



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 M. OLNEY

FACSIMILE: (781) 239-1043
 TELEPHONE: (781) 431-1019 x2201

WWW.WELLESLEYMA.GOV

MEGHAN C. JOP

EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

SELECTMEN'S MEETING
REVISED AGENDA
ONLINE REMOTE MEETING
5:00 pm Monday, April 27, 2020
<https://youtu.be/HyG8as81XRM>

1. 5:00 Call to Order – Open Session
2. 5:01 Citizen Speak
3. 5:05 Joint Meeting with Wellesley Housing Authority
 - Appoint Vacant Position
4. 5:15 Annual Town Meeting Preparation
 - Discuss and Vote Article 18 Town Hall Annex Project
5. 5:45 Discuss and Vote Unforeseen Measures of COVID-19 Outbreak
6. 5:50 Executive Director's Update
 - Vote Minutes
 - Vote to Accept Gifts
7. 6:00 Liaison Updates
8. 6:05 New Business and Correspondence
9. 6:10 Executive Session:
 - Executive Session under G.L. c. 30A, §21(A), exemption #7 to comply with Open Meeting Law, G.L. c. 30A, §§ 18-25 to approve minutes and review release of March 4, 2020, March 9, 2020, and April 6, 2020.
 - Executive Session under M.G.L. c. 30A, §21(A), exemption #2 – to discuss strategy with respect to contract negotiations with nonunion personnel (Fire Chief Richard DeLorie)

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

Next Meeting Dates SUBJECT TO CHANGE

Monday, April 27, Virtual Meeting

REMOTE MEETING PROTOCOL

Residents can view the meeting from the **youtube** link above. The online meeting will also be streaming live and will be telecast live on Comcast channel 8 and Verizon channel 40. Residents seeking to participate in Citizen Speak or any other agenda item should email sel@wellesleyma.gov prior to the meeting and a number will be assigned for speakers. All residents seeking to participate shall call into 781-489-7525 (Conference Line) and await the announcement of your assigned number to speak. Individuals wishing to participate who have not received a number shall be asked at the end of the agenda item if they would like to speak before the Board moves on to the next agenda item.



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MEGHAN C. JOP
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT SERVICES

Monday, April 27, 2020

- 1. Call to Order – Open Session**
- 2. Citizen Speak**
- 3. Joint Meeting with Wellesley Housing Authority to Appoint Vacant Position**

Maura Renzella, Chair of the Housing Authority, has asked the Board to appoint Renee Spencer to the Housing Authority. Renee is currently running for the position in the election unopposed to fill the vacancy left by Don Kelley. I have found a previously submitted volunteer form that Renee submitted that tells a little about her.

MOTION:

Move to call a joint meeting with the Housing Authority

Move to appoint Marjorie Freiman as Chair of the Joint Meeting

Move to appoint Maura Renzella as the Secretary of the Joint Meeting

Move to appoint Renee Spencer to the Wellesley Housing Authority until the next Town Election.

Move to dissolve the Joint Meeting.



APPLICATION FOR VOLUNTEER SERVICES TO BOARDS/COMMITTEES

Renee Spencer
Name

June 23, 2019
Date

26 Barton Rd
Address

[Redacted]

[Redacted]
Phone

What Board/Committee are you applying for? COA and or Youth Commission

How long have you lived in Wellesley? 37

Are you a registered voter? Yes

Are you serving on any other Town Committees? Town Meeting Member

Why are you seeking appointment? I enjoy working with boards in the town - and can also be a voice for public housing tenants - I enjoy being involved with any group in town

Please List any education, experience, knowledge, skills/training or special interests you may have that will assist this Board/Committee:

I am a young senior at 61 and can bring some different perspective to the COA Board - also Youth Commission having almost teenage grandsons and

Applicant Signature: Renee Spencer

Please submit your application, with a resume if available, to the Selectmen's Office.

A young grandchildren be a voice to/for the Youth

Article 18 – Town Hall Annex

Joe McDonough will be joining the meeting to discuss the evaluation of leasing space rather than moving forward with design and construction of a Town Hall Annex at this time. Other members of the Town Hall Annex Group have been invited to the meeting and include Brian DuPont, Steve Gagosian and Kevin Kennedy. Marjorie and I are also part of the Town Hall Annex Working Group. Attached for your review is the PowerPoint that Joe will be giving on Monday. I have prepared a motion should the Board agree to remove the funding request from Annual Town Meeting.

