SELECTMEN'S MEETING
TENTATIVE AGENDA
Juliani Room, Town Hall
6:30 pm Tuesday, July 30, 2019

1. 6:30 Call to Order
2. 6:31 Executive Session under G.L. c. 30A, §21(A), exemption #2 – to discuss strategy with respect to contract negotiations with nonunion personnel (Scott Whittemore, Deputy Police Chief and Jeff Peterson, Assistant Fire Chief)
3. 7:05 Executive Session under G.L c. 30A, §21(A), exemption #3 – to discuss potential litigation with respect to 16 Stearns Road and 680 Worcester Street
4. 7:35 Public Comment
5. 7:38 Announcements
6. 7:45 Executive Director’s Report
   • Minutes
   • Gifts
7. 7:50 Discuss and Vote on Common Victualler Application, Babson College
8. 7:55 Discuss FUTURES Act Resolution
9. 8:15 Discuss CHAPA Municipal Engagement Incentive Grant
10. 8:25 Project Updates
    • School Building Committee
    • Wellesley West Gateway
11. 8:50 Discuss Adoption of “Select Board”
12. 9:05 New Business and Other Correspondence

Please see the Board of Selectmen’s Public Comment Policy

Next Meeting Date: Tuesday, August 13, 7:00 pm – Juliani Room, Town Hall
Tuesday, September 3, 7:00 pm – Juliani Room, Town Hall
<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Selectmen Meeting Items</th>
<th>Other Meeting Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/13</td>
<td>Meeting</td>
<td>Sheryl – Brief Financial Update</td>
<td>Wed. August 7th Morses Pond Feasibility Study Public Meeting at 7:00 PM</td>
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<td>Monday</td>
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<td>Chief Performance Reviews</td>
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<td>Deputy/Asst. Chief Contracts</td>
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<td>Natick Org. farm charity wine license request</td>
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<td>Babson Fall One Day Requests (5 requests)</td>
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<td>Mark’s Pizza – CV application (change location)</td>
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<td>Quarterly Traffic Update</td>
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<td>Indigenous People’s Day Ballot Question</td>
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<td>LABOR DAY – TOWN HALL CLOSED</td>
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<td>Meeting</td>
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<td>Set Marathon Dates</td>
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<td>9/9</td>
<td>Meeting</td>
<td>Review Financial Outlook</td>
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<td>Monday</td>
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<td>Discuss Capital Projects</td>
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<td>Open ATM Warrant (Warrant to be Closed 12/27/19)</td>
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<td>Meeting</td>
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<td>Review BOS Budget</td>
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<td>12/9</td>
<td>Staff</td>
<td>Staff Presentations on Budgets</td>
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<td>Monday</td>
<td>Presentations on Budgets</td>
<td>Potential Quarterly Retreat this Week</td>
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<td>New Year’s Eve Alcohol Service Extensions</td>
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Notes
Quarterly updates
- Traffic Committee (Deputy Chief Pilecki)
- Facilities Maintenance (Joe McDonough)
- Wellesley Club Dates: September 23, October 28, January 13, March 2
Tuesday, July 30, 2019

Our meeting will begin on Monday at 6:30 pm in the Juliani Room

1. Call to Order – Open Session
MEMORANDUM

DATE: July 25, 2019

TO: Board of Selectmen

FROM: Meghan C. Jop, Executive Director

SUBJECT: Weekly Report

Please find an update on recent activities for the past week.

Financial

- Initial budget discussions have begun with staff. Sheryl Strother will be joining the Board on August 13th to give an update on year end and forecasts for FY21.

Personnel

- Retired Veterans Service Officer Richard “Dick” Dillon passed away last week and services were held on Friday, July 25th.
- Seven (7) candidates were identified for interviews for the Asst. Exec. Dir position. Ultimately, five (5) were interviewed. The candidates were all exceptional. A second round of interviews is currently being planned for 2-3 finalists to meet various department heads and Selectmen.
- The Planning Department has selected candidates for the part-time and senior planner and the hiring is being completed.
- Lucy Hauptman, Building Department Admin retired on July 19, 2019. The Inspector of Buildings has initiated the hiring process and is working with HR to update the job description.
- GIS administrator has been hired. The candidate has previously worked in Portsmouth NH and Gorham Maine.

Projects and Departmental Updates

- The Chair has asked the Board to formalize office Hours. Staff will send out a doodle poll to schedule availability for board members. It is anticipated the schedule would commence in September and hours would be held the 2nd and 4th weeks of the month on Tuesday afternoon 1-2:30 and 4th week on Thursday 10 - 11:30 mornings.
The Traffic Committee has received 5 responses to an RFP for traffic consultant services. The respondents included VHB, Beta, Tighe and Bond, Green International, and Environmental Partners. Interviews are scheduled for August 6 and 8. The Traffic Committee will be bringing their recommendation to the Board on August 13th.

FMD has finalized the MIIA insurance claim on the Hunnewell School. The Town will receive $94,845.65 after payment of the $25,000 deductible. Work continues to prepare the two classrooms impacted for the school year.

900 Worcester Street continues to work towards a Temporary Certificate of Occupancy and are seeking sign offs from Police, DPW, Health, and Planning for the rink components. The pool still has work to be finalized to meet the Health Department codes.

MassDOT has agreed to take the land necessary for the traffic signals at 900 Worcester Street. This will require the Board to agree to no financial compensation for the taking, and will eliminate the need to bring an article to STM or ATM. Town Counsel is assisting the team on this matter.

Brian Dupont and I have secured the DPW training room for the COA relocation on August 9 through August 16th. I have confirmed with PBC that the scheduled work is on schedule. We thank Dave Cohen for his assistance in the relocation.

Brian Dupont has been working to complete the Community Compact Digitization of Town Records report a final draft has been submitted and it is our intention to finalize the plan in the next week.

IT is providing assistance to Water and Sewer divisions on the water meter automation project.

Stephanie Hawkinson has taken over the lead on the Annual Report. She has sent notice to all departments and boards on the Annual Report Schedule and some modifications in submittal of materials this year to improve formatting.

Whole Foods has submitted for Site Plan review to demolish an existing two family property under their ownership and expand the parking lot. The Town has encouraged Whole Foods to reduce or eliminate the compact car spaces on site. The parking lot will be greatly improved by this plan and will also improve the ingress and egress off of State Street.

The Town has received notice that the sale of 182 Walnut Street #2, an affordable condominium unit, has been completed. We thank DHCD for their assistance in the resale.

The Town received conditional approval from DHCD on the 40R designation. This is exciting news as it allows the developers to begin permitting. Wellesley Office Park has set up several preliminary meetings with staff and Planning Board, Wetlands Committee, and ZBA. Once the permit has been approved, the Town can submit for Safe Harbor to DHCD for reaching 10%.

Staff will be working to finalize the RFP for the Eaton Court lease of land which is approximately 200 square feet. The goal will be to have the draft to the Board for their September 3 meeting.

DPW has agreed to find a work around to the brick crosswalk removal. The Highway Department has found a plan to pave up to the crosswalks, leaving them untouched until a broader discussion can be held with the merchants and residents. Grinding and Paving will begin this weekend.

Upcoming Events

- **Recreation Meeting on Morses Pond Feasibility – August 7, 2019 at 7:00 pm**
4. **Public Comment**

5. **Announcements**

We will be adding a new agenda item for announcements. As we move forward, please send any agenda or announcement items to Meghan by end of days on Tuesday for the biweekly meetings. This meeting Beth will announce and/or give an overview of the following items:

1. July jubilation, mostly thanking the Town departments for their support.
2. Upcoming community meeting on Morse’s Pond on August 7th at 7:00 PM
3. TPC work and relocation of COA from August 9 through August 16th at the DPW Training Room. Rec and Library are graciously helping house programs during this closure.
4. In response to the resident request this Spring, a Pickle Ball court has been set up at Schofield and users notified of this addition.

**MOTION**

**NO MOTION**
6. Executive Director’s Report

Minutes

Several sets of minutes are included for your review and comment from June 3, June 17, and June 24, 2019.

MOTION

MOVE to approve the minutes of June 3, June 17, and June 24, 2019.

