

TOWN OF WELLESLEY



MASSACHUSETTS

## BOARD OF SELECTMEN

TOWN HALL • 525 WASHINGTON STREET • WELLESLEY, MA 02482-5992

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MEGHAN C. JOP  
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

### SELECTMEN'S MEETING *TENTATIVE AGENDA* Juliani Room, Town Hall 6:30 pm Monday, March 9, 2020

1. 6:30 Call to Order – Open Session
2. 6:31 Citizen Speak
3. 6:33 Announcements
4. 6:35 Executive Session under M.G.L. c. 30A, §21(A), exemption #3 to discuss strategy with respect to collective bargaining with Wellesley Police Superior Officers Union, Wellesley Patrolmen's Associations Union, and Wellesley Firefighters Union.
5. 7:30 Return to Open Session
6. 7:31 Annual Town Meeting Preparation
  - Presentation and Discussion on Citizen Petition on Article 41
  - Discuss and Vote Town Wide Financial Plan
  - Discuss and Vote Motions and Support for Departmental ATM Articles
7. 8:30 Discuss and Vote Special Town Meeting Warrant
8. 8:40 Executive Director's Update
  - Discuss and Vote Minutes
  - Discuss and Vote Free Parking for 2020 Merchant Events
  - Discuss and Authorize Letter to MBTA on ADA Accessibility
  - Discuss and Accept Drainage Easement at 34 Wachusett Road
9. 9:00 Liaison Updates
10. 9:10 New Business and Other Correspondence

[Please see the Board of Selectmen's Public Comment Policy](#)

Next Meeting Dates: Monday, March 16, 7:00 pm  
Monday, March 23, 7:00 pm  
Monday, March 30, 7:00 pm, Start of Annual Town Meeting



**Board of Selectmen Calendar – FY20**

<i>Date</i>	<i>Selectmen Meeting Items</i>	<i>Other Meeting Items</i>
3/9/20 <i>Monday</i>		Selectmen's Office Hours 3/10 @ 9 am Marjorie Town Dem. Committee Night 3/9 LWV Candidate Night 3/12, 6:30 WMS
3/16/20 <i>Monday</i>	<b>Meeting</b> Liaison Update Tom Review Housing Authority MOU for Police Parking Lot Gift Acceptance – NRC	<b>March 17 – Town Election</b>
3/23/20 <i>Monday</i>	<b>Meeting</b> Liaison Update Jack Legislative Update – Peisch, Rausch, Creem at 6:30 pm Sign Green Communities Grant Approve Sustainable Building Guidelines Traffic Committee: 1. College Heights Stop Sign  Linden/Rockland Stop Sign	Selectmen's Office Hours 3/26 @ 10 am Beth SBC – 3/26 @ 5:30 pm (3 Alt. for cost estimating, Discuss community meeting)
3/30/20 <i>Monday</i>	2. <b>ATM</b>	
3/31/20 <i>Tuesday</i>	<b>ATM</b>	SBC- 4/2 @ 5:30 pm (Vote preferred Schematic Design)
4/6/20 <i>Monday</i>	<b>ATM/STM</b> Arbor Day 2020 proclamation	<b>SBC -4/9 Joint SBC, BOS, SC to discuss preferred alternatives</b>
4/7/20 <i>Tuesday</i>	<b>ATM</b>	
4/13/20 <i>Monday</i>	<b>ATM</b>	
4/14/20 <i>Tuesday</i>	<b>ATM</b>	
4/20/20 <i>Monday</i>	<b>Patriot's Day – Town Hall Closed</b>	
4/21-4/24 <i>Week</i>	<b>School Vacation Week</b>	
4/27/20 <i>Monday</i>	<b>ATM</b>	SC and BOS Votes on preferred alternatives?
4/28/20 <i>Monday</i>	<b>ATM?</b>	
5/4/20 <i>Monday</i>	<b>Meeting</b> Historic District Commission appointment?	
5/11/20 <i>Monday</i>	<b>Meeting</b> Approve Borrowing	
5/18 <i>Monday</i>	Public Hearing on Verizon Ascertainment?	
5/25 <i>Monday</i>	<b>Memorial Day – Town Hall Closed</b>	
6/1 <i>Monday</i>	<b>Meeting</b>	

3/6/2020

6/8 <i>Monday</i>		
6/15 <i>Monday</i>	<b>Meeting</b>	
6/22 <i>Monday</i>		
6/29 <i>Monday</i>	<b>Meeting</b>	
7/3 <i>Friday</i>	<b>TOWN HALL CLOSED – JULY 4<sup>TH</sup> OBSERVED</b>	Summer Hours start this week
7/7 <i>Tuesday</i>		
7/14 <i>Tuesday</i>		
7/21 <i>Tuesday</i>		
7/28 <i>Tuesday</i>		
8/4 <i>Tuesday</i>		
8/11 <i>Tuesday</i>		
8/18 <i>Tuesday</i>		
8/25 <i>Tuesday</i>		
9/1 <i>Tuesday</i>		
9/7 <i>Monday</i>	<b>TOWN HALL CLOSED – LABOR DAY</b>	Summer Hours end this week
9/8 <i>Tuesday</i>		
9/14 <i>Monday</i>		

**Notes**

*Quarterly updates*

- *Traffic Committee (Deputy Chief Pilecki)*
- *Facilities Maintenance (Joe McDonough)*

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MEGHAN C. JOP

EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT SERVICES

**Wednesday, March 9, 2020**

Our meeting will begin on Monday at **6:30 pm** in the Juliani Room at Town Hall.

1. **Call to Order – Open Session**



2. **Citizen Speak**

3. **Announcements**



**5. Return to Open Session**

**6. Annual Town Meeting Preparation**

Presentation and Discussion on Citizen Petition on Article 41

David Himmelberger has asked to come before the Board to present the Citizen Petition on Article 41. The Dexter Road Neighborhood had worked to produce the petition and has worked with the Planning Board on the proposed modifications to the Large House Review and General Residence District language under Article 31. Should Article 31 fail at Town Meeting, the Dexter Road neighbors would make a motion on Article 41.

Discuss and Vote Town Wide Financial Plan

The Board approved the budget at the March 4<sup>th</sup> meeting. Please find a revised Town Wide Financial Plan that addresses the questions that were raised at the March 4<sup>th</sup> meeting. Sheryl and I have made changes and have distributed those via email and in hard copy in this packet.

**MOTION**

**MOVE to approve the Town Wide Financial Plan.**

Discuss and Vote Motions and Support for Departmental ATM Articles

Please find revised motions. Several of the Board's motions are finalized and could be voted. There are a few articles that are not complete at this time and we continue to work with Town Counsel and the departments on finalizing the motions.

If there are any motions the Board would like to vote the motion would be:

**MOVE to approve the motion language for Article \_\_\_\_ Motion \_\_\_\_.**





## Town-Wide Financial Plan for 2020 Annual Town Meeting Submitted by the Board of Selectmen

March 9, 2020

Dear Town Meeting Members:

### Executive Summary

The Board of Selectmen (the Board), working with departmental staff and other Town officials, is proposing a balanced budget for the fiscal year 2021 (FY21 the year beginning July 1, 2020). This proposal assumes modest levels of revenue and spending growth. Overall sources of revenue are slightly higher than the prior year Town-Wide Financial Plan (TWFP) projections due to unexpected growth in FY19 from increases in Motor Vehicle Excise Tax (\$0.8 million), Investment Income (\$1.2 million), and Building Permits (\$1.4 million). With higher than projected revenue this year, the Board saw an opportunity to work to fund strategic and Unified Plan initiatives for municipal departments through an increased budget guideline of 3.5%. Most departments' budgets are within the guidelines issued by the Board on September 24, 2019, although Schools, Sustainable Energy, and Town Clerk exceed guidelines in their requests.

Health insurance spending was significantly within the projections in last year's TWFP, resulting in improvement to reserve levels and allowing the use of free cash to reduce borrowing on some capital projects proposed for FY21.

The amount of reserves used to balance the FY21 budget (\$2.639,066 million) is consistent with the Town's past allocation range of approximately \$2.5 million from reserves. Deployment of Free Cash at this level will keep the reserve levels within the Financial Reserve Policy ([See Appendix A for Financial Policies](#)), primarily due to local receipts continuing to exceed projections.

Over the past 10 years, the Board has established several financial policies to maintain the Town's operational and capital spending. ([See Appendix A for Financial Policies](#)) The most recent policy related to capital spending. A debt policy was established in FY19 that established an annual spending limit on cash capital and "inside the levy" debt projects to a range of 6.2% - 6.8% of recurring annual revenues. The policy ensures an affordable and predictable amount of spending and ensures that dollars available for operating budgets are not adversely affected by increased capital spending. The budgeted capital requests for FY21 are \$11.0 million, or 6.76% of annual recurring revenues. With capital spending held to 6.8% of revenue, continued moderation of health insurance increases, departmental operating budgets held to a 2.5% increase for Town budgets, and a 3% increase for School budgets each year, the Town will be in a strong position to continue to avoid Proposition 2 ½ overrides. Current cash capital and debt service requests

contribute heavily to projected deficits in future years, and the Board will endeavor to smooth out these expenditures and remain within the range of the approved debt policy. It is imperative that departments adhere to these guidelines to avoid the need for an operating override. This planning is critical as the Town has mapped out the timing and impact of major capital projects in the Facility Master Plan that will require **significant** debt exclusions in FY21, FY22, and FY24.

Implementation of new health plans and a three-year agreement with our unions went into effect on July 1, 2018. That agreement replaced the “Rate Saver Plans” purchased through the West Suburban Health Group with two deductible plans that are more cost-effective for the Town. The agreement will expire June 30, 2021. A subsequent agreement will need to be negotiated with the unions for FY22. Projections for FY20 (the current fiscal year) indicate that the Town will save \$1.0 million in health care expenditures and the health group rates are set at a 6.6% increase for FY21.

As a result of favorable revenues, the Town and School guidelines increased this year (fiscal 2021 budget only) to 3.5% each, to allow the non-school municipal departments to address strategic plan, Unified Plan, or critical needs that could not be met under the restrictive 2.5% limit used in recent years. The School was allowed a one-time increase (\$664,000 or **an additional 0.87%**) beyond its 3.5% guideline to address a special education budget deficit.

The forecast for municipal departments in upcoming years (FY22-FY24) will continue to reflect a 2.5% increase. With all town union contracts open this year, a competitive job market, and health care bargaining to commence within FY21, the Board will have to continue to evaluate forecasts closely.

The teacher’s contract is settled through FY22. School personnel costs alone in the FY21 budget reflect a 3.48% increase. The FY21 and FY22 contract provisions anticipate additional modest growth in personnel costs moving forward, and staffing **levels** will need to be considered carefully to achieve the 3% guideline necessary to **avoiding operating** overrides. **Avoiding operating overrides is particularly important given the proposed debt exclusions for school facilities in the coming years.**

The School Committee is developing a new strategic plan that may propose additional costs beginning in FY22. Incremental costs for School Committee strategic initiatives are not accounted for in the Town’s [five-year capital plan](#) or the 3% operational forecasts, and must be included for all five years of the plan when completed. **Given continued declining enrollment, a thorough examination of existing programming will be necessary so that new initiatives can be achieved within existing resources.**

Careful consideration is needed to coordinate initiatives from all departmental strategic plans, the town-wide [Unified Plan](#), [Housing Production Plan](#), and future Climate Action Plan to balance priorities and financial resources. The Board continues to work with all Town departments and the Schools to improve long-range financial forecasts and continue the excellent level of services provided to our residents.

There are several debt-funded projects included in the warrant for Town Meeting requiring appropriation. This year reflects a decrease from past years in the number of special projects before Town Meeting. Special projects for FY21 include funding for the Town Hall Annex Schematic Design through bidding, Great Plain Avenue construction funds, and additional funds to complete the Lee/Hunnewell Fields project approved at the 2019 Annual Town Meeting. All the

debt-funded projects proposed in fiscal 2021 are to be paid for with inside-the-levy borrowing or Free Cash. The Town continues to proactively manage its debt by containing costs on construction projects and applying savings to other projects to reduce future borrowing costs. A list of such debt rescissions or transfers of debt borrowed but not spent are included in Article 47 of the warrant. This budget also proposes using some free cash and transfers from other sources to eliminate some of the borrowing needs.

More critically, the Board continues to plan for significant capital projects under the Town's Facilities Master Plan that we anticipate bringing to the voters for approval in the next 1 - 5 years as debt exclusions. The projects include:

- The renovation, replacement, and/or consolidation of the [Hardy, Hunnewell and Upham](#) elementary schools (also referred to as "HHU"), under the direction of the School Building Committee (SBC).

#### Hunnewell School

- At a Special Town Meeting held December 1, 2019, the Town authorized \$4,680,000 for schematic design, permitting, and bidding for construction of a new Hunnewell School. To facilitate construction, internal swing space was found to be the only feasible option to allow the construction of Hunnewell School to begin prior to replacement of the Upham or Hardy Schools. Funding for the construction of the project is slated to come before the 2021 Annual Town Meeting for approval and then to a debt exclusion vote by Town residents for \$52.9 million.

#### Hardy/Upham Schools

The Town was invited into the Massachusetts School Building Authority (MSBA) program for the consolidation and replacement of the Upham and Hardy schools. The MSBA program provides for a reimbursement of approximately 30% of "eligible" costs (mostly limited to construction costs and not offsite expenses) through a detailed and highly structured documentation process.

The Town approved \$2.5 million at a Special Town Meeting in the fall of 2018 for a feasibility study and is currently in Module 3 out of 8 of the MSBA's process having just completed the Preliminary Design Proposal. The SBC has begun the process of evaluating both the Upham and Hardy sites, with the intent of making a site selection by the end of April 2020. The SBC's goal is to provide a formal update to the 2020 Annual Town Meeting in April on the site selection and schematic design process for the selected site. Similar to the Hunnewell School project, the selected project will seek authorization to borrow \$59.5 million and will then proceed to a town-wide debt exclusion vote for construction costs. Preliminary projections suggest the peak median tax bill impact of constructing two schools could approach \$649 in 2026, based upon construction schedules currently being evaluated. This estimate will continue to be updated as new information becomes available.

- Interior renovation of the 1883 Town Hall. The capital plan recognizes a total of \$32.0 million in FY21-24 for construction of a Town Hall Annex followed by interior renovations to Town Hall. An interior space utilization and visioning study of the building was completed in 2018 and identified several serious deficiencies, including lack of clear wayfinding; insufficient space for meetings, offices, and storage; lack of secure storage for vital records; lack of security for financial transactions; insufficient parking; air quality

issues; moisture infiltration; and handicap accessibility deficiencies. Moreover, the major building systems (boiler, HVAC) are at the end of their useful life and need to be replaced and Town Hall does not currently meet the requirements of federal or state disabled persons' accessibility laws.

- Town meeting approved funds in FY20 to complete a feasibility study for a Town Hall Annex. The feasibility study recommended construction of a net zero office building in the location of the former MLP/DPW building at Municipal Way to house the land use departments (Building, Planning, ZBA, NRC, Wetlands), the Facilities Management Department, Human Resources and Retirement, Sustainable Energy staff, and a satellite IT office. The Annex will also function as swing space while the interior of Town Hall is under construction. Following the completion of the Town Hall Annex Feasibility Study, a FY21 cash capital project in Article 8 provides for a review of the Town Hall Interior project to lay out public meeting spaces and Town Hall operations. At this year's Annual Town Meeting, the Board of Selectmen will request \$1.3 million for schematic design funds through bidding.
  - Schematic design funds for the Town Hall Interior project will be sought at the 2021 Annual Town Meeting and are currently anticipated to be \$2 million. The Town Hall Annex project will seek a debt exclusion of \$10.6 million for construction funds at a fall 2021 Special Town Meeting, while the debt exclusion for \$18.1 million for construction funds for the Town Hall Interior project would come before Town Meeting at the 2023 Annual Town Meeting.
  - Working with the project architect on the exterior phase of the project, the Town has requested and received approval from the Massachusetts Architectural Access Board (MAAB) for several permanent variances from the law, as well as other time variances for interior items that are required to be addressed. Those variances run for three years following substantial completion of the exterior renovations of the building which occurred in January, with the possibility of an addition 2-year extension if the Town is making progress towards resolving these matters.
- Middle School Building Systems. The Town completed several important projects at the Middle School in 2006 – 2008, but due to budget constraints deferred some important items. Article 20 of the 2019 Annual Town Meeting requested \$1,300,200 to design replacement of significant portions of the HVAC secondary distribution system, replacement of classroom and corridor doors and certain classroom cabinetry, façade repairs including repointing and re-caulking portions of the brick masonry, and replacement of aged kitchen equipment. The current estimate for these projects is \$14.3 million and is contemplated for a debt exclusion vote at a Special Town Meeting in October 2021.

The Board's approach to capital requests prioritizes projects and requests objectively in order to manage the annual operating costs of the Town. In doing so, the impact to taxpayers will be moderated as much as possible, while still maintaining the high level of services that our residents have come to expect. Areas that we must continue to monitor closely include the School budget and health insurance costs. The School budget is nearly twice the size of the other departmental budgets combined, and school officials project it may continue to grow at a higher annual rate than has been included in this projection, despite declining enrollment expected to continue

through FY30. Further analysis of these details is included in the section “Looking Ahead to FY22 – 24” in this report.

Over the past two years, the Town has received eight applications for affordable housing developments governed by Massachusetts General Law (M.G.L.) c.40B. The Town developed a Housing Production Plan that was approved by the Commonwealth in September 2018. The Town must reach a threshold at which 10% of its housing units are deed-restricted as affordable. As of January 2020, the Town attained 10% with the approval of the 40R project at the Wellesley Office Park that was rezoned at Special Town Meeting in May 2019. A fiscal impact analysis performed for this project indicated that new tax revenue as a result of this project will be \$1.5 million per year, which would mitigate the cost for any additional school or town personnel who may be needed. The Town anticipates a significant building permit of approximately \$1.6 million in June or July 2020 that will assist with FY21 finances.

## **Town of Wellesley Profile**

The Town of Wellesley was incorporated in 1881 and is located in Norfolk County. Wellesley is a primarily residential community located approximately 15 miles west of Boston and is bordered by Natick on the west, Weston and Newton on the north, Needham on the east and southeast, and Dover on the south. It is approximately 10.51 square miles in area and, according to the 2010 U.S. Census records, has a population of 27,982 persons.

The main highways serving the Town are State Routes 9, 16, 135, 128 and the Massachusetts Turnpike. The Massachusetts Bay Transportation Authority (MBTA) provides railroad services to Boston and Framingham.

The Town operates under the Representative Town Meeting form of government with public officers serving as ex-officio members of the Town Meeting. The legislative body consists of 240 members elected by precincts. Administrative affairs of general government are managed by a five-member Board of Selectmen and an Executive Director.

Local school affairs are administered by a five-member School Committee; public works are administered by a three-member Board of Public Works; the Municipal Light Plant is administered by a five-member Municipal Light Board that is comprised of the three-member Board of Public Works and two members appointed by the Board of Selectmen; and library affairs are administered by a six-member Board of Library Trustees.

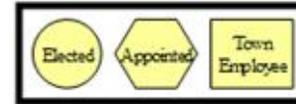
General governmental services are provided within the town’s boundaries, including public education in grades kindergarten through twelve, police and fire protection, collection and treatment of sewage, water distribution, electric services, public works, streets, parks and recreation, veteran’s services, health and sanitation, and libraries. The water and sewer enterprise funds are self-supporting. The Town maintains a solid waste recycling and disposal facility.

The Town owns and operates a self-supporting municipal light plant. The Municipal Light Board carries out the responsibilities of the Municipal Electric Commissioners as provided for in Massachusetts General Laws, Chapter 164.

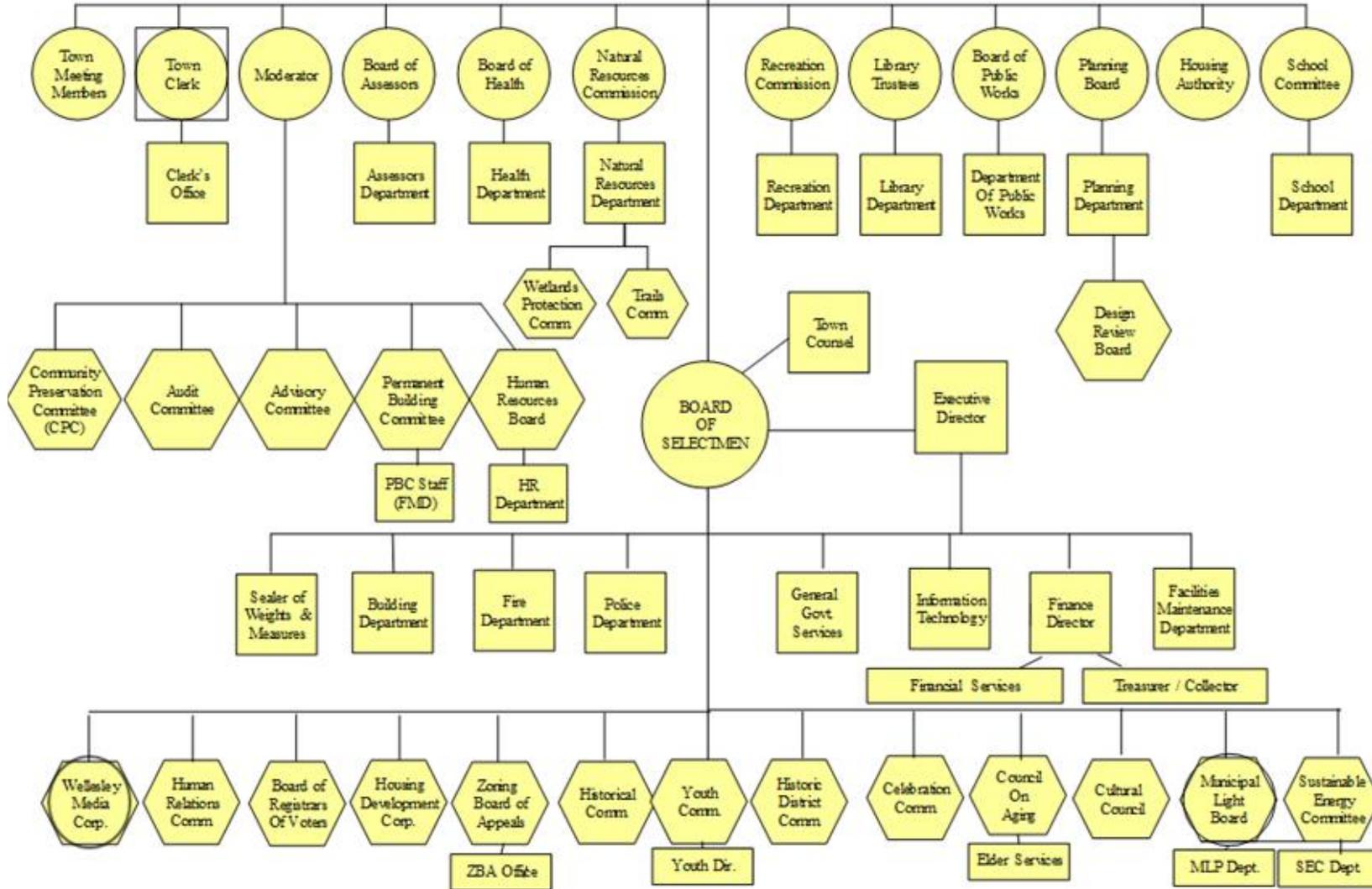


# Wellesley Town Government Organization

**VOTERS**



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## **Local Economy**

The Town continues to reflect stronger economic conditions than other communities - both within the Commonwealth and nationally. Massachusetts unemployment continues to be less than the national average, and Wellesley's rate of 2.7% compares favorably with the state's average of 3.1%.

Because of its proximity to Boston and the quality of services provided, Wellesley remains attractive to urban professionals whose wealth levels are among the highest in the Commonwealth. While the per capita household income in Massachusetts is higher than national levels, Wellesley's (\$182,353) is third highest in the Commonwealth and more than four times the State average. The relative wealth is also seen in the owner-occupied median housing value, which, at \$1,158,000 is more than twice that of the state and four times that of the nation. The town is densely populated, and land is increasingly valuable. Tear downs and residential improvements continue to contribute to increased permit fee revenue and taxable new growth. Although the Town is 87% residential, commercial activity is diversified and the presence of Wellesley College, Babson College, and Massachusetts Bay Community College contribute to a lower unemployment rate and greater economic stability.

The Town continues to manage its financial affairs in a prudent manner. It has maintained its "excellent" bond rating of Aaa by incorporating long range planning tools such as a Town-wide Financial Plan; maintaining reserve levels; investing in technology; maintaining facilities to avoid costly emergency repairs; continuing an aggressive pay-as-you-go financing strategy for capital improvements, and utilizing the dedicated revenue streams from debt that is exempt from the constraints of Proposition 2 ½ to finance some of its larger projects.

The Town has also enhanced its revenue flexibility by establishing enterprise funds. This has allowed the Town to shift one hundred percent of the operating cost and capital improvements to the users of electric, water, and sewer services so that no tax support goes towards providing these services. All related debt is funded through user fees. By doing so the Town is able to provide the maximum tax dollars to fund all other services.

## **Financial Planning**

The Board is responsible for preparing the TWFP which includes a forecast of the Town's sources and uses of funds for the current year (annual budget) and for the two following years. The Selectmen establish current year budget guidelines, cognizant of reserve implications, and work with the various Town boards to achieve a balanced budget. Projections are developed for the subsequent year so that the Board may determine whether there will be sufficient funds to meet needs or any requests for new initiatives. The TWFP also includes projected capital needs for the next five years for the various departments and information regarding the financing for these items.

The Town has intentionally increased its financial reserves during the last fourteen years and the Town's Management has adopted a formal reserve policy to inform its recommendations in this annual TWFP. Fund balance (the total of the committed, assigned, and unassigned components of fund balance including Free Cash, General Stabilization Fund and other stabilization funds) in the general fund at 2019 fiscal year end was 17.0% of the total general fund revenues. This is an improvement over the prior 2018 fiscal year ratio of 16.5% (These percentages are taken from

the external financial statements. Internal statements are prepared on a budgetary basis and yield different reserve measurements).

The annual pension contribution to the Wellesley Contributory Retirement System, a defined benefit pension plan administered by the Wellesley Contributory Retirement Board, represents 4.5% of the Town's annual budget. Current employees contribute up to 11% of their salaries to the system, depending upon date of hire. An independent actuary engaged by the Retirement Board biannually calculates the annual contribution the Town must make to the pension plan to ensure that the plan will be able to fully meet its obligations to retired employees. The funded status, using the market value of assets, was 75.62% as reflected in the actuarial valuation performed as of January 1, 2019, with full funding expected by 2030. The Retirement Board uses a 6.625% assumed actuarial rate of return on investment. Management continues to factor updated valuations into its TWFP projections.

Similarly, health insurance costs and the liability for postemployment health care benefits for certain retirees and their dependents (OPEB) are key considerations in the TWFP. The Town has undertaken a number of proactive steps over the last ten years to reduce current costs and amortize the unfunded OPEB liability. As of the current actuarial valuation, completed as of December 31, 2018, in accordance with GASB Statement No. 74, the funding status has improved to 57.89%. The Town currently appropriates 1.95% of its annual budget to OPEB, and current estimates indicate that this obligation will be fully satisfied by 2032.

Once balanced, the annual budget is presented by the Board of Selectmen to the Annual Town Meeting, together with comments and recommendations of the Advisory Committee. The level of budgetary control is established by Town Meeting and this approval defines the level at which expenditures may not exceed appropriations. This level is typically at the individual department salary and expense level. The state-of-the-art financial system has a number of built in controls and department managers have ready access to their budgets.

## **Unified Plan**

The Town of Wellesley strives to provide excellent and innovative services to its citizens through its numerous elected and volunteer Boards and its professional department managers. Within individual long-term strategic plans, each board/department has a mission statement and work plan which forms the basis for its annual operating and five-year capital requests. In addition, the Town recently completed a town-wide planning process which yielded the Unified Plan (UP), the Town's Comprehensive Master Plan and Strategic Plan. The FY21 budget guidelines are the first year where the UP is being incorporated into budget submittals, although departments have been working for the past 18 months to implement UP action items. Budget guidelines from the Board recommended 3.5% increases this year so as departments could specially identify project funding requested to meet UP goals and objectives. Budget requests for UP identified priority projects which are interdepartmental or which create cross-departmental synergies are favorably considered.

The ***Vision and Values*** of the UP serves as the "constitution" of the Wellesley Unified Plan, intended to guide the Town as it makes decisions about activities, operations, programs, and capital investments in the future. Specific ways to achieve the Vision and implement the Values appear in the goals and strategies of the Unified Plan and those that are identified for implementation in fiscal year 2021 are outlined in the departmental narratives detailing budget requests.

## The Vision of the Unified Plan:

*In 2040... Wellesley is a town recognized for its welcoming community culture and exemplary town services; commitment to education and life-long learning; a quality of life that enhances the health and social well-being of its residents; respect for the environment and support for sustainability, conservation, and protection of physical and historical assets; and for its dynamic and thriving business community. Wellesley is recognized for its fiscally sound, well-managed, innovative, and accessible town government that has strong citizen participation and a highly-motivated, collaborative and talented professional staff.*

## The Values of the Unified Plan:



**Diversity:** Establish, implement and support ongoing initiatives to maintain Wellesley as a community that welcomes a diversity of people and households.



**Sense of Community:** Foster a sense of community and community-building through support for inclusive services and facilities, town-wide events, multi-generational activities, and community gathering places.



**Town Character:** Establish policies, practices and criteria for the preservation of the character of the town's residential neighborhoods, commercial centers, and open spaces.



**Excellence in Service Delivery:** Provide a broad array of services to residents and other users of town services; maintain a strong customer service orientation that strives for excellence in every aspect of service delivery.



**Education:** Support best-in-class public education, library, recreational and senior services.



**Healthy Lifestyles:** Enhance the health and wellness of residents through public health initiatives, educational, social and recreational opportunities; create the conditions for healthy lifestyles through easy access to healthful food, medical and psychological care, support systems, non-motorized transportation options, and town facilities.



**Connectivity of People and Places:** Provide safe, accessible, and efficient transportation choices including public transportation, pedestrian and bicycle pathways, to connect people to town destinations and the region.



**Conservation and Sustainability:** Make resource-efficient choices to conserve energy, water, and materials; improve water and air quality and reduce carbon emissions; develop and implement sustainable practices to adjust to changing environmental conditions.



**Town Asset Management:** Maintain, protect, preserve, and enhance the Town's physical assets including facilities, infrastructure, parks, open space, and natural resources.



**Business-Friendly:** Support existing and new businesses in commercial areas that complement and enhance our community, while protecting quality of life and environmental resources.



**Collaboration:** Leverage resources and expertise of local private businesses and institutions, as well as neighboring towns and regional agencies, to achieve mutual goals.



**Best-Practice Implementation:** Establish best practices and priority-based resource allocation systems to support town services, infrastructure and capital investments in a fiscally-prudent manner; conduct long-range fiscal/financial planning that includes appropriate metrics for evaluating progress and adjustment to changing financial conditions.



**Democratic Government and Citizen Participation:** Promote participation and engagement in town governance and decision-making.



**Transparency:** Facilitate public access to information, making it easy to understand how town government works, how decisions are made and how to get involved; encourage input from and effectively communicate with residents and other stakeholders.

*(THE SEQUENCE IN WHICH THE VALUES APPEAR DOES NOT REFLECT A RANKING OF THEIR IMPORTANCE)*

**Unified Plan Action Items accomplished or underway between FY19- FY20:**

- Prepare Housing Production Plan (completed 10/2018)
- Established a Housing Task Force to implement the HPP (10/2019)
- Completed rezoning of NRC Properties from Single Residence to Conservation and Parks
- Feasibility Study to upgrade Morses Pond bathhouse and amenities (underway)
- Municipal Vulnerability Preparedness Grant and Study
- Pedestrian Study to link Cochituate Aqueduct across Route 9 (underway)
- Issue RFP for Mixed-Income Properties on the Tailby Lot (Negotiation underway with Trinity Financial)
- Upzone Office Parks – Rezoned Wellesley Office Park to 40R District (5/2019)
- Enhance School, Health Department, and Police Department Mental Health Programs (5/2019)
- Prepared Feasibility Studies for School Sites (HHU)
- Adopted a Complete Streets Policy, currently working on a prioritization plan.
- Implement Wellesley Square Wayfinding and Branding Program (Installed)
- Create a Mobility Committee (Established 10/2019)
- Establish Sustainable Building Guidelines (underway)
- Renovate Town Hall (Feasibility Study complete, exterior renovation complete)
- Town Hall Annex Feasibility Study complete
- Town Hall Interior Feasibility Study complete
- Installed an automated materials handler in the Library
- Design and renovate the Main Library (Feasibility complete – Funding fall STM 2020)
- Established EV Charging Stations in the Waban Lot
- Continue Integrated Pest Management on all Town Properties
- Update Design Review Bylaw and 1989 Design Review Handbook (underway)
- FY21 Budget submittals requested boards and commissions refer to the UP in their capital and operating budget requests
- Establishment of FY21 Budget Book to identify departmental long-term goals and fiscal year objectives

**Proposed FY21 Unified Plan funding requests:**

- Climate Action Plan - \$50,000
- Town Hall Interior Revised Study – FMD Cash Capital \$100,000
- Town Hall Annex Schematic Design Through Bidding - \$1.3 million
- Reconstruction Great Plain Avenue – Meets Complete Street Design Guidelines
- Establishment of Morses Pond and Bathhouse Stabilization Fund to assist costs of redevelopment
- Expenditure of Uber/Lyft Funds to facilitate Mobility Study - \$24,800
- Modification to Drainage Bylaw to incorporate Best Practices and comply with MS4 Permit
- North 40 Remediation (\$240,000)
- Field Maintenance and Improvement – Lee Softball Field/Hunnewell Field - \$500,000

## **Revenues**

### **Real Estate and Personal Property Taxes**

Wellesley's primary source of revenue is real estate taxes. In 2021, taxes represent 84.7% of the estimated revenues, of which 87% are from residential assessments. The Town traditionally assesses a single tax rate because of the greater proportion of residential properties to commercial properties. Chapter 59, §21C of the General Laws of the Commonwealth, also known as Prop 2 ½, imposes two separate limits on the annual tax levy of the Town: (1) Taxes cannot exceed 2 ½ percent of the full and fair cash value of property within the Town, and (2) The tax levy cannot exceed the maximum levy limit for the preceding year by more than 2 ½ %. New growth represents a permanent addition to allowable taxation.

The Town can vote to permanently increase the levy limits via an operating override approved by a voter referendum. It can also temporarily increase the levy by a voter referendum to exclude the debt service (principal and interest) on borrowing for a capital project for the life of that loan. Another option is a capital exclusion to procure a capital item, which ends with that purchase. Since 2000, Wellesley has had seven successful permanent operating overrides (between 2001-2007, and 2015) totaling \$17 million; an \$18 million capital exclusion to facilitate considerable OPEB savings (assessed from 2008 through 2017); and has since moved toward temporary debt exclusions approving 10 projects totaling \$240 million (2005, 2008 through 2016). Future capital plans include as much as \$200 million in additional debt exclusions in the next 5-6 years.

### **State Aid**

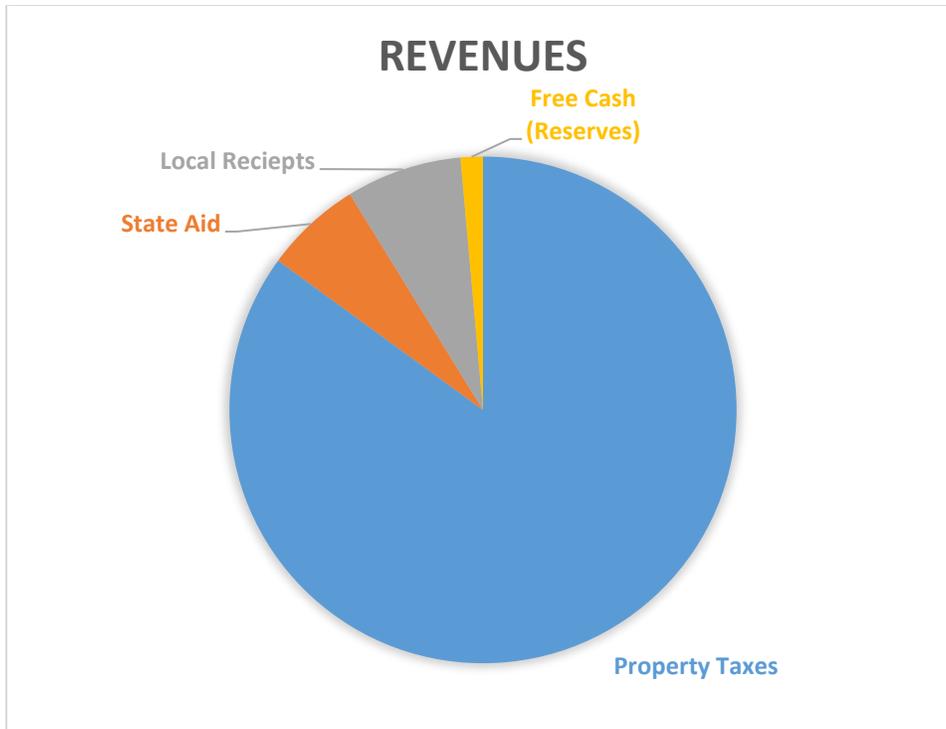
The Town receives approximately 6.15% of its revenue in the form of State Aid, of which 86.5% is for educational purposes, and 12% is State revenue assessments to other government agencies. State revenue assessments are not available to fund the Town's budget.

