SELECTMEN’S MEETING
TENTATIVE AGENDA
Juliani Room, Town Hall
7:00 pm Monday, November 4, 2019
REVISED

1. 7:00 Call to Order
2. 7:01 Public Comment
3. 7:04 Announcements
4. 7:05 Facilities Management Department FY21 Capital Presentation
5. 8:15 Discuss and Vote Marathon Charitable Invitational Entries
6. 8:25 Vote and Sign Special Town Meeting Warrant
7. **8:35 Discuss and Vote Amendment to SBC Charge – Superintendent Voting Status**
8. 8:45 Executive Director’s Update
   • Vote Minutes
   • Vote to Accept Gifts to Recreation Committee
   • Vote to Approve Disclosures for Treasurer and HR Director
   • Vote for Metrowest MPO Representative
9. 8:55 Project Updates
   • School Building Committee
   • Board Liaison Updates
10. 9:05 New Business and Other Correspondence
11. 9:15 Executive Session under M.G.L. c. 30A, §21(A), exemption #7 to comply with Open Meeting Law, G.L. c. 30A, §§ 18-25 to approve and release executive session minutes.

Please see the Board of Selectmen’s Public Comment Policy

Next Meeting Date: Monday, November 18, 7:00 pm in Juliani
Monday, December 2, 9:00 am in Juliani
Monday, December 2, 7:00 pm in Juliani
<table>
<thead>
<tr>
<th>Date</th>
<th>Selectmen Meeting Items</th>
<th>Other Meeting Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/11</td>
<td>VETERANS Day – Town Hall Closed</td>
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<tr>
<td>11/18</td>
<td>Meeting Open ATM Warrant (Warrant to be Closed 12/27/19)</td>
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<td></td>
<td>MLP update</td>
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<td></td>
<td>Appoint DPW Replacement?</td>
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<td>148 Weston Road DA Discussion</td>
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<td>Cataldo Ambulance Contract?</td>
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<td>Change of Manager – California Pizza Kitchen; Discuss and Approve</td>
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<td>Mobile Food Vendor License Request – discuss &amp; approve</td>
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<td></td>
<td>Quarterly Traffic Update?</td>
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<tr>
<td>12/2</td>
<td>Staff Presentations on Budgets 9-1 Juliani Room</td>
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<tr>
<td>12/2</td>
<td>Meeting Tax Classification Hearing – 7:15pm</td>
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<td></td>
<td>Approve Annual Licenses</td>
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<tr>
<td></td>
<td>Review BOS Budget</td>
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<td></td>
<td>FMD Presentation – Town Hall annex addendum results</td>
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<td></td>
<td>Appoint Wellesley Housing Authority member/Joint meeting</td>
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<td>Cataldo Ambulance Contract?</td>
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<td>12/9</td>
<td>STM</td>
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<td>12/16</td>
<td>Meeting Approve BOS Budget</td>
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<td>New Year’s Eve Alcohol Service Extensions</td>
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<td>12/23</td>
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<td>12/25/19</td>
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<td>NO MEETING</td>
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<td>1/1/20</td>
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<tr>
<td>1/6/20</td>
<td>Meeting</td>
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<td>1/6/20</td>
<td>Quarterly Retreat this Week?</td>
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<td>1/13/20</td>
<td>No Meeting – Wellesley Club</td>
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<td>1/20/20</td>
<td>TOWN HALL CLOSED – MLK Day</td>
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<tr>
<td>1/21/20</td>
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<td>2/3/20</td>
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<td>2/10/20</td>
<td>Monday</td>
<td>Meeting</td>
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<td>2/17/20</td>
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<td>TOWN HALL CLOSED</td>
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<td></td>
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<td>Presidents’ Day</td>
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<td>2/24/20</td>
<td>Monday</td>
<td>Meeting</td>
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<td>3/2/20</td>
<td>Monday</td>
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<tr>
<td>3/9/20</td>
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<tr>
<td>3/16/20</td>
<td>Monday</td>
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<tr>
<td>3/23/20</td>
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<td>3/30/20</td>
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<tr>
<td>3/31/20</td>
<td>Tuesday</td>
<td>ATM</td>
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<tr>
<td>4/6/20</td>
<td>Monday</td>
<td>ATM</td>
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<tr>
<td>4/7/20</td>
<td>Tuesday</td>
<td>ATM</td>
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**Notes**

- **Quarterly updates**
  - Traffic Committee (Deputy Chief Pilecki)
  - Facilities Maintenance (Joe McDonough)
  - Wellesley Club Dates: October 28, January 13, March 2
Monday, November 4, 2019

Our meeting will begin on Monday at 7:00 pm in the Julani Room

1. Call to Order – Open Session
2. Public Comments

3. Announcements
4. **Facilities Management Department FY21 Capital Presentation**

Joe McDonough will be present to give an overview of the FY21 Capital Projects proposed by the Facilities Management Department. The presentation includes work proposed for Schools, Library, Town Hall, Fire Department, Police Department, DPW, and Warren Building. Joe has invited all departments to the presentation. A copy of the presentation is provided in your packet.

**NO MOTION**
FY21 FMD Capital Budget

Annual Presentation
November 4, 2019

Wellesley Facilities Management Department
AGENDA

• FMD & PBC: Success Story
• Status Update on Capital Projects
• FMD’s Role in Capital Planning
• FMD’s Capital Planning & Budgeting Approach
• Progress on FY17 to FY20 Capital Projects
• FY21 Cash-Capital Budget Requests

*Entire PowerPoint Presentation to be posted on FMD website
https://www.wellesleyma.gov/Archive.aspx?AMID=38

November 4th FMD Presentation
FMD & PBC: SUCCESS STORY

• FMD Began PBC Support on 7/1/17
• BOS and PBC *MoU*
• Project Management Greatly Improved
  *Assuming OPM & Clerk-of-Works Roles
  – Established Standard CM@Risk Process (for MSBS)
• Enhanced Staff Support Provides:
  – More strategic PBC focus
  – Increased capacity to oversee more projects
• $2.5M in savings in just over 2 years
• *Jointly poised to take on $200M in projects!*

November 4th FMD Presentation
**FMD & PBC: SUCCESS STORY**

**Financial Metrics: Savings since 7/1/17**

- School Security Project = $2,043,000
- Providing OPM/Clerk Services = $470,000
- Negotiated change orders = $40,000

» Total Savings = $2,553,000

- Design & Construct. Personnel Cost = $700k

» ROI/Payback = 3.6
FMD Budget Scope

* FY21 Requests
  - Preschool (PAWS)
  - Bates
  - Fiske
  - Hardy
  - Hunnewell
  - Schofield
  - * Sprague
  - Upham
  - * Middle School
  - * High School
  - Field House
  - Σ Districtwide
  - Σ Townwide

Σ Other Requests
  - * Town Hall
  - * Main Library
  - Hills Branch
  - Fells Branch
  - Police Station
  - Fire Station (Hqts)
  - Fire Station (Central)
  - Warren Building
  - Morse’s Pond Bathhouse
  - DPW Operations
  - DPW Water & Sewer
  - DPW Highway & Park
  - DPW RDF
  - Senior Center

November 4th FMD Presentation
Mission Statement

The mission of the Facilities Management Department (FMD) is to treat department managers as highly valued customers, by being responsive to their facility needs and allowing them to focus on their own core missions. Facilities will be professionally managed, operated and maintained in an efficient manner and within established budgets. FMD shall maximize service life of facilities and equipment, protecting valuable public assets, through regular preventive maintenance and collaboratively prepared long-term capital plans. FMD staff recognize the uniqueness of each department’s building and operational needs and accomplishes their work in a way that minimizes service interruption. Sustainability and energy efficiency are at the forefront of all FMD operations and practices, and staff shall endeavor to incorporate these into all aspects of their work.
STATUS UPDATE ON CAPITAL PROJECTS
# Major Building Projects: *The Next 6 Years*