Gifts

The Board approved a revised gift policy at their last meeting, which will be presented for signature. The threshold for review from the Executive Director’s office is $3000. The Recreation Department has received a gift in the amount of $3500 for the 2019 Summer Concert series from the Wellesley Kiwanis Club.

MOTION

MOVE to accept the gift from Wellesley Kiwanis in the amount of $3,500 for the 2019 Summertime Concert Series.
Approved:

Board of Selectmen Meeting: June 3, 2019
Present: Freiman, Sullivan Woods, Morgan, Ulfelder, Olney
Also Present: Jop

Warrants approved: 2019-046 $3,914,599.96
2019-047 $6,709,447.72

Minutes approved: None

Meeting Documents:
1. Agenda
2. BOS Calendar
3. Motions
4. Executive Director’s Report
5. Memo from NRC re: Appointment to open seat
6. Letter of interest for appointment from Ms. Braun
7. Email correspondence from Mr. Miller re: appointment of Ms. Braun
8. Wellesley West Gateway project proposal
9. Letter from Ms. Olson re: reappointment to Planning Board
10. Resume of Ms. Olson
11. Draft proclamation
12. COA donation report for acceptance
13. DPW gift acceptance request
14. Second Hand Articles Dealer application
15. Draft BOS Letter to MassDOT
16. NRC Letter to MassDOT
17. MassDOT 2020-2024 Capital Investment Plan Draft
18. Memo from Chief Pilecki re: Drug Enforcement Administration Investigative Achievement Award
19. 2019 Boston Marathon Fundraising Totals
20. Correspondence from Mr. Kopelman
21. Memo re: Historic District Commission Reappointments
22. Memo re: Historical Commission Reappointments
23. Letters from Hunnewell Students
24. Email and Map from Kevin Kennedy on Hunnewell Communications to SBC
25. Email from Brandon Schmitt: Trees on Central Street
26. Update on Tailby and Railroad Lot listening tour

1. Call to Order

Mr. Morgan, Chair, called the meeting to order at 7:01 pm in the Juliani Room.

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

2. Public Comment

None.
3. Executive Director’s Update

Ms. Jop recognized the Hunnewell School students that submitted letters of thanks to the many departments and the Board regarding the fire at the Hunnewell School. She updated the Board regarding the draft Fire Department Hiring Policy and noted that discussions had been ongoing and a revised draft policy was expected to be presented to the Board at the meeting on June 17th. She presented the draft proclamation for review and approval. She reviewed the gifts for Board acceptance for COA and DPW. She noted that the application for Second Hand Dealers license for approval was in compliance.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the proposed resolution for June 7, 2019 for a retiring Town employee.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the gift in the amount of $1,180 from the Friends of the Wellesley COA for the March Lunch.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the gift of $1,310 for a bench in Fuller Brook Park at the corner of Forest and Seaver Street from Maureen Donlon for a bench and plaque honoring her husband Ed Donlon.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the Second Hand Dealer license to Scrap Gold to Green Cash operating at 64 Hastings Street, Unit 201 to expire April 30, 2020.

Ms. Sullivan Woods thanked Mr. Oliveri the Veterans’ Graves Officer for his work on the Memorial Day events held on May 30th.

Ms. Olney stated she would be holding office hours on Tuesday, June 4th between 9:00 and 11:00 a.m. in the third floor conference room of Town Hall.

4. Discuss Comments on MassDOT Capital Plan

Ms. Jop reviewed the background of the MassDOT capital investment plan and noted the Town had not always pushed its projects forward with MassDOT and had been working to provide additional comments for the FY20 plan. She added that staff had drafted a letter regarding the Towns key initiatives for MassDOT to consider. She noted that the NRC submitted a letter to be included asking MassDOT to include an initiative for litter given the amount of trash that accumulates on Town property, parkland, and schools in close proximity to Route 9. She reviewed several initiatives included in the draft letter including sidewalk repair and maintenance along Route 9, and the Route 9 culvert. The Board discussed the draft and provided comments to be added to the letter.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the letter to MassDOT on the 2020-2024 CIP and to further authorize Jack Morgan to finalize said letter with the Executive Director, Meghan Jop.

5. Wellesley West Gateway Housing Proposal Presentation and Discussion
Ms. Dunn and Mr. Mancini of Spear Street Capital joined the Board. Ms. Dunn briefly reviewed the background of Spear Street with relation to owning and operating office space in the Boston area and worldwide. She noted that Wellesley Gateway had been purchased in 2016 and it is fully leased primarily with Harvard Pilgrim and Aetna. She reviewed the background of the request to include additional housing density to the property. She noted retail and additional office space would not be appropriate at the site given the lack of parking, however, during the initial design phases adding approximately 131 residential units would be appropriate. She reviewed the site plan proposal for the units, noting that 25% would be affordable. She noted that additional parking for both the units and the office space would be added to the existing parking deck.

Ms. Jop provided additional background regarding the proposal and the history of the site. She noted discussions with DHCD regarding the site and project proposal that created options for ways the Town could proceed under a 40R redevelopment for the site. She provided additional details for traffic and public transportation opportunities that would be available for the Town with this project. The Board discussed and commented on the project proposal. Ms. Dunn reviewed how the housing concept and overall landscape of the property in the proposal was designed.

Mr. Ward, attorney for Spear Street Capital joined the Board. He briefly discussed the Activity and Use Limitation “AUL” on the property that would require amendments from the state if the project were to move forward. The Board continued to discuss the proposal and its potential impacts for the Town.

Ms. Johnson, Planning Board Chair, joined the Board. She briefly reviewed some concerns she would like to have addressed regarding the site plan proposal.

Mr. Roberti of the Planning Board came before the Board. He noted concerns and issues including traffic and public transportation that would need to be reviewed during the permitting process.

6. Joint Meeting with Planning Board – Reappoint Associate Planning Board Position

Planning Board members Ms. Johnson, Mr. Roberti, Ms. Woodward, Ms. Mallett, and Mr. Pinto joined the Board for the joint meeting. Ms. Olson, Associate Planning Board member joined the Board.

Ms. Jop reviewed the original appointment of Ms. Olson to the Associate Member position on the Planning Board. She noted Ms. Olson had expressed interest in reappointment and the Planning Board recommended the reappointment.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Boards voted (10-0) to convene a Joint meeting with the Planning Board

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Boards voted (10-0) to elect Jack Morgan as chair of the joint meeting.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Boards voted (10-0) to elect Catherine Johnson as secretary of the joint meeting.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Boards voted (10-0) to appoint Sheila Olson as the Planning Board Associate Member for a term to expire June 30, 2021.
Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Boards voted (10-0) to dissolve the joint meeting of the Board of Selectmen and Planning Board.

7. New Business and Correspondence
None.

8. Executive Session under M.G.L. c. 30A, §21(A), exemption #2 – to discuss strategy with respect to contract negotiations with nonunion personnel (Sheryl Strother, Finance Director)

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board was polled and voted (all Aye) to enter into Executive Session under MGL C. 30A §21(A), exemption #2 to discuss strategy with respect to contract negotiations with nonunion personnel Sheryl Strother, Finance Director and to invite Meghan Jop, Executive Director to participate.

Sullivan Woods – Aye,
Freiman – Aye,
Morgan -Aye,
Ulfelder – Aye,
Olney – Aye

The Board entered executive session at 8:26 pm.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman the Board was polled and voted (all Aye) to exit Executive Session for the purpose of adjourning.

Sullivan Woods – Aye,
Freiman – Aye,
Morgan -Aye,
Ulfelder – Aye,
Olney – Aye

The meeting was adjourned at 8:56 pm.