MOTION:

Move to make no motion on Article 18 at the Annual Town Meeting.

Wellesley Facilities Management Department (FMD)



Town Hall Projects *Reassessment*

Presentation to Board of Selectmen
April 27, 2020

Agenda

- Background
- Options for Consideration
- Town Hall Renovation Project
- Town Hall Annex Project
- Leased Office Space
- Recommended Next Steps

BACKGROUND

Background

- Town's Current Financial Situation
- Capital Projects
 - Funding approaches need reconsideration
- Two Town Hall Projects Impacted
 - Town Hall Annex
 - Town Hall Renovation

Background

Anticipated Funding Sources

- Town Hall Annex Project
 - \$11.9M *Total Project* Cost Estimate
 - Debt Funded
 - \$1,338,144 *Design* Fund Request
 - Free Cash at 2020 ATM
- Town Hall Renovation Project
 - \$100,000 Request for supplemental study funds
 - FY21 Cash Capital Budget

OPTIONS FOR CONSIDERATION

Overall Options for Consideration

1. **Proceed** with Town Hall Annex Project as Planned
2. **Delay** Town Hall Annex Project
 - Find Interim Solutions to Address Building Deficiencies
 - Leased Office Space
 - Contingency Budget for Town Hall in Cash-Capital
3. **Proceed** with TH Renovation Study
 - Must meet MAAB time variance deadline for upgrades
 - Work is urgently needed
 - Supplemental study cost is relatively modest
 - Current TH Renovation schedule can be maintained

TOWN HALL RENOVATION PROJECT

Town Hall Renovation Project

- Initial Study Completed
- Supplement Study to Begin Summer 2020
- Current Project Schedule
 - Spring 2021 ATM Design/Bidding Funds approved
 - Spring 2023 ATM Construction funds approved
 - Spring 2023 Construction begins
 - Fall 2024 Construction complete
- *Town Hall Deficiencies and Limitations.....*

Town Hall Deficiencies

- Public Meeting Rooms – Juliani and Great Hall
- Office Space and Storage
- Conference Rooms
- Handicapped Accessibility
- Programmatic Layout and Wayfinding
- Building Systems/Air Quality
- Security
- Parking

Building Deficiencies



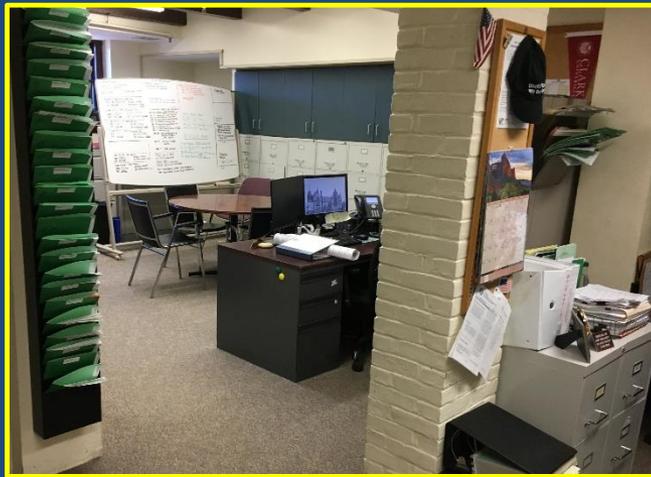
Public Meeting Rooms

Building Deficiencies



Conference Rooms

Building Deficiencies



Office Space

Town Hall Projects - Reassessment

Building Deficiencies



- Interim Improvements made during Exterior Project
- Time Variance Work Remains

Accessibility

Town Hall Projects - Reassessment

Building Deficiencies



Building Systems

December 2019 Heating Pipe Leak

Town Hall Projects - Reassessment

Building Deficiencies



Wayfinding and Signage

Town Hall Projects - Reassessment

Building Deficiencies



Security and Storage

Site Limitations



Parking



HC Parking and Accessibility

TOWN HALL ANNEX PROJECT

Town Hall Annex Project

Project Summary

- 13,500 SF, 3-Story Building at Municipal Way
- Construction Complete in Spring 2023
- First Net Zero Building in Town
- Future Home to:
 - Building Department (BLD)
 - Natural Resources Commission (NRC)
 - Planning Department (PLD)
 - Zoning Board of Appeals (ZBA)
 - Facilities Management Department (FMD)
 - Human Resources & Retirement
 - SEC and satellite IT functions