### **Local Receipts**

Local receipts represent 7.35% of the Town's revenue. The majority of local receipts (72%) are from motor vehicle excise, permits and licensing, and interest earnings. Annually the Wellesley Municipal Light Plant contributes \$1 million (7.7%) to the Town.

### **Free Cash (Reserves)**

Free Cash is "generated" by revenues in excess of budget, budget "turn-back" (amounts budgeted but not spent), and other timing differences. For the FY21 budget, the use of \$2.6 million in Free Cash represents 1.4% of the estimated revenues.



## Reserves

Mindful of the need to maintain financial reserves to support the Town's favorable Aaa bond rating, the Board continues to carefully monitor the level of revenues and expenses against budget projections, and the resulting impact on reserve levels.

Under Massachusetts Department of Revenue (DOR) rules, the Free Cash balance and the General Purpose Stabilization Fund are reserves specifically available for appropriation by Town Meeting for any lawful purpose. Appropriations from the Stabilization Fund require a two-thirds vote by Town Meeting, whereas appropriations from Free Cash require a majority vote. The balance of the General Purpose Stabilization Fund as of June 30, 2019, was \$3.37 million and the Board does not anticipate any requests for appropriations from this fund.

The Municipal Modernization Act of 2016 created an additional reserve fund opportunity for special education funding and the Town created a Special Education Reserve Fund at ATM 2017. Revenues from Medicaid receipts related to special education were deposited into the fund at that time with the plan to continue to build the fund in this manner. Article 11 on this year's warrant will appropriate \$112,000 in revenues from Medicaid receipts. In order to reduce the variability and uncertainty of special education costs which increased \$1.3 million this year (FY20), and in light of the need to spend a significant portion of the \$500,000 in Special Education funds deposited last year, the Board will propose the addition of \$500,000 to the Special Education Reserve Fund. These deposits will ensure that a continuous level of reserves are available should either the State be unable to meet its circuit breaker obligations, or the Schools continue to experience unanticipated out-of-district placements or other extraordinary expenses. The Special Education (and other special purpose) reserve fund(s) is an additional reserve for external financial statement purposes.

The fiscal 2021 budget continues the past practice of contributing Free Cash to the injured on duty stabilization fund (\$49,419), and the RDF Baler fund (\$50,000).

The Town's ability to generate Free Cash has enabled the rebuilding of the Town's financial reserves, and funded several capital investments, as reflected in the "Uses" category found on page 38. The potential for generating additional Free Cash in FY20 factors heavily in our evaluation of the proposed use of these reserves to help balance the FY21 budget. The level of Free Cash, as certified by the DOR, was \$16.17 million as of July 1, 2019.

The following chart summarizes the changes in Free Cash for the years FY16-20:

<b><i>Free Cash</i></b>	<b><u>FY15</u></b>	<b><u>FY16</u></b>	<b><u>FY17</u></b>	<b><u>FY18</u></b>	<b><u>FY19</u></b>
<b><i>Beginning of year</i></b>	\$ 10,336,925	\$ 8,831,500	\$ 11,858,182	\$ 12,109,416	\$ 14,615,285
<b><i>Uses</i></b>	(4,867,591)	(3,601,830)	(4,895,826)	(4,093,089)	(5,040,670)
<b><i>Net Free Cash generated</i></b>	3,362,166	6,628,512	5,147,060	6,598,958	6,597,164
<b><i>End of year</i></b>	<u>\$ 8,831,500</u>	<u>\$ 11,858,182</u>	<u>\$ 12,109,416</u>	<u>\$ 14,615,285</u>	<u>\$ 16,171,779</u>

The following chart summarizes an initial projection of the Town's reserve balances at June 30, 2020:

**Reserves Projection**

	<u>Amount</u>
<b>Reserves as of 6/30/2019</b>	
Free Cash Actual	\$ 16,171,779
General Purpose Stabilization fund	3,371,774
Other Stabilization Funds	2,131,623
	<b>\$ 21,675,176</b>
<b>Sources and (Uses) of Reserves in FY20</b>	
Snow & ice removal	(300,000)
Hunnewell Design	(2,000,000)
Annex design	(1,338,144)
North 40 remediation	(144,000)
Add to SPED stabilization 2021	(500,000)
Add to SPED stabilization - Medicaid	(112,000)
Add to IOD stabilization	(49,419)
Add to Baler Stabilization	(50,000)
Add to new Recreation Pond Fund	(13,682)
Additions to various Stabilization ( no impact)	725,101
Stabilization interest	100,000
removed from SPED stabilization in 2020	(412,000)
Balance FY21 budget (Article 8)	(2,639,066)
Net operating change - estimated	2,000,000
	<b>\$ 16,941,966</b>
<b>FY21 Revenue</b>	<b>\$ 163,033,712</b>
<b>% of Revenue</b>	<b>10.39%</b>

(Note: Amounts appropriated from Free Cash serve to reduce the Free Cash balance during the year of appropriation versus the year of the related expenditure.)

The Town's Financial Reserves Policy ([Appendix A](#)) calls for the sum of the balances in the Stabilization Funds and Free Cash to be maintained in the range of 8-12% of budgeted operating revenues. Reserves in excess of 8% but less than 12% may be used to stabilize tax rates, meet anticipated capital needs, and to avoid or defer an override.

Based on the above projection, Wellesley's reserves at June 30, 2020, would decrease to 10.39%, which is comfortably within the Select Board's policy. The estimated FY20 decrease is largely attributable to the Town's strategic use of free cash to reduce borrowing needs. It is also important to note that the Town's financial position is reinforced by the proactive approach to funding the pension and OPEB liabilities.

## Key Financial Planning Issues

Each year, the Board and their staff update the TWFP with input from the Town's departments, Boards, and Committees, guided also by the conservative financial policies adopted over the last decade. As in prior years, the key issues impacting the Town's financial planning include:

- Growth in personnel costs;
- Employee benefit costs; and
- Facilities and other capital needs.

A short discussion of each of these items follows.

### **Growth in personnel costs**

The largest recurring item in the year-over-year growth of the Town budget is the cost of wage increases ("Cost of Living Adjustments" or COLA) for existing employees. A majority of Town employees are unionized, and their annual wage increases are a subject of collective bargaining. There are eleven unions representing 1,129 employees, the largest of which is the Teacher's Association. This year, all union Town contracts (8), except the teacher's contract which expires on June 30, 2022, are currently being negotiated.

In addition to the COLA noted above, the union contracts also provide for an additional annual "step" increase for teachers and other employees who have not yet reached the top step, and "lane" increases for teachers as they attain additional academic degrees. The Teachers' contract provides for 16 steps and the value of each step increase is approximately 4.2%. The DPW Production, Police Patrolmen and Firefighters contracts provide for 4-6 steps, and an average step increase of 5.3-5.6%. Thus, employees who have not reached the top step generally receive total annual wage increases in the range of 7-8%.

Each year the cost of step increases is partially offset by savings resulting from the retirement or departure of employees who are replaced by new employees at a lower step level. Thus, in departments with steps, the changing composition of the work force affects the budget over time. However, in the case of the School Department, the average experience level of teachers has increased over the past ten years. Currently (FY21), approximately 59.5% of the teachers are at the top step, and the others are still moving on steps. Along with increases in special education costs, the School budget has grown at a faster rate than other departments' budgets. By comparison, in the Fire Department, five employees have retired in recent years, and we expect more to follow in FY21. This year, FY20 has also seen several departures from Police (2) and Fire (2) personnel to more urban environments, higher salary positions, or moves back to "hometown" departments. We anticipate 1 retirement from Fire in FY21. Due to fewer steps, these retirements and vacancies have created an opportunity to realign costs, as new employees begin at a lower step and there is a shorter path to the top step.

### **Employee benefit costs**

Employee benefit costs will total nearly \$32.6 million in FY21 (18.4% of the Town's total budget) and during the past 10 years this has been the fastest growing component of the overall Town budget. The principal components of this cost are:

- Health insurance premium costs for active and retired employees - \$20.7million
- Pension plan contributions - \$7.9 million
- Other Post-Employment Benefits (OPEB) funding - \$3.4 million

The Town procures health insurance for active employees and retirees through the West Suburban Health Group (WSHG), a consortium of 8 towns and 2 educational entities. Health insurance is a mandatory subject of collective bargaining, so the Town cannot unilaterally make plan design changes. The Town has successfully bargained with its employee groups and implemented a number of plan changes in recent years, which have helped control rising costs.

The most recent three-year contract began on July 1, 2018, in which the Town introduced two different deductible plans for employees, both of which are less expensive than the previous offerings. The unions have further agreed to shift all employees to paying a greater percentage of their premium costs in the second and third years of the agreement. In return, the Town has offered various incentives to employees to lower their costs. In the first year of the plan 25% of eligible employees, a far greater percentage than was anticipated, chose the high deductible plan, resulting in savings for FY19 and FY20 of approximately \$1.0 million. FY21 will be the last year of the contract and negotiations on health care will begin in fall 2020 for the Annual Town Meeting 2021. The Board will continue to monitor health insurance cost trends and work with the other members of the WSHG to control costs, while meeting our obligations to our employees and retirees.

Municipal employees in Massachusetts are not eligible for Social Security as a benefit of their employment with a municipality. The Town maintains a defined-benefit pension plan for retired employees other than teachers in lieu of a retirement allowance under Social Security, and the benefits are identical to those offered by other cities and towns in Massachusetts. Teachers participate in a similar plan operated by the Commonwealth. Unlike a defined-benefit pension plan in the private sector, however, municipal employees contribute toward the cost of their pension. Any municipal employee hired after 1996 is required to contribute 9% of annual pay plus 2% of pay over \$30,000.

Employee contributions to the Town of Wellesley's pension plan during calendar 2019 totaled \$3.9 million and are estimated to total \$4 million in calendar 2020. In addition, the Town makes an annual contribution of \$7.9 million in FY21. The Enterprise funds (Water, Sewer and Electric) also contribute the employer portion for their employees. Approximately 66% of the contribution by the Town this year will be allocated to accrued liabilities from prior years.

The Town is also obligated to subsidize a portion of the health insurance premiums for all retirees (Other Post-Employment Benefits or OPEB). Eligible retirees are required to enroll in Medicare and the Town pays 50% of the cost of a Medicare supplement plan and 50% of the Medicare Part B premium.

The following table summarizes the Town's unfunded liabilities related to pension and OPEB, based on employee service to date:

<b>Last Funding Valuation</b>	<b>Pension</b>	<b>OPEB</b>
Measurement Date	1/1/2019	6/30/2018
Accrued Liability	\$ 248,553,692	\$ 120,899,268
Actuarial Value of Assets	\$ 193,017,080	\$ 69,983,462
Unfunded Liability	\$ 55,536,612	\$ 50,915,806
MV of Assets at 12/31/19	\$ 187,948,599	\$ 69,983,462

The actuarial funding schedule for the pension plan, which is intended to fully fund the plan by 2030, calls for a \$478,000 increase in pension funding in FY21 (exclusive of enterprise funds). The 2017 and 2019 actuarial valuation of the pension plan performed, resulted in a reduction of the investment return assumption from 6.75% to a more realistic experience rate of 6.625%. The next actuarial valuation of the pension plan will be dated January 1, 2021.

The latest actuarial valuation of the OPEB liability was performed as of June 30, 2018. The actuarial valuation is on a two-year cycle with the next valuation to be performed June 30, 2020. The interest rate was adjusted to 6.625% and certain mortality assumptions were updated. The funding schedule has historically been intended to fully fund liability by 2037; however, the Town is currently tracking to be fully funded as of 2032. The funding plan currently requires the Town to contribute a flat \$3.4 million each year, in addition to the increasing premium subsidies for current retirees (“pay-as-you-go costs”). The \$3.4 million contribution is funded by inside-the-levy funds.

	<b>OPEB Funding</b>			
	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>
Inside the levy	\$ 3,432,000	\$ 3,432,000	\$ 3,432,000	\$ 3,432,000
	\$ 3,432,000	\$ 3,432,000	\$ 3,432,000	\$ 3,432,000

Unlike many other communities, Wellesley is fully funding the ARC (Annual Required Contribution), as defined in the Government Accounting Standards Board pronouncements related to OPEB. As a result, the Town can discount the unfunded OPEB liability using an assumed market rate of return, whereas communities that are not funding the ARC are required to use a risk-free rate of return. New accounting rules applicable to municipalities took effect at the beginning of FY18 which required municipalities to report pension and OPEB liabilities on their balance sheets. Wellesley’s proactive funding approach favorably distinguishes our community, as the Town is further along in meeting its obligations than many other towns, whose balance sheets now show much larger unfunded liabilities.

## Future Projected Capital Projects and Borrowing needs

For purposes of projecting the Town's Sources and Uses of funds for the years FY22-24, a range of assumptions have been used in order to aid in the decision-making process in considering overrides. The placeholders established for the FY22 budget are as follows:

### Revenues

- Levy growth 2.5% plus \$1.8 million of new growth
- State Aid Level
- Local revenue 2% increase
- Use of Free Cash \$2.5 million/year

### Expenses

- Town operating budgets average 2.5% increase
- School operating budgets average 3.0% increase
- Pension Per approved funding schedule
- Health insurance 5% increase
- Other employee benefits 2.5% increase

The conservative expenditure assumptions allow the Town with capital expenditure reductions to project balanced budgets in the out-years. Increases in estimates indicate operational overrides will be required. As is the practice every year, the fiscal year-end review informs the Board as to whether there is additional funding capacity if revenue assumptions are exceeded. The Board takes additional funding capacity into consideration when issuing the Budget Guidelines in September of each year. These expenditure assumptions also do not include changing or new priorities, or initiatives identified in the Unified Plan, Housing Production Plan, the Human Services areas, or the anticipated new School Department strategic plan. It is also worth noting that, given the relative size of the School budget, deviation from the assumption regarding the growth in School spending has the greatest impact.

Exhibit II

	FY20 Budget	FY21 Request	\$ Inc/(Dec)	% Inc/(Dec)	FY22 Projection	FY23 Projection	FY24 Projection
<b>Sources of Funds</b>							
Taxes	\$ 134,008,497	\$ 139,158,709	\$ 5,150,212	3.8%	\$ 144,437,677	\$ 149,848,619	\$ 155,394,835
State Aid	10,714,574	10,885,003	170,429	1.6%	10,885,003	10,885,003	10,885,003
Local Revenue	11,352,726	12,990,000	1,637,274	14.4%	13,249,800	13,514,796	13,785,092
Free Cash to balance	2,515,000	2,639,066	124,066	4.9%	2,500,000	2,500,000	2,500,000
FY18 Free Cash items	3,985,670	2,507,245	(1,478,425)	n/a	-	-	-
Other Sources	2,364,445	2,207,851	(156,594)	-6.6%	2,982,100	2,987,100	2,992,100
CPA for North 40	552,044	553,444	1,400	0.3%	553,244	550,244	552,044
Exclusions & Exemptions	10,888,408	10,638,135	(250,273)	-2.3%	12,117,045	12,597,008	13,813,935
<b>Total Sources</b>	<b>\$ 176,381,364</b>	<b>\$ 181,579,453</b>	<b>\$ 5,198,089</b>	<b>2.9%</b>	<b>\$ 186,724,869</b>	<b>\$ 192,882,770</b>	<b>\$ 199,923,008</b>
<b>Uses of Funds</b>							
School	\$ 76,783,930	\$ 80,379,651	\$ 3,595,721	4.7%	\$ 82,791,041	\$ 85,274,772	\$ 87,833,015
Other Town Departments	39,069,488	40,339,811	1,270,323	3.3%	41,348,306	42,382,014	43,441,564
Employee Benefits	31,033,447	32,598,243	1,564,796	5.0%	33,786,225	35,004,269	36,292,839
Cash Capital	5,893,417	6,027,237	133,820	2.3%	7,877,499	8,458,996	8,555,411
Debt (inside Levy)	4,300,000	5,000,000	700,000	16.3%	6,551,667	7,520,651	7,737,416
Other Uses	7,860,630	6,042,932	(1,817,698)	-23.1%	4,504,187	4,520,437	4,537,093
Exclusions & Exemptions	11,440,452	11,191,579	(248,873)	-2.2%	12,670,289	13,147,252	14,365,979
<b>Total Uses</b>	<b>\$ 176,381,364</b>	<b>\$ 181,579,453</b>	<b>\$ 5,198,089</b>	<b>2.9%</b>	<b>\$ 189,529,213</b>	<b>\$ 196,308,391</b>	<b>\$ 202,763,317</b>
Surplus/(Deficit-Override)	\$ 0	\$ 0			\$ (2,804,344)	\$ (3,425,621)	\$ (2,840,309)

Based on the above assumptions and **with no operating** overrides, projected deficits are in the range of \$2.8 to \$3.4 million over the years' FY22-24. Adherence to the debt policy will contribute significantly to reducing these deficits and the Board is committed to rigorous analysis of capital requests; conversely, allowing any growth in operating guidelines **could outstrip resources available inside the levy**. Debt exclusions to be placed on the ballot over the next few years will increase taxes to fund the construction of the HHU schools, Middle School repairs, and the Town Hall Annex and interior renovation of Town Hall. A chart showing the timing of these projects and others on the horizon is as follows:

## Proposed Major Project Financing Schedule

Does not show PAWS debt excluion in FY2026

2/26/2020

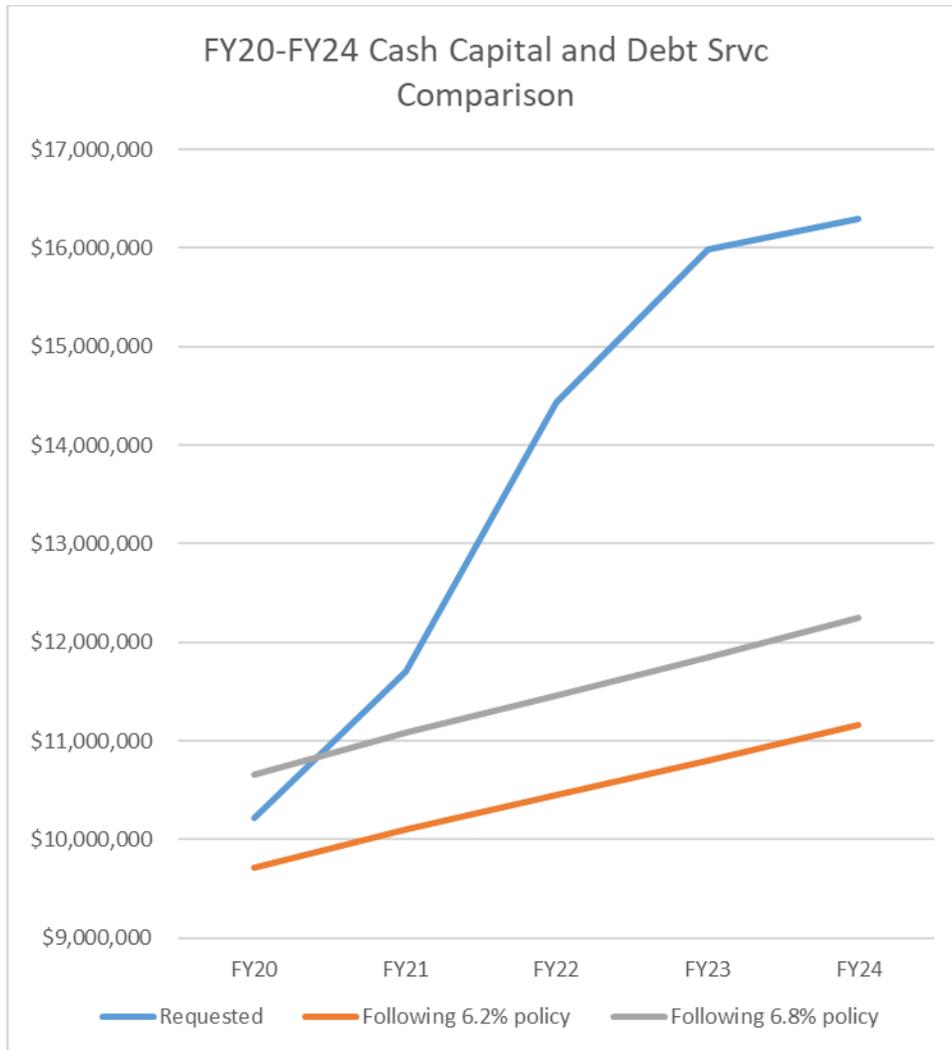
Project	Estimated Cost	Fiscal 2020	Fiscal 2021		Fiscal 2022		Fiscal 2023		Fiscal 2024		Fiscal 2025	
		Fall 2019	ATM 2020	Fall 2020	ATM 2021	Fall 2021	ATM 2022	Fall 2022	ATM 2023	Fall 2023	ATM 2024	Fall 2024
Middle School Bldg Systems	Construction	\$14.3M		DE								
Middle School Paving	Paving	\$2.0M					Inside					
"Early" Hunnewell School	Design	\$4.7M	Inside									
	Construction	\$52.9M			DE							
MSBA Project	Design/Construction	\$60M			DE							
Town Hall Annex	Design	\$1.3M		Inside								
	Construction	\$10.55M				DE						
Town Hall Interior	Design	\$2.0M			Inside							
	Construction	\$18.1M						DE				
Library Renovation*	Construction	\$4.1M		Inside								
DPW Renovation RDF	Design	\$426K					Inside					
	Construction	\$4.8M						DE				
DPW Renovation Park/Hwy	Design	\$640K					Inside					
	Construction	\$7.1M						DE				
PAWS	Design	\$2.0M									Inside	
<b>TOTALS</b>			<b>\$4.7M</b>	<b>\$1.3M</b>	<b>\$18.4M</b>	<b>\$114.9M</b>	<b>\$10.55M</b>	<b>\$3.1M</b>		<b>\$33.4M</b>	<b>\$0.00</b>	<b>\$2.0M</b>

For informational purposes only, a model of the impact on debt and deficits utilizing the top of the debt policy range at 6.8% of operating revenues (rather than figures previously identified or requested) has been created. This chart shows that the deficits would be significantly reduced over the three-year period.

**Impact on Deficit of Debt/Capital Policy**

	<u>2022</u>	<u>2023</u>	<u>2024</u>
Projected (deficit)	\$ (2,804,344)	\$ (3,425,621)	\$ (2,840,309)
Debt/Capital	\$ 14,429,166	\$ 15,979,647	\$ 16,292,827
Percent requested	8.56%	9.16%	9.02%
If reduced to 6.8%	\$ 11,429,166	\$ 11,829,647	\$ 12,242,827
Revised deficit	<u>\$ 195,656</u>	<u>\$ 724,379</u>	<u>\$ 1,209,691</u>

The line graph below shows the impact of imposing a spending range on the capital and debt-service components of the annual budget. The jagged increasing line shows total capital as requested during this five-year period. The parallel lines increase at a steady rate according to projected revenues and show the lower and upper end of the debt policy range set by the Board (6.2% - 6.8%). As a point of context, the FY21 budget will be at 6.77% of gross annual revenues or the high end on the range, and in FY22 – FY24 the graph shows the requested projects exceeding the top of the range. It will be necessary to develop a plan using an objective and rational process to prioritize projects that meet the needs of all constituencies in a fair and predictable manner in order to bring these costs in line with the debt policy.



Further details regarding these projections without adjustments for the debt policy are provided in Exhibit II (p.20). We will continue to refine these projections over the next few weeks and provide an update at Town Meeting. Knowing that the requests for numerous debt exclusions in the upcoming years are likely to have significant impact on our taxpayers, the Board took the proactive steps this year to moderate debt service by expending free cash to reduce the borrowing. Work will continue as it does annually to reduce or eliminate deficits without an override, and to investigate opportunities and methods to lower rates of spending growth, and/or further grow the Town's revenues.

The following table is a roll-forward projection of the median tax bill (i.e., the tax bill for a home valued at \$1,158,000 for the period FY20 – FY26:

# Median Tax Bill

	FY20	FY21	FY 22	FY23	FY24	FY25	FY26	FY27
Levy Prior	\$ 12,094	\$ 12,415	\$ 12,739	\$ 13,071	\$ 13,411	\$ 13,762	\$ 14,120	\$ 14,489
Levy growth	\$ 475	\$ 477	\$ 483	\$ 490	\$ 496	\$ 503	\$ 511	\$ 518
Existing Debt Exclusions	\$ 1,021	\$ 986	\$ 861	\$ 832	\$ 721	\$ 697	\$ 626	\$ 566
HHU	\$ -	\$ -	\$ 73	\$ 71	\$ 355	\$ 344	\$ 649	\$ 630
Middle School	\$ -	\$ -	\$ 33	\$ 141	\$ 137	\$ 135	\$ 129	\$ 126
Town Hall Interior	\$ -	\$ -	\$ -	\$ -	\$ 21	\$ 128	\$ 124	\$ 120
Annex	\$ -	\$ -	\$ -	\$ 76	\$ 74	\$ 71	\$ 69	\$ 67
Median tax bill	\$ 13,590	\$ 13,877	\$ 14,190	\$ 14,680	\$ 15,216	\$ 15,641	\$ 16,229	\$ 16,517

## **Budget Guidelines and Development**

The following section is an excerpt from the Town's Budget Preparation Manual. The entire manual can be found in [Appendix B](#).

A Town cannot fully innovate or deliver superior services without a firm financial foundation. Wellesley has long valued its fiscal strength, stability, and financial leadership, as evidenced by its continually maintained Aaa bond rating, multi-year financial awards, formal reserve and investment policies, and commitment to funding its past service liabilities (pension, OPEB). The Board is charged with articulating a long-term Town-Wide Financial Plan (TWFP) that maintains this financial strength, and with bringing forth a balanced annual town-wide budget. Guidelines are an important method of allocating resources among individual departments after providing for the Town's long-term financial obligations.

The current method of allocating available resources begins with the Board's review and analysis of current revenues and revenue enhancement opportunities. After factoring in fixed costs, such as issued debt and past service liabilities, the Board develops budget guidelines to help allocate remaining available funds among the departments. Each Board is expected to develop a budget falling within guideline. New initiatives and costs beyond guideline will be discussed and further evaluated by the Board and the Advisory Committee during the budget cycle. Other funding mechanisms (such as an override or debt exclusion) may ultimately be proposed if a critical initiative cannot be funded within the current year's resources.

Under the Town's bylaws, the Board is responsible for coordinating the annual budget submissions for all boards; coordinating the timing of capital requests and determining methods for financing capital needs; estimating available revenues; and developing the Town-Wide Financial Plan and Five-Year Capital Budget Program. In order to accurately create (1) the "Sources and Uses" format required by Article 19.16.1, (2) the Town-Wide Financial Plan, and (3) the Five-Year Capital Budget Program, the Finance Department, under the direction of the Board of Selectmen and Executive Director, has developed standard formats for receiving departmental requests. The format includes a departmental narrative outlining departmental responsibilities and current objectives with emphasis on current year needs, a revenue summary, and detailed operating budget requests showing a four-year history. The Finance Director, under Article 19.42(c) of the bylaws assists "in the development of budgets and reviewing all budgets for format, completeness, and accuracy before submission to the Advisory Committee".

## **Budget Submission Timeline**

- 
- July 1, 2019 Fiscal Year begins
  - July –Preliminary smaller group discussions between BOS Chair, Vice Chair, largest departments, Advisory, and Finance on 2021 budget needs. BOS and School Committee Chairs and Vice Chairs begin bi-weekly meetings
  - August 13<sup>th</sup> - Finance Director updates BOS on FY2019 results
  - August 28<sup>th</sup> -- Finance Director and BOS Chairs to Advisory with FY2019 update
  - September 9<sup>th</sup> – BOS Begins FY 2021 Budget guideline discussions
  - September 16<sup>th</sup> – BOS continues guideline discussions
  - September 19<sup>th</sup> -- Inter-board Meeting- Operating guidelines and capital planning discussions
  - September 24<sup>th</sup> – FY2021 Operating Budget guideline finalized
  - September 27<sup>th</sup> – Operating budget manual & forms distributed; capital forms distributed
  - October 10<sup>th</sup> – HR provides guidelines for 40/50/60 series
  - October 18<sup>th</sup> – Capital budget requests submitted to Finance from all departments
  - November 4<sup>th</sup> – Town-wide FMD Capital update
  - November 15<sup>th</sup> – Operating budgets due from Selectmen’s departments. Finance begins budget compilation
  - November 18<sup>th</sup> – Open Annual Town Meeting Warrant
  - December 2<sup>nd</sup> - Tax classification hearing
  - December 3<sup>rd</sup> - Selectmen’s budget workshop
  - December 2<sup>nd</sup> – Operating budgets due to Finance from non-school departments (early submissions encouraged)
  - December 13<sup>th</sup> – Superintendent’s operating budget due
  - December 16<sup>th</sup> – Determine budget gap & begin closing process
  - December 27<sup>th</sup> – Warrant Closes
  - January – School Committee votes School Department operating budget

## **Budget Policy Objectives and Strategic Goals**

Operating budget guidelines are established by the Board in early Fall for the upcoming fiscal year. The Board makes this determination after evaluating the Town’s financial position as presented by the Finance Director beginning in August, and with input from other boards and committees regarding their anticipated priorities. Guidelines are also provided for operating expenses and may or may not be the same as for personal services.

In using the Budget Book this year, the Town has tried to describe the budgeting process in detail, and has identified what the reader of the Budget Book can find on a departmental level in the departmental budgets (p.49) All departments must create budgets that meet the stated guidelines after all factors (contracts, steps, longevity, merit pay, etc.) are taken into consideration. For FY21 the Board set the operating budget guideline at a 3.5% for both Schools and all other Town budgets. Departmental initiatives that cause requests to exceed guideline are quantified and vetted during the budget cycle discussions. The Board may or may not support initiatives that cannot fit within the guidelines. Departments are asked to create a narrative and to submit personal services and expense requests.

### **Personal Services**

There are five types of employees considered when calculating wage increases for the upcoming year.

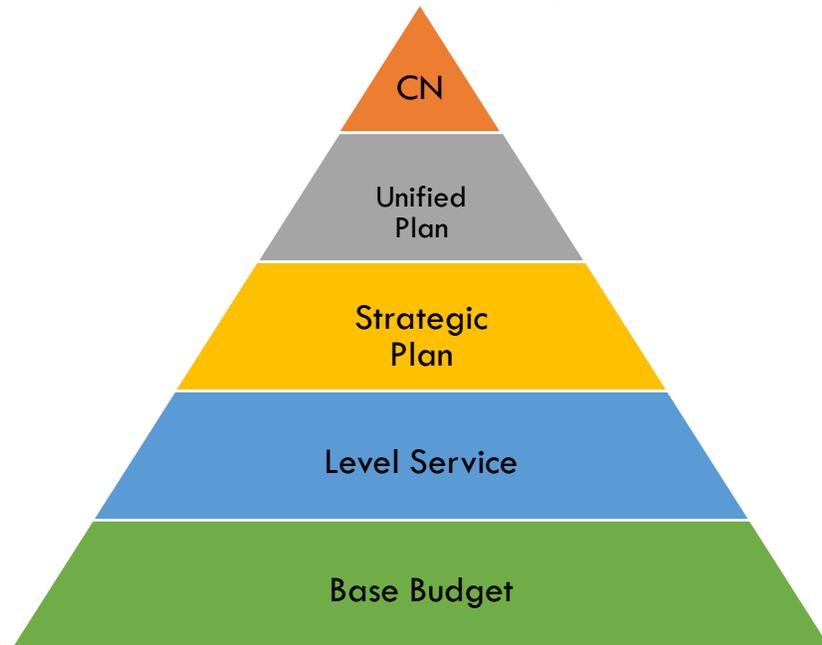
- **40-series employees** who typically receive a set percentage increase, recommended by the HR Board, which is based upon analysis of market conditions. This year's recommended increase is 2.5%.
- **50/60 series employees** who are compensated through a merit pay plan which is administered and appropriated by the Human Resources Department. This year's recommended increase is 2.5%
- **Unionized employees** – there are 13 town and school unions which have agreements that specify the percentage of Cost of Living Adjustment (COLA) received by these groups each year. The School Department's unions settled last year for 3 years with COLA increases of 2% each of the three years to existing steps and lanes. **All remaining union contracts are currently being negotiated.**
- **Contract employees** – Executive level positions whose compensation is set by their respective Board. Town contract positions include: Executive Director, Finance Director, Chief of Police, Deputy Chief of Police, Fire Chief, and Assistant Fire Chief.
- **Non-union unclassified positions** – positions are generally part-time, temporary, and/or seasonal positions. Wage increases for these positions are developed through a request made by a department head to the Human Resources to set a wage schedule for the ensuing fiscal year.

### **Departmental Narratives**

In Departmental narratives, departments describe any special situations that make up their personal service budget (contract employees, union agreements, mid-year steps, etc.) and provide detail on any new staffing requirements. The expense budget section describes initiatives that are driving costs and detail expense items (conferences, mileage, new expense items, etc.). For budgets not meeting the budget guidelines, narratives explain cost drivers for exceeding guidelines.

This year, budget requests break the budget into several components so that Town Budgets are in a format similar to the Schools:

- **Base Budget** is the budget for existing staff, including contractual increases, and existing expenses with expected escalation.
- **Level Service (LS) Budget** includes any services associated with a new law or mandate.
- **Strategic Plan (SP) Budget** are new costs to help achieve initiatives detailed in a departmental strategic plan. Not all departments have strategic plans.
- **Unified Plan (UP) Budget** are new operating costs to implement programs that have been prioritized in the Unified Plan as a multi-departmental joint effort.
- **Critical Needs (CN) Budget** costs encompass new operating costs that benefit the departmental operation and do not fall in other categories but are deemed by the department to be essential for operation.



### Capital Budget Requests

Boards submit a detailed five-year capital plan annually, and include all anticipated capital needs for that timeframe, including cash capital and projects financed by debt or any other source. Capital requests are intended to support the department's strategic direction, and the financial and operational impact of each requested capital purchase is quantified. Because financial resources are limited, boards are asked to internally prioritize capital needs and fully research the cost of each item to better inform the discussion of which projects should be funded in a given year.

As identified in the Executive Summary, the Board adopted a debt policy ([See Appendix A](#)) allocating between 6.2% - 6.8% of budgeted (inside the levy) revenues for combined capital and debt service expenditures as the appropriate level for maintaining assets, while avoiding operating overrides or compromising operating budgets. The major departments considered different methods to prioritize or rank capital projects two years ago; however, it was found the tried and true method of negotiation with the Executive Director and Finance Director continues to be the most effective method. This method allows for a discussion on the timing of specific projects and reduction or deferral of projects on an as needed basis.

The threshold for cash capital items is \$10,000. In a budget year such as FY21 where operating guidelines are more favorable, the Finance office will support the effort to move small items and appropriate larger recurring costs into the operating budgets and will work with individual departments to aid in this transition.

Departments that include vehicle purchases in capital requests follow the Town's [Fuel Efficient Vehicle Policy \(FEVP\)](#). For "non-exempt" vehicles, as defined in the FEVP, all departments/divisions shall purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable.