The next regular meeting is scheduled for Monday, June 17, 2019 at 7:00 pm in the Juliani Room.
Board of Selectmen Meeting: June 17, 2019
Present: Freiman, Sullivan Woods, Morgan, Ulfelder, Olney
Also Present: Jop

Warrants approved: 2019-048 $1,469,083.31
2019-049 $15,048,956.27

Minutes approved: April 29, 2019
May 13, 2019
May 20, 2019
May 21, 2019

Meeting Documents:
1. Agenda
2. BOS Calendar
3. Motions
4. Draft BOS minutes: 4/29/19
5. Draft BOS minutes: 5/13/19
6. Draft BOS minutes: 5/20/19
7. Draft BOS minutes: 5/21/19
11. Gift information – DPW
12. Italo Club Change of Manager Request
13. CV Application – Next Dine
14. Charge to the School Building Committee
15. Hunnewell Elementary School Feasibility Study
16. Hunnewell School Educational Program
17. Correspondence re: HHU
18. Memo re: 2019 Waterstone Rents
19. Presentation re: Waterstone of Wellesley Rents
20. Regulatory Agreement – Waterstone of Wellesley
21. 2009 Hiring Policy – Fire Department
22. Draft revised Hiring Policy – Fire Department
23. Selectmen Appointment lists – FY20
24. Volunteer form – Jennifer Rixon
25. Volunteer form – Holly Grace
26. Volunteer form – Michael Ryan
27. Memo re: “Select Board”
28. Correspondence from Mr. Schuler
29. Email re: DPU – Gas Leaks
30. DPU Order
31. Future Act Information Sheet
32. Future Act Roadmap
33. Cambridge MA Resolution re: Future Act
34. House Bill re: Future Act
35. Indigenous People’s Day information
36. Holiday observances information
1. **Call to Order**

Mr. Morgan, Chair, called the meeting to order at 7:00pm in the Juliani Room.

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

Ms. Sullivan Woods thanked Mr. Oliveri and the members of the Veterans’ community including Pete Jones and the Fire Department for their respectful flag disposal on Flag Day, she reminded the public that if they need to dispose of a flag there is a collection box at Town Hall on the first floor.

2. **Public Comment**

None.

3. **Executive Director’s Update**

Ms. Jop announced that Trinity Financial had been continuing their listening tour regarding the Tailby and Railroad Project and a community forum would be held on June 18th at 6:30 pm at the Community Center. She noted that the Assistant Executive Assistant position posting had closed and the office had received over eighty applications. She briefly reviewed the minutes for approval. Ms. Jop reviewed the gifts for approval, noting that the Wellesley Hills Junior Women’s Club gifts come from grants, and the conditions placed on the grant received by the Recreation Department required Board acceptance.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the minutes of April 29, May 13, May 20, and May 21, 2019 meetings.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to accept grants from the Wellesley Hills Junior Women’s Club to the Health Department for $1000 for summer camp transportation, and $1901 to the Fire Department for the replacement of CPR Mannequins.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to accept the gift from the Wellesley Tennis Association to the Recreation Department $26,319.99 with the condition the funds be spent to defray the cost of lighting at the Hunnewell Courts and to authorize the Recreation Commission to expend those funds for said purpose.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to accept the gift from Terry and Catherine Catchpole for a bench and plaque at Fuller Brook Park in the amount of $1350.

4. **Vote Change in Manager, Italo-American Club, 80 Oak Street**

Ms. Jop briefly reviewed the change in manager request from the Italo Club. She stated the application was reviewed and approved by staff and upon the Board’s approval the materials would be sent to the State for final approval.
Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the change in manager for the Italo-American Club License from Joe Fortini to Jimmi Bazzari.

5. **Vote Common Victualler License Request, NextDine, 93 Worcester St.**

Ms. Jop provided an overview for the café located at Wellesley Gateway located at 93 Worcester Street, noting the owner also operates a café at the Sunlife location. She noted the application had been reviewed and had received all initial signoffs from departments.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the Common Victualler License for Next Dine at 93 Worcester Street.

6. **Discuss and Vote Vacant 2019 Board/Committee Appointments**

Ms. Jop stated that there were several appointments with terms that would expire at the end of June, and provided an updated list of appointees that had stated they would like to be reappointed to their positions. She added that after review of the appointments, staff had determined several that should be reappointed for an additional term. She noted there were recommendations to hold a few of the appointee terms for a future meeting. She reviewed the appointees recommended for an additional terms including Cultural Council, Historic District Commission, and the Veterans’ Graves Officer. She noted several appointments recommended to hold including those that had not confirmed their desire to serve additional terms. The Board briefly discussed the reappointments based on recommendations from staff and from Boards/Committees.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to appoint:

- Kathleen Vogel to a 3 year term for COA
- Vita Weir 3 Year Term for Cultural Council
- Edwina McCarthy and Emily Maitin 3- year Term Historic District Commission
- Kepes Panel Committee to a 1 year term
- Joe Oliveri 1 year term to Veterans’ Grave Officer
- Philip Juliani and Kevin Flynn 1 year term as Constables
- Robert Kenney and Robert Goldkamp to 3 year terms as WHDC
- Walter Adams and Derek Redgate 3 year terms to ZBA as Associate Members

7. **Discuss and Vote SBC Recommendation for a Newly Constructed Hunnewell School**

Mr. Morgan recognized that members of the SBC, Facilities Department, and SMMA were present and available to answer questions.

Ms. Gray of the SBC, Mr. Pitkin of SMMA, Mr. Bonfatti of Compass, and Mr. McDonough of FMD, joined the Board.

Mr. Ulfelder stated that there would be no formal presentation at the meeting. Mr. McDonough provided a brief review of the feasibility study work that had been performed and noted the large scale of the project and site investigations that had been completed. Mr. Pitkin noted that the team followed the MSBA process of feasibility study that typically includes schematic design, he added that there would be more planning
and developing of the proposed design. The Board discussed the MSBA charge, the feasibility study background, and the process of developing a design option for the project. The Board discussed the design and several elements to be taken into consideration as the design evolved including the building orientation and consideration of the library. Mr. Ulfelder stated that the current design had taken into account the requests from the Library among others and that additional input would be considered. The Board continued to discuss the proposed current design and the background of the process.

Ms. Sullivan Woods asked that the Board add as a regular agenda item “SBC updates” every few meetings. Mr. Ulfelder stated that he would provide the Board with updates regarding SBC projects more often.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to affirm the vote of the SBC to recommend new construction for the Hunnewell School.

8. **Discuss Renaming Board of Selectmen to Select Board**

Mr. Morgan stated that approximately 80 towns out of 320 had changed to “Select Board” rather than “Board of Selectmen”. Ms. Olney noted that at a recent Massachusetts Municipal Association meeting, there was a robust discussion regarding the topic. Mr. Morgan stated that any change would require Town Meeting action and asked that the discussion be centered on if the Board would like to bring an action before Town Meeting. Ms. Olney stated she strongly favored making the change and noted that Select Board is a more inclusive term. She noted that in the towns that had made the change there had been little resistance. Ms. Freiman stated that when asked previously she had stated she was not opposed being called a Selectmen, however, she would support the proposal as it aligns with the Board’s diversity pledge. She added that she believed it was important to take a step of showing support for other appointed and elected women. Ms. Sullivan Woods stated she believed the name change was not a high priority for the town but was not opposed to the term Select Board. She added that she did not prefer the term “Select Board Member” but felt it was important for the Board to be inclusive. Mr. Ulfelder stated he was in favor of uniformity of terms for the Board and would appreciate additional information from Town Counsel regarding the process of making the change officially. Staff would follow up with additional information from Town Counsel and from other towns including Needham.

9. **Vote Waterstone at Wellesley 2019 Affordable Rent**

Ms. Jop reviewed the background of the Town’s role in working with Department of Community Housing Development (DHCD) and Waterstone to set affordable rates. She pointed to the compliance report submitted by Waterstone that had been used to set the rates. She provided details regarding the matrix used that had included family size and total income and identified the increase in costs for operating the facility. She stated that she had worked with Waterstone to reduce the increase from the original proposal included in the compliance report. She detailed the proposed rents for the affordable units, noting the market rate unit rent increases. She reviewed her conversations with Waterstone and commended them for working with the Town to decrease the initial proposal, noting that in other towns most facilities would not negotiate. The Board discussed the rate proposal and the matrix used in the determination.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the Waterstone at Wellesley 2019-2020 rental rates as proposed.

10. **Discuss and Vote Revised Fire Department Hiring Policy**
Mr. Morgan briefly reviewed the background of hiring policies of the Fire Department and the request that the Board work with the Fire Chief and the Fire Union to update the policy. He noted that the policy had not been revised in over seven years. Ms. Jop reviewed the proposed revisions and noted the structure of the Board overseeing the policy development and adoption of policies for the Fire Department. She added that the updates bring the policy more in line with the process followed by the Police Department. The Board discussed the revisions to the hiring policy.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the revised Fire Department Hiring Process as proposed.

