posts adoptable pets on petfinder.com and a student uploads video of each cat.

I update town animal control web site to alert citizens or current issues about pet and wildlife around town. As cold weather arrived more wildlife were coming in close vicinity of people as they search day and night for food to fatten up in an attempt to survive the coming winter.
ON my own time

Nov. 14 I participated in the Town Education spelling bee as a representative for the World of Wellesley

Nov 28 I attended the board meeting of The World of Wellesley.

I continue working with Linkup Education Network and their safepeoplesafepets program coordinating foster homes for pets that are referred from a domestic violence advocate.
Month of: **November 2018**

**32** Total incidents investigated

<table>
<thead>
<tr>
<th>Type</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Loose/Uncontrolled Bite</td>
<td>12</td>
</tr>
<tr>
<td>Bark</td>
<td>3</td>
</tr>
<tr>
<td>Wild</td>
<td>19</td>
</tr>
<tr>
<td>Cat</td>
<td>2</td>
</tr>
<tr>
<td>Other</td>
<td>1</td>
</tr>
</tbody>
</table>

Off Duty calls Police Responded **20**

<table>
<thead>
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<th>Type</th>
<th>Count</th>
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</thead>
<tbody>
<tr>
<td>Loose/Uncontrolled Bite</td>
<td>5</td>
</tr>
<tr>
<td>Bark</td>
<td>3</td>
</tr>
<tr>
<td>Wild</td>
<td>9</td>
</tr>
<tr>
<td>Cat</td>
<td>3</td>
</tr>
</tbody>
</table>

Report filed/Assistance given **10**
Gone on arrival/Quiet **10**

**100** Total actions taken

<table>
<thead>
<tr>
<th>Type</th>
<th>Count</th>
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</thead>
<tbody>
<tr>
<td>Warning</td>
<td>10</td>
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<tr>
<td>Loose</td>
<td>37</td>
</tr>
<tr>
<td>Unlicensed</td>
<td>56</td>
</tr>
</tbody>
</table>

- **$50.00** Loose
- **$25.00** Unlicensed
- **$50.00** unvaccinated

**19** Total Animals Picked Up

<table>
<thead>
<tr>
<th>Type</th>
<th>Dog</th>
<th>Cat</th>
<th>Domestic</th>
<th>Wild</th>
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<tbody>
<tr>
<td></td>
<td>1</td>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>4</td>
<td></td>
<td></td>
<td>9</td>
</tr>
</tbody>
</table>

On Hand Begining
Hospital
Truck
Station
Dead on arrival

5 Returned to owner/wildlife released

- Adopted
- Transferred to humane Shelter
- Euthanized
- Deceased-unclaimed
- On hand end
Wellesley Animal Control Monthly Report

Number of calls received daily: **November 2018**

<table>
<thead>
<tr>
<th>Date</th>
<th>Calls</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>11</td>
</tr>
<tr>
<td>3</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>11</td>
</tr>
<tr>
<td>6</td>
<td>8</td>
</tr>
<tr>
<td>31</td>
<td></td>
</tr>
</tbody>
</table>

Average calls per day: **10-11**  Total Calls this year: **831**

Type of Calls

<table>
<thead>
<tr>
<th>Calls</th>
<th>Type of Call</th>
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<tbody>
<tr>
<td>12</td>
<td>Lost/Found Dogs</td>
</tr>
<tr>
<td>13</td>
<td>Lost/Found Cats</td>
</tr>
<tr>
<td>8</td>
<td>Cat nuisance</td>
</tr>
<tr>
<td>11</td>
<td>Cat rabies vaccination</td>
</tr>
<tr>
<td>12</td>
<td>Dog rabies vaccination</td>
</tr>
<tr>
<td>5</td>
<td>Licensing</td>
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<tr>
<td>43</td>
<td>Wildlife</td>
</tr>
<tr>
<td>2</td>
<td>Dead animal</td>
</tr>
<tr>
<td>4</td>
<td>Adoptions</td>
</tr>
<tr>
<td>48</td>
<td>Other</td>
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</table>