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Estimated Budgetary Cost</th>
<th>Current Phase of Project</th>
<th>Final Design Start</th>
<th>Construction Start</th>
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<tbody>
<tr>
<td>MS Building Systems</td>
<td>$12,981,000</td>
<td>Design</td>
<td>-</td>
<td>Winter 2020</td>
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<tr>
<td>Library Interior Reno/Roof</td>
<td>$4,090,000</td>
<td>Design</td>
<td>-</td>
<td>Winter 2020</td>
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<tr>
<td>Hunnewell School</td>
<td>$61,000,000</td>
<td>Study Complete</td>
<td>December 2019</td>
<td>Spring 2021</td>
</tr>
<tr>
<td>TH Annex Building</td>
<td>$11,873,500</td>
<td>Study Complete</td>
<td>July 2020</td>
<td>Fall 2021</td>
</tr>
<tr>
<td>Hardy/Upham School</td>
<td>$62,152,000</td>
<td>Feasibility Study</td>
<td>August 2021</td>
<td>Summer 2022</td>
</tr>
<tr>
<td>MS Building Paving</td>
<td>$2,000,000</td>
<td>95% Design</td>
<td>Summer 2021</td>
<td>Summer 2022</td>
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<tr>
<td>TH Interior Reno</td>
<td>$20,041,000</td>
<td>New Study</td>
<td>Fall 2021</td>
<td>Spring 2023</td>
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<tr>
<td>DPW Projects</td>
<td>$12,977,000</td>
<td>Feasibility Study</td>
<td>July 2022</td>
<td>Fall 2023</td>
</tr>
<tr>
<td>Sprague &amp; Bates Roofs</td>
<td>$2,784,000</td>
<td>In capital plan</td>
<td>July 2023</td>
<td>Summer 2024</td>
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<tr>
<td>MS Roof</td>
<td>$4,200,000</td>
<td>In capital plan</td>
<td>July 2024</td>
<td>Summer 2025</td>
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<td><strong>Total =</strong></td>
<td><strong>$194,098,500</strong></td>
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*Note: Placeholder Cost of $13M to Air-Condition four schools in FY26 not included. Study is about to begin.*
Investment Continues to Pay Off

• Significant Increase in Cash Capital
  – FY13: $893,000
  – FY14: $1,141,000
  – FY15: $1,500,000
  – FY16: $1,575,000
  – FY17: $1,750,000
  – FY18: $1,875,000
  – FY19: $1,850,000
  – FY20: $1,850,000
  – FY21: $2,000,000

$14.4M in last 9 years!
Investment (Cont.)

- Proven Success from FY13 to FY20 - **372 Projects!**
  - FY13: 65 of 66 Projects completed
  - FY14: 67 of 67 Projects completed
  - FY15: 50 of 50 Projects completed
  - FY16: 54 of 54 Projects completed
  - FY17: 51 of 51 Projects completed
  - FY18: 22 of 23 Projects completed
  - FY19: 31 of 32 Projects completed
  - FY20: 24 of 29 Projects completed or in progress
“STATE OF THE FMD BUILDINGS”
Significant Progress Made

- $59.6M Investment over past 7 years
- “Caught Up” on Deferred Maintenance
- Reactive/repair $\rightarrow$ PM $\rightarrow$ Planned Replacement

2012: BEHIND THE WAVE  
2019: AHEAD OF THE WAVE

November 4th FMD Presentation
High School

- Preventive maintenance through operating budget
- Minor projects through cash-capital budget
  - Primarily LED Lighting Replacement - Phased
  - $225k FY21 Request

November 4th FMD Presentation
Schofield & Fiske

- Major interior renovations completed 2016
- Preventive maintenance through operating budget
- Minor projects through cash-capital budget

November 4th FMD Presentation
Hardy, Hunnewell & Upham

- Hunnewell Feasibility Completed
  - 2023 School Opening Assumed
- Hardy/Upham Feasibility Phase Underway
  - 2024 School Opening Assumed
- Triage Contingency Budgets to “bridge” gap

November 4th FMD Presentation
Middle School

• **Steam Piping:** Const. Completed Ahead of Schedule
  • **Building Systems:** Currently in Design
    o $13M Total Project Cost Estimate
    o Fall 2020 STM and Debt Excl. - 2021 Construction
• **Paving Project:** Assumed for 2022
• **Roof Replacement:** $4.2M for FY26 (20 years old)
  “25-Year” School will be Achieved

November 4th FMD Presentation
• Preventive maintenance through operating budget
• Minor projects through cash-capital budget
  o “Window” for Systems Replacement Approaching
  o FY21 Chiller Replacement Project at Sprague
PAWS

- Existing School
  - Preventive maintenance through operating budget
  - Minor projects through cash-capital budget
- Feasibility Study completed in 2018
  - New $20.7M school in plan for FY28 (Placeholder)

November 4th FMD Presentation
Field House at Sprague

- One of two FMD Maintenance Shops (other at Fiske)
- Preventive maintenance through operating budget

November 4th FMD Presentation
Town Hall

- **Exterior Restoration:** Completed *(almost)*
- **Interior Renovation:** Supplemental Study Needed
  - $100k FY21 Request for New Study
  - $35k Contingency Budget in FY21 Cash-Capital

November 4th FMD Presentation
Town Hall “Annex”

- $11.9M Total Project Cost Estimate
- Design Funds to be Requested at 2020 ATM

November 4th FMD Presentation
Police Station

- Preventive maintenance through operating budget
- Minor projects through cash-capital budget
Fire HQ and Central Station 1

- Preventive maintenance through operating budget
- Minor projects through cash-capital budget
  - *Station 1: Three-Phased Envelope Repairs in Plan*

November 4th FMD Presentation
Main Library

- Preventive maintenance through operating budget
- Various projects through cash-capital budget
- $4.1M Renovation & Roof Replacement
  - Roof Design Funds in FY21 Cash-Capital

November 4th FMD Presentation
Hills & Fells Branch Libraries

- Preventive maintenance through operating budget
- Minor projects through cash-capital budget
Warren Building

- $750K HVAC improvements needed in FY22
- Operations and cash-capital budgets used for other work
Morses Pond Bath House

- Recreation Dept. currently managing CPC funded study
- Preventive maintenance through operating budget
- Minor projects through cash-capital budget

November 4th FMD Presentation
8 DPW Buildings

RDF Site: 5 Buildings

Municipal Way Site: 3 Buildings

Wellesley Recycling and Disposal Facility
DPW Operations Building

- Preventive maintenance through operating budget
- Various projects through cash-capital budget
DPW Water & Sewer Building

- Preventive maintenance through operating budget
- Various projects through cash-capital budget
DPW Highway & Park Building

- Preventive maintenance through operating budget
- Various projects through cash-capital budget
- Feasibility Study Nearing Completion
- $7.7M Renovation and Repair Project Recommended
  - Assumed Construction Funding Request in FY24

November 4th FMD Presentation
DPW RDF Buildings

• Preventive maintenance through operating budget
• Various projects through cash-capital budget
• *Feasibility Study Nearing Completion*

November 4th FMD Presentation
DPW RDF Buildings
Feasibility Study Nearing Completion

Baler Building: $400k Sprinkler Replacement in FY21 Cash-Capital

$5.3M Project Recommendations:
• New Administration Building
• Renovation and Repairs to Baler Building
• Assumed Construction Funding Request in FY24

November 4th FMD Presentation
FMD’S ROLE IN CAPITAL PLANNING
Capital Planning Role

- Critical Aspect of FMD
- Capital Planning & Design and Construction
- **ALL** capital projects first identified in FMD
- Process starts in August and ends at ATM
Capital Planning Role (Cont.)

- Typical Cash Capital (under $500k): FMD executes all aspects of project; or
- Major Projects (over $500k): PBC manages and FMD provides support led by our *Design & Construction Group*

*Note: Fixtures, Furniture/Furnishings and Equipment (FFE) carried in department budgets*
PLANNING MAJOR PROJECTS

• Major Design/Construction Projects in 2019
  o MS Steam Piping
  o MS Building Systems (MSBS)
  o Town Hall Envelope
  o HHU Projects

• Projects Originated in Capital Plans
• Process Works: Projects Being Completed!