11. **New Business and Correspondence**

The meeting was adjourned at 9:08 pm.

The next regular meeting is scheduled for Monday, June 24, 2019 at 6:30 pm in the Juliani Room.
Approved:

Board of Selectmen Meeting: June 24, 2019
Present: Freiman, Sullivan Woods, Morgan, Ulfelder, Olney
Also Present: Jop

Warrants approved: 2019-050 $7,574,967.45

Minutes approved: None

Meeting Documents:
1. Agenda
2. BOS Calendar
3. Motions
4. Executive Director’s Weekly Report
5. Correspondence from NRC Chair
6. Letter of interest from Ms. Braun
7. Letter of support from Mr. Miller
8. Building Dept., transfer request
9. Advisory Committee transfer request
10. 900 Worcester Street Sign Design
11. Cheesy Street Grill Sign Design
12. Sign permit application – 900 Worcester Street
14. Establishing a Local Historic District flow chart
15. CV Take Out Food License Request – Cheesy Street Grill
16. Correspondence re: Indigenous People’s Day
17. Communities with or considering Indigenous People’s Day
18. Wellesley observed holidays
19. State observed holidays
20. Communication re: Referendum options
21. Charge to SBC July 24, 2018
22. Gift Acknowledgement – Recreation
23. Correspondence from Wellesley College re: contribution for new fire truck
24. Volunteer Form
25. Correspondence re: Tailby Lot – Ms. Viechnicki
26. Correspondence re: Tailby Lot – Mr. Shackford
27. June Monthly Parking Meter Report

1. **Call to Order**

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

2. **Executive Session under M.G.L. c. 30A, §21(A), exemption #2 – to discuss strategy with respect to contract negotiations with nonunion personnel (Sheryl Strother, Finance Director)**

At 6:31 pm, upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted 4-0 to enter into executive session under M.G.L. c. 30A, §21(A), exemption #2 – to discuss strategy with respect to contract negotiations with nonunion personnel Sheryl Strother, Finance Director and to invite Meghan Jop to participate.
Ms. Olney arrived to the meeting at 6:40 pm.

The Board returned to open session at 6:50 pm.

3. **Executive Session under M.G.L. c. 30A, §21(A), exemption #3 – to discuss strategy with respect to collective bargaining with Local 1795 the Firefighter’s union**

   Mr. Morgan declared that the discussion of collective bargaining strategies in open session may have a detrimental effect on the Board’s position in bargaining.

   At 6:51, upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted 5-0: to enter executive session under M.G.L. c. 30A, §21(A), exemption #3 – to discuss strategy with respect to collective bargaining with Local 1795 the Firefighter’s union as the Chair has declared that an open meeting may have a detrimental effect on the Board’s bargaining position and to invite Meghan Jop to participate.

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

   The Board returned to open session at 7:12 pm.

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

4. **Public Comment**

   Ms. Crowley of 37 Linden Street came before the Board. She stated she wanted to raise community awareness regarding an email from June 17th regarding the Railroad and Tailby Lot project that would add approximately 150 units of housing to the area. She stated she had been unaware of the proposed project before the email. She stated she believed there should be more information provided to the area neighborhoods through various methods. She added that the neighborhood had experienced significant impacts from developments over the past three years.

   Ms. Vicknicky of 5 Poplar Road came before the Board. She stated she has grave issues with the proposal from Trinity for the Tailby Lot project. She stated that the proposed project would impact open space in the area that currently has a green canopy. She added that the removal of trees in the area with the proposal concerned her and specifically asked the Board to hold off on proceeding with the Railroad Lot project.

5. **Joint Meeting with Natural Resources Commission (NRC) – Appoint Vacant NRC Position**
Ms. McManus, Ms. LaRocque, and Ms. Roberts of the Natural Resources Commission, and Ms. Braun joined the Board.

Ms. McManus called the meeting of the Natural Resources Commission to order at 7:24 p.m.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Boards voted (8-0) to convene a Joint meeting with the Natural Resources Commission.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Boards voted (8-0) to elect Jack Morgan as chair of the joint meeting.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Boards voted (8-0) to elect Regina LaRoque as secretary of the joint meeting.

Ms. LaRoque reviewed the background of the vacancy and process of receiving and reviewing the applications by the NRC for filling the vacancy seat. Ms. LaRoque read into the record a letter she sent previously to the Board providing details of the appointment background and request. Ms. Freiman stated she had been present at the interviews for the vacancy and that she was supportive of the appointment. She thanked Ms. Braun for interest in serving the community.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Boards by a vote of 8-0 voted unanimously to appoint Nancy Braun to the Natural Resources Commission until the next Town Election.

Mr. Morgan stated for the record that the vote to appoint Ms. Braun was unanimous.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the transfer from the Compensated Absences account in the amount of $17,300 to the Building Department expense accounts, contingent upon final authorization from the Advisory Committee.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the transfer from the Advisory expense account to Advisory’s personnel accounts in the amount of $2,300 contingent upon final authorization from the Advisory Committee.

Ms. McManus adjourned the Natural Resources Commission meeting at 7:30 p.m.

6. **Vote Year End Transfers**

Ms. Strother, Town Finance Director, joined the Board. She reviewed the requested transfers for the Advisory Committee and the Building Department. She stated that should the Board approve the requests; she would present the transfer requests to the Advisory Committee for final approval.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the transfer from the Compensated Absences account in the amount of $17,300 to the Building Department expense accounts, contingent upon final authorization from the Advisory Committee.

7. **Discuss and Vote Finance Director Contract**

Ms. Jop stated the proposed three-year contract for the Town Finance Director included incremental adjustments in salary over the life of the contract; starting in year one with an annual salary of $159,000.
She added that there were no changes to vacation time or other benefits in the draft contract. Mr. Morgan expressed his appreciation to Ms. Strother on behalf of the Board, noting that the demands of the position had increased over the last few years.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the employment contract from July 1, 2019 to June 30, 2022 for Sheryl Strother Finance Director/Town Account/Chief Financial Officer.

8. **Discuss and Vote Signage Package for Wellesley Sports Center, 900 Worcester Street**

Mr. Hannigan of Sunshine Signs, Mr. Shind, Attorney for the Developer, and Mr. DeVellis, Developer of the project joined the Board.

Mr. Ulfelder stated for the record that he and his family have used the services of Mr. Shind for personal real estate matters.

Mr. Shind noted that the project had entered the final stages of permitting and they had recently received a temporary certificate of occupancy for the facility. He pointed to the letter sent to the Board by the Design Review Board that included comments regarding the sign package and that those comments and requests were incorporated in the current sign package. He stated the electronic sign had not been approved by the Design Review Board.

Ms. Jop stated that these signs were required to be approved by the Board because the signs would be on Town owned land. She reviewed discussions she had with Mr. DeVellis and Mr. Shind regarding the proposed signs. She noted that all recommendations from DRB had been incorporated into the proposal. She described the lighting to be used in the signs, noting they would be similar to the Whole Foods sign. She reviewed the locations of the signs along Route 9 and verified that the locations of the signs would not impact the sightline or interfere with the traffic light to be installed. Mr. Ulfelder asked if the signs would be turned off during the evening hours. Mr. DeVellis stated parking lot lights near the residential area would be phased out during the evening and could discuss turning off the other signs later in the evening. The Board discussed the sign package, how the signs would be lit, and the impact of the signs and light to the neighborhood.

Mr. Shind reviewed the proposal for an electronic messaging sign. He described the location of the proposed electronic sign and the anticipated operation and messaging that would be displayed on the board. He added that the messaging was not expected to be changed often in order to minimize distraction. Mr. DeVellis stated that a similar sign operates at the Worcester facility and further described the types of messaging that would be displayed. The Board discussed the electronic sign proposed. The Board provided feedback regarding the sign and asked that the request for the electronic sign be revised.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the three sign package proposed for 900 Worcester Street as presented with the understanding that the pylon sign will minimize light spill.