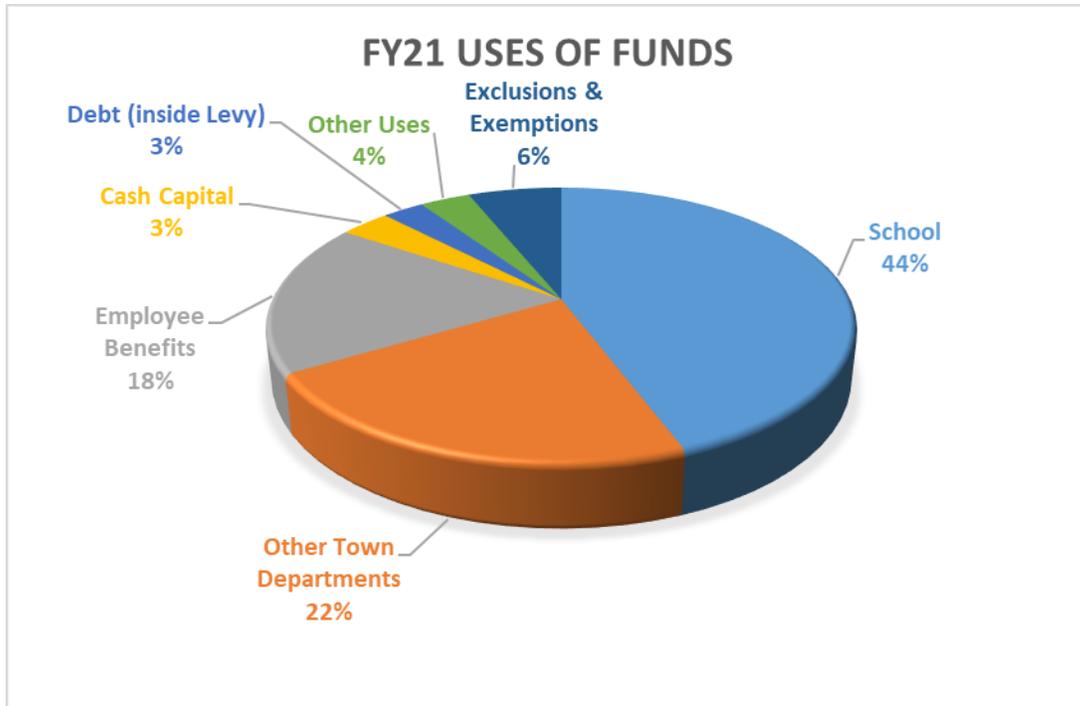
In this year's Budget Book the original five-year capital requests submitted in October 2019 are detailed and included in the [Capital Plan Forms](#) starting on page 255. The final Five-Year Capital Plan reflects the most up to date project costs.

## FY2021 Operating and Capital Budget Requests

The proposed FY21 budget request is summarized in the following table (more complete versions of the FY21 Sources & Uses are presented in [Exhibit I and Exhibit B](#), which appear on p.41):

	<b>FY20 Budget</b>	<b>FY21 Request</b>	<b>\$ Inc/(Dec)</b>	<b>% Inc/(Dec)</b>
<b>Sources of Funds</b>				
Taxes	\$ 134,008,497	\$ 139,158,709	\$ 5,150,212	3.8%
State Aid	10,714,574	10,885,003	170,429	1.6%
Local Revenue	11,352,726	12,990,000	1,637,274	14.4%
Free Cash to balance	2,515,000	2,639,066	124,066	4.9%
Other free cash items	3,985,670	2,507,245	(1,478,425)	0.0%
Other Sources	1,476,945	1,858,351	381,406	25.8%
CPA Funds	887,500	349,500	(538,000)	-60.6%
CPA to offset debt	552,044	553,444	1,400	0.3%
Exempt Debt	10,888,408	10,638,135	(250,273)	-2.3%
<b>Total Sources</b>	<b>\$ 176,381,364</b>	<b>\$ 181,579,453</b>	<b>\$ 5,198,089</b>	<b>2.9%</b>
<b>Uses of Funds</b>				
School	\$ 76,783,930	\$ 80,379,651	\$ 3,595,721	4.7%
Other Town Departments	39,069,488	40,339,811	1,270,323	3.3%
Employee Benefits	31,033,447	32,598,243	1,564,796	5.0%
Cash Capital	5,893,417	6,027,237	133,820	2.3%
Debt Service (inside Levy)	4,300,000	5,000,000	700,000	16.3%
Other Uses	7,860,630	6,042,932	(1,817,698)	-23.1%
Exempt Debt	11,440,452	11,191,579	(248,873)	-2.2%
<b>Total Uses</b>	<b>\$ 176,381,364</b>	<b>\$ 181,579,453</b>	<b>\$ 5,198,089</b>	<b>2.9%</b>
<b>Surplus/(Deficit)</b>	<b>\$ 0</b>	<b>\$ 0</b>		

**Sources of Funds:** The 3.8% increase in Taxes reflects the allowed growth in the levy limit (2.5%) and \$1.8 million of new growth. At this point State Aid is showing an increase of \$170,429. The 14.4% increase in Local Revenue reflects significant growth (compared with the revised FY 20 budget) in a few areas; including motor vehicle excise tax (\$542,000), investment income (\$492,000), and licenses and permits earnings (\$400,000).



**Uses of Funds:** The 4.68 % increase in the School budget reflects the cost of contractual step, and cost-of-living increases, a one-time adjustment (\$664,000 or an additional .87%) for special education costs, and initiatives identified in the School Committee’s strategic plan. The 3.2% increase in Other Town Departments is consistent with the budget guideline of 3.5%, wage increase levels recommended by the Human Resources Board (2.5%) and various adjustments in other expenses for all departments. The Town request includes a provision to provide funding for open town union contracts. There are no new positions proposed on the Town side; however, the Sustainable Energy Committee (SEC) is proposing to increase the hours of two staff members. Although debt is up 16.3% and cash capital is up 2.3%, costs remain within the debt policy adopted by the Board and are affordable, while the budget continues to address critical town-wide needs.

Because of the favorable revenues in building permit fees, motor vehicle excise tax, and investment returns for FY19, the Board also anticipates using Free Cash to fund several stabilization reserves, and avoid borrowing costs for several capital projects, including the following:

Supplemental FY20 appropriations:

- \$ 300,000 for current year snow and ice removal costs
- \$2,000,000 to fund a portion of the Hunnewell School Design (approved at 12/19 STM)
- \$ 144,000 North 40 Remediation (originally estimated at \$32 million. Can be resolved by December for \$264,000)

FY21 appropriations:

\$1,338,144 Town Hall Annex Design  
\$ 500,000 Special Education Stabilization Fund  
\$ 112,000 Special Education Stabilization Fund (Medicaid)  
\$ 50,000 Baler stabilization Fund  
\$ 49,419 IOD Indemnity Fund  
\$ 13,682 Recreation Pond Fund

The Town-Wide Financial Plan is a continual work in progress, **as economic and environmental issues are always evolving**. The Board will provide further updates on these matters at Town Meeting.

The Board would like to express our sincere appreciation to all of the Town boards and their respective staffs for their cooperation in working with us to create a plan, the first Budget Book for the Town of Wellesley, and all efforts that ensure the continued financial health of our community.

Sincerely yours,

Marjorie R. Freiman, Chair  
Thomas H. Ulfelder, Vice Chair  
Jack Morgan, Secretary  
Elizabeth Sullivan Woods  
Lise M. Olney



2020 A+A1:G51nnual Town Meeting Warrant Articles				3/6/2020
	Description	Sponsor	Assigned	Motions
1	Choose Moderator & Receive Reports	BOS		1
2	Town-Wide Financial Plan & Five Year Capital Budget Program	BOS	Marjorie	1
<b>Appropriations - Operating and Outlay</b>				
3	Consent Agenda - Simple Majority vs 2/3	BOS	Jack	1
4	Amend Job Classification Plan	HR	*	1
5	Amend Salary Plan - Pay Schedule	HR	*	3
6	Set Salary of Elected Official	BOS	*(Jack)	1
7	FY20 Budget Supplemental Appropriations	BOS	Tom	5
8	Omnibus Budget and Capital (FY21)	BOS	Marjorie	3
9	Revise Revolving Funds, set amounts for the year, modify Tree Bank Fund	BOS	Beth	1
10	Revise Injured on Duty Stabilization and increase funding	BOS	Tom*	1
11	Special Education Reserve Fund - Additional funding	BOS	Marjorie	2
12	Baler Stabilization Fund Contribution from Free Cash	DPW	*	1
13	Establish Moses Pond Beach and Bathhouse Stabilization Fund	REC		1
14	Water Program	BPW	*	1
15	Sewer Program	BPW	*	1
16	Electric Program	MLP		1
<b>Appropriations - Special Capital Projects</b>				
17	Community Preservation Fund Appropriations	CPC		6
18	Town Hall Annex Schematic Design through Bidding Phase	BOS/PBC	Marjorie	1
19	Additional Funding for Lee/Hunnewell Fields	NRC		1
20	Great Plain Avenue Construction Funds	BOS/BPW	Jack	1
<b>Authorizations</b>				
21	Authorize Water Fund and/or Sewer Fund Bond Authorization (MWRA)	DPW		1
22	Authorize Lease Agreement - 254 Washington Street	BOS	Beth	1
23	Authorize Expenditure of State Transp. Infrastructure Funds (Uber/Lyft)	BOS	Jack	1
24	Authorize Renaming of Hunnewell Field to Diane P. Warren Field	NRC		1
25	Authorize Modifications, Insertions, or Deletions of Human Resource Board Policies	HR		1
26	Resolution on Climate Change	BOS	Lise	1
27	Acceptance of Easements	DPW	*	1
28	Authorize Schools to enter into a Tax Exempt Lease Purchase (TELP) Agreement	SC		NM
<b>Amend Zoning Bylaw</b>				
29	Zoning Map Amendment Create Single Building Historic District - 323 Washington Street	PB		1
30	Amend Establishment of Districts to add Large Scale Solar Overlay District (approved ATM 2017)	PB	*	1
31	Amend Zoning Bylaw to provide LHR review of homes in General Residence District	PB		1
32	Amend the Tree Protection Bylaw	PB		1
33	Amend Natural Resources Protection Bylaw	PB		1
34	Delete Temporary Moratorium on Marijuana Establishments	PB	*	1
35	Amend Registered Marijuana Dispensary Regulations	PB	*	1
36	Amend Drainage Review to comply with MS4 Permit	DPW		1
37	Amend Board of Selectmen to Select Board	BOS	Lise	1
<b>Amend Town/General Bylaws</b>				
38	Amend Board of Selectmen to Select Board	BOS	Lise	1
39	Amend and Reformat Town Bylaws	CLK/BOS		1
40	Amend Town Bylaws to Require Meetings to be Video Recorded	BOS	Marjorie	1
<b>Citizen Petitions</b>				
41	General Residence - LHR Amendment	Citizen		1
42	Resolution - Designate the 2nd Monday in October Indigenous People's Day	Citizen		1
43	Resolution - Designate the 2nd Monday in October Indigenous People's Day/Columbus Day	Citizen		1
44	Reaffirm GHG Reduction Goal and Increase Non-Emitting Electricity Purchases	Citizen		1
45	Improve Efficiency and Reduce Expenditures in Town Government	Citizen		1
46	Amend Town Bylaw to Ban the Sale of Fur in Wellesley	Citizen		1
<b>General</b>				
47	Rescind or Transfer Debt; Appropriate Premiums	BOS	Beth*	1
48	Settle Claims	BOS		NM
49	Disposal of Property	BOS		NM
50	Appoint Fire Engineers	BOS	Tom*	1
*	* Consent Agenda Recommendation			



## **TOWN MEETING**

**ARTICLE: 1**

**MOTION: 1**

No motion.

## **TOWN MEETING**

**ARTICLE: 2**

**MOTION: 1**

That this Town Meeting hereby acknowledges presentation of the Town-Wide Financial Plan and the Five-Year Capital Budget Program pursuant to Section 19.16.2 and 19.5.2, respectively, of the Town Bylaws.

## **TOWN MEETING**

**ARTICLE: 3**

**MOTION: 1**

That the motions on file with the Moderator under the following articles be approved by a single vote pursuant to a consent agenda under this article:

- Article 4: Amend Job Classification Plan
- Article 5: Amend Salary Plan – Pay Schedule
- Article 6: Set Salary of Elected Official (Town Clerk)
- Article 10: Injured on Duty Stabilization Fund Contribution from Free Cash
- Article 12: Baler Stabilization Fund Contribution from Free Cash
- Article 14: Water Program
- Article 15: Sewer Program
- Article 27: Acceptance of Easements
- Article 30: Amend Zoning Bylaw to add Large Scale Solar Overlay District to Establishment of Districts (approved ATM 2017)
- Article 34: Amend Zoning Bylaw to delete reference to expired Moratorium on Marijuana Establishments
- Article 35: Amend Zoning Bylaw to update Registered Marijuana Dispensary Regulations
- Article 47: Rescind or Transfer Debt
- Article 50: Appoint Fire Engineers

The Advisory Committee having recommended favorable action unanimously on all such motions.

## **TOWN MEETING**

**ARTICLE:           4**

**MOTION:           1**

That the Classification Plan established at the 1950 Annual Town Meeting as amended, be further amended as recommended by the Human Resources Board by striking Schedule A, “Job Classification by Groups” and inserting a new Schedule A as follows:

New Classifications

<u>Classification</u>	<u>Department</u>	<u>Job Group</u>
Applications and Project Manager	IT	58

Senior Accounting Clerk for Parking and Collections	TRS	52
Senior Community Social Worker	HLTH	57
Senior Environmental Health Specialist	HLTH	56
Office Assistant	BLDG	47
Public Health Administrator	HLTH	53

Reclassifications		
<u>Classification</u>	<u>Department</u>	<u>From Job Group To Job Group</u>
Sustainable Energy Administrator	SEC	53/54
Office Assistant	ASR	47/49

Title Changes			
<u>From Title</u>	<u>To Title</u>	<u>Department</u>	<u>Job Group</u>

Reclassifications and Title Change			
<u>From Title and Job Group</u>	<u>Department</u>	<u>To Title and Job Group</u>	
Executive Secretary/51	DPW	Executive Assistant/53	
Sustainable Energy Administrator/54	SEC	Sustainable Energy Director/55	
Department Assistant/43	SEC	Sustainable Energy Analyst/53	

Deletions			
<u>Title</u>	<u>Department</u>	<u>Job Group</u>	
Assistant IT Director	IT	58	
Secretary	BLDG	44	

**SCHEDULE A**

JOB CLASSIFICATIONS BY GROUPS

Part I – Positions not covered by collective bargaining agreements

GROUP 69	
Executive Director of General Government Services	SEL
GROUP 66	
DPW Director	DPW
Director of Facilities	FMD
Finance Director	DFS
GROUP 63	
Chief of Police	POL
Human Resources Director	HR

Treasurer/Collector	TRS
GROUP 62	
Assistant Executive Director	SEL
Fire Chief	FIR
Library Director	LIB
Programs Manager/Assistant Director	DPW
Superintendent, Park & Highway	DPW
Town Engineer	DPW
GROUP 61	
Assistant Director of General Government Services	SEL
IT Director	IT
Design and Construction Manager	FMD
Superintendent, RDF	DPW
Superintendent, Water and Sewer Division	DPW
GROUP 60	
Assistant Town Engineer	DPW
Chief Assessor	ASR
Deputy Chief of Fire Protection	FIR
Director of Public Health	HLTH
Director of Recreation	REC
Inspector of Buildings	BLDG
Planning Director	PLN
Project Manager	FMD
Senior Deputy Director	SEL
GROUP 59	
Assistant Director for Library Services	LIB
Assistant Superintendent, Water and Sewer Division	DPW
Director of Natural Resources	NRC
Operations Manager	FMD
GROUP 58	
Applications and Project Manager	IT
Assistant Finance Director	DFS
Assistant Superintendent, Highway Division	DPW
Assistant Superintendent, Park and Tree Division	DPW
Custodial Services Manager	FMD
Deputy Director	SEL
Director of Senior Services	COA
Information Technology Director	LIB
Maintenance Manager	FMD
Senior Civil Engineer	DPW
Senior Management Analyst	DPW

GROUP 57

Assistant Director/Health	HLTH
Deputy Assistant Director, General Government Services	SEL
Deputy Director	REC
Enterprise Applications Manager	IT
Finance and Office Manager	FMD
GIS Manager	IT
Network Manager/Webmaster	IT
Senior Community Social Worker	HLTH
Senior Planner	PLAN
Water and Sewer Systems Engineer	DPW
Youth Director	YC

GROUP 56

Applications and Database Manager	DPW
Assistant Treasurer/Collector	TRS
Assistant Town Accountant	DFS
Civil Engineer	DPW
Finance and Budget Analyst	DFS
Landscape Planner	DPW
Management Analyst	DPW
Project and Communications Manager	SEL
Senior Environmental Health Specialist	HLTH

GROUP 55

Associate Director	REC
Database Administrator	IT
Director of Special Projects	NRC
Environmental Health Specialist	HLTH
GIS Administrator	IT
Local Building Inspector	BLDG
Projects Administrator	PBC
Senior Engineer	DPW
Senior Human Resources Generalist	HR
Sustainable Energy Director	SEC
Systems Administrator	IT

GROUP 54

Assistant Director of Senior Services	COA
Assistant NRC Director	NRC
Benefits Coordinator	HR
Desktop Administrator	IT
Director of Veterans' Services	VET
Inspector of Wires	BLDG
Plumbing and Gas Inspector	BLDG
Public Health Nurse Supervisor	HLTH

Planner PLAN  
Staff Engineer DPW

GROUP 53

Accounting Specialist DFS  
Assistant Administrator PBC  
Community Health Coordinator HLTH  
Environmental Education Coordinator NRC  
Executive Assistant DPW  
Executive Assistant to the Executive Director SEL  
Financial Assistant FMD  
Health and Social Services Administrator COA  
IT Specialist POL  
Program Coordinator REC  
Public Health Administrator HLTH  
Public Health Nurse HLTH  
Safety Coordinator DPW  
Sustainable Energy Analyst SEC  
Wetlands Administrator NRC

GROUP 52

Assistant Administrator ASR  
Assistant Town Clerk TC  
Parking Clerk SEL  
RDF Business Manager DPW  
Senior Accounting Clerk for Parking and Collections TRS  
Workers' Compensation Coordinator HR

GROUP 51

Administrative Assistant FAC  
Deputy Director of Veterans' Services VET  
Executive Secretary, Zoning Board of Appeals ZBA  
Sealer of Weights and Measures SEL

GROUP 49

Accountant B DFS  
Administrative Secretary SEL  
Animal Control Officer POL  
Assessor Technician ASR  
Elections and Registration Administrator TC  
Office Administrator COA  
Office Administrator HLTH  
Office Assistant ASR  
Permit Administrator BLDG  
Office Administrator, Water and Sewer Division DPW  
Senior Accounting Clerk TRS

GROUP 48	
Head Maintenance Custodian, Town Hall	FAC
Office Administrator	LIB
Personnel Administrative Assistant	HR
Projects Assistant	FMD
Senior Accounting Assistant	DPW
Senior Customer Service Representative	MLP
Senior Office Assistant	DPW
GROUP 47	
Accounting Clerk, Treasurer/Collector	TRS
Administrative Assistant	FIR
Administrative/Accounting Assistant	POL
Bookkeeper	LIB
Office Assistant	BLDG
Office Assistant, Engineering Division	DPW
Office Assistant, Facilities	FMD
Office Assistant, Management Division	DPW
Office Assistant, Park and Highway Divisions	DPW
Office Assistant, RDF	DPW
Office Assistant, Water and Sewer Division	DPW
Secretary, Recreation	REC
Seniors Activities Coordinator	COA
Senior Secretary, Select Board	SEL
Voter Registration Clerk	TC
GROUP 46	
Office Assistant	SEL
Police Records Manager	POL
GROUP 45	
Secretary, Director's Office	DPW
Secretary, NRC	NRC
Secretary/Technical Assistant	PLAN
Senior Clerk	TC
Technical Administrator	ZBA
GROUP 44	
Clerk	TC
Communications Clerk/Receptionist	MLP
Custodian	FAC
Department Assistant	HR
Secretary II	REC
GROUP 43	
Administrative Records Clerk	MLP
Office Assistant	ZBA

GROUP 42  
Office Clerk HLTH

GROUP 41  
Night Watchman, Highway Division DPW

GROUP T19  
Automotive Mechanic FIR  
Carpenter/Painter FAC  
Electrician FAC  
HVAC Controls Technician FMD  
Maintenance Craftsman FMD  
Mechanical Technician FMD

Part II – Positions covered by collective bargaining agreements

GROUP S55  
Fleet Maintenance Supervisor DPW

GROUP S54  
Customer Services Supervisor MLP  
General Foreman, All Divisions DPW  
Overhead Line Foreman MLP  
Supervisor of Accounting MLP  
Supervisor, RDF DPW  
Underground Line Foreman MLP

GROUP S53  
Coordinator, MLP MLP  
Signal Alarm Foreman MLP

GROUP S50  
Collections Representative MLP

GROUP 22  
Crew Leader MLP

GROUP 21  
Electrician A MLP  
Lead Cablesplicer MLP  
Lead Lineman MLP

GROUP 20  
Automotive Mechanic Foreman A DPW  
Cablesplicer, 1st Class MLP  
Chief Substation Operator, Municipal Light Plant MLP

Construction Craftsman, Highway Division	DPW
Construction Foreman/MLP	MLP
Foreman A - All Divisions	DPW
Foreman A - Athletic Fields	DPW
Foreman A – Automotive Mechanic	DPW
Foreman A - Highway	DPW
Foreman A – Park Construction	DPW
Foreman A – Recycling	DPW
Foreman A – Tree Care	DPW
Horticultural Technician	DPW
Lineman, 1st Class	MLP
Senior Welder	DPW

GROUP 19

Lead Tree Climber, Park and Tree Division	DPW
Meter and Sign Repair Person, Highway Division	DPW
Meter/Backflow Prevention Device Coordinator	DPW

GROUP 18

Engineering Technician	MLP
Fleet Maintenance Mechanic	DPW
Foreman B - All Divisions	DPW
Groundskeeping Foreman, Park and Tree Division	DPW
Highway Craftsman	DPW
Lead Baler	DPW
Park Construction Craftsman	DPW
Primary Water Treatment Plant Operator	DPW
Welder	DPW

GROUP 17

Apprentice Lineworker/Stockkeeper	MLP
Cablesplicer, 2nd Class	MLP
Construction Equipment Operator	DPW
Lineman, 2nd Class	MLP
Meter/Backflow Prevention Device Technician	DPW
Park Facilities Technician	DPW
Park Technical Services Craftsman	DPW
Power Shovel Operator, Water and Sewer Division	DPW
Stockkeeper, Automotive, Highway Division	DPW
Stockkeeper, Water and Sewer	DPW
Substation Operator, Municipal Light Plant	MLP
Tractor Trailer Operator	DPW
Tree Climber, Park and Tree Division	DPW

GROUP 16

Engineering Technician II	MLP
Fleet Maintenance Shop Assistant	DPW

General Mechanic A, Water and Sewer Division	DPW
Groundskeeper, Park and Tree Division	DPW
Head Custodian	DPW
Heavy Equipment Operator, Highway Division	DPW
Lead Meter Reader	MLP
Secondary Water Treatment Plant Operator	DPW
Stockkeeper, Municipal Light Plant	MLP
Transfer Haul Equip. Operator, RDF	DPW
GROUP 15	
Industrial Equipment Operator, RDF	DPW
Medium Equipment Operator, Highway Division	DPW
Medium Equipment Operator, Park and Tree Division	DPW
Truck Driver A/Laborer, Water and Sewer Division	DPW
GROUP 14	
Building Maintenance Person, Highway Division	DPW
Cablesplicer Helper, Municipal Light Plant	MLP
Custodian	DPW
Groundman, Municipal Light Plant	MLP
GROUP 13	
Park Maintenance Worker	DPW
Permit Verifier/Trash Collector, RDF	DPW
GROUP 12	
Light Equipment Operator, Park and Highway Divisions	DPW
GROUP 11	
Laborer - All Divisions	DPW
GROUP K23	
HVAC Technician	FMD
Plumber	FMD
Electrician	FMD
GROUP K22	
Facility Supervisor	FMD
GROUP K21	
Middle School Head Custodian	FMD
GROUP K18	
Inventory and Equipment Technician	FMD
GROUP K17	
Custodian Night Supervisor	FMD

Elementary Head Custodian	FMD
GROUP K15 Custodian	FMD
GROUP D47 Dispatcher	POL
GROUP L17 Public Services Coordinator	LIB
GROUP L16 Acquisitions and Cataloging Services Supervisor	LIB
Children's Services Supervisor	LIB
Information Services Supervisor	LIB
GROUP L15 Branch Libraries Supervisor	LIB
Interlibrary Loan Supervisor	LIB
GROUP L14 Librarian	LIB
GROUP L11 Circulation Services Supervisor	LIB
GROUP L9 Assistant Circulation Services Supervisor	LIB
Facilities Supervisor	FAC
GROUP L7 Technology and Innovation Assistant	LIB
GROUP L6 Acquisitions Specialist	LIB
Cataloging Assistant	LIB
GROUP L4 Library Assistant	LIB
GROUP L3 Library Assistant	LIB
Preservation Assistant	LIB
GROUP C4 Custodian	LIB

GROUP P40 Lieutenant	POL
GROUP P30 Sergeant	POL
GROUP P20 Detective	POL
Prosecuting Officer	POL
Safety Officer	POL
GROUP P18 Police Officer – EMT	POL
GROUP P15 Police Officer – Special	POL
GROUP P10 Police Officer	POL
GROUP F40 Deputy Chief	FIR
Deputy Chief, Special Services	FIR
GROUP F30 Lieutenant	FIR
GROUP F10 Firefighter	FIR
GROUP D47 Dispatcher	POL

GENERAL GROUP: This group includes all part-time seasonal, casual, special and other jobs or positions not otherwise classified above, whose job titles shall be as shown on the personnel records of the Human Resources Board.

The rates of pay, as shown in the personnel records of the Human Resources Board, shall continue in effect until otherwise adjusted by the Human Resources Board or by amendment of the Plan.

## TOWN MEETING

**ARTICLE: 5**

**MOTION: 1**

That the Salary Plan as established at the 1950 Annual Town Meeting as amended, be further amended effective July 1, 2020, as recommended by the Human Resources Board, by striking the existing pay schedule for the non-bargaining unit, non-management personnel (Job Groups 40-49) and inserting the new schedule as follows:

SCHEDULE B  
SALARY PLAN – PAY SCHEDULES

**Rates effective as indicated as of July 1, 2020**

*Hourly rates – reflects 2.5% increase over FY20*

Job Group	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
49	25.94	27.10	28.32	29.60	30.94	32.32
48	24.94	26.02	27.18	28.39	29.71	31.03
47	23.90	24.98	26.08	27.28	28.47	29.78
46	22.89	23.93	25.01	26.15	27.32	28.55
45	21.83	22.82	23.85	24.94	26.02	27.18
44	20.82	21.76	22.74	23.77	24.82	25.94
43	19.76	20.67	21.60	22.58	23.58	24.64
42	18.75	19.61	20.47	21.41	22.37	23.38
41	17.91	18.73	19.58	20.44	21.36	22.30

*Hourly rates – reflects 2.5% over FY 20*

Trade positions – non-union

Job Group	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
T19	29.77	31.23	32.82	34.43	36.16	37.97

Approved:

\_\_\_\_\_ Date

\_\_\_\_\_  
Moderator's Signature

\_\_\_\_\_  
Sponsor's Signature

**TOWN MEETING**

**ARTICLE: 5**

**MOTION: 2**

That the Salary Plan as established at the 1950 Annual Town Meeting as amended, be further amended effective July 1, 2020, as recommended by the Human Resources Board, by striking the existing pay schedule for the Merit Pay Plan (Job Groups 50-69) and inserting the new schedule as follows:

SCHEDULE B  
SALARY PLAN – PAY SCHEDULES

Salary rates effective as indicated as of July 1, 2020

*Reflects 2.5% increase over FY 20 ranges at midpoint*

Job Group	Minimum	Midpoint	Maximum
69	\$141,240	\$179,930	\$218,610
68	\$130,990	\$166,860	\$202,740
67	\$121,310	\$154,530	\$187,750
66	\$112,280	\$143,030	\$173,780
65	\$104,070	\$132,570	\$161,080
64	\$97,180	\$123,790	\$150,400
63	\$90,980	\$115,530	\$140,080
62	\$85,300	\$108,310	\$131,330
61	\$79,780	\$101,310	\$122,840
60	\$74,750	\$94,620	\$114,490
59	\$69,630	\$88,140	\$106,650
58	\$65,410	\$82,800	\$100,190
57	\$61,420	\$77,270	\$93,110
56	\$57,350	\$72,140	\$86,930
55	\$53,690	\$67,540	\$81,380
54	\$51,280	\$64,300	\$77,320
53	\$48,860	\$61,260	\$73,670
52	\$46,440	\$58,230	\$70,020
51	\$44,330	\$55,410	\$66,490
50	\$42,320	\$52,900	\$63,480

Information Technology

Job Group	Minimum	Midpoint	Maximum
61	\$90,070	\$114,380	\$138,690
60	\$84,660	\$107,160	\$129,670
59	\$79,040	\$100,050	\$121,060
58	\$73,510	\$93,050	\$112,590
57	\$69,240	\$87,090	\$104,950
56	\$64,830	\$81,550	\$98,270
55	\$61,670	\$77,570	\$93,470
54	\$58,950	\$73,910	\$88,880
53	\$56,120	\$70,370	\$84,620
52	\$53,530	\$67,120	\$80,710
51	\$51,180	\$63,980	\$76,780

**TOWN MEETING**

**ARTICLE: 5**

**MOTION: 3**

That the sum of \$177,500 (ONE HUNDRED SEVENTY SEVEN THOUSAND FIVE HUNDRED DOLLARS) be appropriated to the Human Resources Board for the purpose of granting salary increases to employees in Job Groups 50 and above in the classification plan.

**ARTICLE: 6**

**MOTION: 1**

That the annual (52 weeks) salary of the Town Clerk be fixed at the amount of \$95,582.00 (Ninety-Five Thousand Five Hundred Eighty-Two Dollars) effective July 1, 2020.

## **TOWN MEETING**

**ARTICLE: 7**

**MOTION: 1**

To appropriate \$300,000.00 (Three Hundred Thousand Dollars) for snow and ice removal costs, said sum to be taken from Free Cash, as certified as of July 1, 2019, and added to the amount appropriated to the Board of Public Works – 456 Winter Maintenance under Motion 2 of Article 8 of the Warrant for the 2019 Annual Town Meeting.

## **TOWN MEETING**

**ARTICLE: 7**

**MOTION: 2**

That the sum of \$10,000.00 (TEN THOUSAND DOLLARS) be appropriated to Board of Selectmen – 210 Police Personal Services under Motion 2 of Article 8 of the Warrant for the 2019 Annual Town Meeting to fund a salary adjustment of the Police Department in Fiscal Year 2020, said sum to be transferred from Board of Selectmen – 122 Executive Director's Office Personal Services under Motion 2 of Article 8 of the Warrant for the 2019 Annual Town Meeting.

## **TOWN MEETING**

**ARTICLE:        7**

**MOTION:        3**

That the sum of \$264,000.00 (TWO HUNDRED SIXTY-FOUR THOUSAND DOLLARS) be appropriated to fund the North 40 remediation efforts, said sum to be transferred from:

- \$120,000.00 (ONE HUNDRED TWENTY THOUSAND DOLLARS) from Board of Selectmen – 122 Executive Director's Office Personal Services under Motion 2 of Article 8 of the Warrant for the 2019 Annual Town Meeting, and
- \$144,000.00 (ONE HUNDRED FORTY-FOUR THOUSAND DOLLARS) from Free Cash, as certified as of July 1, 2019, and

added to the amount appropriated to 122 - Board of Selectmen Capital under Motion 2 of Article 8 of the Warrant for the 2019 Annual Town Meeting.

## **TOWN MEETING**

**ARTICLE:        7**

**MOTION: 4**

That the sum of \$5,000.00 (FIVE THOUSAND DOLLARS) be appropriated to Board of Selectmen – 126 Sustainable Energy Personal Services under Motion 2 of Article 8 of the Warrant for the 2019 Annual Town Meeting to fund an increase in weekly hours from January 1, 2020 through June 30, 2020 of the Sustainable Energy Administrator in Fiscal Year 2020, said sum to be transferred from Board of Selectmen – 122 Executive Director’s Office Personal Services under Motion 2 of Article 8 of the Warrant for the 2019 Annual Town Meeting.

**TOWN MEETING**

**ARTICLE: 7**

**MOTION: 5**

That the sum of \$15,000.00 (FIFTEEN THOUSAND DOLLARS) appropriated to the Board of Health under motion 2 of Article 8 of the Warrant for the 2019 Annual Town Meeting, be transferred from 01510100-511206 personal services, to 01510200-583010 furniture.

**TOWN MEETING**

**ARTICLE: 8**

**MOTION: 1**

To appropriate \$1,000,000.00 (ONE MILLION DOLLARS), paid to the Town from the Municipal Light Plant, to be used by the Board of Assessors as an estimated receipt when computing the tax rate for the year commencing on July 1, 2020.

## TOWN MEETING

**ARTICLE: 8**

**MOTION: 2**

[See PDF]

## TOWN MEETING

**ARTICLE: 8**

**MOTION: 3**

To transfer the sum of \$2,639,066.00 (TWO MILLION SIX HUNDRED THIRTY NINE THOUSAND SIXTY-SIX DOLLARS) from Free Cash, as certified on July 1, 2019, to reduce the tax rate.

## TOWN MEETING

**ARTICLE: 9**

**MOTION: 1**

That the Town 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 55.1.d of the General Bylaws to read as follows:

**d. Tree Bank Fund.**

Funds held in the Tree Bank Fund shall be expended by:

- i. The Department of Public Works for buying, planting, and maintaining trees on public or private property; and
- ii. The Planning Department and Natural Resources Commission for conducting studies to maintain and protect trees.

Receipts credited to this fund shall include contributions in lieu of tree replanting required in accordance with Section 16E of the Zoning Bylaw.

and

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: \$150,000.00
  - d. Tree Bank Fund: \$75,000.00
  - e. Baler, Compactors and other RDF Equipment Repair Fund: \$50,000.00
  - 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: \$6,500.00

## **TOWN MEETING**

**ARTICLE: 10**

**MOTION: 1**

That the Town vote to transfer the sum of \$49,419.00 (FORTY NINE THOUSAND FOUR HUNDRED NINETEEN DOLLARS) from Free Cash, certified as of July 1, 2019, to the Special Injury Leave Indemnity Fund established under Article 9 of the 2017 Annual Town Meeting.

## **TOWN MEETING**

**ARTICLE: 11**

**MOTION: 1**

That the Town vote to transfer the sum of \$112,489.77 (ONE HUNDRED TWELVE THOUSAND FOUR HUNDRED EIGHTY NINE DOLLARS AND SEVENTY-SEVEN CENTS) from Free Cash, certified as of July 1, 2019 (representing an amount equal to Medicaid reimbursements for FY2020), to the Special Education Reserve Fund,

established by the vote taken under Article 10 at the 2017 Annual Town Meeting, to pay for unanticipated or unbudgeted costs of special education, out-of-district tuition or transportation.

## **TOWN MEETING**

**ARTICLE: 11**

**MOTION: 2**

That the Town vote to appropriate the sum of \$500,000.00 (FIVE HUNDRED THOUSAND DOLLARS) from Free Cash, certified as of July 1, 2019, to the Special Education Reserve Fund, established by the vote taken under Article 10 at the 2017 Annual Town Meeting, to pay for unanticipated or unbudgeted costs of special education, out-of-district tuition or transportation.

## **TOWN MEETING**

**ARTICLE: 12**

**MOTION: 1**

That the Town vote to appropriate the sum of \$50,000.00 (FIFTY THOUSAND DOLLARS) from Free Cash, certified as of July 1, 2019, 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.

## **TOWN MEETING**

**ARTICLE: 13**

**MOTION: 1**

To establish a Special Purpose Municipal Stabilization fund as authorized under M.G.L. Chapter 40, Section 5B, a reserve for the renovation, restoration, and construction of the Morses Pond Beach and Bathhouse Project; and to appropriate the sum of \$13,681.00 (THIRTEEN THOUSAND SIX HUNDRED EIGHTY ONE DOLLARS) from Free Cash to said fund.

**TOWN MEETING**

**ARTICLE: 14**

**MOTION: 1**

That the sum of \$10,078,359.00 (TEN MILLION SEVENTY-EIGHT THOUSAND THREE HUNDRED FIFTY-NINE DOLLARS) be appropriated to the Water Enterprise Fund, to be expended as follows:

Salaries	\$ 1,953,059
Expenses (incl. interest, and all non-op exp.)	4,577,409
OPEB (Other Post-Employment Benefits)	38,500
Depreciation	975,330
Capital Outlay	1,260,000
Debt	801,432
Emergency Reserve	<u>472,649</u>
Total Authorized Use of Funds	\$10,078,359

And that \$9,689,534 be raised as follows:

Department Receipts	\$6,464,321
Depreciation	975,330
Retained Earnings	<u>2,638,708</u>
Total Sources of Funds	\$9,638,708

**TOWN MEETING**

**ARTICLE: 15**

**MOTION: 1**

That the sum of \$9,765,538.00 (NINE MILLION SEVEN HUNDRED SIXTY FIVE THOUSAND FIVE HUNDRED THIRTY EIGHT DOLLARS) be appropriated to the Sewer Enterprise Fund, to be expended as follows:

Salaries	\$	893,891
Expenses (incl. interest, and all non-op exp.)		6,989,317
OPEB (Other Post-Employment Benefits)		16,500
Depreciation		458,179
Capital Outlay		620,000
Debt		314,207
Emergency Reserve		<u>473,444</u>
Total Authorized Use of Funds		\$9,765,538

And that \$9,765,538 be raised as follows:

Department Receipts	\$8,793,188
Depreciation	458,179
Retained Earnings	<u>514,171</u>
Total Sources of Funds	\$9,765,538

**TOWN MEETING**

**ARTICLE: 16**

**MOTION: 1**

That funding from electric revenues and retained earnings to the Municipal Light Plant to pay for the operating and capital expenditures as follows:

**Commented [JM1]:** Don Newell is sending this week.

## TOWN MEETING

**ARTICLE: 17**

**MOTION: 1**

To appropriate \$85,000 (EIGHTYFIVE THOUSAND DOLLARS) to the Community Preservation Committee to be expended for any permissible administrative purpose under the Community Preservation Act, said appropriation to be funded entirely from unreserved balances on hand in the Community Preservation Fund; and

That the following amounts from the Community Preservation Fund revenues received for fiscal year 2020 be reserved for the following community preservation categories:

- Historic Resources \$ 205,000
- Community Housing \$ 205,000

and in the case of each specified reserve, such reserved amounts shall be made available to fund Historic Resources, and Community Housing appropriations by this Town Meeting, and further that the debt service appropriated under article 8.2 satisfies the Open Space reserve requirement.