November 4th FMD Presentation
Middle School Steam Piping

New Condensate Piping

New Hi-Efficiency Boilers

November 4th FMD Presentation
Town Hall Exterior Restoration

November 4th FMD Presentation
Middle School Building Systems (MSBS)

WELLESLEY MIDDLE SCHOOL

November 4th FMD Presentation
FMD’S CAPITAL PLANNING AND BUDGETING APPROACH
Criteria & Considerations

• Life Safety & Environmental Health
• Impact to Learning/Work Environment
• Sustainability/Energy Efficiency
• Preventive Maintenance
• Service Life Exceeded
• Interim Measures – “Triage”
• Account for Major Projects Planned
Major Projects & Triage

• Plan must anticipate upcoming major projects:
  – Hardy/Hunnewell/Upham
  – Middle School Renovations
  – Town Hall
  – Library
  – DPW

• “Triage” Contingency
  – Started in FY13
  – Helps “Bridge the Gap” until major project
Budget Development Process

- Tour buildings with Managers in summer
- Evaluate Previous Year’s Requests
- Develop Preliminary List of Projects
- Generate Costs for Each Project
- Review w/ Principals & Department Heads

November 4th FMD Presentation
Budget Development Process (Cont.)

- Review School List with Superintendent and Assistant Superintendent of Finance
- Review Final List with:
  - FMD Managers, Executive Director and Financial Services Dept
- Final Version Presented Tonight for Input
- Continue to advocate for projects until Town Meeting
PROGRESS ON FY17, FY18, FY19 & FY20 CAPITAL PROJECTS
ACCOMPLISHING FY20 CAPITAL PROJECTS

- **24 of 29** Projects Complete or in Progress

<table>
<thead>
<tr>
<th>Project Phase</th>
<th>Number of Projects</th>
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<tr>
<td><strong>Procurement Regulations</strong></td>
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<td>MGL Chapter 149 – Using FMD’s Major Project Manual</td>
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<td>MGL Chapter 149 – Competitive Bids and Minor Manual</td>
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<td>In-House Labor and Direct Purchase Supplies</td>
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<td>In-House</td>
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November 4th FMD Presentation
FY17 Project: Police Station

Kitchen Renovation (Performed In-House)

BEFORE

AFTER

November 4th FMD Presentation
FY18 Project: Fire Headquarters

Hose Tower Masonry Repairs

November 4th FMD Presentation
FY19 Project: Fire Headquarters

Field House Roof Replacement

November 4th FMD Presentation
FY19 Project: Phase I LED Lighting Upgrades
Main Library, Middle School, Sprague and Bates

PROJECT METRICS:
• Better quality lighting!
• Project Budget = $960,000
• SF of Building Covered = 97,000
• Number of Lights Replaced = 1,202
• Approx. Annual O&M Savings = $69,664
• Approx. Payback = 10 years
FY19 Project: Phase I LED Upgrades

Main Library

November 4th FMD Presentation
FY19 Project: Phase I LED Upgrades

Middle School

Corridors

Library

Cafeteria

November 4th FMD Presentation
FY19 Project: Phase I LED Upgrades

Sprague School

Corridors

Stairwells

Cafeteria

November 4th FMD Presentation
FY19 Project: Phase I LED Upgrades

Bates School

Cafeteria

Gymnasium

Corridors

November 4th FMD Presentation
FY20 Project: High School

Classroom Security Lock Upgrades (Performed In-House)

Old Key Locks

New Thumb-turn Locks (WPS Standard)

November 4th FMD Presentation
FY20 Studies

• Town Hall Annex Feasibility Study
• Main Library Roof Replacement Study
• Fire Station Central Envelope Assessment Study
FY21 CASH-CAPITAL BUDGET
FY21 Cash Capital Highlights

- Total = $2,000,000 ($1.85M in FY20)
- Fewer projects than in past
- $900k Sprague Chiller
- $400k RDF Sprinkler
- $225k HS LEDS – First Phase of $2M HS program
- $100k Library Roof Replacement Design
- $100k Supplemental TH Feasibility Study
- Significant Increase Projected – Next 6 Years

November 4th FMD Presentation
Summary Budget: 10 Year Capital Plan

- **10 Year CC Total** = $20,910,000
- **10 Year Debt Funded Total** = $232,533,500
- **FY21 Cash Capital (CC)** = $2,000,000

**119 Cash Capital budget requests in 10 year plan**

November 4th FMD Presentation
<table>
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<th>Fiscal Year</th>
<th>Cash Capital Total</th>
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<td>$2,260,000</td>
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<td>FY24</td>
<td>$3,085,000</td>
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<td>FY25</td>
<td>$2,626,000</td>
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<tr>
<td>FY26</td>
<td>$1,810,000</td>
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<td>FY27</td>
<td>$2,702,000</td>
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Average = $2,500,000
Major Projects: *The Next 6 Years*

- LED Lighting Replacement (HS and MS primarily)
- Mechanical Equipment Replacement
  - Sprague (*19 years old*)
  - Main Library (*17 years old*)
  - Bates (*16 years old*)
- Fire Stations: Roofing and Envelope Work
- Warren: Heat Pump Replacement

November 4th FMD Presentation
### SUMMARY – CASH CAPITAL REQUESTS

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<thead>
<tr>
<th>ORGANIZATION</th>
<th>FY21 BUDGET</th>
<th>FY21 REQUESTS</th>
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<tr>
<td>SCHOOL</td>
<td>$1,335,000</td>
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<td>MUNICIPAL</td>
<td>$665,000</td>
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<tr>
<td>Total =</td>
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# FMD Cash Capital Budgets

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<tr>
<th></th>
<th>FY13</th>
<th>FY14</th>
<th>FY15</th>
<th>FY16</th>
<th>FY17</th>
<th>FY18</th>
<th>FY19</th>
<th>FY20</th>
<th>FY21</th>
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<tr>
<td>SCHOOL</td>
<td>$611,250</td>
<td>$811,292</td>
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<td>$570,600</td>
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<td>$1,575,000</td>
<td>$1,750,000</td>
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<td>$1,850,000</td>
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<td>$2,000,000</td>
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*Budget more than doubled since FY13!*
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<tr>
<th>SCHOOL/GROUP</th>
<th>FY21 REQUESTS</th>
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<tr>
<td>Districtwide</td>
<td>$118,000</td>
</tr>
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<td>Sprague Elementary</td>
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<tr>
<td>Middle School</td>
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<td><strong>Total =</strong></td>
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November 4th FMD Presentation
TOTAL—**MUNICIPAL CASH CAPITAL**

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<th>BUILDING/GROUP</th>
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<td>Townwide</td>
<td>$30,000</td>
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<tr>
<td>Total =</td>
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November 4th FMD Presentation
# Projects Over $1M Included in 10-Year Capital Plan: Schools

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<thead>
<tr>
<th>Project</th>
<th>Year</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>MS: Building Systems</td>
<td>FY21</td>
<td>$12,981,000</td>
</tr>
<tr>
<td>Hunnewell School</td>
<td>FY22</td>
<td>$61,000,000</td>
</tr>
<tr>
<td>Hardy/Upham School</td>
<td>FY22</td>
<td>$62,152,000</td>
</tr>
<tr>
<td>MS: Site Paving</td>
<td>FY23</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>Sprague &amp; Bates Roofing</td>
<td>FY25</td>
<td>$2,784,000</td>
</tr>
<tr>
<td>Sprague &amp; Bates Paving</td>
<td>FY26</td>
<td>$668,000</td>
</tr>
<tr>
<td>MS: Roofing Replacement</td>
<td>FY26</td>
<td>$4,200,000</td>
</tr>
<tr>
<td>New Preschool</td>
<td>FY27/28</td>
<td>$20,700,000</td>
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<tr>
<td>AC: MS, Schofield, Bates &amp; Fiske</td>
<td>FY26 (placeholder)</td>
<td>$13,040,000</td>
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Total = $179,525,000
PROJECTS OVER $1M INCLUDED IN 10-YEAR CAPITAL PLAN: MUNICIPAL