Town Hall Annex Project

Annex Options for Consideration

1. Status Quo

- Does not address current financial issues

2. Delay One Year (Or Longer)

- Keeps momentum on project
- Allows for change in Town financial picture

3. Annex Alternative - Leased Office Space

LEASED OFFICE SPACE

Leased Office Space

- FMD's Experience: Second 5-Year Lease to Begin
 - It has proven to be a viable and cost-effective alternative
- Provides Relief to Majority of TH Staff *Sooner*
 - About 2 Years Earlier with July 2021 Lease Start
- Provides Short/Near Term Financial Relief
 - Avoids cash expenditure on design funds
 - Avoids debt on construction funds
- Allows Time to Reconsider Annex Building
 - Evaluate Operational Changes Due to COVID
 - Reassess Annex program during lease period
 - More remote work likely = less space required

Leased Office Space

*Leased Space as Annex **Alternative***

- Would accommodate all 8 departments scheduled for new building (FMD remains in leased space)
- Space for thirty-two (32) TH Staff
- Approximately 10,000 sf of “Rentable” space needed
 - *FMD currently leasing 3,665 sf for comparison*
- Lease could begin in FY22 (7/1/2021)
- FY22 Budget Impacts
 - *Lease and Moving Expenses – Operational*
 - *Furniture – Capital (or Operational if Leased)*

Leased Office Space

Lease Procurement

- Same Process Used from FMD Space: MGL 30B
- Public Solicitation Using RFP
- Price and Non-Price Proposals Evaluated
- Selection Team Ranks Proposals
- Negotiate with Most Advantageous to Town
- Initial Budgetary Lease Cost = \$27.50/sf
 - Minor increase over FMD's new rate
 - 5-Year Fixed, all-inclusive Lease

Leased Office Space

Lease-Related Expenses

- Moving
- Installing Town Fiber
- Phones & Data
- Furniture Options:
 - Purchase All New (similar to FMD)
 - Lease
 - Use Existing
 - Combination of above
 - Pros/Cons with Each Require Further Evaluation

Leased Office Space

Lease or Build?

Answer: It Depends

1. Construction Cost vs. Lease Costs
 2. On-Going Expenses
 - Utilities, maintenance, custodial, grounds, etc.
 3. Long-Term Suitability & Flexibility
- Finance Department Could Model Options

Leased Office Space

Cost Summary

Conceptual Budgetary Lease Cost Summary						
Item	FY22	FY23	FY24	FY25	FY26	Total
Annex Alternative Lease	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$1,375,000
Moving Costs	\$25,000					\$25,000
Fiber, Phone and Data Costs	\$45,000					\$45,000
Furniture Costs	\$100,000					\$100,000
Total	\$445,000	\$275,000	\$275,000	\$275,000	\$275,000	\$1,545,000

Note: 7,000 sf of Swing Space could be leased in FY24 and FY25 for the Town Hall Renovation for approximately \$193,000 per year.

RECOMMENDED NEXT STEPS

Recommended Next Steps

1. Maintain Town Hall Renovation Project schedule, including Supplemental Study.
2. Pursue Leasing Office Space in FY22 as a Town Hall Annex Alternative?



QUESTIONS?

Overall Project Schedules

ANNEX BUILDING

Spring 2020 ATM	Design/Bidding Funds approved
Fall 2021 STM	Construction funds approved
Fall 2021	Construction begins
Spring 2023	Construction complete (Town Hall moves in)
January 2025	Fit-up for FMD move in

TOWN HALL RENOVATION

<i>Spring 2021 ATM</i>	Design/Bidding Funds approved
Spring 2023 ATM	Construction funds approved
Spring 2023	Construction begins
Fall 2024	Construction complete
Fall 2024	Non-Land Use Departments move back to TH

5. Discuss and Vote Unforeseen Measures of COVID-19 Outbreak

At this time, I do not have any additional information for the Board.