## TOWN MEETING

**ARTICLE: 17**

**MOTION: 2**

To appropriate \$200,000.00 (TWO HUNDRED THOUSAND DOLLARS) to the Department of Public Works for the rehabilitation of the Lee Softball Field, such appropriation to be funded with funds made available at the close of this Town meeting, entirely from the Community Preservation Fund undesignated balance as of June 30, 2019.

## TOWN MEETING

**ARTICLE: 17**

**MOTION: 3**

To appropriate \$7,500.00 (SEVEN THOUSAND FIVE HUNDRED DOLLARS) to the Planning Board for restoration of the historic Town Atlases, such appropriation to be funded entirely from the balance on hand in the Community Preservation Fund Historical Reserve as of June 30, 2019.

## **TOWN MEETING**

**ARTICLE: 17**

**MOTION: 4**

To appropriate \$25,000.00 (TWENTY FIVE THOUSAND DOLLARS) to the Department of Public Works for the restoration of the basketball court at Perrin Park, such appropriation to be funded with funds made available at the close of this Town meeting, entirely from the Community Preservation Fund undesignated balance as of June 30, 2019.

## **TOWN MEETING**

**ARTICLE: 17**

**MOTION: 5**

To appropriate \$12,000.00 (TWELVE THOUSAND DOLLARS) to the Natural Resources Commission for the installation of sensory playground equipment at Warren Park, appropriation to be funded entirely from the Community Preservation Fund undesignated balance as of June 30, 2019.

## **TOWN MEETING**

**ARTICLE: 17**

**MOTION: 6**

To appropriate \$20,000.00 (TWENTY THOUSAND DOLLARS) to the Natural Resources Commission for a lighting consultant for the Hunnewell Field Complex, appropriation to be funded entirely from the Community Preservation Fund undesignated balance as of June 30, 2019.

## **TOWN MEETING**

**ARTICLE: 18**

**MOTION: 1**

To appropriate \$1,338,144.00 (ONE MILLION THREE HUNDRED THIRTY EIGHT THOUSAND ONE HUNDRED FORTY FOUR DOLLARS) to be expended under the direction of the Permanent Building Committee for architectural and engineering designs, plans and other specifications, bid documents, permitting, and any associated costs related to the construction of a Town Hall Annex to be located at 2 Municipal Way, and for any other services in connection therewith and, for the purpose of meeting such appropriation, said sum to be taken from Free Cash, as certified as of July 1, 2019 and said funds are to be made available at the close of this Town meeting.

## **TOWN MEETING**

**ARTICLE: 19**

**MOTION: 1**

That the Town vote to appropriate **\$300,000.00 (THREE HUNDRED THOUSAND DOLLARS)** to be expended under the direction of the Board of Public Works for construction services and all other associated services and costs related to the construction or reconstruction of the softball field (Lee Field) and multipurpose field located at the Hunnewell Field, which shall include, but not be limited to, construction and installation of appurtenant structures and site enhancements; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow the sum of \$300,000.00 (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.

## **TOWN MEETING**

**ARTICLE:        20**

**MOTION:        1**

That the Town vote to appropriate **\$1,750,000.00 (ONE MILLION SEVEN HUNDRED FIFTY THOUSAND DOLLARS)**, to be expended under the direction of the Department of Public Works, for engineering designs, bid documents, construction services and associated costs related to the construction, reconstruction, rehabilitation, and repair of Great Plain Avenue, including street, sidewalk and/or drainage repairs and improvements and that, for the purpose of meeting such appropriation, the Town Treasurer is authorized, 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.

## TOWN MEETING

**ARTICLE: 21**

**MOTION: 1**

To appropriate \$ 345,458 (THREE HUNDRED FORTY FIVE THOUSAND FIFTY EIGHT DOLLARS) for the purpose of financing the construction and reconstruction of sewers and sewerage systems for inflow/infiltration purposes; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$345,458 and issue bonds or notes therefor under Chapter 44 of the General Laws; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority and in connection therewith to enter into a loan agreement and financial assistance agreement with the Authority; and that the Board of Public Works is authorized to expend all funds available for the project and to take any other action necessary to carry out the project.

## TOWN MEETING

**ARTICLE: 22**

**MOTION: 1**

That the Town vote to authorize the Board of Selectmen to execute a lease for use of a portion of 24 Eaton Court known as Eaton Court Paring Lot containing 240 square feet with Haynes Management Inc., upon such terms and conditions as the Board of Selectmen deems to be in the best interest of the Town; said parcel being shown as "Licensed Premises" on a plan entitled "Pavement Encroachment at Eaton Court Parking Lot" – Attachment A, by Town's Information Technology Department, said parcel containing 240 square feet, according to said plan, a copy of which is on file in the office of the Town Clerk.

## TOWN MEETING

**ARTICLE: 23**

**MOTION: 1**

That the Town vote to appropriate the sum of \$24,801.90 (TWENTY-FOUR THOUSAND EIGHT HUNDRED ONE DOLLARS AND NINETY CENTS), received from the Commonwealth Transportation Infrastructure Enhancement Trust Fund pursuant to Chapter 187 of the Acts of 2016 ("An Act Regulating Transportation Network Companies"), § 8(c)(i), for calendar year 2018, to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure in the Town, including the complete streets program established in Section 1 of Chapter 90I of the General Laws and other programs that support alternative modes of transportation, by expending said funds under the direction for the following purposes:

- \$20,000 Board of Selectmen and Planning Board Mobility Study
- \$4,801.90 Recreation Commission Bus for Summer Camp

## TOWN MEETING

**ARTICLE: 24**

**MOTION: 1**

To name the town field known as "Hunnewell 2/Multipurpose Field" located at 438 Washington Street, "Diane P. Warren Field", in accordance with Article 5.5 of the Town Bylaws Naming of Public Assets, and as recommended by the Natural Resources Commission.

## TOWN MEETING

**ARTICLE: 25**

**MOTION: 1**

That the Town vote to revise the Town of Wellesley Personnel Policy, by modifying (1) the Equal Employment Opportunity policy, (2) the Policy Against Discrimination, Harassment, and Retaliation, (3) the Family Medical Leave policy, and (4) the Military Leave policy, and adding (1) a Parental Leave policy, (2) a Pregnancy and Lactation Accommodation policy, and (3) a Disability Accommodation policy, which changes are reflected in the Town of Wellesley Personnel Policy Updates document, on file with the Town Clerk.

## **TOWN MEETING**

**ARTICLE: 26**

**MOTION: 1**

That the Town vote to adopt the following resolution to address the serious impact of climate change:

Whereas Town Meeting recognizes the urgent need to address the impact of climate change on the Town,

Whereas, the Town of Wellesley is already experiencing the detrimental effects of climate change from invasive species, increased heavy rainfall events, flooding, prolonged drought in the summer, loss of trees, and the expenditure of resources to prepare for and counter those effects,

Therefore, be it resolved that all boards, committees, and departments

- a. Proactively consider actions to reduce greenhouse gas emissions associated with Town supported projects and programs;
- b. Implement measures such as those identified in the Unified Plan to increase resiliency to the detrimental effects of climate change on our Town, county, Commonwealth, nation, and the world;

- c. Document in the Town Meeting Annual Report efforts undertaken to combat climate change;
- d. Proactively consider the impacts of Town funded projects and programs by including in any capital request a rationale for how the project or programs may influence greenhouse gas emissions and the Town's climate resiliency overall; and
- e. Work cooperatively with the Sustainable Energy Committee to develop a comprehensive climate action plan by providing information and documentation upon request.

## **TOWN MEETING**

**ARTICLE:        27**

**MOTION:        1**

That the Town hear the report of the Board of Public Works that certain easements for drainage utilities be abandoned and a new easement granted, and that the Town vote, pursuant to Chapter 40, Section 15 of the Massachusetts General Laws, to authorize the Board of Public Works to make the required declaration to grant a new drainage easement and abandon a portion of the drainage easement for the property at 64 Fuller Brook Road, Wellesley, MA, as described herein, without charge for said declaration. The easements for drainage are more fully described as follows:

**NEED LANGUAGE**

## **TOWN MEETING**

**ARTICLE:        28**

**MOTION: 1**

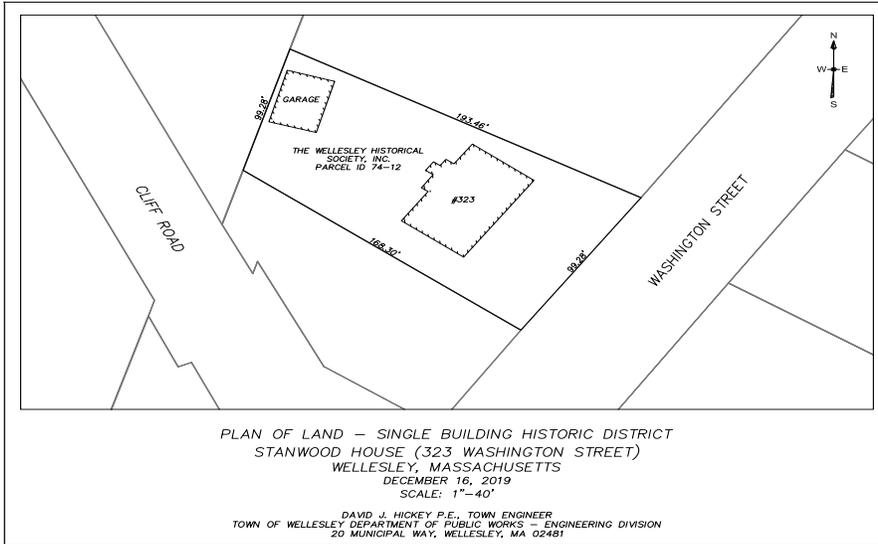
Move that the Town take no action on Article 28 as printed in the Warrant.

## **TOWN MEETING**

**ARTICLE: 29**

**MOTION: 1**

That the Town vote to establish a Historic District to be located at 323 Washington Street (Parcel ID 74-12) and to amend the Zoning Map of the Town of Wellesley by applying the Historic District Overlay Zoning District to said land at 323 Washington Street, as shown on the plan entitled "Plan of Land – Single Building Historic District, Stanwood House (323 Washington Street), Wellesley, Massachusetts" by Dave Hickey, Town Engineer, dated December 16, 2019, a copy of which is on file at the Office of the Town Clerk, provided, however, that the Historic District Overlay Zoning District shall overlay and not change the existing underlying General Residence District zoning of the property.



## TOWN MEETING

**ARTICLE: 30**

**MOTION: 1**

That the Town vote to correct the omission of the Large Scale Solar Overlay District in the list of districts in Section 1A of the Zoning Bylaw by amending Section 1A, as follows:

1. Inserting after "27. Linden Street Corridor Overlay District (Section 14G)" in the list of districts, the following
28. Large-Scale Solar Overlay District (Section 14H)
- and
2. Renumbering the remaining items in the list of districts accordingly.

## TOWN MEETING

**ARTICLE: 31**

**MOTION: 1**

That the Town vote to amend the Zoning Bylaw to require Large House Review for single family dwellings, two-family dwellings, and Town Houses in the General Residence Districts, as follows:

1. By inserting a new Section 4.C, as follows:

C. Large House Review

The provisions of Section 16D shall apply.

2. By deleting the word “which” after the word “dwellings” in Section 16D.A, and inserting, in place thereof, the phrase “in the Single Residence or General Residence Districts and Two Family Dwellings or Town Houses in the General Residence District that”, such that Section 16D.A shall read as follows:

This Section is adopted by the Town to provide pre-construction and post-construction review of single family dwellings in the Single Residence or General Residence Districts and Two Family Dwellings or Town Houses in the General Residence District that meet the applicability standards set forth below.

3. By inserting a new paragraph after the second full paragraph in Section 16D.C as follows:

The provisions of this Section shall also apply to all building permits issued after January 16, 2020 for:

Any new single family dwelling, Two Family Dwelling, or Town House in the General Residence District where the Total Living Area Plus Garage Space of the dwelling or Town House after completion exceeds 3,600 square feet; and

Alteration of any single family dwelling, Two Family Dwelling, or Town House in the General Residence District where the alteration will increase the Total Living Area Plus Garage Space of the dwelling in question by more than 10% and the Total Living Area Plus Garage Space of the dwelling, after completion of the project, will exceed 3600 square feet.

4. By inserting in Section 16D.D.1 after the phrase "single family residential dwelling", the phrase " , Two Family Dwelling, or Town House", after the phrase "shall submit", the phrase "to the Planning Department through the Planning Director", and inserting and inserting after the phrase "until the dwelling", the phrase "or Town House", such that Section 16D.D.1 shall read as follows:

General. Any applicant for a single family residential dwelling, Two Family Dwelling, or Town House that is subject to this Section shall submit to the Planning Board through the Planning Director the required information, including plans indicating the delineation of the neighborhood, existing and proposed site conditions, photographs, topography, building elevations, proposed grading and landscape design described in the Rules and Regulations and shall not be entitled to the issuance of a building permit unless and until the dwelling or Town House is approved in accordance with this Section.

## TOWN MEETING

**ARTICLE:        32**

**MOTION:        1**

That the Town vote to amend Section 16E of the Zoning Bylaw to (1) clarify the intent and purpose of the bylaw, (2) require increased mitigation actions, (3) increase the scope of protected trees, (4) allow other factors to be included in determining contributions to the Tree Bank Fund, (5) conform to Article 55 of the Town's General Bylaws, and (6) update the bylaw's terminology, as follows:

1. By deleting the word "and" after the phrase "contribute to the distinct character of certain neighborhoods," and by adding the phrase "and reduce ambient carbon in the atmosphere" after the phrase "provide natural privacy to neighbors" in the first sentence in the second paragraph of Section 16E.B, to reflect the sustainability policies of the Town, so that the relevant part of Section 16E.B reads as follows:

Trees are recognized for their abilities to improve air quality, protect from glare and heat, reduce noise, aid in the stabilization of soil, provide natural flood and drainage control, create habitats for wildlife, enhance aesthetics and property values, contribute to the distinct character of certain neighborhoods, provide natural privacy to neighbors, and reduce ambient carbon in the atmosphere.

2. By amending the definition of Protected Trees from Section 16E.C, to capitalize the words "Tree" and "Trees," to clarify the location of Trees subject to the bylaw as being within the Tree Yard, and to decrease the relevant diameter at breast height from 10 inches or greater to six inches or greater for such Trees, so that Section 16E.C reads as follows:

Protected Tree - Any existing Tree located in the Tree Yard or Tree that was removed from the Tree Yard within twelve (12) months prior to application for an applicable demolition or building permit, which has a DBH of six (6) inches or greater, located in a Tree Yard of a property zoned Single Residence District or General Residence District, or located anywhere on property zoned other than Single Residence District or

General Residence District. Any Tree that has a DBH of six (6) inches or greater with portions of the stem of the Tree actively growing into a Tree Yard between a height of six (6) inches and four and one-half (4.5) feet above grade shall be considered a Protected Tree.

3. By deleting the definition of Tree Bank from Section 16E.C, in its entirety, and inserting, in place thereof, a new definition, as follows:

Tree Bank Fund – The revolving fund established pursuant to Article 55.1.d of the Town Bylaws.

4. By deleting the definition of Tree Yard from Section 16E.C, in its entirety, and inserting, in place thereof, a new definition, incorporating the table presently set forth in Section 16E.F.1, as follows:

Tree Yard - The area of a parcel zoned Single Residence District or General Residence District located adjacent to all front, side, and rear lines of a lot up to the distances set forth in the following table:

<b>Location of Protected Trees on Property Zoned Single Residence District (SRD) or General Residence District</b>	
Zoning District	Minimum Tree Yard (feet)

	Front	Side	Rear
SRD 10	20	10	10
SRD 15	20	20	20
SRD 20	20	20	20
SRD 30	40	30	30
SRD 40	40	40	40
General Residence District	20	10	10

5. By amending Section 16E.D.2.a, by deleting the word “In” and inserting in place thereof, the word “in”;
6. By deleting the period at the end of Section 16E.D.2.d and by inserting in its place “; and”;
7. By deleting Section 16E.D.2.f and Section 16E.D.2.g, in their entirety, inserting the word “and” at the end of Section 16E.D.2.d, and converting the semicolon at the end of Section 16E.D.2.e into a period;
8. By deleting Section 16E.E, in its entirety, and inserting, in place thereof, a new Section 16E.E, as follows:

Town of Wellesley Tree Bank Fund

Any contributions collected per Section 16E.F.2.b.ii. shall be deposited in the Tree Bank Fund.
9. By deleting Section 16E.F.1, in its entirety, and inserting, in place thereof, a new Section 16E.F.1, as follows:

Scope:

Demolition and/or construction activity (as identified under Section 16E.D.1.) on a property on which a Protected Tree is located is prohibited unless required Tree protection and/or mitigation measures will be taken as set forth in this subsection.
10. By inserting a new sentence after the second sentence in Section 16E.F.2.a, as follows:

Any fencing to be included in the Tree Save Area shall consist of chain link wire fencing.

11. By deleting Section 16E.F.2.b.i, in its entirety, and inserting, in place thereof, a new Section 16E.F.2.b.i, as follows:

*Replanting of Trees:* For each inch of DBH of Protected Tree(s) which are removed, no less than one (1.0) inch of caliper of new Tree(s) shall be replanted in accordance with the following:

12. By deleting Section 16E.F.2.b.i.1, in its entirety, and inserting, in place thereof, a new Section 16E.F.2.b.i.1, as follows:

Each new Tree must have a minimum caliper of three (3) inches;

13. By deleting Section 16E.F.2.b.ii, in its entirety, and inserting, in place thereof, a new Section 16E.F.2.b.ii, as follows:

*Contribution to the Tree Bank Fund:* The Board of Selectmen shall establish a Tree Bank Fund contribution schedule, such schedule to be based on the DBH of Protected Tree(s) to be removed, impact on Town infrastructure, and other environmental impacts associated with the removal of the Tree. The schedule may also take into account the aggregate DBH of Protected Trees to be removed. The applicant shall make such contribution to the Tree Bank Fund for the removal of a Protected Tree, not already mitigated for, pursuant to Section 16E.F.2.b.i.; such contributions shall be deposited to the Tree Bank Fund.

14. By inserting, after the phrase "Tree Bank" in Section 16E.F.3.b.viii, the word "Fund";
15. By deleting Section 16E.F.3.c, in its entirety and renumbering the remaining sections accordingly; and
16. By capitalizing the words "tree" and "trees" where such words appear in Section 16E.

## TOWN MEETING

**ARTICLE: 33**

**MOTION: 1**

That the Town vote to amend Section 16F, Natural Resource Protection (NRP) Development, of the Zoning Bylaw, to (1) increase flexibility in the design and layout of the lots within a NRP Development, (2) ensure that all such developments comply with lighting requirements in Section 16G, and (3) update terminology, as follows:

1. By inserting “, driveways, and common pathways” after the word “Streets” in Section 16F.D.2;
2. By inserting at the end of Section 16F.D.3 the following:

Dwellings shall not be oriented linearly or subject to the provisions of Section 19 that:

“Where, on a frontage of 500 feet including the lot to be affected, or on a frontage between two intersecting or entering streets if such frontage is less than 500 feet, all existing buildings (if they are not less than three in number) have front yards of a depth greater than 30 feet, the minimum depth thereof shall be the depth required.”

3. By deleting Section 16F.D.8, in its entirety and inserting, in place thereof, a new Section 16F.D.8 as follows:

Exterior lighting shall be only as needed to accomplish safety and design objectives; shall be arranged so as to minimize the impact on neighboring properties; and shall comply with the provisions of Section 16G which are incorporated herein by this reference.

4. By deleting Section 16F.D.9 in its entirety and inserting, in place thereof, a new Section 16F.D.9 as follows:

Shared driveways may be constructed to access a maximum of three (3) residences. Shared driveways shall be located within an easement which may allow space for installation of water lines and utilities as needed.

5. By deleting the word "house" from Section 16F.E;
6. By deleting Section 16F.E.2, in its entirety and inserting, in place thereof, a new Section 16F.E.2 as follows:

Locating Dwelling Sites. Locate the approximate sites of dwellings within the Potentially Developable Area and include the delineation of private yards and shared amenities so as to reflect an integrated community within the subdivision. Priority in design shall be given to determining the appropriate location of dwellings prior to determining the location of streets.

7. By deleting Section 16F.E.3 in its entirety and inserting, in place thereof, a new Section 16F.E.3, as follows:

Locating Streets, Common Parking Areas, Common Detached Garages, and Pathways. Streets should be laid out in order to access common parking areas, common detached garages, or individual house lots while minimizing interference with Conservation Areas and maximizing Open Space. Pathways should be laid out to create internal and external connections to common parking areas, common detached garages, and existing and/or potential future streets, sidewalks, trails, and pathways.

8. By deleting the words "Housing" and "homes" from Section 16F.F.1, and inserting, in place thereof, the words "Dwelling" and "dwellings", respectively; and
9. By deleting Sections 16F.F.2, Section 16F.F.3, Section 16F.F.4, and Section 16F.F.5, in their entirety and inserting, in place thereof, the following:
  2. Lot Dimension. the following minimum dimensional standards shall apply for lots within a NRP Development.

TABLE 1.

<b>SINGLE RESIDENCE DISTRICT</b>					
<b>Area Regulation District</b>	<b>10,000 SF.</b>	<b>15,000 SF.</b>	<b>20,000 SF</b>	<b>30,000 SF.</b>	<b>40,000 SF.</b>
Minimum Lot Size	7,500 SF.	7,500 SF.	10,000 SF.	10,000 SF.	10,000 SF.
Minimum Frontage	50 ft.	50 ft.	50 ft.	50 ft.	50 ft.
Minimum Front Yard Setback	10 ft.	10 ft.	10 ft.	10 ft.	10 ft.

3. Frontage. Lots within the NRP Development may have frontage on internal streets, common driveways, common parking areas, or common pathways.
4. Parcel Dimensions. To further the design process provided in Section 16F Part E above, the following minimum dimensional standards shall apply from the edge of the entire parcel to the nearest lot internal within the NRP Development:

TABLE 2

<b>SINGLE RESIDENCE DISTRICT</b>					
<b>Area Regulation District</b>	<b>10,000 SF.</b>	<b>15,000 SF.</b>	<b>20,000 SF</b>	<b>30,000 SF.</b>	<b>40,000 SF.</b>
Minimum Front Yard Depth (setback)	30 ft.	30 ft.	35 ft.	40 ft.	40 ft
Minimum Side Yard Width (setback)	20 ft.	20 ft.	20 ft.	30 ft.	40 ft.
Minimum Rear Yard Depth (setback)	10 ft.	20 ft.	20 ft.	30 ft.	40 ft.

5. Accessory Structures. Accessory structures such as common carriage houses or a bank of common garages are encouraged.

## TOWN MEETING

**ARTICLE: 34**

**MOTION: 1**

That the Town vote to amend the Zoning Bylaw by striking in its entirety Section 22E. Temporary Moratorium on Marijuana Establishments and any reference thereto.

## TOWN MEETING

**ARTICLE: 35**

**MOTION: 1**

That the Town vote to amend the Zoning Bylaw to update statutory and regulatory references and associated changes resulting from the enactment of Chapter 55 of the Acts 2017:

1. By deleting the definition of Registered Marijuana Dispensary in Section 1B, in its entirety, and inserting, in place thereof, a new definition as follows:

Registered Marijuana Dispensary ("RMD" or "RMDs") – An entity licensed under 935 CMR 501.000 that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana or marijuana products, marijuana infused products ("MIPs"), tinctures, aerosols, oils, or ointments), transports, sells, distributes, delivers, dispenses, or administers marijuana, products containing cannabis or marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers for medical use, and also referred to as Medical Marijuana Treatment Center under 935 CMR 501.000.

2. By deleting the phrase “Chapter 369 of the Acts of 2012, *An Act for the Humanitarian Medical Use of Marijuana*, and 105 CMR 725.000: *Implementation of an Act for the Humanitarian Medical Use of Marijuana*” from Section 25.B.6.a and Section 25.B.6.b, and inserting, in place thereof, the phrase “Chapter 94I of the Massachusetts General Laws, and 935 CMR 501.000”;
3. By deleting the phrase “105 CMR 725.000”, from Section 25.B.6.a, Section 25.B.6.b, Section 25.B.6.d.iii(1), Section 25.B.6.d.iv(6), and Section 25.B.6.d.iv(7), and inserting, in place thereof, the phrase “935 CMR 501.000”; and
4. By deleting Section 25.B.6.d.iii(3), in its entirety, and inserting, in place thereof, a new Section 25.B.6.d.iii(3), as follows:

For every publicly accessible entrance there shall be at least one (1) sign that includes the language “Medical Registration Card issued by the MA Department of Public Health or the Cannabis Control Commission required” with a minimum text height of two (2) inches, in addition to any other sign that may be required by 935 CMR 501.000 at such location.

## TOWN MEETING

**ARTICLE:** 36

Commented [JM2]: I think there have been changes to this

**MOTION:** 1

That the Town vote to delete Section 16C of the Zoning Bylaw, and insert, in place thereof, the following:

### SECTION 16C. DRAINAGE REVIEW

#### A. Purpose

This Section is adopted by the Town to provide a pre-construction, construction and post- construction review of the projects which have the potential for

detrimental effect caused by storm water drainage discharge onto streets and ways, into the Town's storm water drainage system and into the Charles River, the Town's lakes, ponds and streams; to reduce discharge of pollutants to the maximum extent practicable; to protect water quality; to satisfy the water quality requirements of the Clean Water Act and Massachusetts Water Quality Standards; to maintain compliance with Wellesley's General Permit under the Phase II Regulations of National Pollutant Discharge Elimination System of U.S. EPA; and to be consistent with the Massachusetts Wetlands Protection Act; the Town of Wellesley Wetlands Protection Bylaw (Article 44 of the Town Bylaws); the Town of Wellesley Erosion and Sedimentation Control Regulations and the Municipal Stormwater Drainage System Rules and Regulations adopted by the Board of Public Works; by minimizing land clearing; by minimizing the amount of exposed soil and duration of exposure, by installing, protecting and maintaining vegetative buffers, silt fencing, and BMP's.

## B. Definitions

Best Management Practices (BMP's) - The most effective and practical measures to reduce or prevent pollutants from reaching water bodies and to control the quantity of runoff from a site. These measures may be structural, such as particle separators or sand filters, and they may be non-structural, such as but not limited to, buffer areas around developments or proper methods for storage of chemicals.

Construction Mitigation Plan - A plan which details the design, location and type of erosion and sedimentation control measures and other pollution prevention measures to be employed on-site during site work and construction activities, to be prepared in accordance with specifications to be developed and from time to time amended by the Town Engineer. The construction mitigation plan shall comply with the requirements of the Massachusetts Stormwater Management Standards regarding erosion and sediment control, the requirements of the USEPA Construction General Permit (if applicable), and any specifications developed by the Town Engineer in compliance with the USEPA General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems in Massachusetts.

Grading and Drainage Plan - A plan and associated documentation detailing the stormwater management measures associated with the proposed project, to be prepared in accordance with specifications to be developed and from time to time amended by the Town Engineer. It shall include but not be limited to the following information: pre- and post-development peak runoff rates, rates of recharge of stormwater to groundwater, and rates of removal of total suspended solids. It shall be stamped and signed by a Massachusetts Registered Professional Engineer. The stormwater management measures detailed in the grading and drainage plan shall comply with the Massachusetts Stormwater Management Standards. In addition, the specifications to be developed by the Town Engineer may impose additional requirements in compliance with the USEPA General Permit for

Stormwater Discharges from Small Municipal Separate Storm Sewer Systems in Massachusetts.

On-Site Stormwater System - Catch basins, leaching basins, manholes, pipes, retention and/or detention basins, swales, drainage ditches, headwalls, BMP's and other components.

Operation and Maintenance Plan - A plan which includes the details of the regular maintenance of the on-site stormwater system including but not necessarily limited to cleaning of dry wells for roof drains and any catch basins, sweeping of paved areas draining into the catch basins, visual inspection of drainage structures for damage or blockage, keeping the area around catch basins located in lawns or other landscaped areas clear of excess leaves, twigs and other debris, and inspection and maintenance of BMP's.

Review Staff - Town Engineer (or designated representative of the Town Engineer), Inspector of Buildings (or designated representative of the Inspector of Buildings), Wetlands Administrator (or designated representative of the Wetlands Administrator).

#### C. Applicability

The provisions of this section shall apply to all projects not otherwise subject to Section 16A involving grading or re-grading of land to planned elevations, and/or removal or disturbance of the existing vegetative cover, over an area of one acre or more.

#### D. Procedure

Prior to the issuance of a building permit, a grading and drainage plan, construction mitigation plan, and other materials as may be required consistent with specifications to be developed by the Town Engineer shall be submitted to the Planning Director. A reasonable submission fee may be established and from time to time adjusted by the Town Engineer. The Planning Director shall forthwith send copies of the submission to the review staff.

The review staff shall within 14 days make such comments or recommendations as deemed appropriate and shall send copies to the Town Engineer. The Town Engineer (or designated representative of the Town Engineer) shall within 28 days issue a decision regarding the grading and drainage plan and the construction mitigation plan; these plans may be approved, approved subject to conditions or plan modifications, or disapproved. An operation and maintenance plan may be required in instances where the on-site stormwater system is deemed by the Town Engineer or designee to warrant same. The Town Engineer or designee shall send copies of the decision to the Planning Director and the applicant.

If the plans are approved, the applicant shall notify the Planning Director and the Town Engineer prior to commencement of earth moving, removal of vegetative cover, or construction (whichever comes first) of the anticipated start date of such site work or construction. Prior to commencement of any such site work or construction, the Town Engineer or a designated representative of the Town Engineer (which may be a member of the review staff) shall inspect the site to determine whether there is compliance with the construction mitigation plan and shall notify the other members of the review staff of the inspection results. Any member of the review staff may conduct a site inspection during the course of site work and construction to determine compliance with the construction mitigation plan.

Prior to a Certificate of Occupancy being issued or final building inspection being made as the case may be for the construction, reconstruction or addition, an inspection shall be made by the Town Engineer or designated representative of the Town Engineer to determine whether there is compliance with the grading and drainage plan, and the Town Engineer or designee shall notify the other members of the review staff of the inspection results. If there is compliance the other members of the review staff and the Planning Director shall be so notified whereupon a Certificate of Occupancy may be issued, or final building inspection may be made. If found to be not in compliance, the Town Engineer or designee shall notify the applicant of the work remaining to be done. No Certificate of Occupancy shall be issued or final building inspection made until the Town Engineer or designee has determined that the grading and drainage plan has been complied with.

#### E. Appeals

An applicant may appeal the decision of the Town Engineer or designee. In the event of an appeal it shall be made to the Zoning Board of Appeals in accordance with Section 24.

## **TOWN MEETING**

**ARTICLE:        37**

**MOTION:        1**

That the Town vote to amend the Zoning Bylaw, as follows:

1. By inserting, in the appropriate alphabetical order, a new definition in Section 1B, as follows:

Select Board: The Select Board shall have all of the powers and duties granted to Boards of Selectmen by the Constitution and General Laws of the Commonwealth of Massachusetts, and such additional powers and duties as may be provided by any Special Act of the Legislature applicable to the Town of Wellesley, by this Bylaw, by the General Bylaws or by Town Meeting vote.

2. By deleting the following instances of the term "Board of Selectmen" and inserting, in place thereof, the term "Select Board":

- i. Section 1B;
- ii. Section 2.A.11 (4 instances);
- iii. Section 9.B.6;
- iv. Section 14J.E.2.b;
- v. Section 14J.K.d.6 (2 instances);
- vi. Section 14J.L;
- vii. Section 16.D.2;
- viii. Section 16.D.3;
- ix. Section 16A.C.3.c.ii;
- x. Section 16A.C.3.d (3 instances);
- xi. Section 16E.F.2.b.ii;
- xii. Section 16F.G.3;
- xiii. Section 16F.G.5.d.vi;
- xiv. Section 22.C (2 instances);
- xv. Section 22.F.2.c;
- xvi. Section 22.I.1.h;
- xvii. Section 22.K.3;
- xviii. Section 24.A (2 instances); and

- xix. Section 25.C.2

And

3. By deleting all instances of the term "Board of Selectmen" and "Selectmen" from any amendment to the Zoning Bylaw approved at the Annual Town Meeting beginning March 30, 2020, and inserting, in place thereof, the term "Select Board".

## TOWN MEETING

**ARTICLE: 38**

**MOTION: 1**

That the Town vote to amend the General Bylaw, as follows:

1. By deleting Section 19.3, Powers, in its entirety, and inserting, in place thereof, a new Section 19.3, as follows:

Section 19.3. Powers and Duties. The Select Board shall have all of the powers and duties granted to Boards of Selectmen by the Constitution and General Laws of the Commonwealth of Massachusetts, and such additional powers and duties as may be provided by any Special Act of the Legislature applicable to the Town of Wellesley, by this bylaw, by the Zoning Bylaw or by Town Meeting vote. The Select Board shall also oversee all matters affecting the interest and welfare of the Town and exercise the power and authority vested in the Town not specifically delegated by law to any other board or office.