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<tr>
<th>PROJECT</th>
<th>YEAR</th>
<th>AMOUNT</th>
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</thead>
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<tr>
<td>Main Library: Renovation &amp; Roof</td>
<td>FY21</td>
<td>$4,090,000</td>
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<tr>
<td>Town Hall: “Annex” Building</td>
<td>FY21/22</td>
<td>$11,873,500</td>
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<tr>
<td>Town Hall: Interior Restoration</td>
<td>FY22/24</td>
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<tr>
<td>DPW Renovations</td>
<td>FY23/24</td>
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<tr>
<td>New MOPO Bathhouse</td>
<td>FY25</td>
<td>$1,000,000</td>
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<tr>
<td>Warren: HVAC System Replacement</td>
<td>FY27</td>
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<tr>
<td><strong>Total =</strong></td>
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<td><strong>$51,333,500</strong></td>
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## FMD FY21 PROJECT “MIX”

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<th>Type of Project</th>
<th>Schools (# projects/cost)</th>
<th>Municipal (# projects/cost)</th>
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<td>LED Lighting</td>
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<td>-</td>
<td>1/$225,000</td>
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<tr>
<td>A/E Studies or design</td>
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<td>2/$200,000</td>
<td>2/$200,000</td>
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<tr>
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<td>3/$30,000</td>
<td>8/$148,000</td>
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<tr>
<td>Triage Contingency</td>
<td>-</td>
<td>1/$35,000</td>
<td>1/$35,000</td>
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<tr>
<td>Totals</td>
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<td>15/$2.0M</td>
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ENERGY and OPERATIONS
### Energy Conservation Measure (ECM) Opportunity Tree

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<tr>
<th>Time Period</th>
<th>Simple Payback</th>
<th>Description</th>
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<tr>
<td>FY30 to FY21</td>
<td>5+ Year Simple Payback</td>
<td>HVAC &amp; Interior LEDs (PLANNED)</td>
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<tr>
<td>FY20</td>
<td>3-5 Year Simple Payback</td>
<td>Metasys &amp; Corridor LEDs (COMPLETED)</td>
</tr>
<tr>
<td>FY19 to FY12</td>
<td>1-3 Year Simple Payback</td>
<td>ReCx &amp; Exterior LEDs (COMPLETED)</td>
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# FY21 to FY30 Recommissioning (Cx) Plan

## Total Ten-Year ReCx Plan

<table>
<thead>
<tr>
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<th>FY</th>
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<th>Total</th>
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</tr>
<tr>
<td>3</td>
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<td></td>
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</tr>
<tr>
<td>4</td>
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<td></td>
<td></td>
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</tr>
<tr>
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<td>7</td>
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<tr>
<td>8</td>
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</tr>
<tr>
<td>9</td>
<td>HS</td>
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<tr>
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<td>15</td>
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<td>16</td>
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<tr>
<td>17</td>
<td>Upham</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>18</td>
<td>Warren</td>
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**Total Ten-Year ReCx Plan $1,408,000**
FY21 to FY30 LED Lighting Plan

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<tr>
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<td>-</td>
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<tr>
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<td>FSC</td>
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<tr>
<td>6</td>
<td>FSM</td>
<td>-</td>
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<tr>
<td>7</td>
<td>Hardy</td>
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<td>Hills</td>
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<td>$100,000</td>
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<tr>
<td>16</td>
<td>TH</td>
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<tr>
<td>17</td>
<td>Upham</td>
<td>-</td>
<td>-</td>
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<tr>
<td>18</td>
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<td>$175,000</td>
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<td></td>
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<td>$3,815,000</td>
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Total Ten-Year LED Plan $3,815,000

November 4th FMD Presentation
## FY12 to FY30
### Overall ECM Summary

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<tr>
<th>#</th>
<th>Building</th>
<th>GSF</th>
<th>&lt; FY20 Completed</th>
<th>FY20 Pending</th>
<th>&gt; FY20 Planned</th>
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Total ECM Plan $8,415,000

November 4th FMD Presentation
FY12 to FY30 ECM Savings Summary

• Estimated *Annual* Savings (Average/Year):
  • FY12 to FY19 = $ 96,000

• Estimated *Cumulative* Savings:
  • FY12 to FY19 = $ 579,000
  • FY12 to FY30 = $ 2,556,000
# Capital Equipment Replacement Plan

*Electrical Does NOT Include Lighting*

## Ten-Year Capital Equipment Replacement Plan

<table>
<thead>
<tr>
<th>#</th>
<th>Building</th>
<th>Category</th>
<th>FY</th>
<th>Total</th>
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<td>Plumbing</td>
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<tr>
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<td>HS</td>
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<td>9</td>
<td>WPD</td>
<td>Electrical</td>
<td>$ 130,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Mechanical</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Plumbing</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total**  

<table>
<thead>
<tr>
<th>FY</th>
<th>21</th>
<th>22</th>
<th>23</th>
<th>24</th>
<th>25 to 30</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ 900,000</td>
<td>$ 790,000</td>
<td>$ 27,000</td>
<td>$ 1,235,000</td>
<td>$ 6,364,000</td>
<td>$ 9,316,000</td>
</tr>
</tbody>
</table>

**Ten-Year Total = $9,316,000**
INDIVIDUAL SCHOOL BUDGETS
### Sprague Elementary

<table>
<thead>
<tr>
<th>PROJECT REFERENCE NO.</th>
<th>PROJECT DESCRIPTION</th>
<th>BUDGET REQUEST</th>
</tr>
</thead>
<tbody>
<tr>
<td>SP-1</td>
<td>Chiller Replacement</td>
<td>$900,000</td>
</tr>
<tr>
<td>Total =</td>
<td></td>
<td>$900,000</td>
</tr>
</tbody>
</table>

November 4th FMD Presentation
May 31st Freon Leak Cancels School

SPRAGUE: Chiller Replacement

November 4th FMD Presentation
2 Water-Cooled Chillers

Five (5) Pumps

Cooling Tower

SPRAGUE: Chiller Replacement

November 4th FMD Presentation
• $2M in Capital Plan for FY28: HVAC Systems
• May 2019 Freon Leak Closed School
• Engineering Assessment by BLW
  o Replace chiller, cooling tower and pumps
    ▪ At end of service life – 19 years old in 2020
    ▪ ASHRAE Service Life = 20 years
• $900,000 Estimated Total Project Cost
• 2 Air-Cooled Chillers and associated pumps w/VFDs
## Equipment Service Life Span

<table>
<thead>
<tr>
<th>Equipment Type</th>
<th>Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Packaged &amp; Split HVAC Units</td>
<td>15</td>
</tr>
<tr>
<td>Chillers</td>
<td></td>
</tr>
<tr>
<td>Water-Cooled</td>
<td>20–25</td>
</tr>
<tr>
<td>Air-Cooled/DX</td>
<td>15</td>
</tr>
<tr>
<td>Cooling Towers</td>
<td>20</td>
</tr>
<tr>
<td>Condensers (Air-Cooled)</td>
<td>15</td>
</tr>
<tr>
<td>Boilers</td>
<td></td>
</tr>
<tr>
<td>Electric</td>
<td>15</td>
</tr>
<tr>
<td>Others</td>
<td>25–35</td>
</tr>
<tr>
<td>Pumps</td>
<td>15–20</td>
</tr>
<tr>
<td>Controls</td>
<td>10–15</td>
</tr>
<tr>
<td>Coils (CHW and DX)</td>
<td>20</td>
</tr>
</tbody>
</table>

The above service life estimate ranges are based on data in the ASHRAE Applications Handbook (A37-2015, Table 4) relevant to commercial and industrial applications. Actual life can vary widely. To learn more, go to the [ASHRAE database](#).