6. Executive Director's Update

a. Vote Minutes

Please find two sets of minutes of from the afternoon and evening minutes on April 13, 2020

MOTION: Move to approve the afternoon and evening sessions minutes of April 13, 2020

b. Vote to Accept Gifts

I mistakenly added this item to the agenda as the gift amounts will not require acceptance by the Board, however I will give an update on the recent gifts received. I have placed the email from Cricket in the Other Correspondence.

1 **Approved:**

2
3 **Board of Selectmen Meeting: April 13, 2020**

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

5 **Also Present: Jop, Frigulietti**

6
7 **Warrants approved: none**

8
9 **Meeting Documents:**

- 10 1. Agenda
- 11 2. Draft BOS Letter re: Tax Bill Payment Extension, Exceptions & Deferrals
- 12 3. Correspondence from Chief Assessor
- 13 4. Memo from Joe McDonough
- 14 5. Draft Lease Agreement – 888 Worcester Street
- 15 6. Ground Lease 442 Washington Street
- 16 7. Draft BOS Minutes: 3/30/20
- 17 8. Legislation for Remote Representative Town Meetings
- 18 9. Monthly Animal Control Report
- 19 10. Correspondence: MassBay CC
- 20 11. MLP Mailer on COVID-19

21
22 **1. Call to Order**

23 Ms. Freiman, Chair, called the meeting to order at 1:30 pm online.

24
25
26 Ms. Freiman announced the meeting was being streamed live on Comcast channel 8 and Verizon channel
27 40 and by Wellesley Media and recorded for subsequent viewing on the cable channels or at
28 wellesleymedia.org. She stated residents wishing to speak in Citizen Speak or another agenda item should
29 email sel@wellesleyma.gov to be assigned a number and call 781-489-7525 and wait for their number to
30 be called.

31
32 **2. Citizen Speak**

33
34 Ms. Jop confirmed there were no callers on the line.

35
36 **3. Annual Town Meeting Preparation**

37
38 Ms. Strother, Town Finance Director and Mr. Waldman, Town Treasurer, joined the Board.

39
40 Ms. Jop stated that the Town was continuing to review the budget conservatively for the remainder of FY20
41 and for the outlook of FY21. She added that projects were continuing to be reevaluated and stated that the
42 updated proposal had been presented to the Department Heads. Ms. Strother stated that the balanced budget
43 was approved in March however significant changes due to the COVID-19 outbreak would result in less
44 revenue and increased costs for the Town. She added that all Boards were asked to review their budgets
45 and report what was necessary to keep department objectives met and what could be held off.

46
47 Ms. Strother reviewed some of the unanticipated additional costs including increased applications for
48 unemployment claims and PPE supplies. She added that the Finance Department had been tracking all costs
49 associated with the outbreak and would eventually file for FEMA reimbursements in the future when
50 guidance on those reimbursements was issued. She noted that real estate and personal property tax
51 extensions would delay funds and building department permits were down, impacting revenue as well. Ms.

52 Strother added that payroll and vendor payments were being processed on time. She asked that the Board
53 issue a spending freeze for non-COVID related costs and non-essential costs for the remainder of FY20.
54 She noted that the FY21 budget continued to be reviewed for additional cuts. The Board discussed Ms.
55 Strother’s request and the financial impacts of the COVID-19 outbreak for both FY20 and FY21. Ms.
56 Strother proposed significant changes to the FY21 budget projections for revenue estimates. She reviewed
57 the original proposals and suggested changes noting a reduction of \$1.7million in revenue and \$1.7million
58 increase in spending assumptions. She discussed projects that were potentially deferrable such as the Town
59 Hall Annex and potentially realigning street projects. She added that the departments would be involved in
60 the decision making process.

61
62 The Board discussed the projects that may be reprioritized from the FY21 budget and the changes in revenue
63 and expense projections for FY21. The Board expressed general support for the changes, analysis, and
64 reprioritization of the FY21 budget presented by Ms. Jop and Ms. Strother.