2. By deleting Section 19.6, General Duties, in its entirety, and inserting, in place thereof, a new Section 19.6, as follows:

Section 19.6. [Repealed]

3. By deleting the following instances of the term "Board of Selectmen" and inserting, in place thereof, the term "Select Board":

- i. Article 5.6: Acceptance of Gifts (7 instances)
- ii. Article 7.2: Vacancy in the Board of Selectmen (2 instances)
- iii. Article 7.3: Vacancy in Other Elected Positions
- iv. Article 11.13: Notice of Request for Other Appropriations
- v. Article 11.14: Request for Town-Wide Financial Reports
- vi. Article 12.1: Membership (2 instances)
- vii. Article 12.7: General Provisions (2 instances)
- viii. Article 18.1: Membership
- ix. Article 19: Board of Selectmen (title)
- x. Article 19.1: Membership

- xi. Article 19.5.2: Report of Capital Projects
- xii. Article 19.16.2: Report of Town-Wide Financial Plan
- xiii. Article 19.19: Licensing Board
- xiv. Article 19.43: Treasurer and Collector of Taxes (2 instances)
- xv. Article 20A.2: Number of Directors/Term of Office
- xvi. Article 20A.3: Promotion of Local Programming
- xvii. Article 20A.6: Annual Report
- xviii. Article 28.1: Membership
- xix. Article 28.5: Reports
- xx. Article 28.6: Policies
- xxi. Article 40.1: Membership
- xxii. Article 40.3: General Duties
- xxiii. Article 45.1: Membership
- xxiv. Article 46A.3: Designation of Neighborhood Conservation Districts (NCD) (2 instances)
- xxv. Article 47.3: Administration
- xxvi. Article 47.7: Animal Control Officer (2 instances)
- xxvii. Article 47.8: Board of Selectmen
- xxviii. Article 47.9: Violations and Penalties (2 instances)
- xxix. Article 48.3: Investment and Expenditure
- xxx. Article 49.2A: Printed Matter Vending Machines in Public Ways and Places (2 instances)
- xxxi. Article 49.2B: Retail Hours of Operation (8 instances)
- xxxii. Article 49.2C: Preparation and/or retail sale of food or beverage (3 instances)
- xxxiii. Article 49.11A: Regulation of Utility Poles/Replacement of Existing Poles (3 instances)
- xxxiv. Article 49.19: Possession and Use of Alcoholic Beverages (2 instances)
- xxxv. Article 49.25: Mechanical Protection Devices
- xxxvi. Article 49.27: Disabled, Dismantled, Inoperative and/or Unregistered Motor Vehicles
- xxxvii. Article 49.28: Recreational Trailers or Vehicles
- xxxviii. Article 49.30: Temporary and Transient Vendors
- xxxix. Article 50.5: Maintenance of Meters
- xl. Article 50.12: Collection of Fees
- xli. Article 52.B: Noncriminal disposition (3 instances)

4. By deleting the following instances of the term "Selectmen" or "Selectmen are" and inserting, in place thereof, the term "Select Board" or "Select Board is":

- i. Article 4.3: Filing (3 instances)
- ii. Article 4.4: Annual Town Report (2 instances)
- iii. Article 4.5: Annual Reports of Subcommittees

- iv. Article 6.5: Advisory Committee
- v. Article 6.16: Capital Budgets (2 instances)
- vi. Article 6.17: Conflict of Interest (4 instances)
- vii. Article 6.18: Bonding (2 instances)
- viii. Article 8.2: Date for Annual Town Election
- ix. Article 8.3: Notices of Elections (2 instances)
- x. Article 8.6: Date of Annual Town Meeting
- xi. Article 8.10: Notice of Town Meeting (3 instances)
- xii. Article 8.11: Calling Special Meeting (2 instances)
- xiii. Article 8.12: Warrant Articles (2 instances)
- xiv. Article 8.13: Motions (5 instances)
- xv. Article 11.8: Report
- xvi. Article 12.6: Budget (2 instances)
- xvii. Article 13.3: Audits
- xviii. Article 16.1: Membership
- xix. Article 16.3: Duties
- xx. Article 16.4: Budget (2 instances)
- xxi. Article 17.1: Membership
- xxii. Article 17.4: Budget (2 instances)
- xxiii. Article 18.1: Membership
- xxiv. Article 18.2: Term
- xxv. Article 19.3: Powers
- xxvi. Article 19.4: War Memorial Scholarship Fund Trustees (2 instances)
- xxvii. Article 19.5.2: Report of Capital Projects (11 instances)
- xxviii. Article 19.5.3: Investment of Town Funds
- xxix. Article 19.7: Appointments
- xxx. Article 19.8: Communication and Cooperation
- xxxi. Article 19.9: Investigations
- xxxii. Article 19.10: Appearance Before Other Bodies
- xxxiii. Article 19.11: Legal Actions and Settlements
- xxxiv. Article 19.12: Actions of Town Meeting
- xxxv. Article 19.13: Enforcement of Bylaws and Regulations
- xxxvi. Article 19.14: Review of Bylaws and Government
- xxxvii. Article 19.15: Budgets and Administration
- xxxviii. Article 19.16.2: Report of Town-Wide Financial Plan (13 instances)
- xxxix. Article 19.17: Weekly Warrant
- xl. Article 19.18: System for Citizen Inquiries
- xli. Article 19.19: Licensing Board (4 instances)
- xlii. Article 19.20: House Numbers
- xliii. Article 19.21: Municipal Charges Lien
- xliv. Article 19.31: Executive Director of General Government Services (8 instances)

- xlv. Article 19.33: Staff (2 instances)
- xlvi. Article 19.42: Finance Director (2 instances)
- xlvii. Article 19.43: Treasurer and Collector of Taxes (2 instances)
- xlviii. Article 19.46: Payment of Town Funds (2 instances)
- xlix. Article 19.51: Town Meeting
- l. Article 19.52: Closing of Warrant
- li. Article 19.53: Copies of Warrant
- lii. Article 19.54: Copies of Motion (2 instances)
- liii. Article 21.1: Establishment of the Department
- liv. Article 21.2: Responsibility of Selectmen (2 instances)
- lv. Article 21.3: Responsibilities of the Chief of Police
- lvi. Article 22.1: Establishment of the Department
- lvii. Article 22.2: Responsibility of Selectmen (2 instances)
- lviii. Article 22.3: Responsibility of Chief Engineer
- lix. Article 23.1: Appointment
- lx. Article 24.3: Director of Facilities Management
- lxi. Article 24.4: Budget (2 instances)
- lxii. Article 25.2: Term (3 instances)
- lxiii. Article 25.4: Duties (7 instances)
- lxiv. Article 25.5: Special Counsel (2 instances)
- lxv. Article 26.3: Duties
- lxvi. Article 27.1: Membership
- lxvii. Article 28.1: Membership
- lxviii. Article 28.5: Reports
- lxix. Article 30.12: Collective Bargaining Agent
- lxx. Article 33.1: Membership
- lxxi. Article 33.5: Budget (2 instances)
- lxxii. Article 35.8: Records and Reports
- lxxiii. Article 39.4: Advisory Board
- lxxiv. Article 39.5: Veterans' Grave Officer
- lxxv. Article 39.6: Budget (2 instances)
- lxxvi. Article 40.5: Budget (2 instances)
- lxxvii. Article 41.1: Membership
- lxxviii. Article 47.5: Policies and Procedures
- lxxix. Article 49.2: use of Public Ways and Places
- lxxx. Article 49.2C: Preparation and/or retail sale of food or beverage (3 instances)
- lxxxi. Article 49.20: Licensing of Vehicles for Hire (3 instances)
- lxxxii. Article 49.21: Licensing of Junk Dealers
- lxxxiii. Article 49.23: Clearance Areas at Intersections
- lxxxiv. Article 50.2: Revocable License to Park
- lxxxv. Article 50.3: Installation of Meters (4 instances)
- lxxxvi. Article 50.6: Permitted Parking Periods
- lxxxvii. Article 50.7: Parking Fees (3 instances)

- lxxxviii. Article 50.10: Prohibited Parking
  - lxxxix. Article 50.12: Collection of Fees
  - xc. Article 50.13: Enforcement
  - xc. Article 50.14: Penalties
  - xcii. Article 50.15: Policies and Procedures
5. By deleting the word "Selectmen" from the job title "Senior Secretary, Selectmen" in Schedule A Job Classification By Groups, appended to the General Bylaws, and inserting in place thereof, the phrase "Select Board", so that the job title reads "Senior Secretary, Select Board"; and
6. By deleting all instances of the term "Board of Selectmen" and "Selectmen" from any amendment to the General Bylaws approved at the Annual Town Meeting beginning March 30, 2020, and inserting, in place thereof, the term "Select Board".

## **TOWN MEETING**

**ARTICLE:        39**

**MOTION:        1**

That the Town vote to amend the General Bylaws,

1. By adopting the amendments shown in the redline version of the General Bylaws on file with the Town Clerk, in order to:
  - i. Correct identified grammatical, typographical, and formatting errors;
  - ii. Institute consistent internal arrangement protocol (lettering and numbering) throughout the General Bylaw with updated references;
  - iii. Amend the references to the Zoning Bylaw in the General Bylaws to reflect the change from Roman Numerals to Arabic Numbers, as adopted under Article 29 of the 2019 Annual Town Meeting; and
  - iv. Adopt a consistent method of referencing the date of acceptance of specific Articles;
2. By deleting the words "him" or "her" and the phrase "him or her", where such words or phrase appears in the General Bylaws, and inserting, in place thereof, the word "their";

3. By deleting the words “himself” or “herself” and the phrase “himself or herself”, where such words or phrase appears in the General Bylaws, and inserting, in place thereof, the word “themselves”;
4. By deleting from Article 1.3 the phrase “Gender and” and the first sentence, so that Article 1.3 reads as follows:

1.3 Number. The singular and plural forms of words shall be deemed interchangeable wherever appropriate.

5. By inserting at the end of Article 2.1, the following:

For purposes of these Articles, “public body” shall have the meaning provided in G.L. c.30A, §18.

6. By deleting Article 2.4, in its entirety, and inserting, in place thereof, the following:

2.4 Notice to be filed and posted. Notice shall be filed with the Town Clerk and posted on the Town’s website. Meeting notices shall also be made available in or around the Town Clerk’s office so that members of the public may view the notices during normal business hours.

7. By deleting the word “board” where such word appears in Article 2, Article 2A, and Article 3, and inserting, in place thereof, the phrase “public body”;
8. By inserting after the phrase “but no longer” in Article 3.6, the phrase “, and, provided, however, that the executive session was held in compliance with the law”;
9. By inserting after the phrase “applicable exemptions” in Article 3.7 and Article 3.8, the phrase “to the Public Records Law, G.L. c.4, §7,”;

10. By amending Article 8.21 by inserting the word “Vote” as a new section header;

11. By inserting a new subsection e in Article 9.7, to read as follows:

e. Four members of the Community Preservation Committee.

12. By deleting the last sentence in Article 13.1, in its entirety;

13. By inserting after the phrase “three years” in Article 18A.2.f, the phrase “, one of whom is a member of the Wellesley Housing Development Corporation”;

14. By inserting after the phrase “add a new position to” in the third sentence in Article 30.5, the phrase “or delete an existing position from”;

15. By deleting the phrase "Civil Service," in its entirety, from the first sentence in Article 31.1;

16. By inserting, in the appropriate alphabetical order, a new definition into Article 46A.2, as follows:

NCD – means a Neighborhood Conservation District in accordance with this bylaw.

and

17. By deleting the last sentence in Article 49.33.6, which reads, "This by-law shall take effect May 4, 2012.", in its entirety.

## **TOWN MEETING**

**ARTICLE: 40**

**MOTION: 1**

Move that the Town vote to amend the General Bylaws by inserting a new Article 2.9, as follows:

### 2.9 Videotaping of Town Meetings

The Board of Selectmen shall promulgate regulations pertaining to the video and audio recording of meetings of elected and appointed public bodies and the online availability of such media; provided, however, that the regulations so adopted shall not infringe on an individual's right to make a video or audio recording of an open session of a meeting of a public body, in accordance with the *Open Meeting Law, M.G.L. c.30A, §20(f)*.

## **TOWN MEETING**

**ARTICLE: 41**

**MOTION: 1**

That the Town vote to amend the Zoning Bylaw, as follows:

1. By inserting after the phrase "Single Residence Districts" in Section 4.A.1, the following:

, so long as the total TLAG, as that term is defined in Article 16D, is no greater than 3,600 square feet for structures on lots equal to or greater than 10,000 square feet but less than 15,000 square feet, 4,800 square feet for lots equal to or greater than 15,000 square feet but less than 20,000 square feet, 6,000 square feet for lots equal to or greater than 20,000 square feet but less than 30,000 square feet, and 7,200 square feet for lots equal to or greater than 30,000 square feet

2. By inserting after the phrase "Two-family dwelling" in Section 4.A.2, the following:

, provided that the total TLAG, as that term is defined in Article 16D, of said two family dwelling is no greater than 3,600 square feet for structures on lots equal to or greater than 10,000 square feet but less than 15,000 square feet, 4,800 square feet for lots equal to or greater than 15,000 square feet but less than 20,000 square feet, 6,000 square feet for lots equal to or greater than 20,000 square feet but less than 30,000 square feet, and 7,200 square feet for lots equal to or greater than 30,000 square feet

3. By inserting after the follow between the phrase "Town house of three or more units" and "subject to the following:" in Section 4.A.3:

, provided that in the aggregate the total TLAG, as that term is defined in Article 16D, is no greater than 4,800 square feet for lots equal to or greater than 15,000 square feet but less than 20,000 square feet, 6,000 square feet for lots equal to or greater than 20,000 square feet but less than 30,000 square feet, and 7,200 square feet for lots equal to or greater than 30,000 square feet,

4. By inserting after the phrase "Boarding or lodging house, but not a restaurant" in Section 4.A.4, the following:

, provided that the total TLAG, as that term is defined in Article 16D, of said boarding or lodging house is no greater than 3,600 square feet for structures on lots equal to or greater than 10,000 square feet but less than 15,000 square feet, 4,800 square feet for lots equal to or greater than 15,000 square feet but less than 20,000 square feet, 6,000 square feet for lots equal to or greater than 20,000 square feet but less than 30,000 square feet, and 7,200 square feet for lots equal to or greater than 30,000 square feet

## **TOWN MEETING**

**ARTICLE: 42**

**MOTION: 1**

That the Town vote, with the understanding that since 1977 Indigenous people of our country have requested Indigenous Peoples Day as a recognition of their humanity, culture and history and further, that our country was built on Native lands, to

1. Establish that the second Monday of October henceforth be commemorated as Indigenous Peoples Day and cease to recognize Columbus Day in Wellesley, in recognition of the position of Indigenous Peoples as native to these lands, and the suffering they faced during and after the European conquest; and
2. Encourage the Board of Selectmen to proclaim the 2nd Monday of October as Indigenous Peoples Day throughout the Town.

## **TOWN MEETING**

**ARTICLE: 43**

**MOTION: 1**

That Town Meeting vote to adopt the following resolution:

RESOLUTION TO SUPPORT THE INCLUSIVE OBSERVANCE OF COLUMBUS DAY AND INDIGENOUS PEOPLES DAY ON THE SECOND MONDAY IN OCTOBER IN THE TOWN OF WELLESLEY. BE IT RESOLVED THAT TOWN MEETING:

1. Commemorates the second Monday of October as Columbus Day and Indigenous Peoples Day in the Town of Wellesley; and
2. Encourages the Board of Selectmen to proclaim the second Monday of October as Columbus Day and Indigenous Peoples Day.

## TOWN MEETING

**ARTICLE:** 44

**MOTION:** 1

Commented [IF3]: Waiting for sign off.

That the Town express its support for the Wellesley Municipal Light Plant to enroll all Town electricity customers in the WMLP Voluntary Renewable Energy Program (VREP) by adding a VREP fee of 7% to the electric portion of your utility bill, with the understanding that any customer may:

- a) opt out of the program, thereby avoiding the monthly VREP fee; or
- b) fund voluntary renewable energy options to be selected by the WMLP for their impact on greenhouse gas emissions reduction that may include, for example:
  1. the purchase of renewable electricity for the customer's home or business as is currently offered;
  2. funding local generation projects in Wellesley that reduce greenhouse gas emissions, such as the installation of community solar generation facilities or battery storage capacity; or

3. the funding of public electrification projects such as electric school buses, electric vehicle charging stations and other similar programs.

## **TOWN MEETING**

**ARTICLE: 45**

**MOTION: 1**

[Government Accountability Article].

## **TOWN MEETING**

**ARTICLE: 46**

**MOTION: 1**

That the Town vote to amend the General Bylaws by inserting a new Article 53A., Fur Products, as follows:

### **ARTICLE 53A. FUR PRODUCTS**

53A.1. Purpose and Findings.

- a. The Town finds that animals that are slaughtered for their fur endure tremendous suffering. Animals raised on fur farms typically spend their entire lives in cramped and filthy cages. Fur farmers typically use the cheapest killing methods available, including suffocation, electrocution, gas, and poison.

- b. Considering the wide array of alternatives for fashion and apparel, the Town finds that the demand for fur products does not justify the unnecessary killing and cruel treatment of animals.
- c. The Town believes that eliminating the sale of fur products in the Town of Wellesley will promote community awareness of animal welfare and, in turn, will foster a more humane environment in Wellesley.

53A.2. Definitions. For purposes of this Article, the following words and phrases have the definitions set forth next to them:

**“Fur”**: Any animal skin or part thereof with hair, fleece, or fur fibers attached thereto, either in its raw or processed state.

**“Fur product”**: Any article of clothing or covering for any part of the body, or any fashion accessory, including, but not limited to, handbags, shoes, slippers, hats,

earmuffs, scarves, shawls, gloves, jewelry, keychains, toys or trinkets, and home accessories and décor, that is made in whole or part of fur. “Fur product” does not include any of the following:

- a. A dog or cat fur product, as defined in Section 1308 of Title 19 of the United States Code;
- b. An animal skin or part thereof that is to be converted into leather, or which in processing will have the hair, fleece, or fur fiber completely removed;
- c. Cowhide with the hair attached thereto;
- d. Lambskin or sheepskin with the fleece attached thereto; or
- e. The pelt or skin of any animal that is preserved through taxidermy or for the purpose of taxidermy.

**“Non-profit organization”**: Any corporation that is organized under 26 U.S.C. Section 501(c)(3) that is created for charitable, religious, philanthropic, educational, or similar purposes.

**“Retail transaction”**: Any transfer of title of a fur product for consideration, made in the ordinary course of the seller’s business, to the purchaser for use other than resale or further processing or manufacturing.

**“Taxidermy”**: The practice of preparing and preserving the skin of an animal that is deceased and stuffing and mounting it in lifelike form.

**“Ultimate consumer”**: A person who buys for their own use, or for the use of another, but not for resale or trade.

**“Used fur product”**: Fur in any form that has been worn or used by an ultimate consumer.

53A.3. Prohibitions. It is unlawful to sell, offer for sale, display for sale, trade, or otherwise distribute for monetary or nonmonetary consideration a fur product in the Town of Wellesley.

53A.4. Exceptions. The prohibitions set forth in section 53A.3 of this Article do not apply to the sale, offer for sale, displaying for sale, trade, or distribution of:

- a. A used fur product by a private party (excluding a retail transaction), non-profit organization or second-hand store, including a pawn shop;
- b. A fur product required for use in the practice of a religion;
- c. A fur product used for traditional tribal, cultural, or spiritual purposes by a member of a federally recognized or state recognized Native American tribe; or
- d. A fur product where the activity is expressly authorized by federal or state law.

53A.5. Penalty. In addition to any other remedy provided by law, this Article may be enforced by police officers and animal control officers through any means available in law or equity, including but not limited to noncriminal disposition in accordance with G.L. c. 40, § 21D. Any person violating this bylaw shall be liable to the Town in the amount of \$300. Each fur product and every day upon which any such violation shall occur shall constitute a separate offense.

## TOWN MEETING

**ARTICLE:** 47

**MOTION:** 1

[uninsured loans].

**ARTICLE: 48**

**MOTION: 1**

[settlements].

**ARTICLE: 49**

**MOTION: 1**

[dispose of property]

## **TOWN MEETING**

**ARTICLE: 50**

**MOTION: 1**

That the Town authorize the Selectmen to appoint one or more of their number as fire engineers.

**7. Discuss and Vote Special Town Meeting Warrant**

I have drafted the Special Town Meeting Warrant for the Board's review. Town Counsel has reviewed the draft and has no comments.

**MOVE to approve the warrant for the April 6, 2020 Special Town Meeting.**



TOWN OF WELLESLEY



MASSACHUSETTS

**WARRANT  
for the  
SPECIAL TOWN MEETING  
April 6, 2020**

**ADVISORY COMMITTEE PUBLIC HEARING (WARRANT ARTICLES)  
Wednesday, March 18, 2020 at 7:00 P.M. at Town Hall**

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 Town Meeting Members of said Town of Wellesley to meet in the

**Wellesley Middle School Auditorium  
50 Kingsbury Street  
April 6, 2020**

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  
Board of Selectmen  
Town Reports**

To see if the Town will vote to choose a Moderator to preside over said meeting and to receive reports of town officers, boards and committees, including the Report of the Advisory Committee; or take any other action in relation thereto.

**ARTICLE 2  
Board of Selectmen  
Special Act to Increase Mandatory Retirement Age**

To see if the Town will vote to authorize the Board of Selectmen, on behalf of the Town, to petition the General Court for passage of a special law substantially as provided below. The Legislature may make clerical or editorial changes in form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the Legislature. The Board of Selectmen is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT AUTHORIZING THE TOWN OF WELLESLEY TO CONTINUE  
EMPLOYMENT OF JEFFREY PETERSON

Notwithstanding any general or special law to the contrary, Jeffrey Peterson, a member of the fire department of the Town of Wellesley, may continue to serve in such position until the age of 70, the date of his retirement or non-reappointment or the date he is relieved of his duties by the Town, whichever occurs first; provided, however, that he is mentally and physically capable of performing the duties of his office; and provided further, that the Town may, at its own expense, require that Jeffrey Peterson be examined by an impartial physician designated by the town to determine such capability. No deductions shall be made from the regular compensation of Jeffrey Peterson pursuant to chapter 32 of the General Laws for any service subsequent to his reaching the age of 65 in connection with his service to the Town for retirement or pension purposes and, upon retirement, Jeffrey Peterson shall receive a superannuation retirement allowance equal to that which he would have been entitled had he retired at age 65.

Or to take any other action in relation thereto.

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 on the Town of Wellesley website ([www.wellesleyma.gov](http://www.wellesleyma.gov)) at least fourteen 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 \_\_\_\_\_ day of March 2020.

Board of Selectmen

\_\_\_\_\_  
Marjorie R. Freiman, Chair

\_\_\_\_\_  
Thomas H. Ulfelder, Vice-Chair

\_\_\_\_\_  
Jack Morgan, Secretary

\_\_\_\_\_  
Elizabeth Sullivan Woods

\_\_\_\_\_  
Lise M. Olney

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

Wellesley, MA March \_\_\_\_, 2020

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 Police Station, and causing the warrant to be posted to the Town of Wellesley website.

A true copy, \_\_\_\_\_  
Constable, Town of Wellesley



## **8. Executive Director's Update**

### Discuss and Vote Minutes

I have a revised draft of the February 13<sup>th</sup> open session minutes for your review.

**MOVE to approve the minutes of February 13, 2020.**

### Discuss and Vote Parking for 2020 Merchant Events

- Review July Jubilation Free Parking Request –The Wellesley Square Merchant's Association have made their annual request for free parking for July Jubilation on July 18, 2020 from 9:30 am to 4:30 pm to further encourage people to come down and enjoy the events and do some shopping. Staff estimates that the revenue reduction for this one-day event is approximately \$1,500.
- Review Mom's Day Out Parking Request – The Wellesley Square Merchant's Association have made their annual request for free parking for Mom's Day Out for Friday, September 11 and Saturday, September 12. This event became a two-day event in 2016. In 2018, the Town authorized free parking between the hours of 10 am to 6 pm for Friday, and all day on Saturday. The Town only charges for on street meters on Saturdays, lots are free. The revenue reduction estimated is approximately \$1,200 for a typical Friday and an additional \$700 for Saturday, totaling \$1,900.

A parking map indicated which meters would be free for the July Jubilation and Mom's Day out is included in your packet.

- Holiday Free Parking Request - Last year the Wellesley Merchant's Association made a request for free parking from the Friday following Thanksgiving through December. (November 27, 2020 – December 31, 2020) In 2017, the Board extended free parking to all 2-hour parking throughout Town. Four and ten hour meters are intended for the business employees and commuters, and the parking fee for these meters would not be impacted.

**MOVE to approve free meter parking in Wellesley Square for July Jubilation on Saturday July 28, 2020 from 9:30 am to 4:30 pm.**

**MOVE to approve free meter parking in Wellesley Square for Mom's Day Out from 10 am to 6 pm on Friday September 11, 2020 and Saturday September 12, 2020.**

**MOVE to authorize two-hour free on-street parking in Wellesley Square, Wellesley Hills, and Wellesley Lower Falls from November 27 – December 31, 2020. This free parking does not apply to four-hour and 10-hour parking meters or commuter rail parking lots.**

### Authorize MBTA Letter

I had a good conference call with Josh Ostroff (former Natick Selectman), Liz Fahey, and Lorraine O'Hanlon about continuing to pursue interim ADA measures at the commuter rail stops for wheelchair bond and mobility impaired individuals. Liz and Lorraine's sons are both wheelchair bond independent men who cannot access work in the city via the Town's commuter rail stops because of the lack of ADA. I have reached out to Alice on this topic and drafted a letter to MBTA and MassDOT for the Board's consideration. Given the potential development of the Railroad site and the addition of the third track project the time is opportune to try and pursue this on all fronts. I am seeking the Board's authority to send this letter from the Board.

### Discuss and Accept Drainage Easement

Similar to the request two weeks ago relating to Fuller Brook Road, the DPW is working to finalize the easements in anticipation of Town Meeting. The DPW in this instance is just seeking for the Board to deem the proposed new drain and drainage easement to be satisfactory.

## **MOTION**

**MOVE to deem the proposed drain and drainage easement at 34 Wachusett Road as satisfactory.**

**Approved:**

**Board of Selectmen Meeting: February 13, 2020**

**Present: Freiman, Ulfelder, Olney, Morgan, Sullivan Woods**

**Also Present: Jop, Harrington, Brewer, Freid, Pilecki**

**Warrants approved:**

**Meeting Documents:**

1. Agenda
2. Disclosures for M. Jop and T. Harrington
3. Waivers of Open Meeting Law Notice

**1. Call to Order**

Ms. Freiman, Chair, called the meeting to order at 3:13 pm in Conference Room G.

Ms. Freiman declared the meeting is being held as an emergency meeting. She noted that less than 48 hours prior, serious allegations were made against a majority of members of the Board of Selectmen, and that threats were made against the remaining members of the Board, the Executive Director, and Town Counsel. She stated that given the significance of pending allegations against the members of the Board, the Executive Director, and Town Counsel, and the need to consult with Town Counsel and discuss possible courses of action, the Board needed to meet in less than the typical posting advance notice requirement of 48 hours.

The Board invoked the rule of necessity given the Board intended to discuss complaints filed against their members and that their members may have a financial interest in the matter.

Ms. Jop and Mr. Harrington presented disclosures for non-elected municipal employee of financial interest and determination by appointing authority as required by MGL c. 268A Section 19 as the charge of wrongdoing in relation to production of records could negatively impact financially Ms. Jop and Mr. Harrington.

**Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted unanimously (5-0) to approve the disclosures for Ms. Jop and Mr. Harrington.**

- 2. Executive Session under M.G.L. c. 30A, §21(A), exemption #1 to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against the members of the Board of Selectmen, Ms. Jop, and Mr. Harrington. The individual to be discussed in such executive session shall be notified in writing by the public body at least 48 hours prior to the proposed executive session; provided, however, that notification may be waived upon written agreement of the parties.**

Ms. Fried informed the Board, Ms. Jop, and Mr. Harrington that the Open Meeting Law requires 48 hour notice of a discussion of complaints against an individual; however, the ability to waive the notice can be provided in writing. All the members of the Board, Ms. Jop, and Mr. Harrington provided in writing their waivers of the 48-hour notice provision. Mr. Harrington noted that he was present at the meeting as an employee and would not be acting as Counsel in the meeting. Ms. Brewer and Ms. Fried were acting as Town Counsel, where appropriate.

**Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder the Board was polled all aye (Freiman-Aye, Ulfelder – Aye, Morgan – Aye, Sullivan Woods – Aye, Olney – Aye) to enter Executive Session M.G.L. c. 30A, §21(A), exemption #1 to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against all the members of the Board of Selectmen, Ms. Jop, and Mr. Harrington. The individual to be discussed in such executive session shall be notified in writing by the public body at least 48 hours prior to the proposed executive session; provided, however, that notification may be waived upon written agreement of the parties and to invite Meghan Jop, Chief Jack Pilecki, Tom Harrington, Town Counsel, Donna Brewer Town Counsel, and Ivria Fried Town Counsel. Following the adjournment of executive session, the Board will return to open session for the sole purpose of adjourning the meeting.**

**Freiman-aye,  
Sullivan Woods-aye,  
Ulfelder-aye,  
Morgan -aye,  
Olney-aye**

**Executive Session was called to order at 3:25 pm.**

The Board returned to Open Session. The meeting was adjourned at 5:15 pm.

The next regular meeting is scheduled for Monday, February 24, 2020 at 7:00 pm in the Juliani Room.

**From:** [Beth Sullivan Woods](#)  
**To:** [Jop. Meghan](#)  
**Subject:** Fw: merchant event dates and parking waiver requests  
**Date:** Monday, March 2, 2020 12:00:44 PM  
**Attachments:** [image001.png](#)

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Fyi

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**From:** Demian Wendrow <demian@londonharness.com>  
**Sent:** Monday, February 24, 2020 11:07:24 AM  
**To:** Beth Sullivan Woods <bsullivanwoods@wellesleyma.gov>  
**Subject:** RE: merchant event dates and parking waiver requests

[ **EXTERNAL EMAIL** : This message originated outside of the TOWN OF WELLESLEY mail system. **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Beth,

Ok great, I was just thinking about you and going to check in with you today about the meeting. Glad you're coming.

Here are the dates needed below. But I do remember we did one new event last year but forgot the date. Can we discuss on Friday.

July Jubilation-7/18  
Moms Day Out-9/11-9/12  
Holiday -11/23-12/31

See you Friday. let's talk beforehand

Demian Wendrow  
Owner

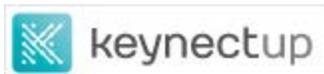
**LONDON HARNESS**

45 Central Street

Wellesley MA

(781) 237-5950

[www.londonharness.com](http://www.londonharness.com)



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**From:** Beth Sullivan Woods [mailto:bsullivanwoods@wellesleyma.gov]  
**Sent:** Saturday, February 22, 2020 9:11 PM  
**To:** Demian Wendrow <demian@londonharness.com>

**Subject:** merchant event dates and parking waiver requests

Hi Demian. I am planning to attend your meeting on Friday and am wondering if you will have the dates for which you would like me to request parking waivers. I would love to get the 2020 dates approved for you soon so that you can plan the events and promote the parking waivers. We will be heading into Town Meeting at the end of March and it could become a little tougher to get on the agenda during the April/early May timeframe.

Hope you have a great rest of your weekend.

Beth

TOWN OF WELLESLEY



MASSACHUSETTS

## BOARD OF SELECTMEN

TOWN HALL • 525 WASHINGTON STREET • WELLESLEY, MA 02482-5992

MARJORIE R. FREIMAN, CHAIR  
THOMAS H. ULFELDER, VICE CHAIR  
JACK MORGAN, SECRETARY  
ELIZABETH SULLIVAN WOODS  
LISE OLNEY

FACSIMILE: (781) 239-1043  
TELEPHONE: (781) 431-1019 x2201  
[WWW.WELLESLEYMA.GOV](http://WWW.WELLESLEYMA.GOV)  
MEGHAN C. JOP

EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT SERVICES

March 10, 2020

Mr. Steve Poftak  
General Manager  
Massachusetts Bay Transportation Authority  
10 Park Plaza, Suite 3910  
Boston, MA 02116

Ms. Stephanie Pollack  
Secretary of Transportation  
Massachusetts Department of Transportation  
10 Park Plaza, Suite 4510  
Boston, MA 02116

Dear Secretary Pollack and General Manager Poftak:

On behalf of the Town of Wellesley, we are writing to urge the MBTA to advance the design and construction of accessible commuter rail stations, to invite your collaboration on redevelopment adjacent to the Wellesley Square station, and to express our interest in interim solutions for accessibility at one or more stations.

We are aware that the Worcester Line Third Track project is advancing and is expected to incorporate accessibility improvements along the line. We request the opportunity to meet with MBTA staff to better understand the timeline and design process. The Town intends to advocate for these investments as part of the upcoming FY2021-25 Capital Investment Plan process.

This is particularly timely as the Town released an RFP in 2018 and is actively working with Trinity Financial on the redevelopment of the Railroad Parking lot for a mixed-use residential development adjacent to the Wellesley Square station. As this process moves forward, we should collaborate with the MBTA to ensure that development plans complement future station improvements. We would note that this transit-oriented development is aligned to the Baker-

Polito Administration's housing policies, and an added reason for a state and local partnership focused on transportation planning.

Finally, we seek interim accessibility improvements at Wellesley Square, Wellesley Hills and Wellesley Farms stations, and are prepared to work with local advocates, the MBTA, the Federal Transit Administration, and our legislative delegation to provide immediate access to the MBTA Commuter Rail network for people with disabilities, while the MBTA commits to capital investments to advance station accessibility. Residents of Wellesley and employees of Wellesley businesses should not need to wait for years for these improvements when short-term solutions are available.

We look forward to the opportunity to discuss these matters at your earliest opportunity.

Sincerely,

Marjorie R. Freiman, Chair  
Wellesley Board of Selectmen

cc: State Representative Alice Peisch  
State Senator Rebecca Rausch  
State Senator Cynthia Creem

**TOWN OF WELLESLEY**  
WELLESLEY, MASSACHUSETTS 02481

DAVID J. HICKEY, JR., P.E.  
TOWN ENGINEER

DOUGLAS R. STEWART, P.E.  
ASSISTANT TOWN ENGINEER



20 MUNICIPAL WAY  
781-235-7600  
FAX 781-237-0047

DEPARTMENT OF PUBLIC WORKS  
ENGINEERING DIVISION

To: Meghan Jop

From: Doug Stewart 

Date: March 5, 2020

**Subject: Drainage Easement Relocation at 34 Wachusett Road**

Attached is the proposed Abandonment of Existing Drainage Easement and Grant of Drainage Easement document and associated plan for 34 Wachusett Road. During site work performed by the property owner's builder, it was determined that a portion of the existing drainage pipe was located outside the existing ten-foot wide drainage easement. Upon reviewing information about the alignment of the drainage pipe within the drainage easement and noting the condition of the pipe, we discussed options about repairing and replacing the drainage pipe with the owner's builder. From our discussions, we determined that a portion of the drainage easement would require abandonment and relocation on the site. We also agreed with the owner's builder that a portion of the drainage pipe would require replacement with a new drain pipe and associated drain manholes.

The property owner, the owner's attorney and owner's builder have worked closely with the Town DPW staff. The property owner's builder brought this to the town's attention and has worked closely with DPW staff and hired an engineer to prepare a plan for approval that would put the drainage pipe in a proper easement.

A portion of the existing drainage easement will be abandoned and a new drainage easement will be created, as shown on the attached "34 Wachusett Road Proposed Drainage Easement Relocation Plan" prepared by The Jillson Company. The Applicant's attorney David Himmelberger prepared the drainage easement document, "Abandonment of Existing Drainage Easement and Grant of Drainage Easement".

Construction and costs related to the relocation of the drain easement will be accomplished by the applicant. Construction of the relocated storm drainage system will be inspected by the DPW Engineering Division.

Town Counsel has reviewed and approved the easement documents as to form. The DPW has reviewed the easement document and associated plan and the document has been signed by the Board of Public Works and by the property owner.

The Town first acquired a drainage easement over 34 Wachusett Road in 1950 and it should be noted the easement document references the Board of Selectmen of the Town of Wellesley. Therefore, the

Board of Selectmen will need to deem the proposed new drain and drainage easement to be satisfactory, please note the Board of Selectmen do not need to sign the document. The easement document and plan would then need to be approved at Annual Town Meeting under Article 27 for Town Easements and then be recorded at the Norfolk County Registry of Deeds.

Please let us know if there are any questions.

Encs: Abandonment of Existing Drainage Easement and Grant of Drainage Easement Document and Easement Relocation and Abandonment Plan

cc: Dave Cohen  
Dave Hickey  
George Saraceno  
Mike Quinn  
Tom Harrington

**ABANDONMENT OF EXISTING DRAINAGE EASEMENT  
AND GRANT OF DRAINAGE EASEMENT**

This Agreement is made this 5<sup>TH</sup> day of March 2020, by and between **Arathi R. Reddy** of 30 Wachusett Road, Wellesley, Massachusetts, (hereinafter, "Owner") and the **TOWN OF WELLESLEY**, a body corporate and political subdivision of the Commonwealth of Massachusetts, acting by and through its Board of Public Works, having its principal office located at 20 Municipal Way, Wellesley, Massachusetts (hereinafter, "Town")

WHEREAS, the parties agree and recite that the Owner is now the owner of the improved real property commonly known and numbered as 34 Wachusett Road (hereinafter "Premises") in Wellesley, Massachusetts, pursuant to a Deed from Carole S. Wiley dated March 19, 2014, and filed with the Norfolk County Land Court as Document 1,303,847, and recorded at the Norfolk County Registry of Deeds in Book 32135, Page 201;

WHEREAS, by instrument dated July 19, 1950, filed with Norfolk County Land Court as Document 131560 (the "1950 Grant"), and as shown on a Plan of Land by Gleason Engineering, filed in the Land Court Office as Plan No. 16192-H, the Owner's predecessor in title granted a Drain Easement to the Town;

WHEREAS, the location of said easement is shown as " Drain Easement" on a plan entitled "Subdivision Plan of Land In Wellesley", dated May 3, 1950, and filed in the Land Court Office as Plan No. 16192-H (hereinafter "1950 Plan"), and on a plan entitled "Plan of Land in Wellesley owned by Antonio Epifano, Tr." dated July 23, 1974 and prepared by Alexander Crucoli – Acres (Engineers & Surveyors) Inc., and recorded at the Norfolk County Registry of Deeds as Plan 705 D in Plan Book 245 on August 28, 1974 (hereinafter (1974 Plan));

WHEREAS, the owners of said land or any parts thereof, may at any time and from time to time at their own expense, change the location of any said drains and drainage easements upon the substitution of other equally adequate drainage facilities satisfactory to the Board of Selectmen of the Town of Wellesley;

WHEREAS, the Owner has requested that the Town abandon portions of the abovementioned drain easement, said portions being shown as actually located within "Existing 10' Wide Drainage Easement to be Abandoned" on a plan entitled " 34 Wachusett Rd. Proposed Drainage Easement Relocation Plan", dated October 15, 2019, with revision dates of January 17, 2020 and January 30, 2020, and prepared by The Jillson Company, Inc. (the "2019 Plan"), to be recorded herewith;

WHEREAS, the Owner has agreed to grant to the Town a new easement for the same purposes over areas shown on the 2019 Plan as the "Proposed 10' Wide Drainage Easement 1,612± S.F. is the Total Proposed Drainage Easement Area on 34 Wachusett Rd.>";

WHEREAS, on \_\_\_\_\_ the Board of Selectmen deemed the proposed new drain and drainage easement to be satisfactory;

WHEREAS, by virtue of the Town's acceptance of the provisions of c. 41, Sections 69C through 69F, inclusive, of the General Laws (Ter. Ed.), as amended, the Board of Public Works

succeeded the Board of Selectmen in carrying out municipal functions relating to drainage matters;

WHEREAS, this grant of easement reserves to the Owners, their successors, heirs and assigns the right to substitute for said drain easement at any other time, other equally efficient and adequate facilities satisfactory to the Board of Public Works of said Town and without expense to said Town.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Owner and the Town hereby act and agree as follows:

1. Grant of Easement and Acceptance by Town.

The Owner hereby grants to the Town a drainage easement shown the 2019 Plan as the "Proposed 10' Wide Drainage Easement 1,612± S.F. is the Total Proposed Drainage Easement Area on 34 Wachusett Rd."; which grant is on the same terms and conditions and is to be held by the Town on the terms and conditions of the 1950 Grant, except that the Owners may only change the location of the easement upon the approval of the Board of Public Works, which approval shall not be unreasonably withheld. The Town hereby accepts the grant of easement as set forth herein.