## Equipment Failure Rate

- **Useful Life Period**
- **Period of Constant Failure Rate**
- **Period of Increasing Failure Rate**

- **End of Useful Life**
CHILLED WATER SYSTEM

Existing Conditions

The existing chilled water systems is located in a penthouse mechanical room and on the roof. The chilled water system was installed in 2001 and is nearing its anticipated end of its operational life expectancy (20 years) and appears ready for replacement. The chilled water system consists of the following:

Sprague Elementary School
401 School Street
Wellesley, MA

Chiller Replacement

2019

Prepared By:
S&W Engineers, Inc.
312 Great Road
Post Office Box 3551
Littleton, MA 01460

July 31, 2019

SPRAGUE: Chiller Replacement

Proposed Air-Cooled Chillers

November 4th FMD Presentation
<table>
<thead>
<tr>
<th></th>
<th>Feasibility Project Budget</th>
<th>Sprague Chiller Replacement</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Construction</td>
<td>Budget Appropriation</td>
</tr>
<tr>
<td>Primary Contractor</td>
<td>$111,432</td>
<td>$681,200</td>
</tr>
<tr>
<td>Custodial OT Charges</td>
<td>$111,432</td>
<td>$500</td>
</tr>
<tr>
<td>Architect &amp; Other Prof Services</td>
<td>$111,432</td>
<td>Architectural &amp; Engineering</td>
</tr>
<tr>
<td>Presentations</td>
<td>$-</td>
<td>Owner’s Project Manager</td>
</tr>
<tr>
<td>Cost Estimate</td>
<td>$2,500</td>
<td>Clerk of the Works</td>
</tr>
<tr>
<td>Reimbursables</td>
<td>$1,500</td>
<td>$7,500</td>
</tr>
<tr>
<td>Legal</td>
<td>$1,000</td>
<td>$10,000</td>
</tr>
<tr>
<td>Testing &amp; Inspections</td>
<td>$2,500</td>
<td>Other General Supplies</td>
</tr>
<tr>
<td>Commissioning</td>
<td>$2,500</td>
<td>$4,000</td>
</tr>
<tr>
<td>Total OPM Services</td>
<td>$-</td>
<td>Fire Services</td>
</tr>
<tr>
<td>Total Architectural &amp; Engineering</td>
<td>$48,372</td>
<td>$43,248</td>
</tr>
<tr>
<td></td>
<td>$91,620</td>
<td>Total Other General Supplies</td>
</tr>
<tr>
<td></td>
<td>$4,000</td>
<td>Total Budget</td>
</tr>
<tr>
<td></td>
<td>$-</td>
<td>$894,243</td>
</tr>
</tbody>
</table>

SPRAGUE: Chiller Replacement

November 4th FMD Presentation
## Middle School

<table>
<thead>
<tr>
<th>PROJECT REFERENCE NO.</th>
<th>PROJECT DESCRIPTION</th>
<th>BUDGET REQUEST</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS-1</td>
<td>Central Administration Office: Carpet Replacement and Painting</td>
<td>$92,000</td>
</tr>
<tr>
<td>Total =</td>
<td></td>
<td>$92,000</td>
</tr>
</tbody>
</table>
14-Yr Old Carpet

Wall Painting

MS Central Administration:
Carpet Replacement and Painting

November 4th FMD Presentation
# High School

<table>
<thead>
<tr>
<th>PROJECT REFERENCE NO.</th>
<th>PROJECT DESCRIPTION</th>
<th>BUDGET REQUEST</th>
</tr>
</thead>
<tbody>
<tr>
<td>HS-1</td>
<td>LED Lighting Upgrades</td>
<td>$225,000</td>
</tr>
<tr>
<td>Total =</td>
<td></td>
<td>$225,000</td>
</tr>
</tbody>
</table>

November 4th FMD Presentation
HIGH SCHOOL: LED Upgrades – Phase I

November 4th FMD Presentation

Cafeteria

Gymnasium
## Districtwide

<table>
<thead>
<tr>
<th>PROJECT REFERENCE NO.</th>
<th>PROJECT DESCRIPTION</th>
<th>BUDGET REQUEST</th>
</tr>
</thead>
<tbody>
<tr>
<td>DW-1</td>
<td>Environmental Testing and Mitigation</td>
<td>$14,000</td>
</tr>
<tr>
<td>DW-2</td>
<td>Space Contingency</td>
<td>$38,000</td>
</tr>
<tr>
<td>DW-3</td>
<td>Custodial Equipment</td>
<td>$45,000</td>
</tr>
<tr>
<td>DW-4</td>
<td>Grounds Equipment</td>
<td>$10,000</td>
</tr>
<tr>
<td>DW-5</td>
<td>Maintenance Equipment</td>
<td>$11,000</td>
</tr>
<tr>
<td><strong>Total =</strong></td>
<td></td>
<td><strong>$118,000</strong></td>
</tr>
</tbody>
</table>

November 4th FMD Presentation
Accommodations for hearing impaired students

Space Contingency

November 4th FMD Presentation
Removal of Asbestos Ceiling Tile in Boiler Room

Environmental Testing and Mitigation

November 4th FMD Presentation
Carbon-fiber Window Washing Kit

On-Site Electrolyzed Water Generator

Custodial Equipment

November 4th FMD Presentation
INDIVIDUAL MUNICIPAL BUDGETS
**Townwide**

<table>
<thead>
<tr>
<th>PROJECT REFERENCE NO.</th>
<th>PROJECT DESCRIPTION</th>
<th>BUDGET REQUEST</th>
</tr>
</thead>
<tbody>
<tr>
<td>TW-1</td>
<td>Office Equipment</td>
<td>$10,000</td>
</tr>
<tr>
<td>TW-2</td>
<td>Custodial Equipment</td>
<td>$10,000</td>
</tr>
<tr>
<td>TW-3</td>
<td>Grounds Equipment</td>
<td>$10,000</td>
</tr>
<tr>
<td>Total =</td>
<td></td>
<td>$30,000</td>
</tr>
</tbody>
</table>
## Town Hall

<table>
<thead>
<tr>
<th>PROJECT REFERENCE NO.</th>
<th>PROJECT DESCRIPTION</th>
<th>BUDGET REQUEST</th>
</tr>
</thead>
<tbody>
<tr>
<td>TH-1</td>
<td>Town Hall Supplemental Feasibility Study</td>
<td>$100,000</td>
</tr>
<tr>
<td>TH-2</td>
<td>Town Hall Triage Contingency</td>
<td>$35,000</td>
</tr>
<tr>
<td><strong>Total =</strong></td>
<td></td>
<td><strong>$135,000</strong></td>
</tr>
</tbody>
</table>

November 4th FMD Presentation
Town Hall

November 4th FMD Presentation
• Previous Study by MKA Architects
  • Visioning and Space Utilization
  • Presented to BOS in January 2019
  • Presented to PBC in October 2019
• Key Recommendations:
  o Build separate “Annex” at Municipal Way
  o $20M Renovation of Town Hall
October 10, 2019 PBC Meeting Feedback:

- “Town Hall should remain as the building that people come to, and the Annex is where people work.”
- TH as primary meeting space, while still hosting core/traditional municipal departments
- Move some more departments to Annex.  
  Reduce
- Scale back the renovation scope of work.  
  Cost!
- Develop better scope/budget for MAAB work

➢ Additional Study Required!