Anonymous **46**

Violation calls

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<tr>
<th>Calls</th>
<th>Type of Call</th>
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<tbody>
<tr>
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<td>Loose/uncontrolled</td>
</tr>
<tr>
<td>1</td>
<td>Bite</td>
</tr>
<tr>
<td>3</td>
<td>Bark</td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

Total Violation calls this year: **75**
<table>
<thead>
<tr>
<th>Transfer to (date)</th>
<th>Owner info</th>
<th>Clinic name</th>
<th>Name vet Eth</th>
<th>Method with Name vet Eth</th>
<th>Microchip</th>
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<tbody>
<tr>
<td>1/1/18</td>
<td></td>
<td></td>
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<tr>
<td>1/1/18</td>
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<td>11/28/17</td>
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<td>11/28/17</td>
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<td>11/9/06</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11/9/06</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11/5/18</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11/5/18</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>1/1/18</td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
MONTHLY PARKING METER, CALE, PASSPORT COLLECTIONS

<table>
<thead>
<tr>
<th></th>
<th>FY14</th>
<th>FY15</th>
<th>FY16</th>
<th>FY17</th>
<th>FY18</th>
<th>FY19</th>
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<tbody>
<tr>
<td>JULY</td>
<td>$41,016.09</td>
<td>JULY 2014</td>
<td>$53,233.47</td>
<td>JULY 2015</td>
<td>$64,094.66</td>
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<td>AUGUST</td>
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<td>AUGUST 2014</td>
<td>$42,729.03</td>
<td>AUGUST 2015</td>
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<tr>
<td>SEPTEMBER</td>
<td>$62,302.39</td>
<td>SEPTEMBER 2014</td>
<td>$68,978.72</td>
<td>SEPTEMBER 2015</td>
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<td>OCTOBER</td>
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<td>$64,491.40</td>
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<td>NOVEMBER</td>
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<td>JANUARY</td>
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<td>MARCH 2015</td>
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<td>APRIL</td>
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<td>$50,651.25</td>
<td>APRIL 2015</td>
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<td>$64,391.57</td>
<td>JUNE 2015</td>
<td>$60,997.93</td>
<td>JUNE 2017</td>
</tr>
</tbody>
</table>

1st quarter avg | $47,467.33 | $48,980.41 | $59,551.28 | $54,280.84 | $56,915.25 | $61,286.23 |
2nd quarter avg | $41,283.46 | $50,540.86 | $54,130.20 | $50,405.12 | $53,784.87 | $54,814.77 |
3rd quarter avg | $41,485.62 | $44,512.17 | $49,462.18 | $47,072.21 | $55,334.14 | $50.00 |
4th quarter avg | $55,737.66 | $47,725.94 | $59,994.46 | $54,928.39 | $61,581.15 | $50.00 |

Passport Parking System implemented February 2017 (included in totals above)
December 21, 2018

Ms. Blythe C. Robinson  
Executive Director  
Town of Wellesley  
525 Washington Street  
Wellesley, MA 02482

Re: Linden Street Corridor Overlay District (“LSCOD”); ATM 2019 Warrant Article

Dear Ms. Robinson:

We represent FR Linden Square, Inc. (“Federal”), the owner of the “Linden Square” development on Linden Street in Wellesley. The original development of the area was undertaken in accordance with the Development Agreement dated as of June 3, 2005 (as amended, the “Agreement”), which set forth in detail certain agreements between the developer and the Town relative to the redevelopment and operation of the Linden Square shopping area. The development of the project was also governed by Article XIV(G) of the Zoning By-Law.

The existing lease with the operator of the Citgo service station will be expiring soon, and Federal desires to substantially renovate or replace the older concrete building and re-lease the space for another use or uses permitted under the Zoning By-Law and not restricted by the Agreement. In connection with this proposal, the Planning Director has expressed his opinion that any renovation or reconfiguration of this area for use other than as a service station would be inconsistent with, and require an amendment of, the Agreement. Any amendment of the Agreement in turn requires approval of Town Meeting.