2. Abandonment of Drainage Easement

The Town hereby abandons and discharges all its rights, title and interest to the area shown on the 2019 Plan as "Existing 10' Wide Drainage Easement to be Abandoned" and the Town hereby conveys to the Owners all rights, title and interest to the parcel of land shown on the 2019 Plan as "Existing 10' Wide Drainage Easement to be Abandoned". The Town is hereby released from any liability or responsibility arising from or in any way connected with any obligations with respect to the area shown on the 2019 Plan as 2019 Plan as "Existing 10' Wide Drainage Easement to be Abandoned".

3. Owner Shall Bear All Costs.

Owner shall bear all costs involved in re-locating the drain and easement, including, but not limited to, costs incurred in designing, construction, engineering, and installing the drain, as well as all costs incurred by the Town, including, but not limited to, attorney's fees.

4. Effect Upon Subsequent Parties.

This Drainage Easement shall run with the land and shall be binding upon and inure to the benefit of the Owner and the Town, and their respective successors and assigns.

[intentionally left blank]

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 5<sup>TH</sup> day March of 2020.

TOWN OF WELLESLEY, acting by  
and through its  
BOARD OF PUBLIC WORKS

*Ellen Kayser*  
*John P. Wynn*  
*Thomas Kelly*

---

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

March 5, 2020

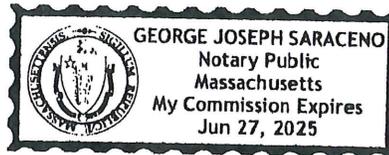
On this 5<sup>TH</sup> day of March 2020, before me, the undersigned notary public, personally appeared  
proved to me through satisfactory evidence of identification, which  
was PERSONALLY KNOWN to be the persons whose names are signed on the preceding  
document, and acknowledged to me that he signed it voluntarily for its stated purpose and as the free  
act and deed of the Chairman of the Town of Wellesley's Board of Public Works.

*[Signature]*

---

Notary Public:

My Commission Expires:



OWNER:

  
\_\_\_\_\_  
Arathi R. Reddy

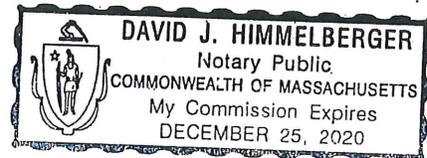
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss

March 2 2020

On this 2<sup>nd</sup> day of March 2020, before me, the undersigned notary public, personally appeared Arathi R. Reddy, proved to me through satisfactory evidence of identification, which was MA DRIVER LICENSE to be the persons whose names are signed on the preceding document, and acknowledged to me that she signed it voluntarily for its stated purpose.

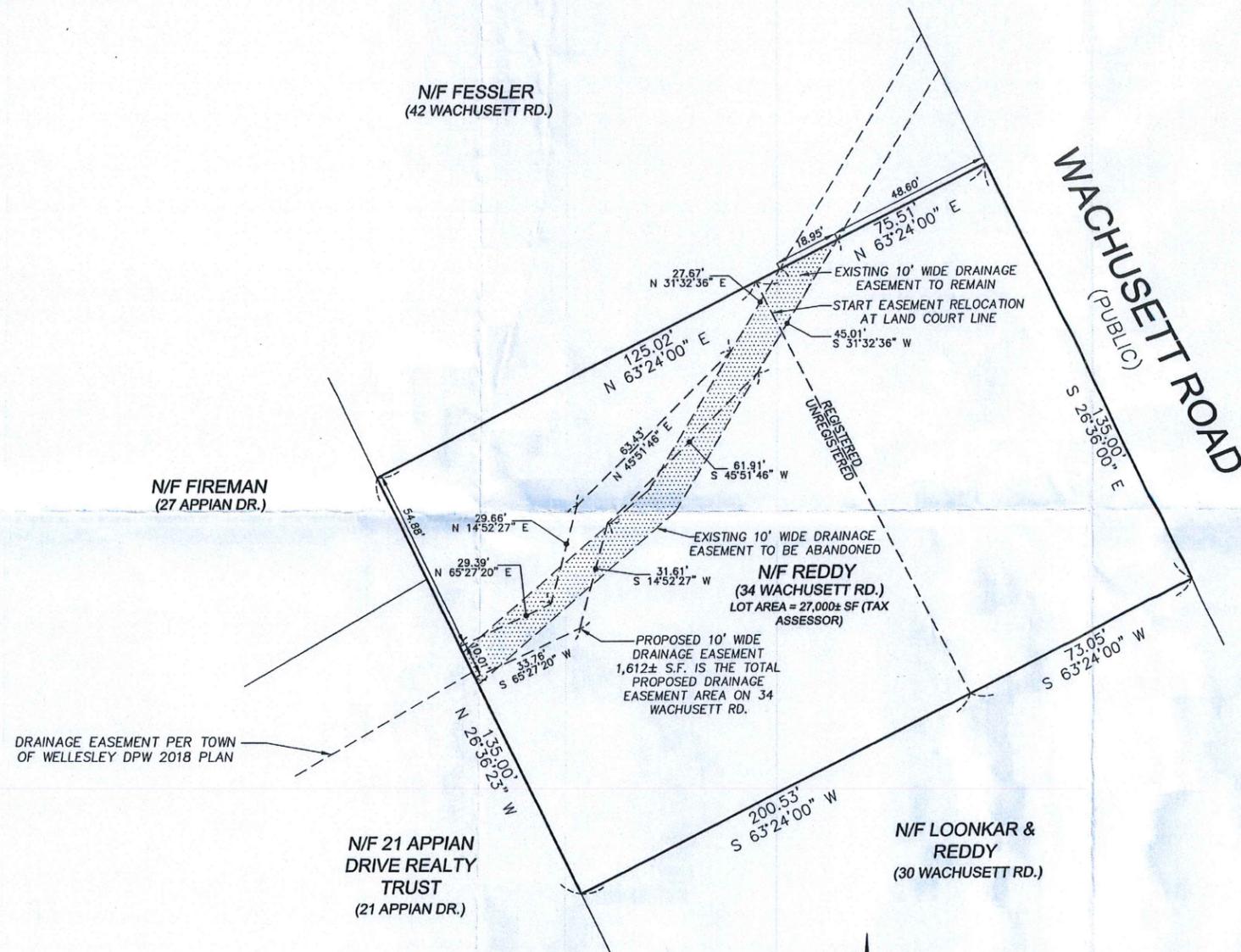
  
\_\_\_\_\_  
Notary Public:  
My Commission Expires:



**NOTES**

1. THIS PLAN SHALL NOT BE USED TO ESTABLISH PROPERTY LINES.
2. FOR ADDITIONAL PROPERTY LINE INFORMATION REFER TO THE DEED IN BOOK 32135 PAGE 201 RECORDED AT THE NORFOLK REGISTRY OF DEEDS.
3. THIS PLAN REFERS TO THE WELLESLEY ASSESSOR'S MAP 119, LOT 25.
4. ZONING CLASSIFICATION: SINGLE RESIDENCE 20.
5. DRAINAGE EASEMENT METES & BOUNDS ARE DERIVED FROM LAND COURT CASE #16192

FOR REGISTRY USE ONLY



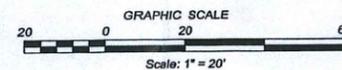
**LEGEND**

- PROPOSED DRAINAGE EASEMENT
- EXISTING DRAINAGE EASEMENT



"I HEREBY CERTIFY THAT THE PROPERTY LINES SHOWN ON THIS PLAN ARE LINES DIVIDING EXISTING OWNERSHIPS, AND THE LINES OF THE STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED, AND THAT NO NEW LINES FOR DIVISION OF EXISTING OWNERSHIP OR FOR NEW WAYS ARE SHOWN."

"I HEREBY CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN CONFORMITY WITH THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS."



**"34 WACHUSETT RD.  
PROPOSED DRAINAGE  
EASEMENT RELOCATION PLAN"**

LAND IN  
**WELLESLEY, MASS.**

PREPARED FOR: RAKESH LOONKAR  
30 WACHUSETT ROAD  
WELLESLEY, MA 02481

SCALE: 1" = 20'      DATE: 15 OCTOBER 2019

PREPARED BY: **THE JILLSON COMPANY, INC.**  
P.O. BOX 2135  
FRAMINGHAM, MA 01703  
(781) 400-5946  
www.JILLSONCOMPANY.com

REVISIONS		
REV	DATE	DESCRIPTION
1	01/17/20	EDITS PER WELLESLEY ENG. DEPT. REVIEW COMMENTS
2	01/30/20	EDITS PER WELLESLEY ENG. DEPT. REVIEW COMMENTS



## **9. Liaison Updates**

Tom will give an update from the recent SBC Meeting. Materials were distributed to the Board and the presentation is in the packet.



## **10. New Business and Correspondence**

- ❖ Correspondence from Lisa Abeles
- ❖ MassBay CC Press Release – Nursing Program
- ❖ MassBay CC Press Release – Student Athlete
- ❖ MassDOT Correspondence
- ❖ Retirement Board Notice
- ❖ Correspondence – BAA
- ❖ Animal Control Report



## Meagher, Cathryn

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**From:** Lisa <lisa@abelesandassociates.com>  
**Sent:** Thursday, March 5, 2020 4:36 PM  
**To:** DL: Board of Selectmen; Kato, K.C.; Marks, Dana  
**Subject:** Resignation Letter

[ **EXTERNAL EMAIL** : This message originated outside of the TOWN OF WELLESLEY mail system. **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

March 3, 2020

Lisa Abeles  
11 Cottage Street  
Wellesley, MA 02482

Dear Board of Selectman Members,

I am sorry that I must submit my resignation to the Historic District Commission (HDC) effective immediately. I have very much enjoyed my time on the board and hope that I have made a positive contribution to the town through my service. If I am not mistaken, it is close to ten years now!

If any large projects come before the board, I am happy to attend as a neighbor in the historic district.

Warm Regards,

Lisa Abeles



## Meagher, Cathryn

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**From:** Cooper, Elizabeth <ecooper@massbay.edu>  
**Sent:** Thursday, March 5, 2020 4:59 PM  
**Subject:** MassBay Registered Nursing Program Ranked #1 in Massachusetts  
**Attachments:** Nursing photo.PNG

[ **EXTERNAL EMAIL** : This message originated outside of the TOWN OF WELLESLEY mail system. **DO NOT CLICK** on links or open **attachments** unless you are sure the content is safe.]



### FOR IMMEDIATE RELEASE

**Contact:**  
Liz Cooper  
781-239-2636  
ecooper@MassBay.edu

## MassBay Registered Nursing Program Ranked #1 in Massachusetts

**FRAMINGHAM, Mass. (March 5, 2020)** – MassBay Community College is pleased to announce it has been ranked as the [#1 Registered Nursing \(RN\) Program in Massachusetts for 2020 by RegisteredNursing.org, a nursing advocacy organization.](#)

“We are pleased to have been acknowledged by RegisteredNursing.org as having the #1 Registered Nursing Program in Massachusetts,” said MassBay Director of Nursing, Dr. Jean Dyer. “Our Associate Degree in Nursing (ADN) program has had a 100% pass-rate for our graduates on the NCLEX-RN licensure exam over the past three years, and for the first time our Licensed Practical Nursing (LPN) program also earned a 100% first-time pass-rate, which speaks to the excellent education students receive at MassBay. Our experienced nursing educators are focused on preparing our current nursing students for the NCLEX-RN exam and beyond, and are looking forward to meeting the next LPN and ADN students in the fall 2020 semester.”

“I’m so proud that our students’ success has been recognized,” said MassBay Director of Admissions, Alison McCarty. “Our nursing department has recently updated the admissions requirements for our nursing programs to assure greater access to these programs. It’s exciting that we will now have the opportunity to admit larger numbers of qualified students with a streamlined process.”

RegisteredNursing.org assessed nursing programs on several factors, all of which represent how well a program supports students working towards licensure and career. They analyze past and present first time “pass-rates” of the NCLEX-RN exam, the required examination used by all state boards of nursing across the United States to help assess a student’s competency, which is required for licensure. This is the fourth annual Registered Nursing Program ranking and the first time MassBay

has been ranked #1. In 2018, MassBay was ranked ninth and in 2019, third by RegisteredNursing.org.

“After carefully analyzing RN programs throughout the state of Massachusetts, it became apparent that MassBay Community College not only prepares students for success on the NCLEX-RN licensure exam, but equips students with the skills needed to confidently enter the fast-paced healthcare industry,” said RegisteredNursing.org Outreach Coordinator, Sally Worthington.

As noted on their website, RegisteredNursing.org mentions the following about MassBay’s RN program, “This rigorous program’s curriculum consists of classroom lectures, laboratory, and clinical practicums. The goal of the Associate Degree Nursing (ADN) program is to guide students toward utilizing ethical values and legal principles in providing patient care.”

MassBay offers an Associate Degree in Nursing, as well as certificate programs in Licensed Practical Nursing and Certified Nursing Assistant. Other health sciences programs at MassBay include associate degrees and certificate programs in Radiologic Technology, Surgical Technology, Central Processing Technology, Computed Tomography, Emergency Medical Technician (EMT), Medical Coding, Medical Office Administration Assistant, Paramedicine, and Phlebotomy.

Prospective students interested in nursing or other health science programs can contact our Admissions Department at 781-239-2500 or [admissions@massbay.edu](mailto:admissions@massbay.edu).

**\*\* Attached is a photo of MassBay Nursing students in the Nursing Skills Lab on our Framingham campus, for your consideration. Photo courtesy: MassBay Community College.**

To learn more about MassBay visit [www.massbay.edu](http://www.massbay.edu)

To learn more about RegisteredNursing.org and see the 2020 Massachusetts ranking visit [www.registerednursing.org/state/massachusetts](http://www.registerednursing.org/state/massachusetts)

MassBay Community College is ranked by the Brookings Institution as one of the top schools for value added and earned salaries in the workforce. Ranked #1 for two-year colleges in Massachusetts, #2 in New England, and #16 nationally. The College’s facilities in Wellesley Hills, Framingham, and Ashland house day, evening and weekend classes that meet the needs of degree-seeking students and career minded lifelong learners. Online options provide convenience and allow faculty to facilitate the learning process. Since its founding in 1961, MassBay has been accredited by several governing bodies and strives to meet the needs of the diverse local communities it serves.

##

**Liz Cooper**

*Associate Director of Public Relations*

MassBay Community College | [50 Oakland Street | Wellesley Hills, MA 02481](http://50OaklandStreet.com)

781-239-2636

[www.massbay.edu](http://www.massbay.edu)

**NEW: [Submit a request to Marketing & Communications through FMX ticket system.](#)**

## Meagher, Cathryn

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**From:** Cooper, Elizabeth <ecooper@massbay.edu>  
**Sent:** Thursday, March 5, 2020 1:06 PM  
**Subject:** MassBay Student Athlete Signs with Benedictine University Mesa  
**Attachments:** Javaris Signing.JPG; Javaris.JPG

[ **EXTERNAL EMAIL** : This message originated outside of the TOWN OF WELLESLEY mail system. **DO NOT CLICK** on links or open **attachments** unless you are sure the content is safe.]



### FOR IMMEDIATE RELEASE

**Contact:**  
Liz Cooper  
781-239-2636  
[ecooper@MassBay.edu](mailto:ecooper@MassBay.edu)

## MassBay Student Athlete Signs with Benedictine University Mesa

**FRAMINGHAM, Mass. (March 5, 2020)** – MassBay Community College is pleased to announce Men’s Basketball forward, and general studies major, **Javaris Hill of Lynn, MA**, will transfer to Benedictine University Mesa in Mesa, AZ and has signed to play with the National Association of Intercollegiate Athletics (NAIA) Division II Men’s Basketball team.

“I was so impressed watching Javaris play this season and very proud of him for earning a scholarship to continue his education and play basketball for Benedictine,” said MassBay Director of Athletics, Adam Nelson. “He is an explosive player on the court, who has a knack for scoring around the rim, which will make him very successful at the next level. I know that he has great things ahead of him, and I am excited to follow his journey.”

Hill played his season freshman year at UMass Boston as a starting forward. He was the second lead scoring player on the team, averaging 12.6 points a game, and led the Little East Conference with a 63.6 shooting percent. This season, his first year as a MassBay Buccaneer, he was a starting forward and led the team in scoring averaged 19.9 points per game. Hill was ranked ninth in the National Junior College Athletic Association (NJCAA) Division III Region 21 with 8.3 rebounds per game and shot 67.8 percent from the field ranking him second in Region 21 and fourth nationally. He scored a season high on November 14, 2019 with 33 points against UConn Avery Point. Hill is also a team captain and was selected as a Region 21 First Team All-Region honoree.

“I am extremely happy that I’m signing to play at Benedictine University Mesa,” said Hill. “It has always been a dream of mine to play basketball at this level, while continuing my education. I am proud to have had the opportunity to be a MassBay Buccaneer and I look forward to becoming a

Benedictine Redhawk. I want to thank MassBay and all the people there who have guided me to this opportunity and my family for always supporting me.”

Hill, a 2017 graduate of Lynn English High School in Lynn, MA, where he also played basketball, will begin at Benedictine University Mesa in fall 2020.

**\*\*Attached are photos of Javaris Hill signing his intent to play at Benedictine University Mesa. Photo courtesy: Liz Cooper / MassBay Community College.**

To learn more about MassBay visit [www.massbay.edu](http://www.massbay.edu)

MassBay Community College is ranked by the Brookings Institution as one of the top schools for value added and earned salaries in the workforce. Ranked #1 for two-year colleges in Massachusetts, #2 in New England, and #16 nationally. The College’s facilities in Wellesley Hills, Framingham, and Ashland house day, evening and weekend classes that meet the needs of degree-seeking students and career minded lifelong learners. Online options provide convenience and allow faculty to facilitate the learning process. Since its founding in 1961, MassBay has been accredited by several governing bodies and strives to meet the needs of the diverse local communities it serves.

##



Charles D. Baker, Governor  
Karyn E. Polito, Lieutenant Governor  
Stephanie Pollack, MassDOT Secretary & CEO



February 28, 2020

Town of Wellesley  
Megan Jop  
Executive Director  
525 Washington St.  
Wellesley, MA 02482

Dear Executive Director Jop,

We are pleased to inform you that we anticipate Chapter 90 local transportation aid funding for Fiscal year 2021 will total \$200 million statewide, pending final legislative approval.

This letter certifies that, pending final passage of the bond authorization, your community's Chapter 90 apportionment for Fiscal year 2020 is **\$825,332**. This apportionment will automatically be incorporated into your existing 10-year Chapter 90 contract, which will be available on the MassDOT website [www.massdot.state.ma.us/chapter90](http://www.massdot.state.ma.us/chapter90).

The Chapter 90 program is an integral part of the maintaining and enhancing your community's infrastructure and is an essential component of our state-local partnership. We look forward to working with you in the coming year to continue the success of this program.

Thank you for all that you do to make the Commonwealth of Massachusetts a great place to live, work and raise a family.

Sincerely,

Charles D. Baker  
Governor

Karyn E. Polito  
Lieutenant Governor



TOWN OF WELLESLEY



MASSACHUSETTS

## CONTRIBUTORY RETIREMENT SYSTEM

TOWN HALL • 525 WASHINGTON STREET • WELLESLEY, MA 02482-5992

DAVID KORNWITZ, CHAIR  
TIMOTHY BARROS, VICE CHAIR  
CHARLES CAHILL  
MICHAEL LEACH  
SHERYL STROTHER

FACSIMILE: (781) 431-8643  
TELEPHONE: (781) 431-1019 x2216  
RETIREMENT@WELLESLEYMA.GOV  
LYNN WHYNOT  
RETIREMENT ADMINISTRATOR

February 28, 2020

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

Dear Board of Selectmen:

Please be advised that at the meeting of the Wellesley Retirement Board held Tuesday, February 25, 2020, the Board voted to appoint the Retirement Administrator, Lynn Whynot, as the "Election Officer" for the Wellesley Contributory Retirement System's upcoming election.

As the Election Officer, I will coordinate all election activities. The Wellesley Contributory Retirement System's members will vote for a Board Member with a term commencing on July 1, 2020 and expiring on June 30, 2023. Current members of the retirement system, both active and retired, are eligible to be candidates.

If you have any questions or concerns regarding the above, please contact me at (781) 489-4238 or [lwhynot@wellesleyma.gov](mailto:lwhynot@wellesleyma.gov).

Sincerely,

Lynn Whynot  
Election Officer/Retirement Administrator  
Wellesley Retirement Board

TOWN OF WELLESLEY



MASSACHUSETTS

## CONTRIBUTORY RETIREMENT SYSTEM

TOWN HALL • 525 WASHINGTON STREET • WELLESLEY, MA 02482-5992

DAVID KORNWITZ, CHAIR  
TIMOTHY BARROS, VICE CHAIR  
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FACSIMILE: (781) 431-8643  
TELEPHONE: (781) 431-1019 X2216  
RETIREMENT@WELLESLEYMA.GOV  
LYNN WHYNOT  
RETIREMENT ADMINISTRATOR

**Date:** February 28, 2020

**To:** All Members (Active, Inactive, and Retired) of the Wellesley Contributory Retirement System

**From:** Lynn Whynot, Retirement Administrator

**Re:** NOTICE OF RETIREMENT BOARD ELECTION

### **Election Date**

Election Date: June 9, 2020

Time: 7:00 a.m. – 5:00 p.m.

Place: Wellesley Town Hall, 525 Washington St., Wellesley, MA in the Great Hall

### **Purpose**

To elect a member to the Wellesley Retirement Board in accordance with the provision of M.G.L. Chapter 32, 840 CMR 7.00.

### **Term of Office**

Effective July 1, 2020 – June 30, 2023 (3 years)

### **Candidates/Nomination Papers**

Any member in service or retired member may qualify as a candidate by filing with the Wellesley Retirement Board Office a nomination paper or papers containing the signature and address of at least twenty (20) members in service or retirees of the Wellesley Contributory Retirement System.

Nomination papers are available at the Retirement Office located in the Town Hall, 2<sup>nd</sup> Floor, 525 Washington St., Wellesley, MA and may also be requested via email at [retirement@wellesleyma.gov](mailto:retirement@wellesleyma.gov).

*Nomination papers are due no later than 4:00 p.m. on Thursday April 9, 2020.*

### **Absentee Ballots**

Absentee Ballots will be mailed to all retirees. Absentee ballots are also available for active and inactive members if request received in writing on or before June 2, 2020. Absentee ballots shall be counted only if received by the Board no later than closing of the polls at 5:00 p.m. on June 9, 2020.

*If you have any questions or would like to learn more about the Retirement Board, please contact Lynn Whynot at (781) 489-4238 or [lwhynot@wellesleyma.gov](mailto:lwhynot@wellesleyma.gov).*



# Boston Athletic Association

185 DARTMOUTH STREET, 6<sup>th</sup> FLOOR, BOSTON, MASSACHUSETTS 02116  
617.236.1652 www.baa.org

March 5, 2020

Ms. Marjorie Freiman, Chair  
Board of Selectmen  
Town of Wellesley  
525 Washington Street, 3<sup>rd</sup> Floor  
Wellesley, MA 02482

Dear Ms. Freiman:

In furtherance of a letter sent on August 22, 2018, enclosed is a check in the amount of \$66,500 representing the Boston Athletic Association's (B.A.A.) contribution to the Town of Wellesley. These funds are in support of your efforts relative to the upcoming 124<sup>th</sup> Boston Marathon to be held on Monday, April 20<sup>th</sup>.

Additionally, the Boston Athletic Association, through the support of our principal sponsor, John Hancock, continues to underwrite many of the significant expenses of logistical course support to the Marathon communities through planning and cooperation with the Massachusetts Executive office of Public Safety, and other federal, state, and local public safety agencies.

At this time the B.A.A. continues to work with federal, state, and local authorities to monitor the ongoing public health concerns related to COVID-19. Should there be any changes, the B.A.A. will remain in close contact with officials of each of the cities and towns through which the race is run.

Once again, on behalf of the Boston Athletic Association, we thank you for your valued support and commitment to the B.A.A. and Boston Marathon and wish you every success on Patriots' Day weekend.

Sincerely,

Thomas S. Grilk  
Chief Executive Officer  
Encl: a/s

Jack Fleming  
Chief Operating Officer

CC: Ms. Stephanie Hawkinson, Communications & Project Manager



# Wellesley Animal Control Monthly Report

## February 2020

2/7 I meet with middle school kids and talk of ways they can volunteer to help animals and safe handling of cats. They helped organize donated supplies and then helped socialize the cats at the animal shelter.

2/12 I attended the Senior issues meeting at the Sr. community center.

### Breakdown of enforcement

- 80 Warnings (60 unvaccinated, 10 unlicensed)
- 27 Citations (13 unvaccinated, 4 unlicensed)
- 5 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.

A volunteer continues to take photos of stray pets and post them on social media. This helps to keep in mind that owners of lost pets should report lost pets to Animal Control, thus helping us get more returned to the owners. A student also posts adoptable pets on petfinder.com and uploads video of each pet that is available for adoption.

I update town animal control web site to alert citizens or current issues about pets and wildlife around town. When winter arrives and the leaves are off trees there is always an increase of sightings of coyotes and other wildlife passing through yards.

### ON my own time

2/4 I attended a LINKup Education Network meeting. I continue working with Linkup Education Network and coordinate their SafePeopleSafePets program.

2/7 I meet with students from Olin College who are working on a school project which involves how people working in animal related fields deal with a variety of issues. (see attached email)

2/8 I attended search and rescue meetings in Orange Mass. MASAR involves all aspects of SAR. Discussion was on scenarios so all disciplines can work a training together and learn more on how to integrate them all.

MASRDF is a federation of all the dog teams both civilian and law enforcement. The main discussion was on ways to jointly train, protocols and organizational issues.

FEB 2020

Month of:

41 Total incidents investigated

Off Duty calls 7  
Police Responded

14 Loose/Uncontrolled  
1 Bite  
6 Bark  
14 Wild  
1 Cat  
5 Other

2 Loose/Uncontrolled  
    Bite  
1 Bark  
3 Wild  
    Cat  
1 Other

Report filed/Assistance given 5  
Gone on arrival/Quiet 2

107 Total actions taken

80 Warning

10 Loose  
10 Unlicensed  
60 Unvaccinated

4 \$50.00 Loose  
10 \$25.00 Unlicensed  
13 \$50.00 unvaccinated

Total Animals Picked Up

Dog	Cat	Domestic	Wild
_____	_____	_____	_____
_____	_____	_____	<u>3</u>
<u>2</u>	_____	_____	<u>2</u>
<u>1</u>	_____	_____	_____
_____	<u>1</u>	_____	<u>7</u>
<u>3</u>	_____	_____	<u>2</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	<u>3</u>
_____	<u>1</u>	_____	<u>7</u>
_____	_____	_____	_____

On Hand Begining

Hospital

Truck

Station

Dead on arrival

\*\*\*\*\*

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:

1. <u>      </u>	7. <u>  8  </u>	13. <u>      </u>	19. <u>  8  </u>	25. <u>  7  </u>
2. <u>      </u>	8. <u>      </u>	14. <u>  8  </u>	20. <u>  5  </u>	26. <u>  6  </u>
3. <u>  14  </u>	9. <u>      </u>	15. <u>      </u>	21. <u>  6  </u>	27. <u>  4  </u>
4. <u>  12  </u>	10. <u>  17  </u>	16. <u>      </u>	22. <u>      </u>	28. <u>      </u>
5. <u>  12  </u>	11. <u>  12  </u>	17. <u>      </u>	23. <u>      </u>	29. <u>      </u>
6. <u>  7  </u>	12. <u>  3  </u>	18. <u>  8  </u>	24. <u>  5  </u>	30. <u>      </u>
				31. <u>      </u>

Average calls per day:   8-9  

Total Calls this year:   255  

Type of Calls

- 2   Lost/Found Dogs
- 4   Lost/Found Cats
- 9   Cat nuisance
- 16   Cat rabies vaccination
- 12   Dog rabies vaccination
- 17   Licensing
- 29   Wildlife
- 6   Dead animal
- 8   Adoptions
- 24   Other

Anonymous   27  

Violation calls

- 11   Loose/uncontrolled
- Bite
- 2   Bark
- Other

Total Violation calls this year:   106

**From:** Design Students <olinuserdesign@gmail.com>

**Sent:** Monday, February 10, 2020 12:40 PM

**To:** Webb, Sue <swebb@wellesley.ma.gov>

**Subject:** Thank You!

[ **EXTERNAL EMAIL** : This message originated outside of the TOWN OF WELLESLEY mail system. **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Hi Sue,

We wanted to sincerely thank you for your time this past Friday. You were incredibly helpful to listen to and we learned so much from talking with you. We'd love to stay in touch as we progress through our project and would really appreciate any contacts you might have with bigger places or other people so we can keep learning more about the world of animal care workers.

Thank you immensely for all your help,

Reid Bowen

on behalf of

Mary Fung, Julia Benton, Elias Gabriel and Jeremy Skoler

# Hardy/Upham Elementary Feasibility Study



# SBC Meeting

March 5, 2020



# Agenda for Tonight's SBC Meeting

Review Recommended Redistricting Maps

PSR Option Updates

- Upham Site Options
- Hardy Site Options
- Criteria and future decision points

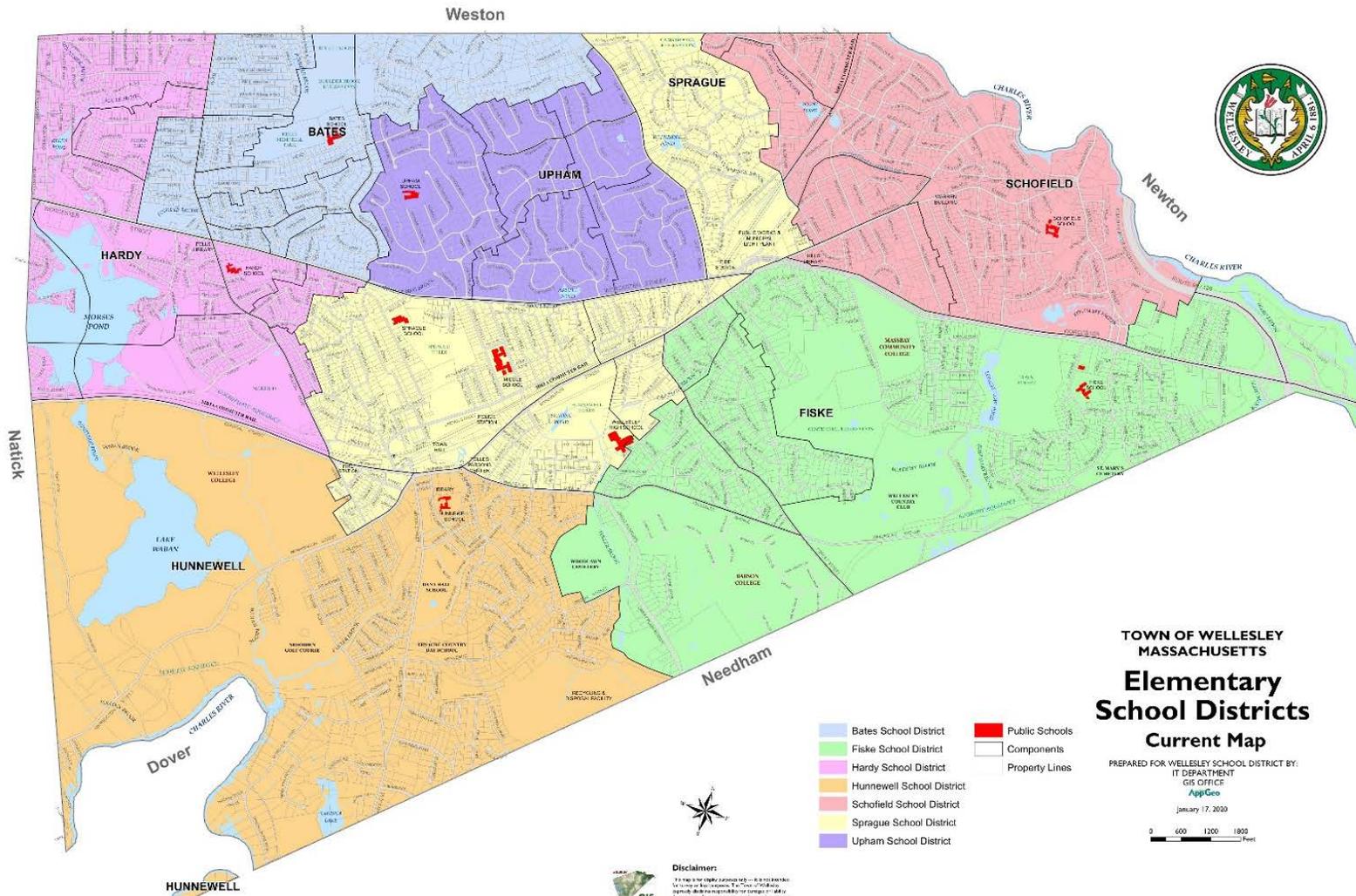
# Hardy/Upham Elementary Feasibility Study



# Redistricting Maps

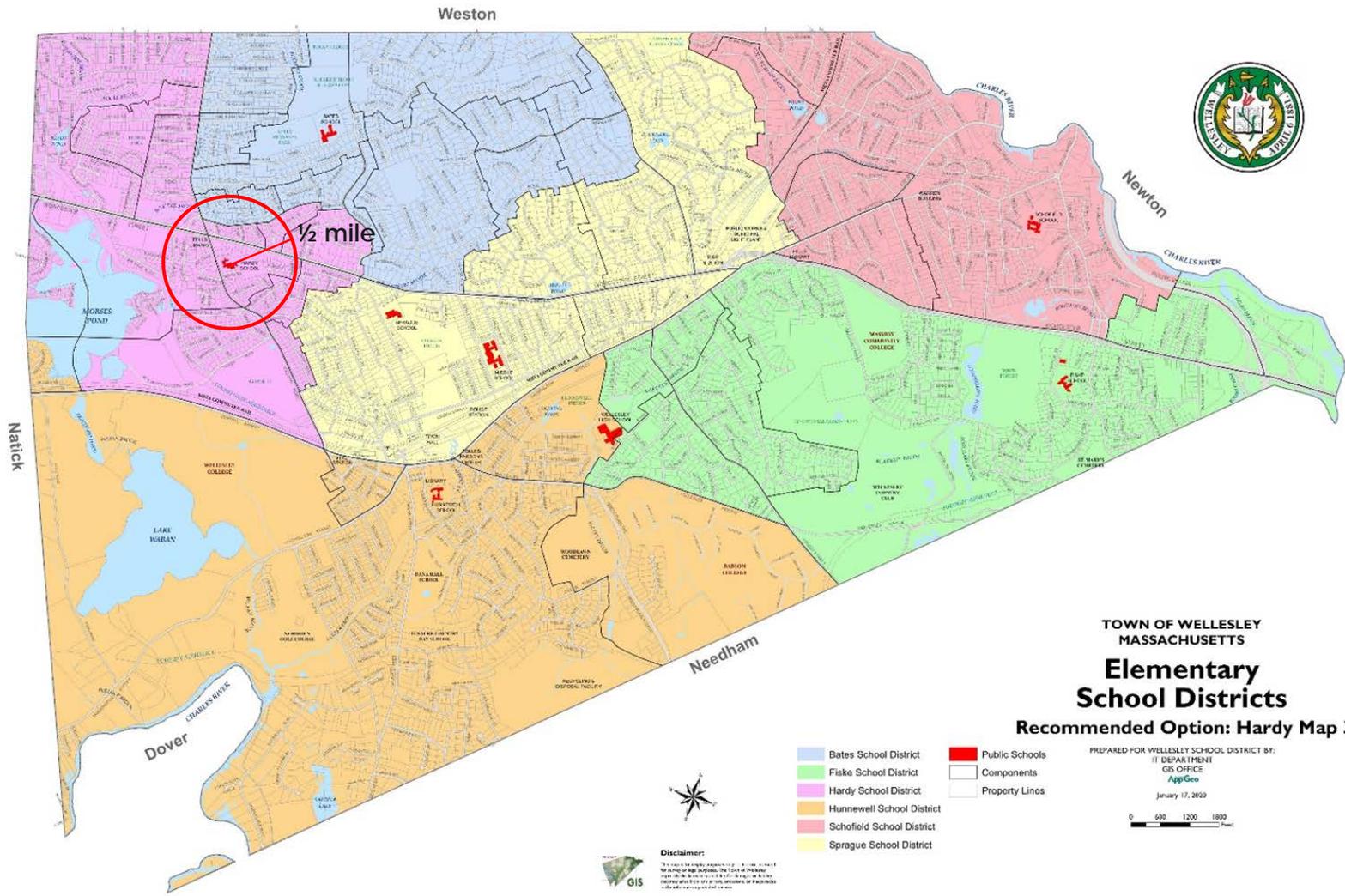


# Current District Map



Existing Map:  
7 districts

# Recommended Hardy Redistrict Map 3



## Hardy Map 3:

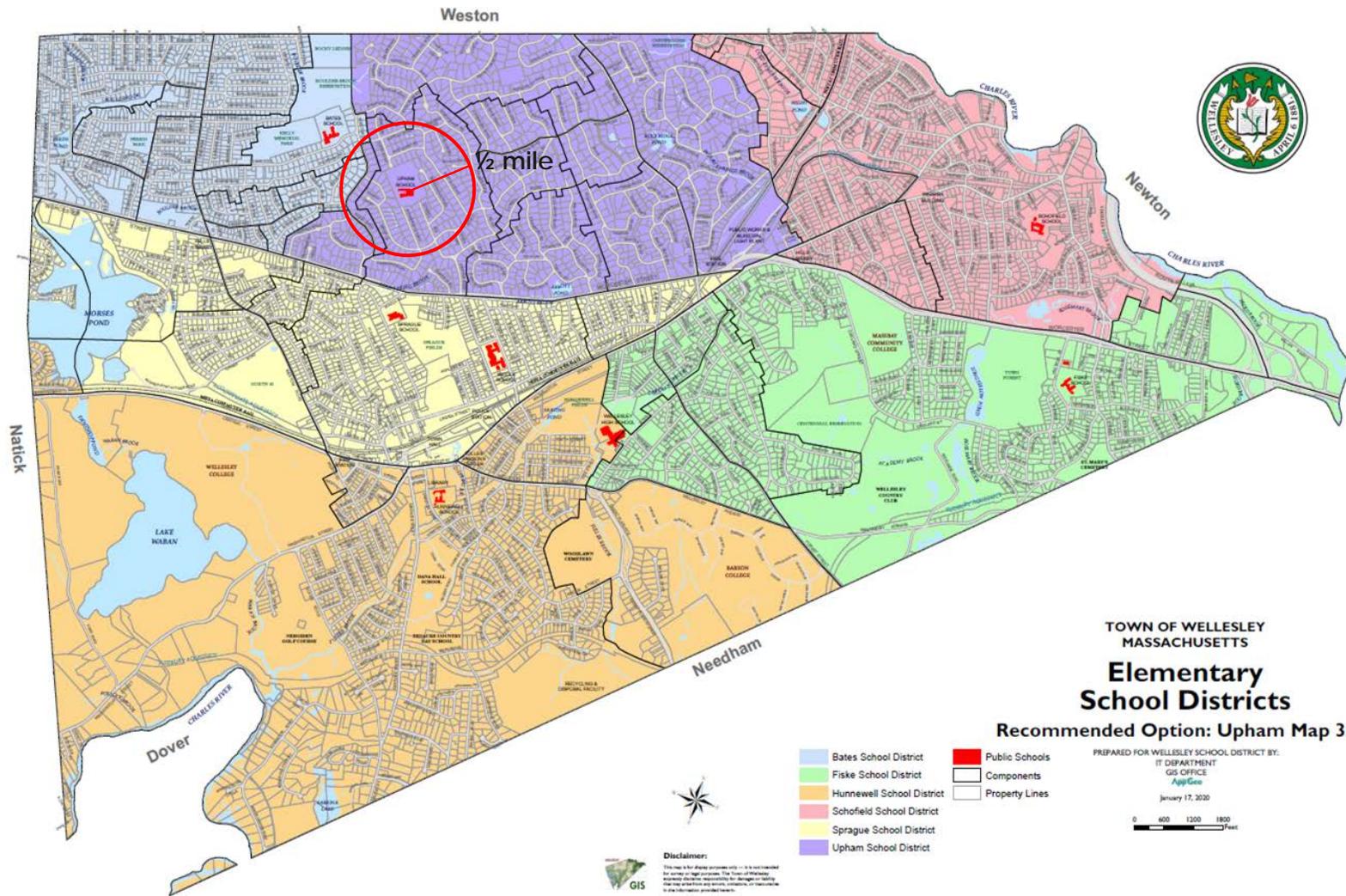
6 districts

Summary of Changes\*

- Adds Haven, Mansfield and Norwich Roads to the north and east of the school
- Adds Durant, Thomas, Garrison and Shirley Roads to the north and west of the school.
- Sheds Bacon Street area to the west of the school to Hunnewell attendance zone

\*list is representative and does not include all roads/streets changed.