TOWN HALL: Supplemental Feasibility Study
## Project Reference

<table>
<thead>
<tr>
<th>PROJECT REFERENCE NO.</th>
<th>PROJECT DESCRIPTION</th>
<th>BUDGET REQUEST</th>
</tr>
</thead>
<tbody>
<tr>
<td>ML-1</td>
<td>Design for Roofing Replacement</td>
<td>$100,000</td>
</tr>
<tr>
<td>Total =</td>
<td></td>
<td>$100,000</td>
</tr>
</tbody>
</table>

November 4th FMD Presentation
Roofing System has Failed

Numerous Work Orders for leaks

Library: Roofing Design

November 4th FMD Presentation
• Feasibility Study by Russo Barr Associates
  • Presented to BOS/Trustees in October 2019
• Key Report Recommendations:
  o Replace flat roof and repair slates & gutter
  o $1,293,750 Estimated total project cost
• FMD Procurement Recommendations:
  o Add to “Renovation Project” scope to reduce cost and impacts to patrons
  o Request $100,000 design funds in cash-capital to maintain schedule
DPW: RDF Buildings

<table>
<thead>
<tr>
<th>PROJECT REFERENCE NO.</th>
<th>PROJECT DESCRIPTION</th>
<th>BUDGET REQUEST</th>
</tr>
</thead>
<tbody>
<tr>
<td>DPWR-1</td>
<td>Baler/Incinerator Bldg: Sprinkler Replacement</td>
<td>$400,000</td>
</tr>
<tr>
<td>Total =</td>
<td></td>
<td>$400,000</td>
</tr>
</tbody>
</table>

November 4th FMD Presentation
Baler and Incinerator Buildings

DPW RDF: Sprinkler Replacement

November 4th FMD Presentation
Baler and Incinerator Buildings

DPW RDF: Sprinkler Replacement

November 4th FMD Presentation
• Feasibility Study by CBI
  o Study currently being finalized sprinkler assessment included

• Key Report Recommendations:
  o Replace entire sprinkler system
    ▪ Past useful service life – 23 years old in 2020
    ▪ Non-galvanized piping – more susceptible to corrosion
    ▪ Numerous leaks and deficiencies
  o $400,000 Estimated Total Project Cost

• Wellesley Fire Department Recommendations:
  o Several meetings with WFD and their consultant
  o Make immediate repairs
  o Replace as soon as practical
NEXT STEPS
Next Steps

- Boards to review plan in detail (FMD website)
- FMD to respond to board questions
- Update/finalize plan as necessary
- Advocate for projects up to Annual Town Meeting
- Provide support to boards at Town Meeting
- Implementation in 2020
  - Plan, Design, Bid and Build
FY21 Capital Requests

QUESTIONS?
Email: jmcdonough@wellesleyma.gov

Facilities Management Department
5. **Discuss and Vote Marathon Charitable Invitational Entries**

Stephanie has prepared a memo detailing the staff recommendations with regards to the Marathon Invitational Entries this year. The memo details the Wellesley Charitable Organizations that meet the Board’s Boston Marathon Invitational Entry Policy and those that do not. The Board has the ability through their discussion and vote to modify the staff proposal at will.

**MOTION:**

MOVE to approve the 2020 Boston Marathon Invitational Entries as recommended in the November 1, 2019 Memo from Stephanie Hawkinson to the Board.

**ALTERNATIVE MOTION:**

MOVE to award Invitational Entries to the 2020 Boston Marathon to the following applicants:

(List those the Board has selected if different than staff recommendation)
MEMORANDUM

DATE: November 1, 2019

TO: Board of Selectmen

FROM: Stephanie Hawkinson, Communications & Project Manager

SUBJECT: 2020 Boston Marathon Invitational Entries

Summary:
The Town was awarded 22 invitational entries from the B.A.A for the 2020 Boston Marathon. We received applications from two individuals, both Town employees, who would like to run and fundraise for the War Memorial Scholarship Fund. There are also two Wellesley fire fighters who would like to run; no members of the Wellesley Police Department are interested in running this year.

This leaves a total of 18 invitational entries available to be awarded to local non-profit organizations.

We received applications from 22 charities interested in being considered for these entries. Of these applications, 16 organizations definitely meet the eligibility criteria established in the BOS Marathon policy, one organization is questionable, and the remaining five organizations are very worthy non-profits but either are not Wellesley charities or do not directly provide services to Wellesley residents.

My recommendation is to award one invitational entry to each of the 16 eligible non-profits. I recommend a second entry be awarded to Friends of Wellesley METCO as funding for the bus and bus monitor is a critical need for the summer school program. Both recruited runners are experienced fundraisers and METCO is confident that they will raise the required funds.

I also recommend a second entry be awarded to Wellesley ABC, which has a critical need for a new resident scholar house as the lease on the current house ends in 2020. While the organization is diligently working to raise funds for a permanent home, the project is still 25% short of its funding needs.

The table below provides details on all applications to be considered.
## 2020 Boston Marathon Invitational Entry Applications

Organizations meeting eligibility criteria:

<table>
<thead>
<tr>
<th>Name of Organization</th>
<th>Use of Funds Raised</th>
<th># of Runners Recruited</th>
<th>Entries Awarded since 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friends of Wellesley METCO</td>
<td>Fund bus and bus monitor for METCO summer school program – approx. $13,000</td>
<td>2 (Diana Katsikaris and Erica McInnes)</td>
<td>35</td>
</tr>
<tr>
<td>Wellesley Scholarship Foundation</td>
<td>Additional funding for expanded pool of scholarships</td>
<td>Up to 3</td>
<td>17</td>
</tr>
<tr>
<td>Wellesley Friendly Aid</td>
<td>Fund Holiday Gift Card program for approx. 200 families</td>
<td>1</td>
<td>11</td>
</tr>
<tr>
<td>Wellesley ABC</td>
<td>Additional funding for ABC’s new home and program growth</td>
<td>Up to 5</td>
<td>17</td>
</tr>
<tr>
<td>Wellesley Education Foundation</td>
<td>Strengthen annual fund and support grants and programs for Wellesley Public Schools</td>
<td>2</td>
<td>9</td>
</tr>
<tr>
<td>Wellesley Theatre Project</td>
<td>Strengthen scholarship fund for needy students</td>
<td>Up to 5</td>
<td>8</td>
</tr>
<tr>
<td>Friends of the COA</td>
<td>Additional funding for the Friends’ lunch program at the Tolles Parsons Center</td>
<td>1 (Kelsey Merriam, daughter of member)</td>
<td>5</td>
</tr>
<tr>
<td>Community Investors</td>
<td>Expand afterschool program offerings at WMS and WHS including support for “Playzones” club at WHS; explore offering programs at Boston Sports Institute</td>
<td>1 (Glen Magpiong, WHS basketball coach)</td>
<td>3</td>
</tr>
<tr>
<td>Elizabeth Seton Residence</td>
<td>Buy furniture, esp. motion chairs, to create a more “homelike” environment for elderly residents</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Newton Wellesley Weston Committee for Community Living</td>
<td>Fund staff for Jubilee House in Wellesley Center serving individuals with cognitive and developmental disabilities</td>
<td>2</td>
<td>2 (none last year)</td>
</tr>
<tr>
<td>World of Wellesley</td>
<td>Enhance community awareness of the organization and engage more residents in core events</td>
<td>Up to 4</td>
<td>2</td>
</tr>
<tr>
<td>Mass Bay Community College Foundation</td>
<td>Fund Boston Marathon General Scholarship Fund awarded to needy students</td>
<td>Up to 18; Athletic Dept. will help train, Advancement office will help with fundraising; Patti Quigley will advise team</td>
<td>1 (in 2017; none last year)</td>
</tr>
<tr>
<td>Stray Pets in Need (SPIN)</td>
<td>Fund veterinary care for pet owners unable to afford it</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Name of Organization</td>
<td>Notes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------------------------------------------------------</td>
<td>------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vanessa T. Marcotte Foundation (Natick)</td>
<td>Established in memory of a runner who was killed in 2016; advocates safety for women, empowerment and gender equality. Marathon funds would support a self-defense class for Wellesley. *Bib recipient as part of John Hancock Marathon charity program</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boston Bulldogs Running Club (Brookline)</td>
<td>Supports individuals and families battling addiction, caregivers and recovery programs throughout Boston area.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Life is Good Playmakers (Boston)</td>
<td>Philanthropic organization providing training for caregivers, coaches, camp counselors, teachers improving the lives children affected by trauma. Affiliated with Life is Good company.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Matty Eappen Foundation (Weston)</td>
<td>Non-profit providing programs and grants to help prevent shaken baby syndrome, and advocacy/support for victims and families.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>National Brain Tumor Society (Newton)</td>
<td>US non-profit supporting needs of the brain tumor community and enhancing local and national events.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Organizations not meeting eligibility criteria:

- **Vanessa T. Marcotte Foundation (Natick)**: Established in memory of a runner who was killed in 2016; advocates safety for women, empowerment and gender equality. Marathon funds would support a self-defense class for Wellesley. Bib recipient as part of John Hancock Marathon charity program.
- **Boston Bulldogs Running Club (Brookline)**: Supports individuals and families battling addiction, caregivers and recovery programs throughout Boston area.
- **Life is Good Playmakers (Boston)**: Philanthropic organization providing training for caregivers, coaches, camp counselors, teachers improving the lives children affected by trauma. Affiliated with Life is Good company.
- **Matty Eappen Foundation (Weston)**: Non-profit providing programs and grants to help prevent shaken baby syndrome, and advocacy/support for victims and families.
- **National Brain Tumor Society (Newton)**: US non-profit supporting needs of the brain tumor community and enhancing local and national events.