At the suggestion of Town Counsel, Federal is therefore requesting that the Board of Selectmen add a placeholder article to the warrant for the 2019 spring Annual Town Meeting that would amend the Agreement to allow for future renovation and/or redevelopment of buildings and improvements that are within the LSCOD, without Town Meeting approval, provided that the buildings and improvements, as modified, otherwise conform to the requirements of the Zoning By-Law (including without limitation Article XIV(G)) and with design and operating requirements of the Agreement.

Please feel free to contact me if you have any questions in this regard.

Sincerely,

Stephen T. Langer

cc: Thomas Harrington, Esq.  
Mr. Michael Zehner  
Mr. David Webster
December 14, 2018

Mr. Dean Behrend
Riverview Crossing, LLC
869 Worcester Street
Wellesley, MA 02482

Re: The Crossings, Wellesley
Project Eligibility/Site Approval Application
MassHousing ID No. 994

Dear Mr. Behrend:

I write regarding the Application for Chapter 40B Project Eligibility/Site Approval for MassHousing-Financed and New England Fund ("NEF") Rental Projects (the "Application") that you submitted to the Massachusetts Housing Finance Agency ("MassHousing") in connection with your proposal to build 64 rental units on 41,795 square feet of land in Wellesley, Massachusetts (the "Project"). For the reasons set forth herein, MassHousing hereby denies the Application.

Massachusetts General Laws c. 40B, §§ 20-23 ("Chapter 40B") promotes responsible housing growth by creating a streamlined permitting process for eligible projects that utilize subsidized financing to meaningfully accommodate lower-income residents. As the Supreme Judicial Court has recognized, Chapter 40B was enacted to address an acute shortage of decent, safe low- and moderate-cost housing throughout the Commonwealth. The success of the Chapter 40B program is of critical importance to the Commonwealth of Massachusetts as it has, since its enactment, supported the vast majority of affordable housing construction in Massachusetts outside of our largest cities.

MassHousing is an independent, quasi-public agency charged with providing financing for safe, affordable housing in Massachusetts. MassHousing takes its mission seriously, and integrity is among the core values that guide our culture. Indeed, some of the functions that MassHousing performs with respect to the Chapter 40B process are designed to prevent fraud and ensure compliance with the complex regulations governing Chapter 40B projects. Chapter 40B developers must strictly comply with the statute and applicable regulations, including adherence to affordability restrictions and limitations on profits and dividends. In turn, MassHousing must be able to rely on developers to be truthful and forthright throughout the process.
It has come to our attention that on May 8, 2018, one day before you signed the Application, you executed an Administrative Consent Order with Penalty and Notice of Noncompliance ("Consent Order") with the Massachusetts Executive Office of Energy and Environmental Affairs Department of Environmental Protection ("MassDEP"). The Consent Order states that the following facts and allegations led MassDEP to issue the order:

1) You asked for and received a fraudulent “clean house” report from an asbestos consultant that concealed the presence of asbestos at a single-family residence in Mashpee, after the consultant indicated that pipe insulation located in the basement of the property was visually identified as asbestos containing material.

2) You filed a Demolition Application with the Town of Mashpee that did not disclose that the consultant had visually identified the pipe insulation in the basement as asbestos containing material.

3) You demolished the single-family house at the Mashpee property, despite knowing the structure contained asbestos. The asbestos containing material was then placed in three roll-off containers, one of which was illegally removed from the Mashpee property.

4) You caused or otherwise allowed an asbestos abatement activity which resulted in an actual or potential threat to human health and safety.

5) You failed to disclose the presence of an above-ground oil tank in your demolition permit application to the Town of Mashpee.

6) You improperly buried the oil tank at the Mashpee property while it contained approximately six inches of “waste oil/sludge.”

We take these matters, which concern your actions as a developer, very seriously and conclude that this information is disqualifying with respect to the Application.