# Recommended Upham Redistrict Map 3A



## Upham Map 3A:

6 districts

Summary of Changes\*

- Add large area east of Upham site
- Adds small areas west and southwest of Upham School
- Adds large area north of Upham school

*\*list is representative and does not include all roads/streets changed.*

# Hardy/Upham Elementary Feasibility Study



# Upham Site



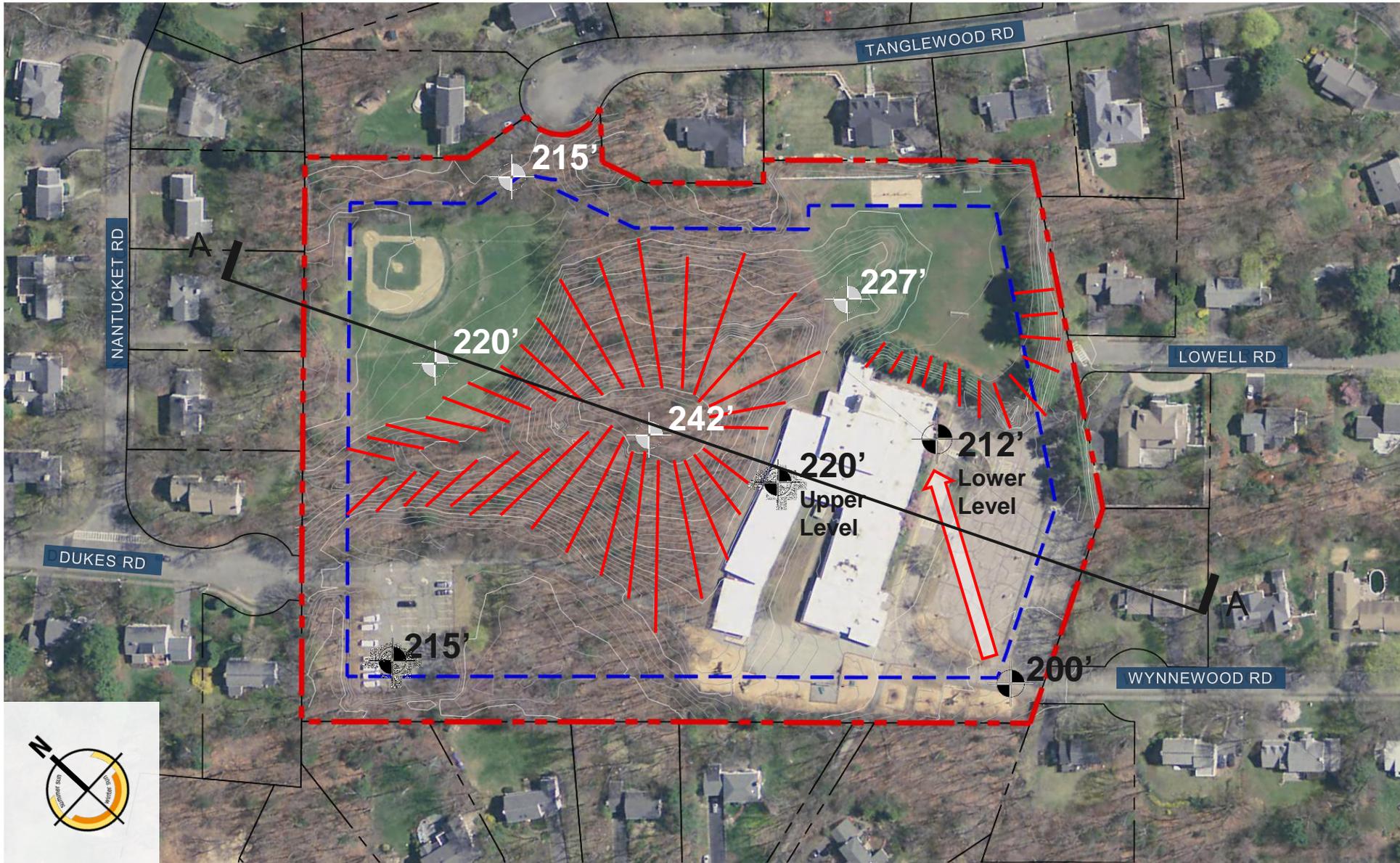
# Upham Site: General Summary

- Blasting (may be two phases of ledge removal)
  - Can create a natural plinth level with adjacent fields
- Thru site access not critical – but use of rear parking would be beneficial
- Avoid edges of site
  - Vegetated Buffer
  - Topography “run out”
- Phase 2 work involves regrading up to 222’ level
- Access from four sides is possible

# Observations for consideration: Upham Site

- Code Upgrade Option is required
- New Construction Option:  
From SMMA & MSBA “process” perspective (at this early stage) we consider all both new construction options behind existing school to be “the same” – Scope of work, cost, site amenity building out, etc.
  - However – strong recommendation for Option 6a due to grade change along southern edge of site
  - In our opinion no option reduces ledge or tree removal substantially

# Upham Site: Topography



## Design Considerations:

- Significant topography
- Access for construction
  - Early package for blasting (summer activity)
- Site Program (Fields)

## KEY



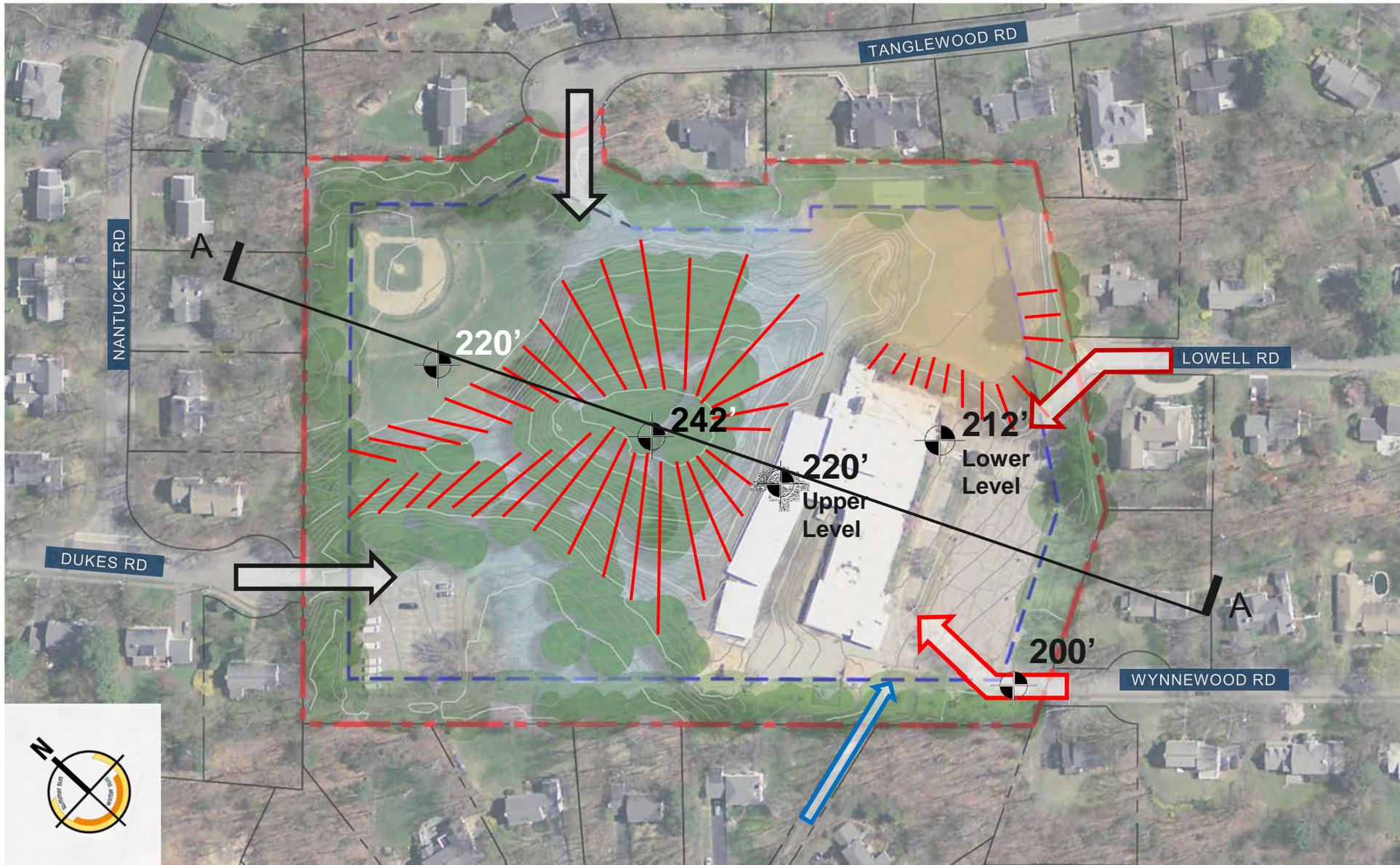
Spot Grade



Topo



# Upham Site: Site Considerations

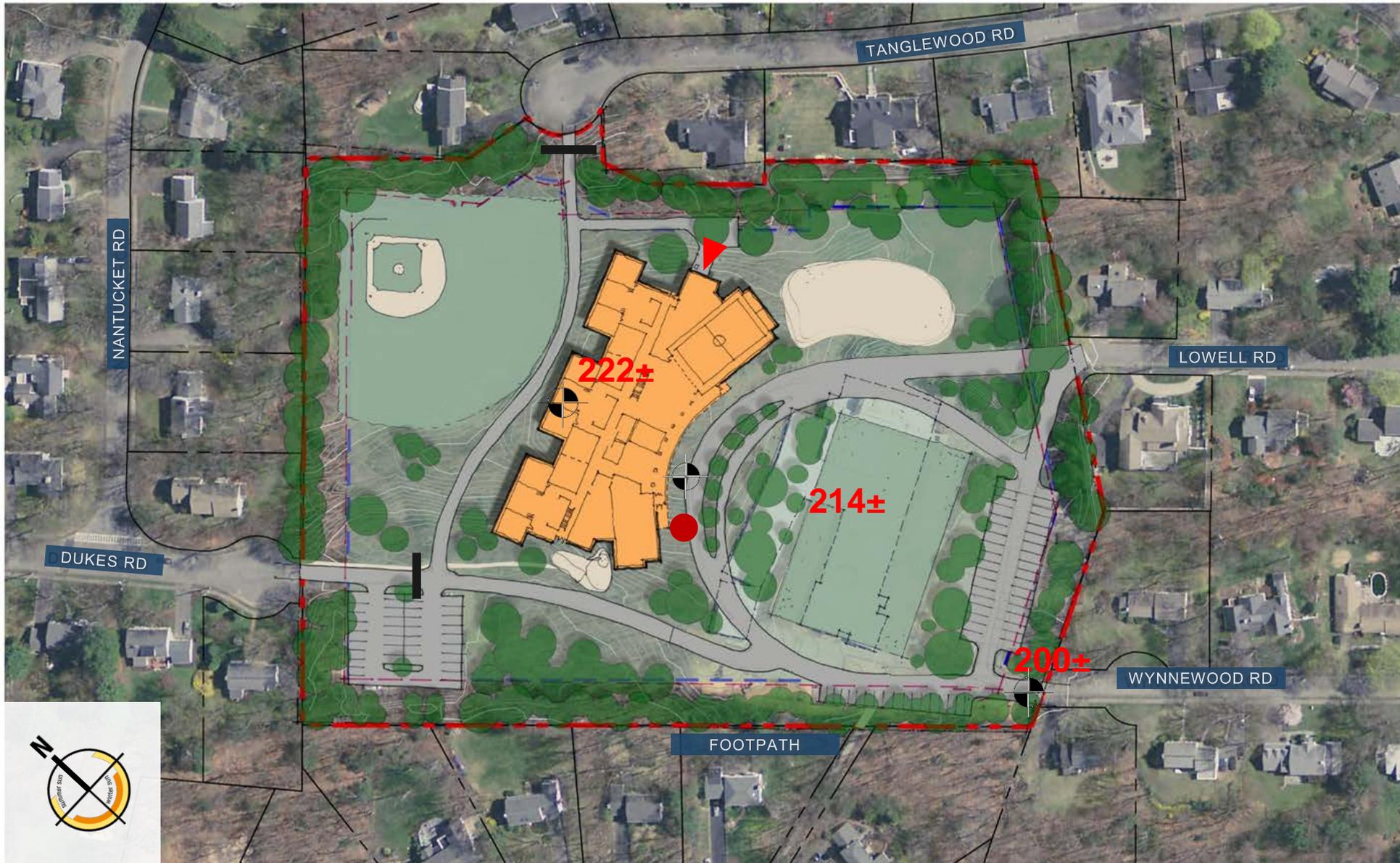


- 12' grade change from Wynnewood road to existing entry
- Zoning Setbacks (50')
  - Utilize to protect existing trees as buffer and screening between residences and the school

## KEY

- Spot Grade
- Topo
- School Access: Vehicle Pedestrian & Bike
- Construction Access
- Pedestrian & Bike Access

# Upham Site – PSR Option 6a: 365 Students (New)



- Ledge removal at Lowell Rd. to create access
- Good visibility to building entrance
- Accessible parking & visitors only close to front door
- Terraced play field at front of school
- Excellent Solar Orientation
- Maintain ballfield - TBD
- 2 stories - compact footprint
- Utilizes expanded parking at back of site
- Removes much of wooded area – maintain as much at edges/buffer as possible
- Assumes Retaining Walls

## KEY

- Entry
- ◄ Service Entry
- Gate

# Upham Site: PSR Option 6a: 365 Students (New)

## First Floor Plan



- Loss of play space/field
- 2 story compact footprint
- Parking and access relative to the building location
- Loss of trees on hill
- Vehicle queuing for approx. 50 cars on site
- Duke Road Connection:
  - Introduces additional access point to site and queuing potential
  - living north of Route 9
  - Introduces new traffic to adjacent neighborhood

**KEY**

- Entry
- ▲ Service Entry
- Gate

# Upham Site: PSR Option 6a: 365 Students (New)

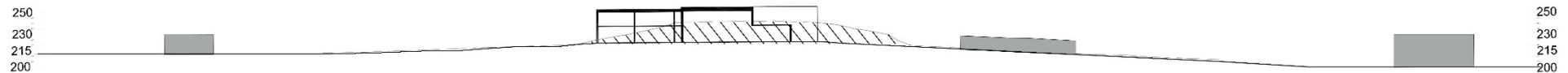
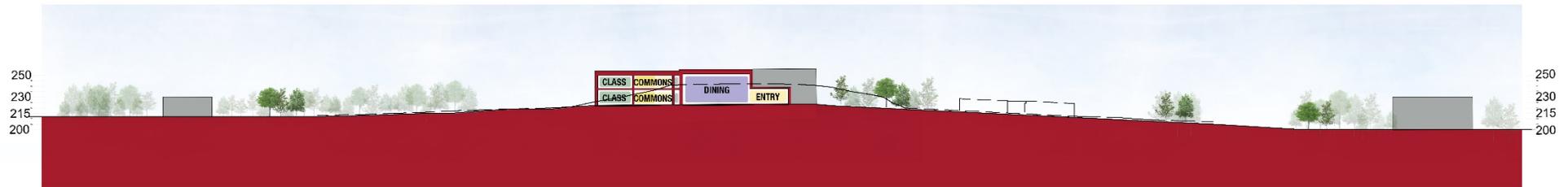
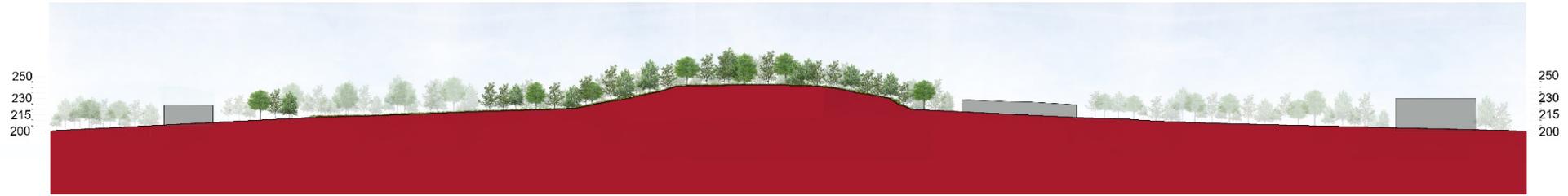
## Second Floor Plan



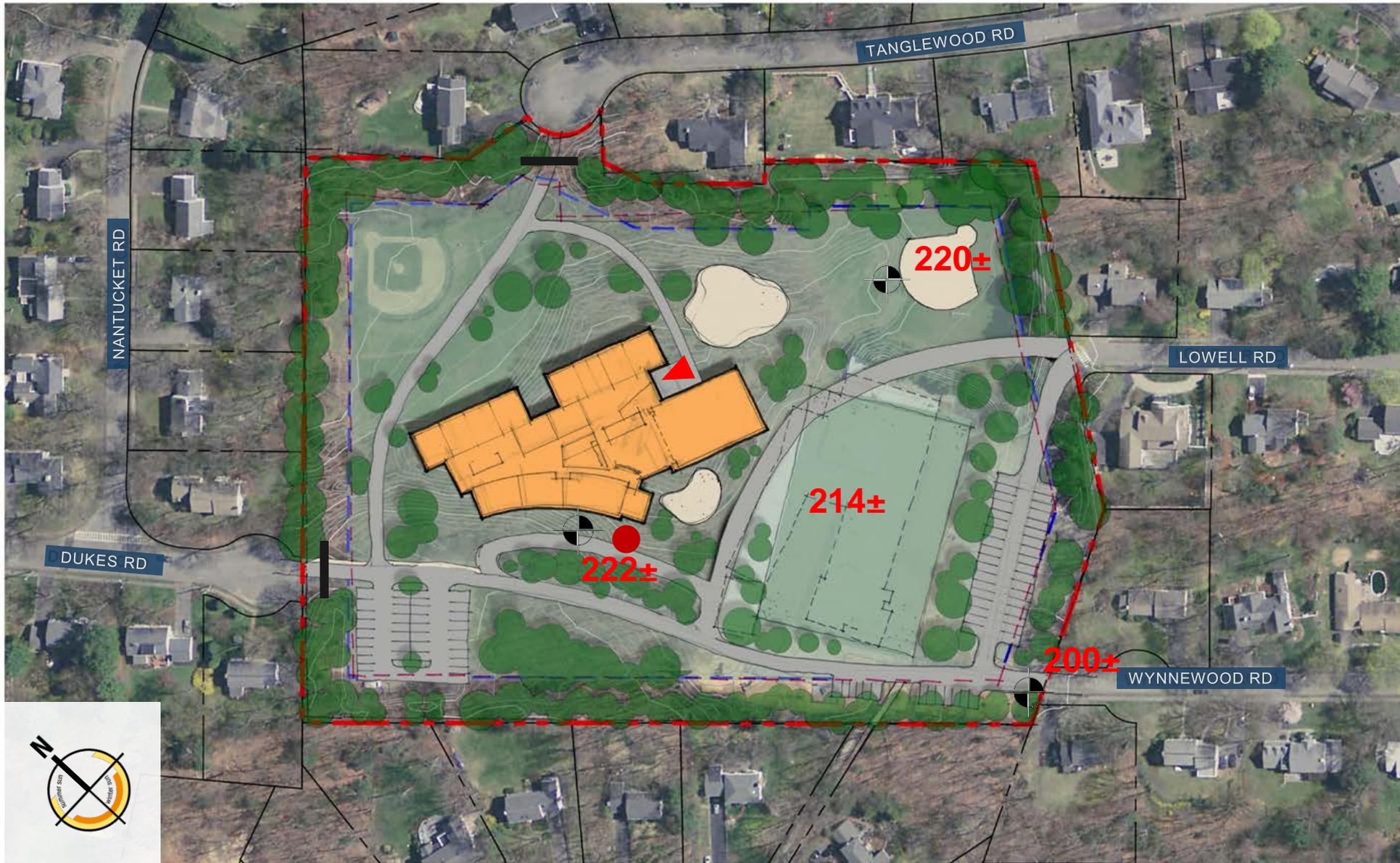
- Loss of play space/field
- 2 story compact footprint
- Parking and access relative to the building location
- Loss of trees on hill
- Vehicle queuing for approx. 50 cars on site
- Duke Road Connection:
  - Introduces additional access point to site and queuing potential
  - Introduces new traffic to adjacent neighborhood

- KEY
- Entry
  - ◄ Service Entry
  - Gate

# Upham Site – PSR Option 6a: Section



# Upham Site – PSR Option 6b: 365 Students (New)



- Ledge removal at Lowell Rd. to create access
- Less optimal visibility to main entry
- Contiguous play areas at front of school
- Excellent Solar Orientation
- Fewer Options for play space/fields TBD
- 2 stories - compact footprint
- Utilizes expanded parking at back of site
- Removes much of wooded area – maintain as much at edges/buffer as possible
- Assumes Retaining Walls

## KEY

- Entry
- ▲ Service Entry
- Gate

# Upham Site: Constructing on the existing school footprint

At last evening's neighborhood/abutter's meeting there was a strong reaction to not having an option that builds on top of the existing Upham school footprint. During the PDP phase we showed addition renovation options in that location.

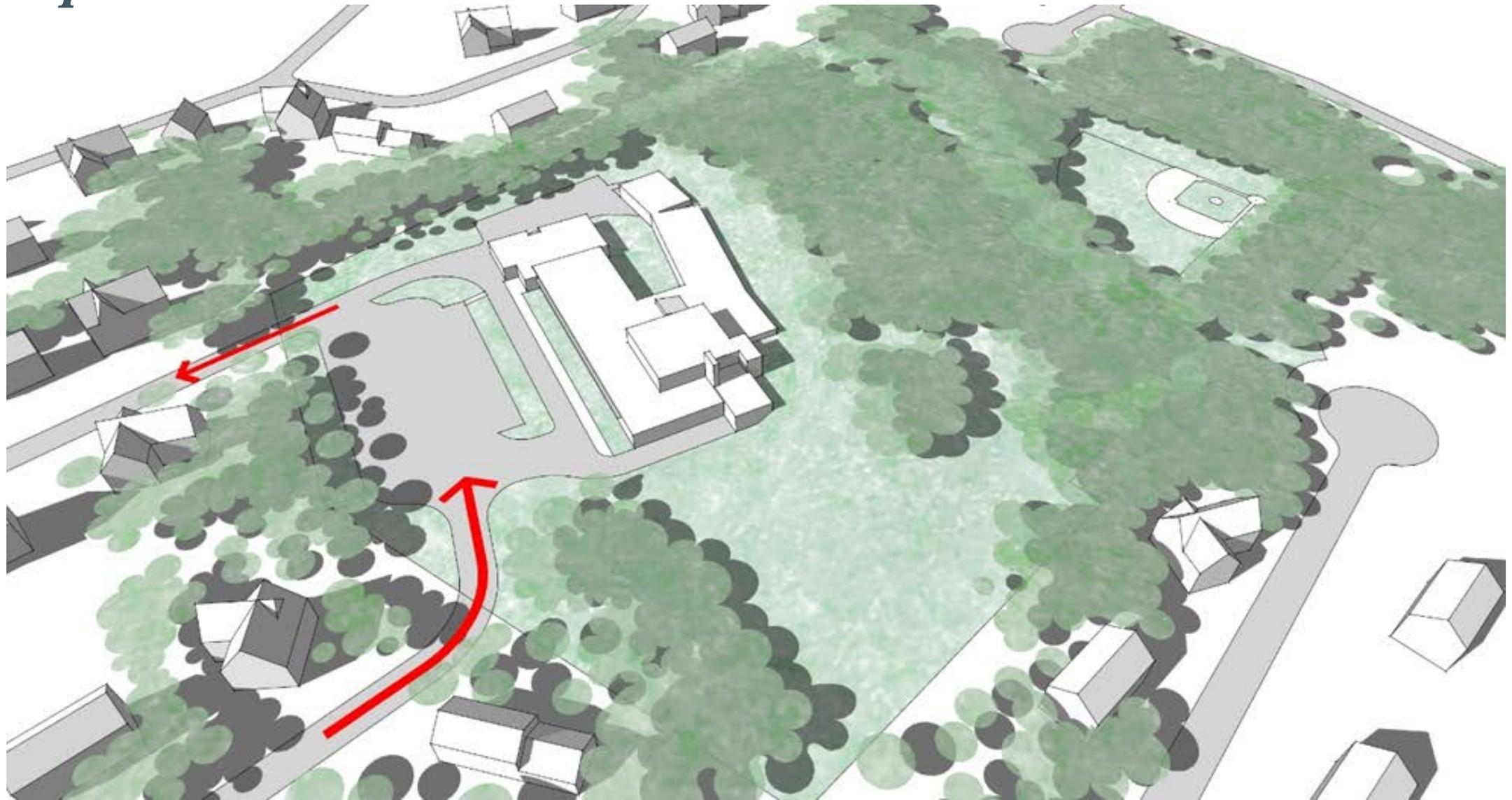
During the course of the PSR process we were required to have the Hardy Add/Reno Option and that lead to a request for an all new option in that location.

# Upham Site: Constructing on the existing school footprint

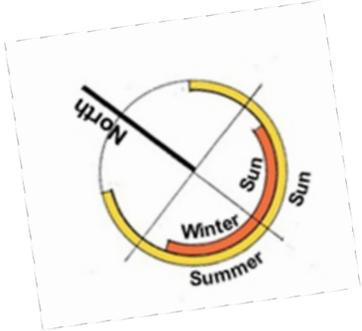
A few thoughts on a New Construction Option on the footprint:

- Just like with the Hardy Options on the existing footprint – the implications of swing space come back into play
- In our opinion this option does not substantially reduce ledge or tree removal
  - Removal of ledge under the footprint needs to be accounted for.
  - Access to daylight on the back side and suitable fire lane mean pushing back into the site a fair amount.
- The elevation change from Wynnewood Rd at 200' to main entrance at 210' and subsequent access around the entire school will still require careful consideration

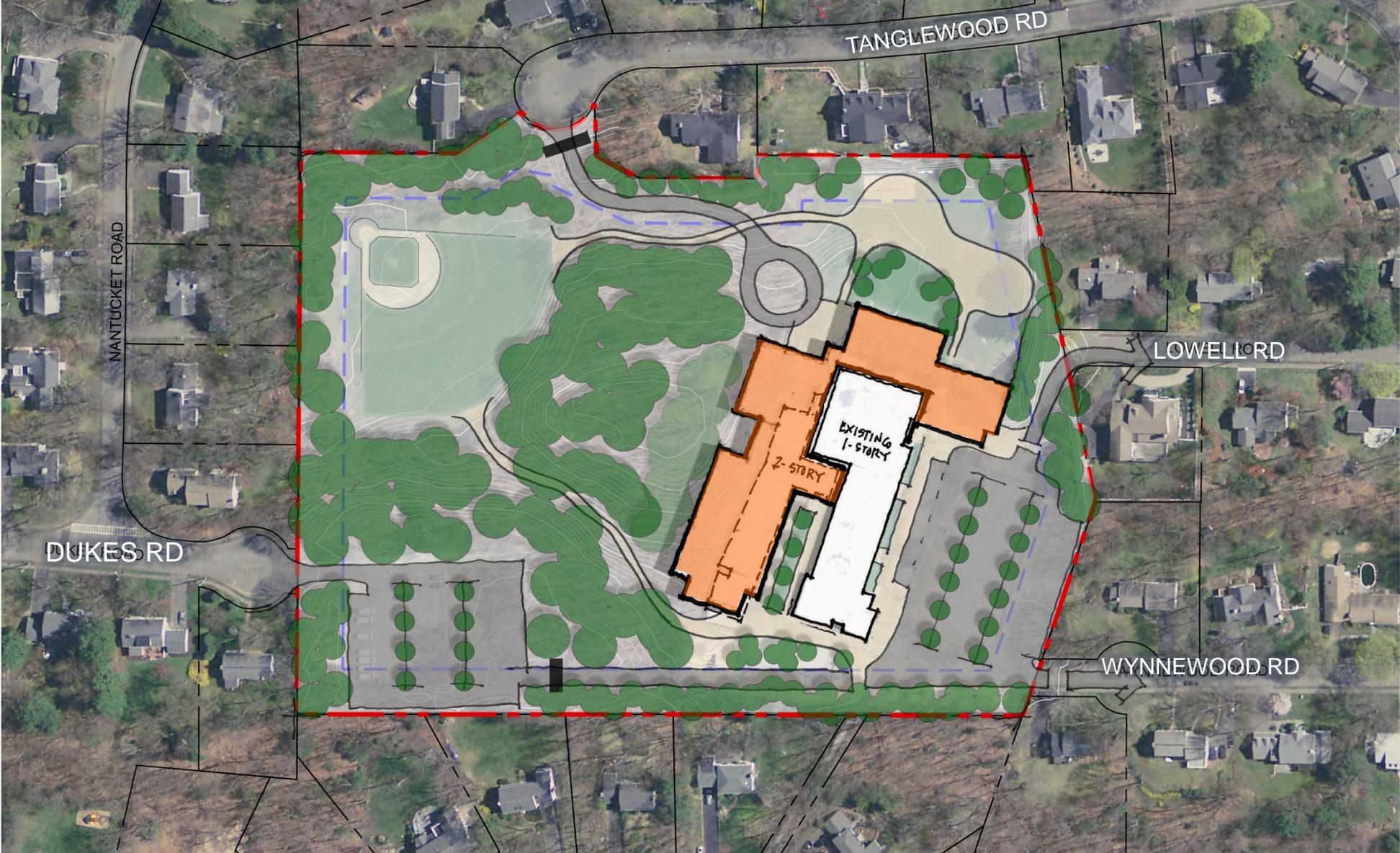
# Site Context & Constraints: *Upham*



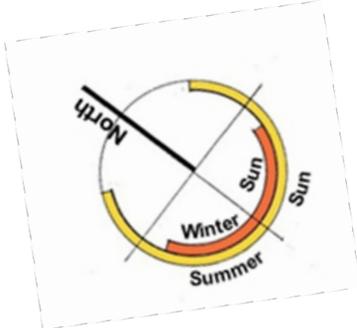
# Upham Site: Topography



# Upham Site: Add/Reno 365 Students



- Requires Swing Space for Students
- Loss of play space/field
- Blasting
- 2 stories to keep compact footprint
- Requires expanded parking at back of site
- Removes much of central forest – keep as much buffer as possible
- Retaining Walls



# Hardy/Upham Elementary Feasibility Study



# Hardy Site



# Hardy Site: General Summary

- Very constrained at the center of the site
  - Without setback relief
- Weston Road relief will require some version of thru-site access
- Avoid southern portion of the site
  - Cross slope 10' +/-
  - Soil quality
  - Cuts off ability to access through the site
- Topography impactful to either the fields or the building
- Access from four sides is possible

# Observations for Consideration: Hardy Site

All other factors aside SMMA would recommend constructing a school on current building's footprint: either Add/Reno or all New.

## Add/Reno – Option 4:

- Relieving Weston Road backups will still require allowing auto entrance and queuing from one or more:  
Route 9, Lawrence Rd., and or Hickory Rd. – but still does not change “level of service”.

## New Construction Options:

At this early stage, we consider all new construction options behind existing school to be “the same” – Scope of work, cost, site amenity building out, etc.

- General preference for Option 7a or new Option 7b – next phase of design can fine tune if one of these options is selected
- Do not recommend building at southern part of site
- Option selection less about Ed Plan – more about site access, etc.