9. **Appoint Single Building Historic District Study Committee**

Ms. Jop reviewed the background of the request to establish the committee. She stated that the Historical Society had purchased 323 Washington Street which provided for two locations for their collections. She noted that the Society intends to use the space for public events which would require many upgrades to the
location. She noted the historic provisions allowed under the building code would not apply to the site. She added that Mass General Laws provide strict guidelines that include presenting a study to the state historical commission. She reviewed the proposed study committee that included members of current boards and commissions in Town. She outlined the steps that would need to be taken after the study is completed. The Board discussed the need for establishing the proposed committee and the upgrades necessary to open the property for public use.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to establish under the provisions of Massachusetts General Law Chapter 40C, General Laws, a Local Historic District Study Committee consisting of (3-7) members, which shall make an investigation and report on the historic significance of the buildings, structures, features, sites or surroundings included in such proposed local historic district as the committee may recommend, and shall submit a final report with its recommendations after a public hearing, together with a map of the proposed district and a draft of the proposed bylaw to Town Meeting. Current members appointed to include Amy Griffin, Thomas Paine, Jared Parker, and Catherine Johnson.

10. **Common Victualler Take Out License – Cheesy Street Grill**

Ms. Jop reviewed the application for a take out license to be located within the 900 Worcester Street location and would be the main concession stand in the facility. She described where the proposed location would be located inside of the facility.

Mr. Moorhead, the proposed manager of Cheesy Street Grill, joined the Board. He stated he would be the first franchisee of the business and noted two other locations. The Board discussed the application and placement of the restaurant within the facility.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to approve the Common Victualler Take Out License for Cheesy Street Grill at 900 Worcester Street, contingent upon final approval by the Board of Health and Building Inspector.

11. **Discuss Next Steps Indigenous People’s Day**

Mr. Morgan reviewed background information on holidays for Town and School staff. He noted there were several options other towns and cities had taken to change Columbus Day to Indigenous People’s Day. He stated one option for action would be a voter referendum and described that process. Mr. Morgan stated that he believed Wellesley should move to align with other towns in adopting Indigenous People’s Day in replace of Columbus Day. Mr. Ulfelder supported a broader discussion through voter referendum but did not believe individual Board opinions were important to the broader discussion. Ms. Olney stated that she believed if the Board were to initiate a ballot question, additional education in the community would be needed. The Board discussed the options and process of moving forward and the facilitation of educational opportunities.

Mr. Franco of 6 Wellesley Avenue came before the Board. He stated he had previously offered a compromise to the suggested change in holiday. He stated he believed the Board held some responsibility for offering educational opportunities to the community.

Ms. McCullum of 6 Pickerel Terrace came before the Board. She stated she believed the topic was complicated and would require additional clarity of what would be asked of the voters. She believed the
referendum should be in March at the annual Town election and not postponed to a general State election

12. **Vote to Confirm SBC Appointments**

Mr. Morgan reviewed the background of the SBC charge regarding membership requirements and the role
of the Board in voting to appoint members. He noted that the School Committee had voted to appoint Ms.
Martin and Advisory Committee appointed Ms. Gard to fill vacancies. Ms. Sullivan Woods stated she
believed the Advisory Committee appointment process had not been transparent and felt the Board should
not affirm the decision. She asked the Board to vote separately on the two appointments and ask Advisory
to formally vote on an appointee. Mr. Morgan stated he did not believe it was the role of the Board to ask
Advisory to review its process and formally vote. Ms. Freiman noted that the SBC charge did not dictate a
vote of appointments before submitting appointees to the Board. The Board discussed the Advisory
appointment process and the Board’s role in affirming appointments to the SBC.

Ms. Sullivan Woods moved that the Board vote separately on each proposed appointment. The motion was
unsupported; the Board did not vote.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (4-1, Ms.
Sullivan Woods opposed) to appoint Melissa Martin and Mary Gard to the School Building
Committee.

13. **Executive Director’s Report**

Ms. Jop provided an overview of the gifts for acceptance. She noted the gift from Wellesley College for
their contribution to the Quint Fire Truck.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to accept
the following gifts:

- $1000 from the Wellesley Junior Women’s Club to the Recreation Department for an
  afterschool Yoga program.
- $3000 from the Wellesley Junior Women’s Club to the Recreation Department Camp
  Scholarship Fund
- $150,000 from Wellesley College to assist the Town with the purchase of a Quint Fire Truck.

Ms. Jop noted that one of the outstanding appointments included a Board appointment to the SEC, which
Ms. Olney had expressed interest in.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Freiman, the Board voted (5-0) to appoint Lise Olney to the Sustainable Energy Committee for a three-year term.

14. **New Business and Correspondence**

Ms. Freiman thanked Mr. Morgan for his leadership of the Board as Chair. She noted some of the major
business and projects the Board had worked on over the course of the fiscal year under Mr. Morgan’s
leadership.
Ms. Sullivan Woods stated that Mr. Joyce, longtime MLP Director, would be retiring at the end of July and
asked that the Board prepare a proclamation recognizing his service to the Town.
Ms. Jop reminded the Board and the community that Town Hall summer hours would be in effect beginning July 1st, and that Town Hall would remain open until 6:00 p.m. on Tuesday’s and close at noon on Friday’s through Labor Day.

The meeting was adjourned at 9:41 pm.

The next regular meeting is scheduled for Tuesday, July 16, 2019 at 7:00 pm in the Juliani Room.
July 17, 2019

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

To the Wellesley Board of Selectmen,

On behalf of the Recreation Commission, we ask the Wellesley Board of Selectmen to accept the donation received from Wellesley Kiwanis, in the amount of $3,500.

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

Thank you in advance for your assistance.

Matthew G. Chin
Director of Recreation
7. **Common Victualler License- Babson College**

Babson College will be opening a Starbucks on Campus at the Library at 231 Forest Street. The Starbucks will be operated and managed by the existing food service vendor Chartwells. Babson College is seeking a Common Victualler permit for the new location. The application has received all appropriate sign offs and staff recommends approval. Rob Kilham, of Chartwells, will be present to address questions the Board may have on the application.

**MOTION:**

MOVE to approve the Common Victualler License to Babson College at 231 Forest Street, Centennial Café at Babson Commons Horn Library for the establishment of a Starbucks and to name Geoffrey Searl as manager.
COMMON VICTUALLER LICENSE APPLICATION

Date Applied: | Date Approved: | Date Issued:
---|---|---

Office Use Only | Fees Paid: | Tax Cert: | Resumes: | T&P Info: | Plan: | Interview:
---|---|---|---|---|---|---

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

(PLEASE TYPE OR PRINT CLEARLY)

Name of Applicant: Geoffrey Seal
D.O.B: [Redacted] Fed. ID #: 56-1874931
Business Address: 231 Forest St, Babson Park, MA 02457
Home Address: [Redacted]
Business Telephone: 781-263-4914 Home Telephone: [Redacted]
Name & Location of Establishment: Centennial Cafe at Babson Commons, Babson Library
Applying for: Common Victualler License only X Common Victualler & Liquor License
Common Victualler & Wine & Malt

Enclose Copy of Floor Plan
Size of Floor Space (square feet): 795 Number of Seats: 24 Number of Employees: 6

CHECK ONE (If you are unsure ask the Building Department)
No Change of Use: Partial Change of Use: Full Change of Use: New Use: ✓
(See attached details regarding Required Traffic & Parking Information)

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

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<th>Reviewing Department</th>
<th>Signature of Approving Authority</th>
<th>Date of Plan Review/Approval</th>
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<td>Design Review:</td>
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</table>
The undersigned hereby applies for a Common Victualler License in accordance with the provisions of Massachusetts General Law 140, Section 2.

(PLEASE TYPE OR PRINT CLEARLY)

Name of Applicant: Geoffrey Seab Date: 7/15/19

Business Address: 231 Forest St, Babson Park, MA 02457

Fed. ID #: 56-187493

Home Address: [Redacted]

Business Telephone: 781-239-4942 Home Telephone: [Redacted]

Name & Location of Establishment: Centennial Cafe at Babson Commons Horn Library

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

Common Victualler & Wine & Malt [ ]

Enclose Copy of Floor Plan
Size of Floor Space (square feet): [ ] Number of Seats: [ ] Number of Employees: 6

CHECK ONE (If you are unsure ask the Building Department)
No Change of Use: [ ] Partial Change of Use: [ ] Full Change of Use: [ ] New Use: [ ]
(See attached details regarding Required Traffic & Parking Information.)