65
66 **Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board was polled and voted (5-0)**
67 **to request all departments defer hiring non-essential staff and defer purchase of items not necessary**
68 **due to the current reduction in building use and services as well as avoiding unnecessary**
69 **expenditures.**

70 **Morgan - Aye**
71 **Sullivan Woods - Aye**
72 **Olney - Aye**
73 **Ulfelder - Aye**
74 **Freiman - Aye**

75
76 **4. Discuss and Vote Unforeseen Measures of COVID-19 Outbreak**
77

78 Ms. Freiman stated that the Town had seen the largest increase in COVID-19 cases over the weekend. Ms.
79 Jop stated that the National Guard was performing COVID-19 testing at the skilled nursing homes in
80 Wellesley and reviewed the Health Department’s response to the testing and tracking of cases.

81
82 Ms. Jop reviewed the tax bill extension provisions within the State’s Governance Bill eligible for the Board
83 to approve. She noted that the option to defer interest was not presented to the Board but may come before
84 the Board in the coming weeks. The Board expressed support for the adoption of the provisions for
85 extending property tax bills and applications for extension. Mr. Waldman stated that Wellesley would begin
86 accruing interest on unpaid bills as of June 2nd.

87
88 **Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board was polled and voted (5-0)**
89 **to approve the local option as outlined in An Act to Address Challenges Faced by Municipalities and**
90 **State Authorities Resulting From COVID-19 to extend the due dates of property tax bills under**
91 **G.L.c. 59, §§ 57 and 57C from May 1, 2020 to June 1, 2020.**

92 **Morgan - Aye**
93 **Sullivan Woods - Aye**
94 **Olney - Aye**
95 **Ulfelder - Aye**
96 **Freiman - Aye**

97
98 **Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board was polled and voted (5-0)**
99 **to approve the local option as outlined in An Act to Address Challenges Faced by Municipalities and**
100 **State Authorities Resulting From COVID-19 to extend the due date under G.L. c. 59, § 59 for**
101 **applications for exemptions from April 1, 2020 to a date not later than June 1, 2020.**

102 **Morgan - Aye**

103 **Sullivan Woods - Aye**

104 **Olney - Aye**

105 **Ulfelder - Aye**

106 **Freiman - Aye**

107

108 Ms. Freiman stated that the Town Clerk had been promoting how residents can request and cast a mail-in
109 ballot for the yet to be rescheduled 2020 Town Election. She added that ballots could be downloaded and
110 printed from the Clerk's website and be dropped off in the outdoor drop box at Town Hall or mailed in. She
111 added that ballots already cast would be counted and those residents would not need to vote again as the
112 ballot had not changed. Ms. Sullivan Woods stated that the Merchants Association members were offering
113 e-commerce on various web applications and appreciated the continued support from the community. The
114 Board continued to discuss the impacts of the COVID-19 outbreak including requesting all residents to
115 wear masks when outside their homes and additional information that could be released in the daily COVID-
116 19 communications. Ms. Freiman read the drafted Non Essential Construction Order to be issued on behalf
117 of the Board. Ms. Jop stated that the Order would be released to the public after the meeting. The Board
118 briefly discussed the project types considered essential or non-essential.

119

120 **5. Discuss and Vote 888 Worcester Street Lease**

121

122 Mr. McDonough joined the meeting. He briefly reviewed the RFP submission and selection process for the
123 office space for FMD. He stated that the only submission was from Haynes Management for Wayne Office
124 Park, the same space where FMD is currently housed. He provided a review of the five-year lease and added
125 that FMD had been pleased with the space and believed the lease was very advantageous for the Town. He
126 stated that Town Counsel had reviewed and approved of the negotiated lease agreement.

127

128 **Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board was polled and voted (5-0)**
129 **to approve the lease with Wayne Office Park, LLC for the Facilities Management Department offices**
130 **to be located at 888 Worcester Street.**

131 **Morgan - Aye**

132 **Sullivan Woods - Aye**

133 **Olney - Aye**

134 **Ulfelder - Aye**

135 **Freiman - Aye**

136

137 **6. Discuss and Vote Consent to Assignment of Lease 442 Washington Street (Cochituate**
138 **Aqueduct)**

139

140 Ms. Jop stated that Gravestar was refining their mortgage loan with Eastern Bank for Wellesley Plaza at
141 442 Washington Street, the Whole Foods location, and the Bank required closing documents necessitated
142 approval from the Board due to the Aqueduct lease at that location. She provided a brief review of the
143 Cochituate Aqueduct lease process noting that at the Whole Foods site the aqueduct runs through a
144 significant portion of the parking lot. She stated that Town Counsel and reviewed the documents. The Board
145 briefly discussed the consent for the assignment of the lease.