In addition, you did not disclose in the Application that three entities that you managed filed for bankruptcy during the last ten years. Your Application contains a “Certification” section. In this section, you were required to certify under pains and penalties of perjury whether, within the last ten years, you or any of the “Applicant Entities” have “ever been a defendant in a lawsuit involving fraud, gross negligence, misrepresentation, dishonesty, breach of fiduciary responsibility or bankruptcy,” and, if so, provide a written explanation of any required disclosure. In response to this question, you checked “No.” Further, you certified that the information disclosed in the Application was “true, accurate and complete,” and you acknowledged that you “understood that MassHousing [would be] relying on this information in processing the request for Site Approval.”

In connection with its review of your Application, MassHousing became aware that Appian LLC, Appian
Corporation ("Appian Corp.") and Wellesley Realty Associates LLC ("Wellesley Realty") filed for bankruptcy within the past ten years. On August 10, 2009, Appian LLC filed a Voluntary Petition for Bankruptcy under Chapter 11 of the Bankruptcy Code. On June 20, 2012, Appian Corp. filed a Voluntary Petition for Bankruptcy under Chapter 11 of the Bankruptcy Code. On August 20, 2012, Wellesley Realty filed a Voluntary Petition for Bankruptcy under Chapter 11 of the Bankruptcy Code. The petitions and exhibits filed therewith indicate that you are the sole director of Appian Corp. and the manager of both Wellesley Realty and Appian LLC. Accordingly, you controlled the named Applicant in your Application, Riverview Crossing LLC, as well as Appian LLC, Appian Corp. and Wellesley Realty. Thus Appian LLC, Appian Corp. and Wellesley Realty all constituted "Applicant Entities" as that term is defined in the Application. Their bankruptcies should have been affirmatively disclosed to MassHousing in connection with the Application.

In addition, after we inquired about the bankruptcies, your subsequent explanation to MassHousing did not provide the forthrightness and candor that MassHousing expects and requires from Applicants for Chapter 40B Project Eligibility. This is particularly concerning because it relates to your failure to meet obligations under substantial construction loans.

For example, you stated to MassHousing that Appian Corp. was a corporate entity involved with the construction of a mixed-use project located at 978-980 Worcester Road in Wellesley and that the bankruptcies of Appian Corp. and Wellesley Realty were both related to that project. However, our review of the bankruptcy court records did not uncover any connection between Appian Corp. and the 978-980 Worcester Road project. Appian Corp.'s schedule of real property (Schedule A) and schedule of personal property (Schedule B) filed in connection with Appian Corp's bankruptcy petition indicate that its business was developing a different small residential subdivision in Wellesley; holding title to undeveloped residential land in Weston; and holding membership interests in a pair of limited liability companies connected to commercial properties in Wellesley. Neither the Appian Corp. bankruptcy schedules of real and personal property, nor the schedules of creditors and executory contracts indicate any connection to 978-980 Worcester Road.

Wellesley Realty appears to have sought bankruptcy protection after the construction lender for the 978-980 Worcester Road project encountered financial difficulties, was closed by the FDIC, and its successor-in-interest initiated foreclosure proceedings against Wellesley Realty. Appian Corp., on the other hand, was involved in the development of a different four-unit subdivision at 169 Grove Street in Wellesley. The principal remaining on its loan for this project was secured by one of the lots at 169 Grove Street and by 326 Glen Road in Weston. The bank initiated foreclosure proceedings and Appian filed for bankruptcy protection the evening before the scheduled foreclosure auction, not in connection with the 978-980 Worcester Road project.

For all of these reasons, MassHousing hereby denies the Application. MassHousing is also suspending you immediately from further participation in MassHousing's Chapter 40B site approval process.
Sincerely,

Paul McMorrow
Director of Communications & Policy

cc: The Honorable Cynthia Stone Creem
    The Honorable Richard J. Ross
    The Honorable Alice Hanlon Peisch
    Jack Morgan, Chair, Wellesley Board of Selectmen
    Richard L. Seegel, Chair, Wellesley Zoning Board of Appeals
    Blythe C. Robinson, Wellesley Executive Director
    Michael D. Zehner, Planning Director
January 2, 2019

Ronald Alexander
Sent via Email to ron.alexander10@comcast.net
RE: Town Meeting

Dear Mr. Alexander:

It has been brought to our attention that 12 Mansfield Road, Wellesley, MA 02482, has been sold and is no longer your residence.