*Questionable application as One for Health Foundation, part of TR Miller, Co. of Walpole, MA, doesn’t directly provide services to Wellesley residents. Did receive an entry for the 2019 Boston Marathon.*

**War Memorial Scholarship Fund applicants**
- **Mark Johnson**, Wellesley resident, 4th year teaching assistant at Wellesley Middle School, and seasonal Wellesley Recreation Dept. employee. Would like to run to raise funds for local students through the War Memorial Scholarship.
- **Tom Crehan**, Wellesley FMD employee, Medfield resident. Would like to run for those who’ve sacrificed so much in war and to raise funds to help deserving students advance.

**Wellesley Fire Department fire fighters**
- Benjamin Hampton
- Alex DeLorie
Additional information:
While some organizations have recruited more than one runner and one alternate, the understanding is that most groups are not likely to receive multiple invitational entries. Once the Board determines the number of entries for each non-profit, the organizations themselves are responsible for managing the distribution to their individual runners.

The applications for all 22 non-profits and accompanying correspondence are below, in the same order as the table, followed by the applications from the two War Memorial Scholarship runners.
**Name of Organization:**  Friends of Wellesley METCO, Inc. (FWMI)

**Address:**  P.O. Box 81163, Wellesley, MA 02481

**Contact person:**  Betsy Komjathy

**Contact email and phone number:**  friendsofwellesleymetco@gmail.com;  781-392-5632

**Legal status of organization:**  501(c)3

**Sources of funding:**  Donations

**Size and scope of the organization:**
The METCO (Metropolitan Council for Educational Opportunity) program offers students from Boston a high quality, suburban education and Wellesley students a more diverse learning environment. There are 158 METCO students in the Wellesley Public Schools, from Kindergarten-Grade 12.

Friends of Wellesley METCO, Inc., is a charitable, all volunteer organization comprised of Wellesley and Boston parents, WPS faculty and Wellesley community members who are committed to helping Wellesley’s METCO students make the most of the educational opportunities provided by the program. In addition to academic support, our mission is also to promote greater understanding between Boston and Wellesley students and the communities in which we live.

**What services does your organization provide to the Wellesley community and its residents?**
For 53 years, METCO has proven to be a successful and life improving program, enhancing academic opportunity for thousands of students from Boston and Wellesley alike. A successful METCO program significantly enriches the lives of Wellesley students and the Town of Wellesley.

We raise funds to subsidize a range of educational support programs across grade levels. Most notably, after school programs, summer academic opportunities, math and science enrichment initiatives, late bus transportation to enable after-school tutoring, and assistance to help students participate in school-sponsored trips. Funds also provide grants for graduating seniors to defray costs of post-secondary education.
Friends of Wellesley METCO, Inc. (FWMI)

Who benefits from your organization?
METCO is a vital part of the Town of Wellesley, and proudly one of the founding towns; making our community more diverse and one that welcomes and fosters a richer learning experience for all students. State funding does not fully fund the program; therefore, the impact on enrolled students in the program resulting from funds raised is meaningful. Residents of the Town of Wellesley also benefit, through educational and community-building FWMI sponsored events.

What percentage of funds are committed to the organization’s mission vs. administration?
As an all-volunteer organization, nearly 100% of funds raised are assigned to support the mission of the organization.

What fundraising minimum has your organization set for participating runners?
We acknowledge the Town’s required minimum of $4,500 and encourage and help support our applicants to surpass this minimum.

Note: Two years ago, when we had two runners, together they raised $22,942. Last year, with one runner (a teacher), she raised $5,603. We believe there may be several factors in this $17,339 difference: there's a lot to be said for the 'team spirit' of having more than one runner; and while we love supporting a teacher, over the years we've found that they don't have as much time to fundraise or the network to go much beyond the minimum amount required. Their enthusiasm for the program and mutual excitement with our student’s families is unmatched. Ideally, we would love to have a team of two runners: one educator and one community member to yield the greatest positive impact.

How will your organization specifically use funds received through the Boston Marathon fundraising? Please explain potential programs/initiatives
Many years ago, we'd determined that our marathon funds would be in a separate account, to be used specifically for programs that address the Achievement Gap. Closing the Achievement Gap continues to be a significant goal of the WPS administration.

Last summer, the Wellesley METCO elementary students did not participate in the Town of Wellesley’s summer school program (R.E.C. which used to be called "Wings"), primarily because of the costs involved to transport the students from Boston each day. The bus and bus monitor cost is $13,000 for the four weeks. At our recent Board budget meeting, funds have been requested of FWMI by the Wellesley METCO Director. This has been an invaluable program for our elementary students, both academically and social/emotionally because they are with their Wellesley peers and often WPS teachers. There are over 80 elementary METCO students who would be eligible to participate in the summer of 2020. Provided we can approximately raise $13,000 this year through the Boston Marathon funds, it will help address the Achievement Gap for many students.
Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon?

To date, we have received two applications. Both are involved with METCO and very excited to raise funds on behalf of FWMI. One is a Wellesley Public School alumna, who taught after-school programming at Hardy Elementary and is currently student teaching at Bates Elementary. Our second applicant is a five-year METCO Family Friends Elementary Coordinator and two year FWMI Board Member who is actively involved in building relationships and affecting change within our Boston and Wellesley communities. Included are our applicants for your review as testament to their spirit and eagerness to train and raise continued awareness of the METCO program throughout our amazing Town and beyond. It is our experience that a two-or-more runner “Team” approach has proven to be our most successful years of fundraising.

Additional comments:
Friends of Wellesley METCO, Inc. is proud and incredibly grateful to have received several invitational entries from the Town year after year since its inception in 2012. The Town’s continued support in affording us entries to raise funds have made a significant impact on our community. Thank you for considering our application.

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and insure those runners adhere to the policy.

Signature:
Betsy Komjathy, Board member
Friends of Wellesley METCO, Inc. (FWMI)

Date: 10/17/19

Additional Attachments:
1. Application from Diana S. Katsikaris, Wellesley resident, WPS Alum, student teacher at Bates Elementary School
2. Application from Erica MacInnes, Wellesley resident, METCO Elementary Family Friends Coordinator – 5 years, FWMI Board member – 2 years.
2020 Boston Marathon Entry Application

The town of Wellesley receives entries from the Boston Athletic Association for being a 'host' community and allocates them among Wellesley-based charities. FWMI is proud and grateful to have received numbers in the past from the town. Members of our team have a passion for METCO as well as running: they dedicate themselves to train through the winter and raise a minimum of $4,500, an amount that is set by the town of Wellesley.

If you have interest in running and fundraising for Friends of Wellesley METCO, please take a moment to fill out the application below to tell us a little about yourself. Our ability to offer you a number depends on our allocation from the town and the number of interested runners. Once we hear from the town we will be in touch with you. Meanwhile, if you have any questions, feel free to contact FWMI Board Member, Erica MacInnes at emacinnes14@gmail.com or 617-784-9428.

Please submit this application electronically to FriendsofWellesleyMETCO@gmail.com.