# Hardy Site: Topography



## Design Considerations:

- Significant topography
- Access for construction
- Site Program (Fields)

## KEY



Spot Grade

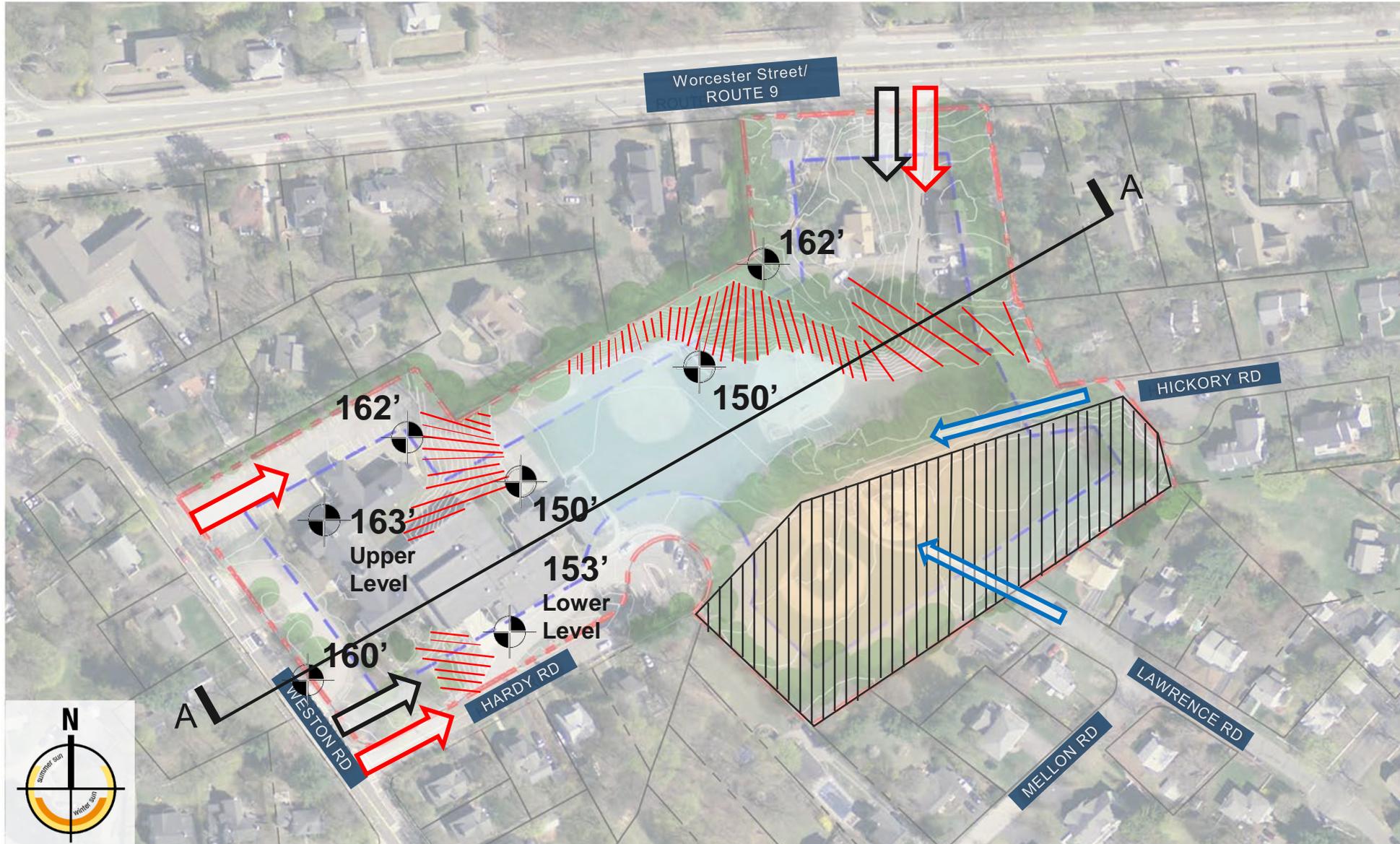


Topo



Boring – potential area of high ground water & organic fill. May impact foundations.

# Hardy Site: Site Considerations



- 10' grade change from Upper Level to Lower Level of existing school
- 12' grade change from Route 9 to existing fields
- Zoning Setbacks (50')
  - Utilize to protect existing trees as buffer and screening between residences and the school

## KEY

- Spot Grade
- ▬ Topo
- ➡ School Access: Vehicle Pedestrian & Bike
- ➡ Construction Access
- ➡ Pedestrian & Bike Access
- ▨ Borings/High Water Table

# Hardy Options – Narrowing Options Discussion

Estimate Req'd



PSR Option 4

Same Scope for Estimating



PSR Option 7a



PSR Option 7b



PSR Option 7d

<b>Square-footage</b>	Larger than Requirement (due to grossing factor of reno)	Larger than Requirement	Equals Space Summary Req.	Equals Space Summary Req.
<b>Fields Program</b>	Greater area available for fields	Lesser area available for fields	Lesser area available for fields	Greater area available for fields
<b>Demolition Scope</b>	Specific demo scope	Demo Old Hardy	Demo Old Hardy	Demo Old Hardy
<b>Temporary Classrooms</b>	Required	Not required	Potential relocation of existing mods	Required
<b>Energy Performance</b>	Performance lesser than all new	Best performance possible	Best performance possible	Best performance possible
<b>Natural Habitats</b>	Preserves greater tree count	Preserves lesser tree count	Preserves lesser tree count	Preserves greater tree count

# Hardy Site: PSR Option 4: 365 Students (Add Reno)



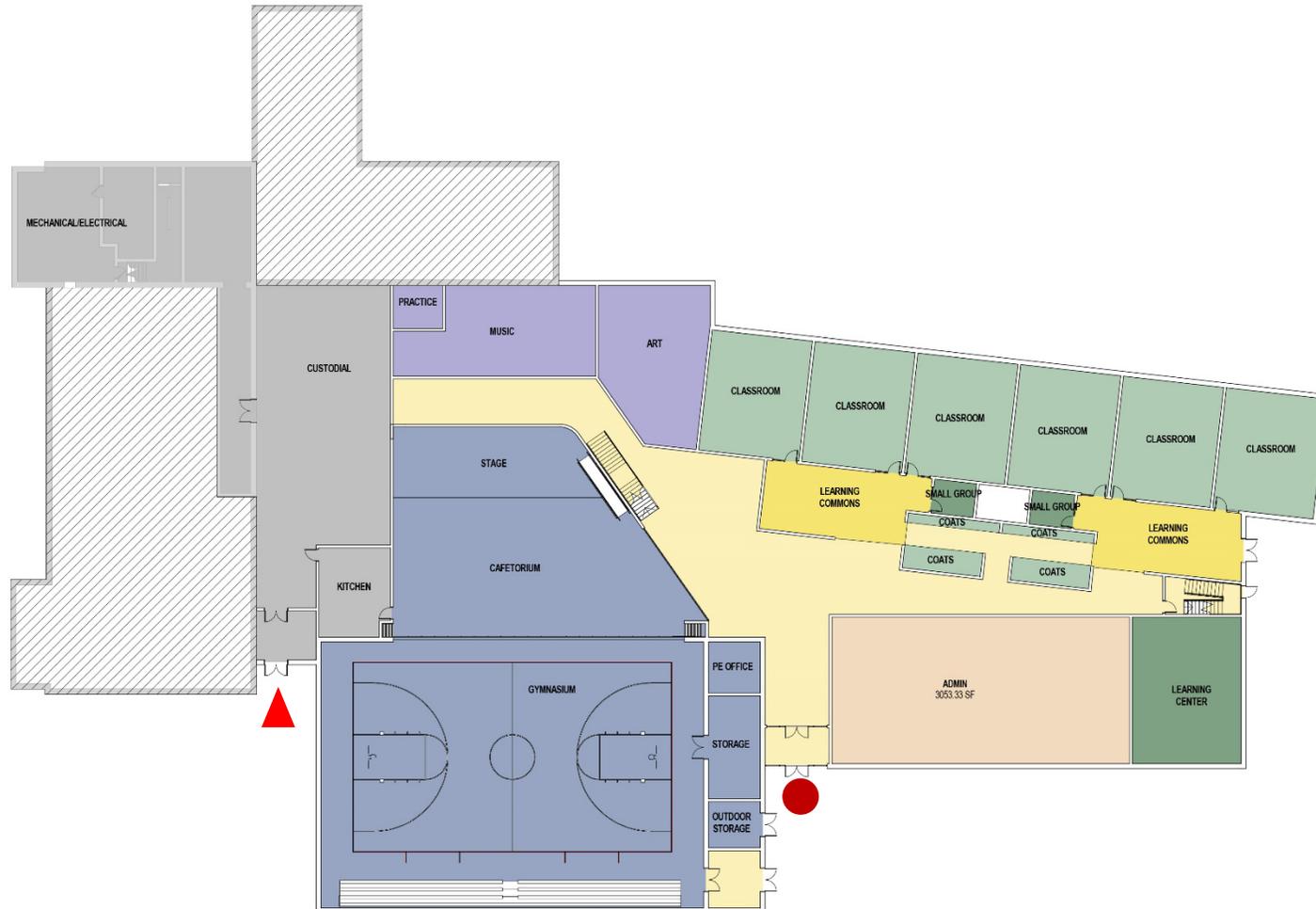
- Requires Swing Space for full school population
- No loss of play space/fields
- Considers 3 stories at back to keep compact footprint
- Requires expanded parking at back of site
- Retains 1923/24 portion of Fells School
- Least impactful to forested area
- Utilizes Route 9 Connection to increase Auto drop-off and pick-up queuing length and reduce traffic at Weston Road: 68 cars on site
- Hickory Road ideal for access to Route 9 in PM

**KEY**

- Entry
- ◄ Service Entry
- Gate

# Hardy Site: PSR Option 4: 365 Students (Add/Reno)

## First Floor Plan



- Swing Space for 4 Classrooms required
- Loss of play space/field dependent on inclusion of 1923/24 Fells School structure
- 2 story compact footprint
- Parking and access relative to the building location
- Loss of grove of trees
- Vehicle queuing for approx. 50 cars on site
- Lawrence Road Connection:
  - Introduces additional access point to site and queuing potential
  - Likely provide relief to Weston Road congestion
  - Likely be utilized by students living north of Route 9
  - Introduces new traffic to adjacent neighborhood

- KEY
- Entry
  - ◄ Service Entry
  - Gate

# Hardy Site: PSR Option 4: 365 Students (Add/Reno)

## Second Floor Plan



- Swing Space for 4 Classrooms required
- Loss of play space/field dependent on inclusion of 1923/24 Fells School structure
- 2 story compact footprint
- Parking and access relative to the building location
- Loss of grove of trees
- Vehicle queuing for approx. 50 cars on site
- Lawrence Road Connection:
  - Introduces additional access point to site and queuing potential
  - Likely provide relief to Weston Road congestion
  - Likely be utilized by students living north of Route 9
  - Introduces new traffic to adjacent neighborhood

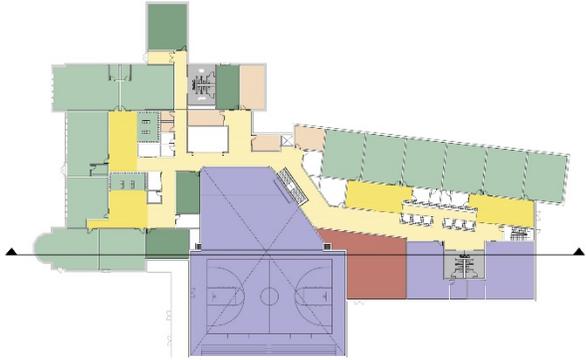
### KEY

● Entry

◄ Service Entry

▬ Gate

# Hardy Site: PSR Option 4: Section



# Hardy Site: PSR Option 7a: 365 Students (New)



- Swing Space for 4 Classrooms required
- Loss of play space/field dependent on inclusion of 1923/24 Fells School structure
- 2 story compact footprint
- Parking and access relative to the building location
- Loss of grove of trees
- Vehicle queuing for approx. 65 cars on site
- Hickory Road Connection:
  - Introduces additional access point to site and queuing potential
  - Likely provide relief to Weston Road congestion
  - Likely be utilized for additional access to Route 9 in PM
  - Introduces new traffic to adjacent neighborhood

KEY

● Entry

◄ Service Entry

— Gate

# Hardy Site: PSR Option 7b: 365 Students (New)



- Swing Space for 4 Classrooms required
- Loss of play space/field dependent on inclusion of 1923/24 Fells School structure
- 2 story compact footprint
- Parking and access relative to the building location
- Loss of grove of trees
- Vehicle queuing for approx. 50 cars on site
- Lawrence Road Connection:
  - Introduces additional access point to site and queuing potential
  - Likely provide relief to Weston Road congestion
  - Likely be utilized by students living north of Route 9
  - Introduces new traffic to adjacent neighborhood

#### KEY

● Entry

▲ Service Entry

■ Gate

# Hardy Site: PSR Option 7b: 365 Students (New)

## First Floor Plan



- Swing Space for 4 Classrooms required
- Loss of play space/field dependent on inclusion of 1923/24 Fells School structure
- 2 story compact footprint
- Parking and access relative to the building location
- Loss of grove of trees
- Vehicle queuing for approx. 50 cars on site
- Lawrence Road Connection:
  - Introduces additional access point to site and queuing potential
  - Likely provide relief to Weston Road congestion
  - Likely be utilized by students living north of Route 9
  - Introduces new traffic to adjacent neighborhood

### KEY

● Entry

◄ Service Entry

— Gate

# Hardy Site: PSR Option 7b: 365 Students (New)

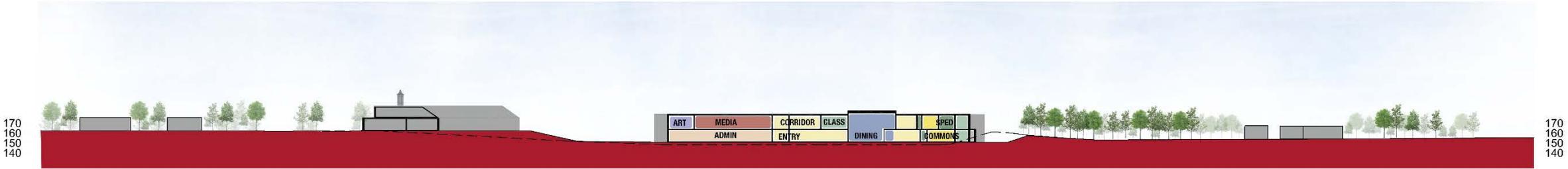
## *Second Floor Plan*



- Swing Space for 4 Classrooms required
- Loss of play space/field dependent on inclusion of 1923/24 Fells School structure
- 2 story compact footprint
- Parking and access relative to the building location
- Loss of grove of trees
- Vehicle queuing for approx. 50 cars on site
- Lawrence Road Connection:
  - Introduces additional access point to site and queuing potential
  - Likely provide relief to Weston Road congestion
  - Likely be utilized by students living north of Route 9
  - Introduces new traffic to adjacent neighborhood

- KEY
- Entry
  - ◀ Service Entry
  - ▬ Gate

# Hardy Site: PSR Option 7b: Section



# Hardy Site: PSR Option 7d: 365 Students (New)



- Requires Swing Space for full school population
- No loss of play space/fields
- Considers 3 stories at back to keep compact footprint
- Requires expanded parking at back of site
- Least impactful to forested area
- Vehicle queuing for approx. 65 cars on site
- Hickory Road Connection:
  - Introduces additional access point to site and queuing potential
  - Likely provide relief to Weston Road congestion
  - Likely be utilized for additional access to Route 9 in PM
  - Introduces new traffic to adjacent

## KEY

● Entry

▲ Service Entry

■ Gate

# PSR: Options For Study

## Upham Site

### Option 1:

- Base Repair (7 Schools; <200 St)

### Option 5: (2 Versions)

- New Construction (6 Schools; 365 St)

## Hardy Site

### Option 6:

- Add Reno (6 Schools; 365 St)

### Option 7: (3 Versions)

- New Construction (6 Schools; 365 St)

## Upham Feasibility Study MSBA Master Agreement:

The MSBA Requires that the above options be incorporated into the Upham School Study –

*“If Options other than the Upham School site are selected the District must ensure that the existing Upham School Building will no longer be used as a K-5 facility”.*

# Observations for Consideration

- Traffic Analysis favors Upham
  - Relieving Weston Road requires allowing vehicle entrance and queuing from one or more: Route 9, Lawrence Rd., and or Hickory Rd. – but still does not change “level of service”.
- Impacts to Natural Habitats and Carbon Sequestration
  - Ledge Removal impacts favor Hardy Site
  - Tree removal quantitatively favors the Hardy Site
  - Tree removal qualitatively favors the Upham Site (better & larger individual specimens at Hardy)
- Sites are designated as educational sites. Open space, recreation, Town forests are different designations
  - Moving forward with Hardy or Upham site for *this project* does not preclude the other site from being developed for a School in the future

# Site Selection Criteria

## Upham Site

Educational Plan



Site Amenities (Community Fields)



Walkability/Bikeability (Neighborhood School)



Impacts to Natural Habitats



Traffic



Cost



## Hardy Site

Educational Plan



Site Amenities (Community Fields)



Walkability/Bikeability (Neighborhood School)



Impacts to Natural Habitats



Traffic



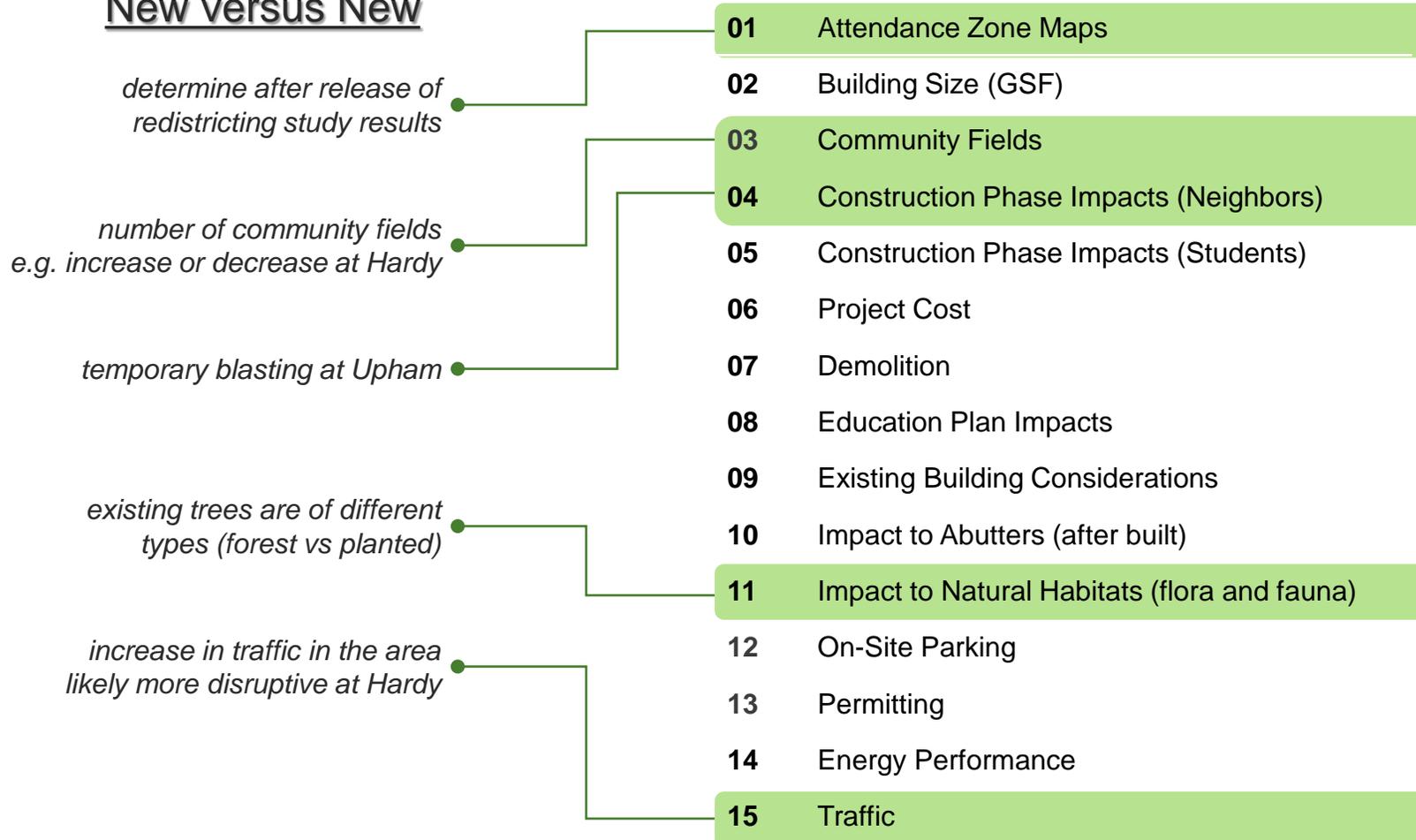
Cost



# Selection Criteria

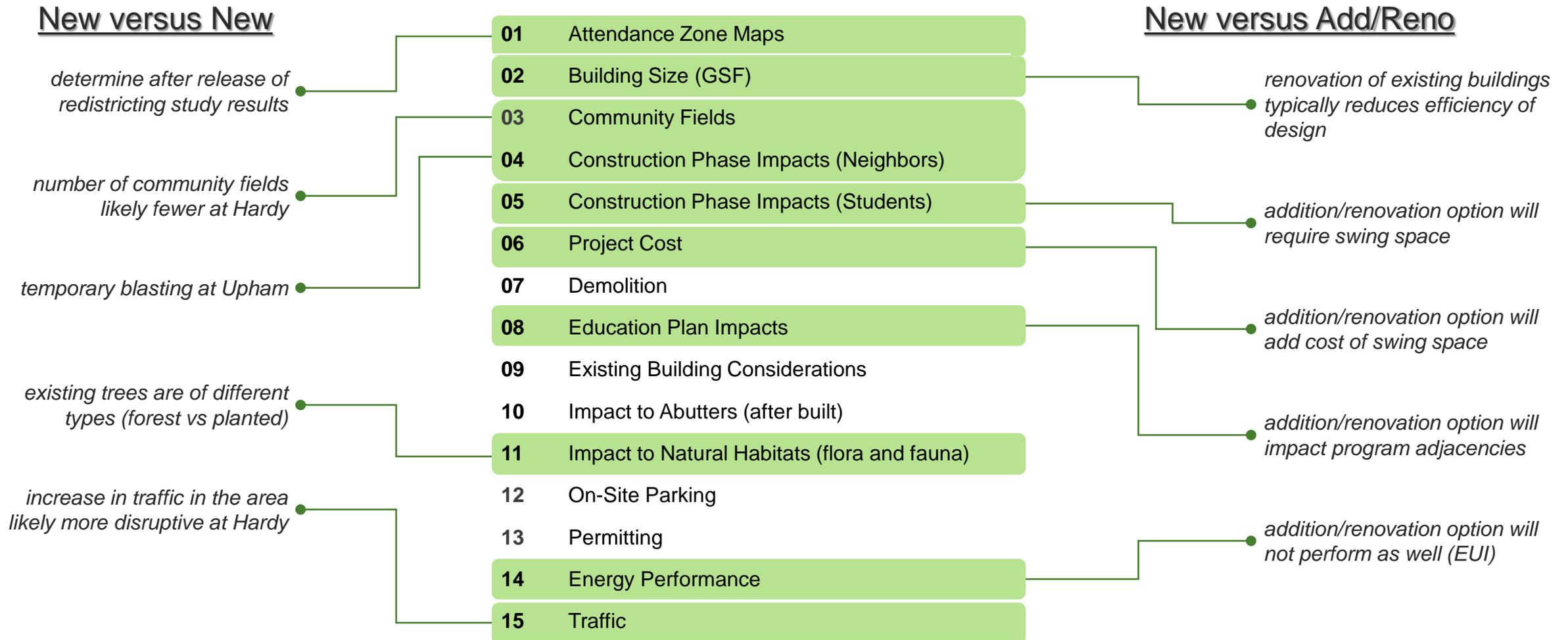
*Determine if any are neutral and can be eliminated*

## New versus New



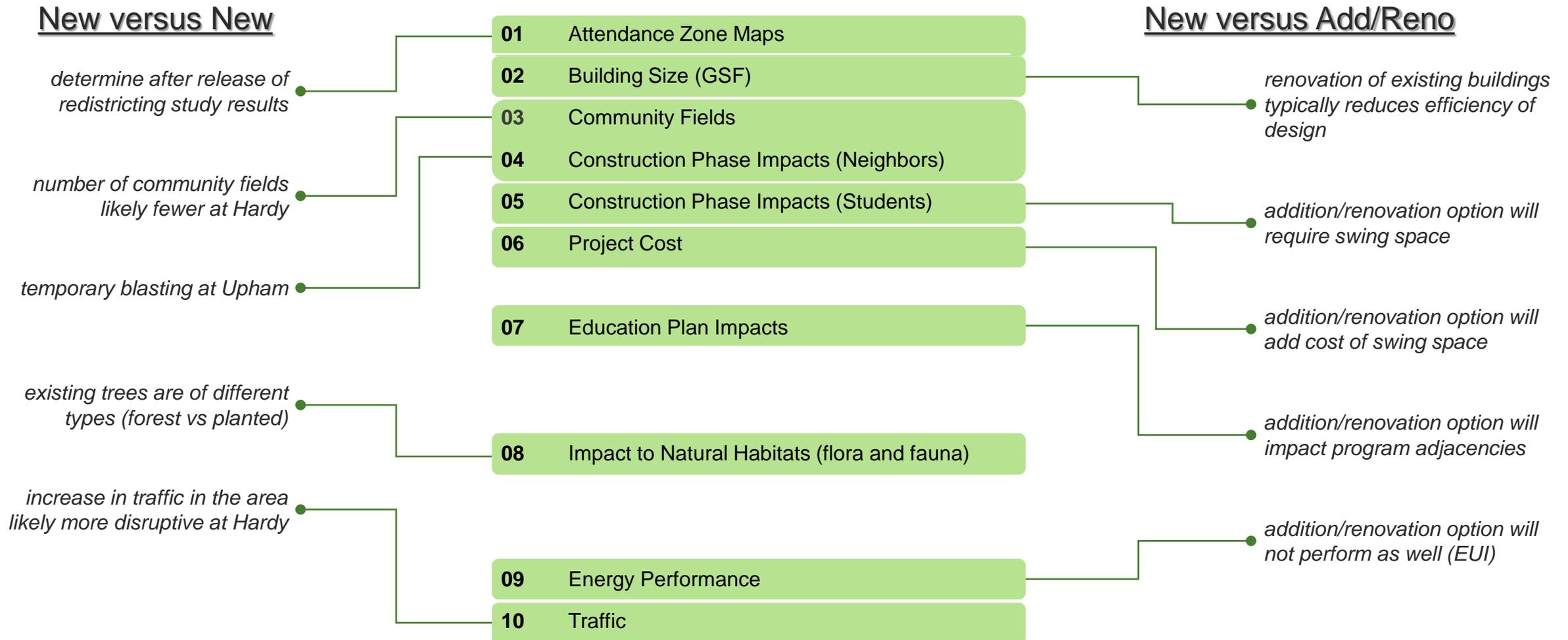
# Selection Criteria

*Determine if any are neutral and can be eliminated*



# Selection Criteria

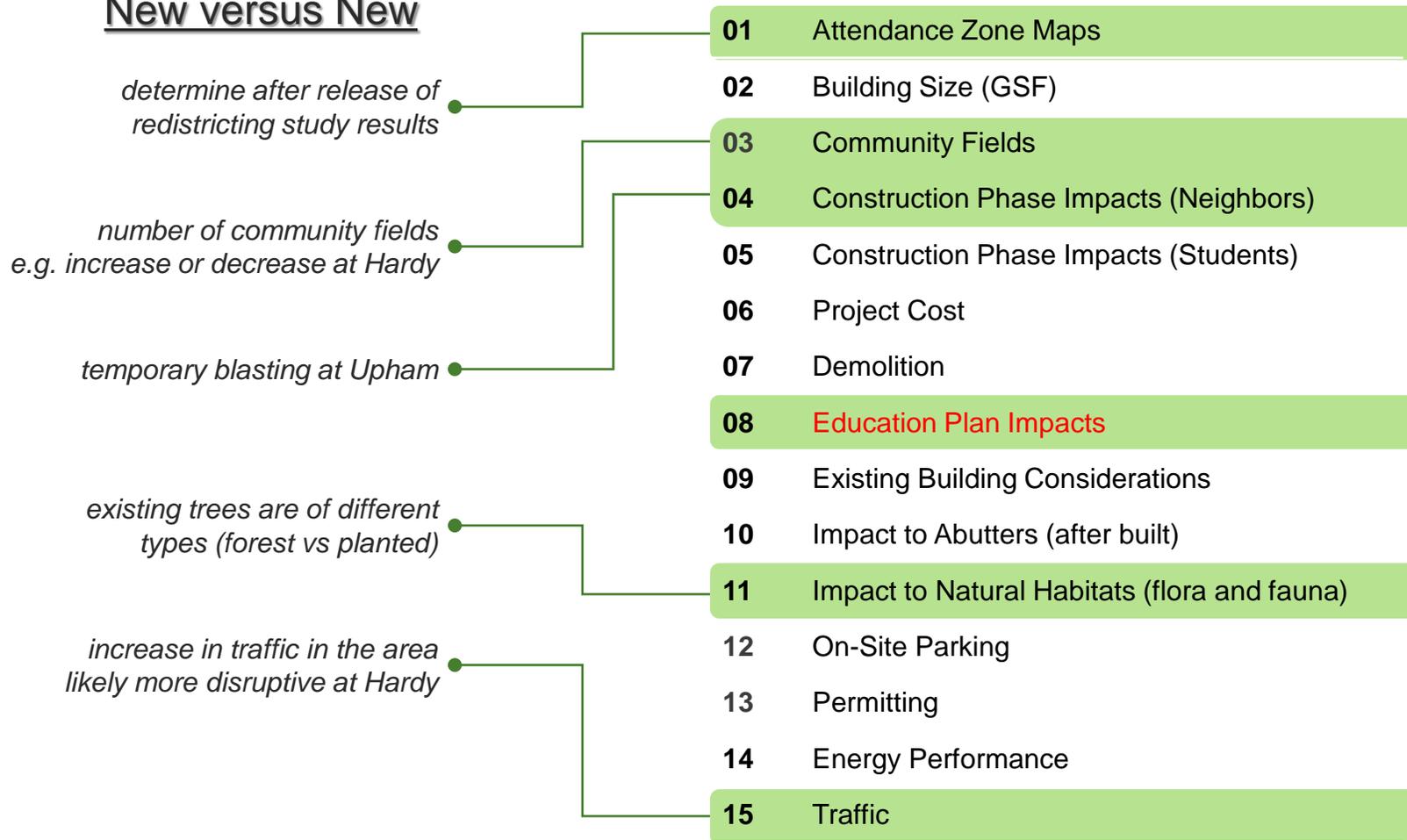
## Recommended final evaluation criteria



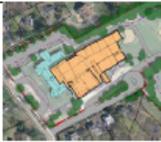
# Site Selection Criteria

*Most Criteria are neutral (i.e. Equal either good or bad) for each site*

## New versus New



# Site Selection Criteria

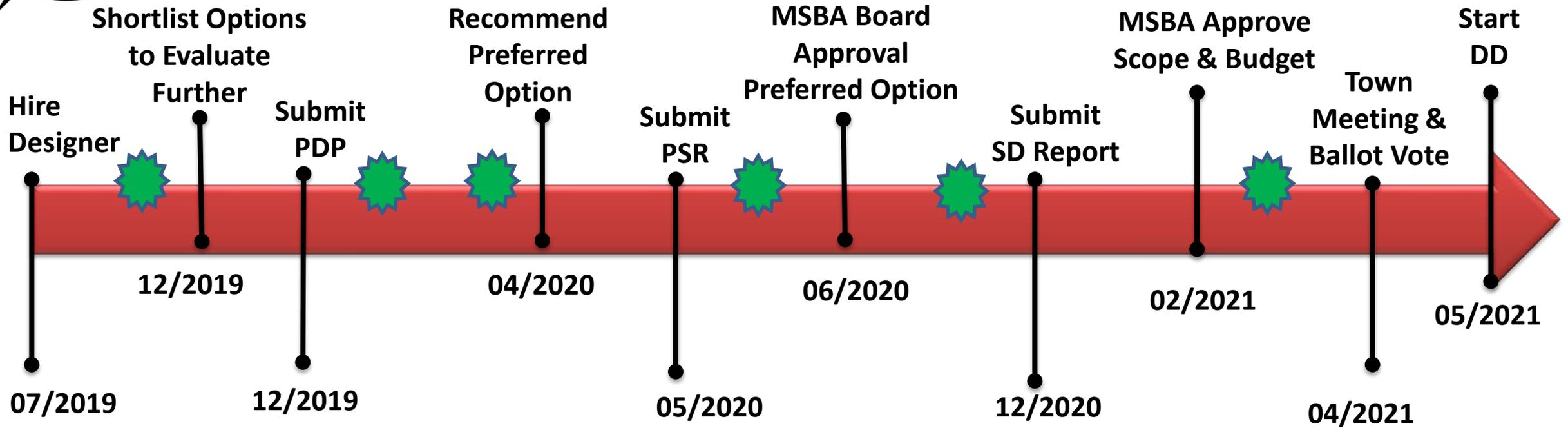
		Site Selection for New Construction (365 Students)						
		Option 2: Code Upgrade	Option 4: Add/Reno at Hardy Site	Option 6a: New at Upham Site (south-facing)	Option 6b: New at Upham Site (east-facing)	Option 7a: New at Hardy Site (straight)	Option 7b: New at Hardy Site (bent)	Option 7d: New at Hardy Site (on Existing)
		CODE Upgrade						
Description								
1	Attendance Zones	Definition to be discussed. Characteristic of each map to be discussed and evaluated by the Committee.						
2	Building Size (GSF)	Insert the total building GSF (GSF)						
3	Community Fields	Describe the number and quality of community fields and play areas available in its existing state as compared to the number and quality post construction.						
4	Construction Phase Impacts (Neighbors)	List the anticipated Construction Phase Impacts for the Neighbors						
5	Construction Phase Impacts (Students)	List the anticipated Construction Phase Impacts for the Students						
6	Cost for Building Construction	Note the total construction cost of the building construction/ renovation. (\$000)						
7	Cost for Site Work	Note the total construction cost of site work (\$000)						
8	Demolition	Is demolition of existing buildings required in order to complete construction? (Full/Partial/None)						
9	Education Plan (Strengths)	Note what aspects of the Ed Plan <u>are achieved</u> with each conceptual floor plan.						
10	Education Plan (Weaknesses)	Note what aspects of the Ed Plan <u>are not achieved</u> with each conceptual floor plan.						
11	Original Hardy Building Consider	Does the original building need to be retained and, if so, is there a planned use for it?						
12	Impact to Abutters (After built)	Describe potential noise and lighting impacts						
13	Impact to Natural Habitats (Flora)	Qualitative description potential impacts to flora and fauna						
14	On-Site Parking	The total parking requirement has been determined to be 780 spaces. Has this been achieved? (Yes/No)						
15	Permitting	List special permitting considerations						
16	Student Prox (Biking)	What is the distance of the longest bikeable routes within the attendance zone?						
17	Student Prox (Busing)	What is the anticipated maximum time for bus transit within the attendance zone? (mins)						
18	Student Prox (Walking)	Provide the percentage of households that are outside of a 15-minute walk / 1 mile (1/2) within the attendance zone.						
19	Sustainability (EUI)	What is the predicted EUI for each concept?						
20	Sustainability (Building PV)	What SF of Solar PV can be accommodated on the roof? As well as its predicted performance measured as a percentage of total solar PV need to achieve NZE? (SF/KWH)						
21	Sustainability (Site PV)	What SF of Solar PV can be accommodated on the site? As well as its predicted performance? (SF/KWH)						
22	Traffic (Onsite)	Note how parent queuing (drop-off and pick-up) is being accommodated on the school site and in its immediate area						



# APPROACH TIMELINE



*Community Forum*



*PDP: Preliminary Design Plan | PSR: Preferred Schematic Report | SD: Schematic Design Report*



# Upcoming Milestone Schedule

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- SBC Recommendation of Preferred Option – April 2<sup>nd</sup>
- Joint Meeting with SC & BOS to review SBC Recommendation of Preferred Option – April 9<sup>th</sup>
- Town Meeting Update on the Recommendation of Preferred Option – April 13 or 14<sup>th</sup>
- Joint Meeting with SC, BOS & SBC to vote on Recommendation of Preferred Option – April 30<sup>th</sup>
- SBC submit Preferred Option to MSBA – May 6<sup>th</sup>

# Hardy/Upham Elementary Feasibility Study



# Discussion