146

147 **Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board was polled and voted (5-0)**
148 **to approve the Consent to Assignment of Lease for 442 Washington Street.**

149 **Morgan - Aye**

150 **Sullivan Woods - Aye**

151 **Olney - Aye**

152 **Ulfelder - Aye**

153 **Freiman - Aye**

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7. **Executive Director's Update**

Ms. Jop thanked Ms. Freiman for her team of residents for sewing homemade masks for many departments and other town locations. Ms. Jop noted the drafted minutes before the Board.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board was polled and voted (5-0) to approve the minutes of March 30, 2020.

- Morgan - Aye**
- Sullivan Woods - Aye**
- Olney - Aye**
- Ulfelder - Aye**
- Freiman - Aye**

8. **Liaison Updates**

None

9. **New Business and Correspondence**

None.

The meeting was adjourned at 3:20pm.

The next regular meeting is scheduled for Monday, April 20 at a time to be determined -online.

1 **Approved:**

2

3 **Board of Selectmen Joint Meeting: April 13, 2020**

4 **Present: Freiman, Ulfelder, Olney, Sullivan Woods, Morgan(5:35)**

5 **Also Present: Jop**

6

7 **Warrants approved: none**

8

9 **Meeting Documents:**

10 1. Agenda

11 2. Statement of Interest from Tom Taylor

12

13 **1. Call to Order**

14

15 Ms. Freiman, Chair, called the Board of Selectmen to order at 6:33 pm online joining the Planning Board
16 meeting in session

17

18 **2. Joint Meeting with the Planning Board to Appoint Vacant Position**

19

20 **Upon a motion by Ms. Freiman and seconded by Mr. Ulfelder, the Board was polled and voted (4-0)**
21 **to convene a joint meeting with the Planning Board.**

22 **Sullivan Woods - Aye**

23 **Olney - Aye**

24 **Ulfelder - Aye**

25 **Freiman - Aye**

26 Mr. Morgan joined the meeting at 6:35pm

27

28 **Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Boards were polled and voted (9-**
29 **0) to elect Ms. Freiman as Chair of the joint meeting.**

30 **Morgan - Aye**

31 **Sullivan Woods - Aye**

32 **Olney - Aye**

33 **Ulfelder - Aye**

34 **Freiman - Aye**

35 **Ms. Mallett**

36 **Ms. Johnson**

37 **Ms. Woodward**

38 **Mr. Roberti**

39

40 **Upon a motion by Mr. Morgan and seconded by Ms. Woodward, the Boards were polled and voted**
41 **(9-0) to elect Ms. Johnson as Secretary of the joint meeting.**

42 **Morgan - Aye**

43 **Sullivan Woods - Aye**

44 **Olney - Aye**

45 **Ulfelder - Aye**

46 **Freiman - Aye**

47 **Ms. Mallett**

48 **Ms. Johnson**

49 **Ms. Woodward**

50 **Mr. Roberti**

51

52 Ms. Johnson introduced Mr. Taylor. She noted that Mr. Taylor was running for election for the vacant seat
53 on the Board and the Planning Board would like to appoint him at this time as Mr. Pinto had resigned. Mr.
54 Taylor reviewed his background and his interest in joining the Planning Board.