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

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8/16/2017 1
**COMMON VICTUALLER LICENSE APPLICATION (continued)**

What will be the hours of operation?  
**M-Th:** 7:30 - 9am / 1:30 - 2 / Fri 4 - 9  
**Time(s) of Peak Customer Activity:** 8am - 9am / 11am - 1pm  
Est. Number of Customers at Peak Time(s): 100  
Est. Number of Employees at Peak Time(s): 5  
What provisions have been made for trash removal? 45 gal tote in trash room, to be wheeled to existing trash collection location  
How much parking is needed? **None**  
How will parking be provided? **None**  
What are delivery times? 8am - 11am  

I, the undersigned, state that the information provided in this application, and associated attachments, is true and accurate to the best of my knowledge:  
Signature: [Signature]  
Printed Name: Geoffrey Sears  
Date: 7/15/19

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

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**FOR OFFICE USE ONLY**

**FINAL PERMITS/APPROVALS GRANTED** *(Required Before CVL will be Issued)*

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<th>If &quot;No,&quot; Reason Why</th>
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8/16/2017
Meagher, Cathryn

From: Detroy, Holly
Sent: Monday, July 15, 2019 1:45 PM
To: Meagher, Cathryn
Subject: Re: Babson

Hi Cay,

They’re opening inspection will be the week of August 5.

I did a walk-through today and I am ready to sign off on their CV license.

Holly

---

From: Meagher, Cathryn <cmeagher@wellesleyma.gov>
Sent: Monday, July 15, 2019 1:32 PM
To: Detroy, Holly
Subject: RE: Babson

Hi Holly,

Yes, I confirmed with Meghan this email is sufficient – are they all set for initial and final?

Thanks,

Cay

---

From: Detroy, Holly
Sent: Monday, July 15, 2019 12:58 PM
To: Meagher, Cathryn <cmeagher@wellesleyma.gov>
Subject: Babson

Hi Kay,

I hope your summer is going well!

Babson would like a signature for their CV for their newly renovated Starbucks.

I have met with them.

My question: can I do the sign off via email and send to you?

Thanks,
Centennial Café Food Location Description

Centennial Café (Starbucks) is centrally located inside the Babson Commons at Horn Library on College Drive. Located across from Park Manor West and situated between Gerber Hall and Babson Hall, the space extends northeast from the existing Horn Library.
8. **Discuss FUTURES Act Resolution**

Lise will be giving an overview of the FUTURES act. This item was carried over from the last meeting. Please find materials for your review. Additionally, in last week’s packet there were materials on this topic provided.

**NO MOTION**
July 25, 2019

To: Marjorie Freiman, Tom Ulfelder, Jack Morgan, Beth Sullivan Woods  
From: Lise Olney  

Background: The risks accompanying natural gas are increasing. Each year, as many new gas leaks are found as are repaired, and we ratepayers pay for that leaked gas. Leaking gas observes no boundaries, above or below the ground. It suffocates trees, and the Town pays to remove and replace them. We are captive spectators to the damage leaking methane does to our climate (methane is at least 80 times more potent as a greenhouse gas than carbon dioxide).

The FUTURE Act: The FUTURE Act is a comprehensive bill that advances our efforts in Massachusetts to create safer and more resilient communities, cleaner air, and a stronger economy powered by renewable energy. The bill allows the gas companies to focus on their current safety and infrastructure...
problems, while creating a pathway for gas companies to transition renewable energy distribution. Simply put, the FUTURE Act allows us to avoid spending at least $9 billion to repair and replace the failing gas distribution system and instead, to invest in alternatives that will be safer, cleaner, and more resilient in the face of a changing climate.

So far, there are 53 Democratic, Republican, and unenrolled co-sponsors of the FUTURE Act. In the Senate, Senator Cynthia Creem is the bill sponsor and Senator Becca Rausch is a co-sponsor. Representative Alice Peisch is a co-sponsor of the House version.

The FUTURE Act builds on bills passed in each of the last three state legislative sessions that have attempted to address the persistent problem of gas leaks. Support from towns such as Wellesley has been critical in passing that previous legislation, and there is more to be done as Massachusetts works to meet climate goals and transition to a clean energy future.

Previously enacted legislation on gas leaks:

- **Ch. 149, Acts of 2014, An Act Relative to Natural Gas Leaks**, a safety bill, has compelled gas companies to report the location and date of the more than 20,000 gas leaks statewide.
- **Ch. 188, Acts of 2016, An Act to Promote Energy Diversity**, directs the Department of Public Utilities (DPU) to close environmentally significant gas leaks.
- **Chapter 227, Acts of 2018**, Section 19, requires gas companies to measure how much gas is leaking and provides regulatory waivers so they can spend money to innovate and develop new ways to reduce methane emissions.

In brief, the FUTURE Act

- Addresses gas leaks -- gas safety and road project management.
- Provides municipalities and ratepayers recourse at the Department of Public Utilities for property damage, including trees killed by gas, and to resolve disputes with the gas company.
- Includes an incentive for utilities to move away from gas and to innovate to accomplish that. (Municipalities can’t afford to do this ourselves.)
- Creates a pathway for the development of renewable and more affordable clean energy for all residents, without leaving low- and moderate-income households behind.
- Aligns with our Town sustainability and greenhouse gas emissions reduction goals in the Unified Plan and approved by Town Meeting. (Current uncontrolled methane emissions are effectively undermining all our efforts to meet these goals).

**Request:** As you know, I have been participating for the past two years in the Gas Leaks Allies -- a statewide coalition of organizations working to address gas leaks. The Gas Leaks Allies worked with legislators to craft the FUTURE Act and are now seeking the support of towns for the legislation. The Wellesley Sustainable Energy Committee will review the FUTURE Act at its next meeting in September. Assuming the SEC recommends support for the FUTURE Act, I request that the Selectmen pass a resolution to that effect (sample attached).
[municipality]


WHEREAS: Recent events have demonstrated the safety and health risks inherent in aging fracked gas infrastructure; and

WHEREAS: Gas leaks deprive tree roots of oxygen and can kill shade trees, which are irreplaceable protectors against extreme heat and flooding projected in the city's Climate Change Vulnerability Assessment; and

WHEREAS: 95% of natural gas is methane, which is a greenhouse gas that causes 84 times more climate change (heating) than carbon dioxide over a 20-year period; and

WHEREAS: Gas leaks in the state have not been significantly reduced since passage of Ch. 149, Acts of 2014, An Act Relative To Natural Gas Leaks, and ratepayers still pay for the lost gas; and

WHEREAS: House H.2849 / Senate S.1940: “An Act for Utility Transition to Using Renewable Energy (FUTURE)” will incentivize transitioning our utilities away from using explosive fossil fuel as an energy source towards renewable thermal energy sources including solar and geothermal; and

WHEREAS: The FUTURE bill will empower municipalities to have a stronger, safer, more transparent working relationship with public utilities by improving coordination for gas leak repair, mandating that utilities notify the local fire chief and police department within an hour of finding a dangerous leak, requiring that utilities share maps, costs, and plans with the public, and requiring that gas utilities be audited annually for safety, performance, and leak reports; and

WHEREAS: The FUTURE bill will allow individuals and municipalities to claim property damage from gas leaks, including trees, and also mandates that gas leaks within a certain distance of a tree, building, or school be fixed within 6 months; and

WHEREAS: The FUTURE Act's promotion of renewable thermal energy is aligned with the [Municipality's policies and programs]; now therefore be it

RESOLVED: That the [voting body] go on record in strong support of the FUTURE Act (H.2849/S.1940) and urge the legislature to pass the bill this session; and be it further

RESOLVED: That the [town clerical official] be and hereby is requested to forward suitably engrossed copies of this resolution to members of [municipality's] Legislative Delegation, as well as House Speaker Robert DeLeo, Senate President Karen Spilka, and Governor Charlie Baker on behalf of the entire [voting body].
9. **Discuss CHAPA Municipal Engagement Incentive Grant**

The Community Housing and Planning Agency (CHAPA) has initiated a new grant over the last year to assist communities with building support for affordable housing. Lise was made aware of the opportunity through the Metrowest Regional Collaborative and Lise and I had a conference call with Dana Le Winter, program director, to review the competitive grant program. Should the Town receive the grant, CHAPA staff will work to assist the Town to create housing coalitions to achieve the goals outlined in the Housing Production Plan and the Unified Plan. Given the significant transition in the Planning Department, the staff will be starting from scratch in understanding the existing Town initiatives and tools the Town has at the ready. CHAPA is a storehouse of knowledge on affordable housing, and has the ability to assist the staff and stakeholders on broadening the communication and outreach on selected strategies. CHAPA commits under the grant to 9-12 months of assistance. In discussions with Dana, I mentioned the Town would be achieving safe harbor, and would like to perhaps focus on workforce housing or the missing middle (housing 80% to 120% of median income) and she had ideas at the ready. After the conversation, I see only positives for the Town in applying and potentially taking advantage of working with the organization and am seeking the Board’s support in pursuing the grant.