Please send us your new address so that we may update our files.

Please note that if your new address is in Wellesley, but is no longer in Precinct B, you will no longer be a Town Meeting Member from Precinct B as of March 5, 2019. You are welcome to run for office in your new precinct if in Wellesley. The last day to obtain papers to be a candidate for Town Meeting Member is Friday January 25, 2019.

Per the Wellesley Town Bylaws,

   Section 8.5. Termination, Resignation. Any elected Member shall cease to be an elected Member upon becoming a “Town Meeting Member ex officio” and shall cease to be a Member upon moving from the Town. A Member may resign by filing a written resignation with the Town Clerk: the resignation shall take effect on the date of filing. A Member who moves from the precinct from which the Member was elected to another precinct may serve only until the next Annual Town Election.

If our information is incorrect, please let us know. Thank you in advance for letting us know of your new address.

Sincerely

KC Kato
Town Clerk of Wellesley
Bonita Legassie
12/19/2018

NATICK: Bonita “Bonnie” L. Legassie died at Newton Wellesley Hospital in Wellesley, Massachusetts on December 19, 2018. She was aware, courageous and inspirational to the very end. She went peacefully in the presence of loving family and friends gathered there.

Bonita was born on July 3, 1954 in Ashland, Maine. She spent much of her childhood growing up in rural south-central Connecticut. Bonita, an avid collector of curious objects, was very mechanically inclined, liked animals, especially dogs, camping and cars. She lived in Natick, MA and worked for the Town of Wellesley as Parking Clerk for many years.

She was predeceased by her father, Norman W. Sr. and mother, Mary Frances. Bonita is survived by her siblings Norman, Steven, Todd, Sherry and their families.

A Celebration of Life will be held on January 5, 2019 at 10:00 a.m. at St. Denis Church, 23 Manchaug Street, Douglas, MA. Charitable donations can be made to the New England Organ Recovery Center.
Diane M. Juliani

Diane Marie Juliani (Toppin) formerly of Warwick, RI, passed away, in Wellesley on December 22, 2018, after a long battle with Parkinsons Disease and Cancer. Mrs. Juliani was the beloved wife of Philip M. Juliani of Wellesley and devoted mother to Tim Foley and his wife Jeanne of Clarks Summit, PA, Christopher Foley and his wife Mai of Boca Raton, FL, Sean Foley and Mary Katherine Foley, both of Warwick, RI. She is also survived by her 3 grandchildren, Sean Jr., Michael and Christopher Jr. Relatives and friends are invited to attend visiting hours on Saturday, January 12, from 1-4 pm at the Frank P. Trainor and Sons Funeral Home, 982 Warwick Ave., Warwick, RI 02888

Published in The Wellesley Townsman from Dec. 25, 2018 to Jan. 9, 2019
December 28, 2018

Joanna Capecchi
81 Prospect Street
Wellesley, MA 02480

Re: No Trespass Order

Dear Ms. Capecchi,

This letter serves as a formal notice of and is in fact an Order of No Trespass under which you are now, and hereafter, forever forbidden from maintaining a retaining wall and structure on Town Property, located at the rear of your property (the “Property”), as shown on Assessor’s Map 35-120.

You have been on notice that your retaining wall and a structure at the rear of your property are encroaching on Town land since at least 2009. To date, you have done nothing to remedy the problem. The Town of Wellesley demands that you remove the encroaching retaining wall and structure by May 1, 2019. If you need access to Town land to complete the work, the Town will issue you a license to do so, but you must first provide the Town with a plan of work.

This Order of No Trespass is effective immediately and will be enforced strictly according to its terms. If you have any questions or concerns regarding this Order, please contact me by telephone, email or letter.

Sincerely,

Thomas J. Harrington

Cc: D. Himmelberger
    B. Robinson