55
56

57 **Upon a motion by Mr. Morgan and seconded by Ms. Woodward, the Boards were polled and voted**
58 **(9-0) to appoint Thomas Taylor to the vacant Planning Board position until the next annual Town**
59 **Election.**

60 **Morgan - Aye**
61 **Sullivan Woods - Aye**
62 **Olney - Aye**
63 **Ulfelder - Aye**
64 **Freiman – Aye**
65 **Ms. Mallett**
66 **Ms. Johnson**
67 **Ms. Woodward**
68 **Mr. Roberti**

69

70 **Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Boards were polled and voted (10-**
71 **0) to dissolve the Joint Meeting**

72 **Morgan - Aye**
73 **Sullivan Woods - Aye**
74 **Olney - Aye**
75 **Ulfelder - Aye**
76 **Freiman – Aye**
77 **Ms. Mallett**
78 **Ms. Johnson**
79 **Ms. Woodward**
80 **Mr. Roberti**
81 **Mr. Taylor**

82

83 The joint meeting was adjourned at 6:45pm

84

7. **Liaison Updates**

8. **New Business and Other Correspondence**

- ❖ Gift Email from Cricket Vlass
- ❖ Press Release from Mass Bay Community College

Meagher, Cathryn

From: Vlass, Cricket
Sent: Wednesday, April 22, 2020 6:45 AM
To: Meagher, Cathryn
Subject: Re: Donations

Meant to include: \$1,352.00

Thanks

Get [Outlook for iOS](#)

From: Meagher, Cathryn <cmeagher@wellesleyma.gov>
Sent: Tuesday, April 21, 2020 3:24:22 PM
To: Vlass, Cricket <cvlass@wellesleyma.gov>
Cc: Jop, Meghan <mjop@wellesleyma.gov>
Subject: RE: Donations

Thanks Cricket, how much was the donation for from Shawna Toussaint?

Persimmons are pretty – I look forward to seeing some around town – stay healthy!!
Cay

From: Vlass, Cricket
Sent: Tuesday, April 21, 2020 2:06 PM
To: Meagher, Cathryn <cmeagher@wellesleyma.gov>
Cc: Jop, Meghan <mjop@wellesleyma.gov>
Subject: Donations

Hi Cay,

We had a donation from Shawna Toussaint for a Kingsley Bate bench and plaque to honor her mother, Joellen, a longtime employee of the Wellesley Library. The bench will be installed in Simmon's Park, adjacent to the Main Library. In addition, The Rotary Club of Wellesley donated \$520.00 to pay for 500 Arbor Day Seedling trees. This year the seedlings are Persimmons and due to COVID, we will be planting some throughout town and rest to be distributed to the Sustainability group and Rotary. They are normally given to each 4th grade student in town along with a talk about Arbor Day. Hopefully we'll be back in the classrooms next year.

Hope you are both healthy!

Cricket

Cricket Vlass, Landscape Planner
Town of Wellesley
Department of Public Works
Park & Highway Division
30 Municipal Way
Wellesley Hills, MA 02481
Tel: (781) 235-7600 X3332
Fax: (781) 431-7569
E-mail: cvlass@wellesleyma.gov
Town Website: <http://www.wellesleyma.gov/>

I am in the office on Mondays, Tuesdays and Thursdays.

When responding please be advised that the Town of Wellesley and the office of the Secretary of State has determined that email could be considered a public record.

Meagher, Cathryn

From: Cooper, Elizabeth <ecooper@massbay.edu>
Sent: Tuesday, April 21, 2020 1:46 PM
Subject: MassBay to Hold Virtual Spring Open House - Saturday, May 2, 2020
Attachments: open house pic.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.]



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

MEDIA ADVISORY: MassBay to Hold Virtual Spring Open House

WELLESLEY HILLS, Mass. (April 21, 2020) – MassBay Community College will hold its annual Spring Open House virtually on **Saturday, May 2, 2020, from 9:00AM – 11:00AM**. President Dr. David Podell along with faculty, staff, students, and alumni will greet prospective students and their families, remotely.

Prospective students, from the comfort of their homes, can learn about MassBay's 70 degree and certificate programs, transfer opportunities after MassBay, free resources available at the college, as well as the admissions and financial aid processes. Prospective students will also be able to apply for admission during the Open House. MassBay will have current students, alumni, and staff available, to live chat and answer any questions visitors might have.

WHAT: MassBay Community College Virtual Spring Open House
WHERE: Online
WHEN: Saturday, May 2, 2020
TIME: 9:00AM – 11:00AM

*Prospective students must RSVP at www.MassBay.edu/OpenHouse or call the Office of Admissions at 781-239-2500. Once a prospective student has registered, they will receive day-of instructions on how to join the Open House.

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 2-year colleges in Massachusetts, #2 in New England and ranked #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 life-long 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.