**NO MOTION**
Municipal Engagement Initiative

CHAPA’s Municipal Engagement Initiative seeks to help communities build support for affordable housing production in cities and towns across the Commonwealth. CHAPA’s Municipal Engagement staff works with local municipalities and community groups to conduct public education efforts in support of their housing production efforts, with an emphasis on increasing affordable housing. Strategies will be developed to work within the context and goals of each community.

While all communities will benefit from public education and community discussions about the need for housing development and how it benefits communities economically, each community is unique in its character, land, zoning, and housing stock. CHAPA strives to develop a community engagement model that will broadly work in all communities while allowing for flexibility in the model to work within each unique environment. The Municipal Engagement Initiative is based on the collaborative model CHAPA uses at the state level, focusing on building coalitions that work together to address each community’s housing challenges. Coalition building at the local level will bring together stakeholders representing local businesses, civic groups, houses of worship, and other groups and individuals that are active in each community.

For more information, contact Dana LeWinter, Municipal Engagement Director, at dlewinter@chapa.org.

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Municipal Engagement Initiative Community Application

Citizens’ Housing and Planning Association is pleased to announce that we are now accepting applications for new communities to join our Municipal Engagement Initiative. To obtain an application, please go to this website to start the process. Complete applications must be submitted via email to Dana LeWinter, Municipal Engagement Director, at dlewinter@chapa.org by 5 PM on Thursday, August 8, 2019.

In addition to meeting the required criteria outlined below, all applications should align with CHAPA’s mission to encourage the production and preservation of housing that is affordable to low and moderate income families and individuals and to foster diverse and sustainable communities through planning and community development.

Applications will be evaluated based on the following criteria:

Required:
1. Market Conditions to support Housing Production and Affordable Housing
2. Additional Conditions needed to build support. Examples of conditions that indicate need may include, but are not limited to:
   - Municipal staff seeking assistance to engage community around housing production and affordable housing,
   - Local advocacy or community group seeking assistance to engage community,
   - No existing coalition,
   - High level of organized opposition preventing municipality from moving forward with efforts to produce housing,
   - Close votes on zoning and development proposals, or
   - Missed opportunities identified
3. Welcomed by Municipality at some level (Mayor, Town Manager, ZBA, Planning Staff, Fair Housing Commission, etc.)

Additional Considerations:
1. Trigger: New Zoning proposal, specific site changing hands, public site available for affordable housing, new leadership, new regulation or policy being explored
2. Past Effort: Consideration will be given to past efforts, barriers, challenges, and potential for impact
3. Collaboration with other Technical Assistance efforts: The MEI seeks to coordinate efforts with other technical assistance providers to maximize impact

Note: Attention will be paid to reaching communities of different sizes, geographies and stages of housing production activity, but this will not be the only criteria.
Both Municipal Governments and Community Groups may apply.

Statewide Technical Assistance Providers

In addition to the lessons learned from work on the ground, CHAPA will convene meetings of Metro-Boston and statewide organizations working in local communities. Meetings will provide opportunities for organizations to share information on their models and progress as well as to coordinate work between groups who are doing work simultaneously in particular communities. By coordinating efforts, the various Technical Assistance Providers can better serve communities and work together to address challenges. To learn more about each Technical Assistance Provider, their services and funding opportunities, please use the links below.

- Massachusetts Housing Partnership (MHP)
- Massachusetts Association of Community Development Corporations (MACDC)
- Massachusetts Smart Growth Alliance (MSGA)
- Metropolitan Area Planning Council (MAPC)
- MassHousing
- MA Department of Housing and Community Development (DHCD)
- MA Executive Office of Energy & Environmental Affairs (EEA)
- Governor’s Office
- MassDevelopment

Additional Resources

The Department of Housing and Community Development and CHAPA’s Municipal Engagement Initiative have worked collaboratively to create a comprehensive compilation of technical assistance and grants for housing and planning, in an effort to assist communities in accessing state resources, as well as resources from state partner agencies and non-profits. The searchable Excel spreadsheet includes 14 programs and covers all 351 cities and towns in Massachusetts, even if they have not received a recent grant or technical assistance. You can view the searchable database and more info on the collaborative effort at the [Housing Choice Initiative webpage](https://www.dhcd.mass.gov/program-features/housing-choice-initiative).

The Municipal Engagement Initiative was pleased to host Katherine Levine Einstein of BU to share the report "Who Participates in Local Government? Evidence from Meeting Minutes" along with a moderated discussion by a panel of practitioners on November 7, 2018. Learn more about the "Who is the M in NiMBY?" Breakfast Forum.

Check out these additional tools and resources:

- [Housing Toolbox for Massachusetts Communities](https://www.chapa.org/housingtoolbox) from MHP and CHAPA
- [DataTown](https://www.data-town.org) from MHP
- [Metro Mayor’s Regional Housing Task Force's Housing Strategies Toolkit](https://www.mapc.org/housing-strategies-toolkit) from MAPC
- [Piecing It Together: A Framing Playbook for Affordable Housing Advocates](https://www.frameworks.org/wp-content/uploads/2018/06/Piecing-It-Together.pdf) from Frameworks Institute and Enterprise Community Partners
- [Local Housing Solutions](https://www.chapa.org/about/chapa-programs/affordable-housing) from The Community of Practice on Local Housing Strategies
Donate Today

Support CHAPA's efforts to keep making a difference in our communities.

Donate

Quick Links
- Events Calendar
- Affordable Homes Listing
- Meet the Team
- Become a Member
- Consultant Directory
- Contact

Our Partners
- MassAccess
- My Mass Mortgage
- Community Preservation Coalition
- Massachusetts Smart Growth Alliance
- Housing Toolbox for Massachusetts Communities
- New England Housing Network

Citizens' Housing & Planning Association
One Beacon Street, 5th Floor, Boston, MA 02108  T (617) 742-0820  F (617) 742-3953
10. Project Updates

**School Building Committee**
Tom Ulfelder will give a status update on the Hunnewell Feasibility Study and the Hardy/Upham MSBA project.

**Wellesley West Gateway**
Tom Ulfelder and I will give a status update on the proposed Wellesley West Gateway project. Representatives from Spear Street Capital proposed a 130 unit affordable housing project in June to the Board that would be additive to the existing office square footage. This proposal was brought forward after the Town approached the property owners to discuss expansion opportunities. Due to the change in circumstance with the Wellesley Office Park, 136-140 Worcester Street, and 3 Burke Lane projects in the immediate vicinity of the project, a reevaluation of how to proceed was considered. Town staff organized a neighborhood meeting with direct abutters at the end of June, and the project was found to be completely unsupported by the neighbors. The Planning Board will be working on a study of the broader Cedar Street/Route 9 area in FY20 which indicated moving forward with a project at this time would be premature. Tom and I had a conversation with the Spear Street Capital to indicate the project did not have support to move forward. We also indicated, other expansion opportunities for the office use could still be considered if they chose to move forward. The team was exceptional to work with, but unfortunately at this time the success of the project was unlikely.
11. Discuss the adoption of “Select Board”

The Board had a preliminary conversation of whether they would like to move forward a proposal to change Board of Selectmen to Select Board. Town Clerk recently forward along information on other communities in Massachusetts adopting the term, which I have included in your packets.

NO MOTION
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12. **New Business and Correspondence**

- DHCD letter of conditional approval – 40R
- Norfolk County letter to Assessors
- Morses Pond Public Hearing
- Monthly Parking Meter Collection
- Memo from Planning Board
July 18, 2019

Jack Morgan  
Chair, Board of Selectmen  
Town of Wellesley  
525 Washington Street  
Wellesley, MA 02482

RE: Wellesley Park Smart Growth Overlay District – Letter of Conditional Approval

Dear Mr. Morgan:

Pursuant to MGL, Chapter 40R and 760 CMR 59.05(4), the Department of Housing and Community Development (DHCD) is pleased to issue this non-expiring Letter of Conditional Approval to the Town of Wellesley (Town) for its adoption on May 13, 2019 of the Wellesley Park Smart Growth Overlay District (District). The District allows for up to 600 Future Zoned Units, an estimated 580 of which will count as Incentive Units, qualifying the Town for one or more Zoning Incentive Payments totaling up to $600,000, subject to the conditions contained herein. With this Letter of Conditional Approval, DHCD confirms that the District is otherwise in full effect with respect to the requirements and benefits of Final Approval, and the Town can proceed to accept, review and issue determinations on Project applications for Plan Approval, under the Smart Growth Zoning.

In its Letter of Conditional Eligibility, dated April 30, 2019, DHCD recognized as conditionally eligible Incentive Units up to an estimated 580 of the 600 Future Zoned Units, subject to confirmation that such units have further qualified as Bonus Units under 760 CMR 59.00 (i.e., evidence of corresponding building permits, etc.). As such, upon issuance of building permits, DHCD approval of the associated affordability documents, and confirmation that such units qualify as Bonus Units, the Town may request the applicable Zoning Incentive and Density Bonus Payments for one or more corresponding 40R Projects approved within the District.

This Letter of Conditional Approval is further subject to the following standard conditions:

1. The Town designates a smart growth reporting officer required by MGL, Chapter 40S. Such officer is responsible for preparing a smart growth address list, based on occupancy permits issued in the District, and transmitting such list and supporting documentation to DHCD.

2. The Town designates a municipal official responsible for filing its 40R Annual Update with DHCD on or before July 31 of each year. The Annual Update shall contain the information specified in 760 CMR 59.07.
3. Prior to the issuance of a building permit and marketing of any units within a Project, the affordable units and the distribution thereof across the Project’s overall unit mix, shall be made subject to an Affirmative Fair Housing Marketing Plan approved by DHCD 40R program staff as compliant with the associated 40R requirements under 760 CMR 56.00. Such Plan must describe the resident selection process for the affordable units and must set forth a plan for affirmative marketing that provides maximum opportunity to low or moderate income households, including minority households. The applicable DHCD Affirmative Fair Housing Marketing and Resident Selection Plan Guidelines can be found on the Department’s website.

4. In order to ensure that any otherwise eligible 40R Bonus Units qualify the Town for an associated Density Bonus Payment, a corresponding Affordable Housing Restriction must receive approval from DHCD, under the 40R program specifically, as compliant with the requirements of 760 CMR 59.00 and the 40R Guidelines. Such approval is distinct from approvals associated with any applicable project-related affordable housing subsidy programs, including such subsidy programs that may be administered by DHCD.

Congratulations on the Town’s adoption of Wellesley Park Smart Growth Overlay District and thank you for helping to expand housing opportunities and encourage Smart Growth in Massachusetts. Should you have any questions regarding this letter, please contact Bill Reyelt at (617) 573-1355 or william.reyelt@state.ma.us.

Sincerely,

[Signature]

Janelle Chan
Undersecretary

cc: Senator Cynthia Stone Creem
    Rep. Alice Hanlon Peisch
    Meghan Jop, Ex. Dir., Town of Wellesley
COMMONWEALTH OF MASSACHUSETTS
NORFOLK, ss.

To the Assessors of Taxes of the Town of Wellesley in the County of Norfolk

GREETINGS:

WHEREAS, the Norfolk County Advisory Board by majority vote at their meeting of May 15, 2019 did grant a county tax for the County of Norfolk for the fiscal year, July 1, 2019 through June 30, 2020 and did authorize the county commissioners of said county to levy as a county tax for said period the sum of $6,460,264 upon the Inhabitants of the County of Norfolk, to be collected and applied according to law.

AND WHEREAS, the County Commissioners of the said County of Norfolk at a meeting held in Dedham, within and for said county on July 10, 2019 did apportion the said sum so granted as a county tax aforesaid, upon the basis of apportionment established by Chapter 35, section 31 of the MGL’s, to and upon the city and the several towns of said county, and ordered that the clerk of said county commissioners should forthwith certify to the assessors of the city and several towns in said county their several portions thereof according to law.

THESE ARE, THEREFORE, in the name of the Commonwealth of Massachusetts, to will and require you to assess the sum of $527,683.49 upon the inhabitants of the said Town of Wellesley, that being the portion of the County Tax granted by the General Court and apportioned by the County Commissioners as aforesaid upon the inhabitants of the said town/city.

AND YOU ARE ALSO REQUIRED TO PAY or to issue your warrant requiring the treasurer of said town/city to pay to COUNTY OF NORFOLK, 614 High Street, Suite 101, P.O. Box 346, Dedham, MA 02027-0346 OR you may wire the payment to us at Eastern Bank, ABA routing #011301798 account #10087013 for the County of Norfolk according to the following schedule:

$263,846.74 on or before the FIRST DAY OF NOVEMBER, 2019
$263,846.74 on or before the FIRST DAY OF MAY, 2020

AND YOU ARE ALSO REQUIRED, at some time before the last day of November next, to return to said county treasurer, a certificate of the name of your Treasurer with his/her office address and the sum he/she is required to pay pursuant to this warrant.

Witness, Francis W. O’Brien, Chairman of the said County Commissioners, at Dedham, this 10th day of July, 2019.

[Signature]
Clerk

cc: Board of Selectmen
Town Treasurer

Norfolk County Commissioners · P.O. Box 310 · 614 High Street · Dedham, MA 02027-0310
Tel: (781) 461-6105  Fax: (781) 326-6480  E-mail: info@norfolkcounty.org
The Wellesley Recreation Department, with the assistance of Community Preservation funds, has hired Weston & Sampson (https://www.westonandsampson.com/) to conduct a feasibility and design study of Morses Pond Beach and Bathhouse. This study will focus not only on the Morses Pond Beachfront & bathhouse but all ancillary areas surrounding and leading to Morses Pond Beach. As part of their study, Weston & Sampson will be conducting a community needs assessment public hearing for residents & Morses Pond patrons to give their input on their vision of Morses Pond. We welcome all!

Public Hearing: August 7, 2019 at 7 pm

Town Hall – Great Hall

525 Washington Street, Wellesley, MA 02481
### MONTHLY PARKING METER, CALE, PASSPORT COLLECTIONS

<table>
<thead>
<tr>
<th>Month</th>
<th>FY15</th>
<th>FY16</th>
<th>FY17</th>
<th>FY18</th>
<th>FY19</th>
<th>FY20*</th>
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<tr>
<td>JULY 2014</td>
<td>$53,233.47</td>
<td>JULY 2015</td>
<td>$64,094.66</td>
<td>JULY 2016</td>
<td>$50,667.34</td>
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<td>$58,749.76</td>
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<td>$47,964.92</td>
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<table>
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<tr>
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1st quarter avg: $48,980.41
2nd quarter avg: $50,540.86
3rd quarter avg: $44,512.17
4th quarter avg: $47,225.94

$575,278.12 $669,414.34
$620,059.67 $682,846.21
$735,062.49 $0.00

1st quarter avg $54,280.84 $56,915.25 $61,286.23
2nd quarter avg $55,511.28 $54,280.84 $56,915.25
3rd quarter avg $54,280.84 $56,915.25 $61,286.23
4th quarter avg $55,511.28 $54,280.84 $56,915.25

Passport Parking System
implemented February 2017
(included in totals above)

$12,553.75 $187,170.95 $262,148.89

* Cale revenue ceased at the end of June 2019 with loading machine failure
Memo: July 16, 2019

To: Town Departments

From: Laura Harbottle, AICP
Interim Planning Director

Subject: Planning Board Reorganization

At its regular meeting of July 15, 2019 the Planning Board reorganized by electing:

Catherine Johnson, Chairman – Re-elect
Kathleen Woodward, Vice Chairman
Patricia Mallett, Secretary