Name: Diana S. Katsikaris

Address: [redacted]

Mobile phone: [redacted]

1. I would like to run for Friends of Wellesley METCO because:

   I am a Wellesley Public School alum. I attended the WPS system grades K-5. I have run the Boston Marathon for Wellesley Public Schools two times, in 2017 for the War Memorial Scholarship Foundation and in 2018 for the Wellesley Education Foundation. I taught after school at WCCC at Hardy for two and a half years. I am currently a senior at Framingham State University, studying Elementary Education and Developmental and Behavioral Child Psychology. I am doing my student teaching practicum at Bates Elementary School this fall. I am an individual who loves education with the goal of being a full-time classroom teacher in the Wellesley Public Schools sometime in the near future. I also grew up with many Wellesley METCO students as good friends of mine. It would be my honor and pleasure to run for such an amazing organization.

2. Running history: (i.e. any prior marathons/half-marathons?)

   I have run three half marathons, many 5K’s and 10K’s and I have run three marathons. I ran Boston for Wellesley Education in both 2017 and 2018. (I sadly did not finish in 2018 due to an injury and hypothermia given the conditions of race day and I was actually pulled off the course by an officer). I ran the New York City Marathon for Team for Kids in 2018, too.
3. Fundraising history: (i.e. have you raised funds for a charity in the past? How much and when?)

I have fundraised for all of the races that I have ran. I also recently put on a “Sweat Crawl” in Wellesley Center with all proceeds benefiting Boston Boys and Girls Clubs. The event generated $1,000. I am a fitness instructor as well as student, therefore, I imagine holding some charity fitness events that have been successful. When I ran the two Boston marathons, I raised $5,500. For New York City, I raised $2,600. For the Falmouth Road Race for the Alzheimer’s Association, I raised $1,600.

4. Fundraising strategy: (i.e. do you have a plan in mind? Family/friends? on-line solicitation? fundraising events? Do you have a fundraising goal beyond the minimum required?)

As aforementioned, if selected, I plan on hosting fitness charity events where all proceeds will go directly to my marathon campaign. The goal, as always, is to meet and surpass the fundraising minimum by any amount.

Thank you for considering me for this amazing organization and incredible opportunity!

Sincerely,

Diana S. Katsikaris
Friends of Wellesley METCO, Inc.

2020 Boston Marathon Entry Application

The town of Wellesley receives entries from the Boston Athletic Association for being a ‘host’ community and allocates them among Wellesley-based charities. FWMI is proud and grateful to have received numbers in the past from the town. Members of our team have a passion for METCO as well as running: they dedicate themselves to train through the winter and raise a minimum of $4,500, an amount that is set by the town of Wellesley.

If you have interest in running and fundraising for Friends of Wellesley METCO, please take a moment to fill out the application below to tell us a little about yourself. Our ability to offer you a number depends on our allocation from the town and the number of interested runners. Once we hear from the town we will be in touch with you. Meanwhile, if you have any questions, feel free to contact Friends of Wellesley METCO, Betsy Komjathy.

Please submit this application electronically to FriendsofWellesleyMETCO@gmail.com.

Name: [Redacted]
Address: [Redacted]
Email: [Redacted]
Mobile: [Redacted]

1. I would like to run for Friends of Wellesley METCO because:
   I have been an active volunteer and advocate of FWMI for five years at the Elementary school level. I am a currently a Board Member for the past two years. I want to run because I understand how the funds raised greatly impact the quality and improvement of many Boston METCO students through various programs most especially the R.E.C. (formerly WINGS) summer program, that potentially reaches over 80 students. I want to run so I can personally contribute to the continued success of the FWMI program and strengthen the mission to offer students from Boston AND Wellesley a diverse and enriched learning experience.

2. Running history: (i.e. any prior marathons/half-marathons?)
   2017, 2018, 2019 BAA Distance Medley (5k, 10k, Half)
   2017 Boston Athletic Association Half Marathon
   2018 Boston Athletic Association Half Marathon
   2018 Boston Athletic Association Marathon
   2018 Beantown Marathon
   2019 Boston Marathon
   2019 Boston Athletic Association Half Marathon
   2019 Marine Corp. Marathon
3. Fundraising history: (i.e. have you raised funds for a charity in the past? How much and when?)
   Yes.
   2018 raised over $13k for FWMI, 2018 Boston Marathon
   2019 raised over $17k for GDMF (Glen Doherty Memorial Foundation), 2019 Boston Marathon.

4. Fundraising strategy: (i.e. do you have a plan in mind? Family/friends? on-line solicitation? fundraising events? Do you have a fundraising goal beyond the minimum required?)

    I have a fair amount of fundraising experience. I am grateful to our Wellesley Public School community and my local running communities who join me in generous financial support and enthusiasm for such worthy causes I hold close to heart. Friendships have flourished along the fundraising and marathon trails and I hope to continue to bring awareness to the FWMI program to others.
    Specifically, my extensive network of local, national and international family, friends, former financial colleagues and my broader local community involvement an active volunteer and Board Member in programs including (i.e., Girl Scouts, FWMI, Central Council, running communities, etc).
    [1] fundraise on social media outlets and create a Team fund page on CrowdRise or Firstgiving;
    [2] host a Sip & Shop fundraiser at a local retail merchant, Sloane & Ivy in Wellesley, MA;
    [3] host an energizing and empowering workout, at Garage Gym, led by Coach D or/in addition to, a workout at a running lab or B/Spoke cycling (with a suggested generous donation to attend);
    [4] leverage the California Pizza Kitchen program, Pizza with a Purpose, where 20% of sales generated support FWMI;
    [5] corporate matching programs through my friends and family employers;
    [6] host an event in Boston (bowling or ropes course), in our Boston student’s community, to empower them and call Boston to action to also support FWMI, working together to cross that finish line together.

    Thank you for your consideration.
    -Erica MacInnes
2020 Boston Marathon
Charitable Organization Application for Invitational Entry

Charitable organizations must provide the information requested below to be eligible for consideration by the Board of Selectmen. **Applications must be received in the Selectmen's Office in person or via email (shawkinson@wellesleyma.gov) by Friday, October 18, 2019.** The Board will review all applications and select the charities to receive an allocation of invitational entries. Charities will be notified on or before November 8, 2019.

Charitable organizations and their runners agree to the following terms and conditions should they be awarded an invitational entry:
1. Organizations are responsible for securing their runner and an alternate.
2. Organizations are responsible for insuring their runner(s) complete and return the entry waiver to the Selectmen’s Office by December 16, 2019.
3. Organizations/runners are required to set up and use CrowdRise as the online fundraising platform for the 2020 Boston Marathon.
4. Charity runners must register and pay the BAA entry fee by December 31, 2019, or the invitational entry will be forfeited and returned to the Town to be awarded to a new recipient.
5. Charity runners must pay the full minimum donation amount of $4,500.00 set by the Board of Selectmen, or by the charity if the charity minimum requirement is higher.
6. Organizations must require their runner(s) to submit all fundraising money to the charity no later than May 15, 2020.
7. Organizations must report runner(s) fundraising totals to the Town no later than May 31, 2020.
8. Charity runners must agree to adhere to all terms and conditions set forth by the BAA.

Name of Organization: Wellesley Scholarship Foundation
Address: P.O. Box 81207, Wellesley Hills, MA 02481
Contact person: Elizabeth Cook
Contact email and phone number: ekcook@hotmail.com; 617-216-7315 (C) or 781-772-1772 (H)
Legal status of organization: Registered 501(c)3 Non-Profit Organization
Sources of funding: Donations through our Annual Appeal, Investment Income, Boston Marathon Fundraising
Size and scope of the organization:
In 2018-2019, WSF funded $340,000 in need-based scholarships to 79 Wellesley students and funded 8 merit scholarships (totaling $24,000). WSF also administered an additional 86 scholarship awards (totaling $167,750) through active partnerships with several community organizations in Wellesley. Overall, approximately 10% of the Wellesley High School Class of 2019 received a need-based award administered by WSF.
What services does your organization provide to the Wellesley community and its residents?
WSF supports the educational aspirations of the Wellesley community by providing need-based scholarships to Wellesley residents and graduates of Wellesley High School. In addition, we enable other town organizations to provide scholarships to deserving students.

Who benefits from your organization?
Wellesley students who wish to attend college and have demonstrated financial need are the direct beneficiaries. Our entire community benefits indirectly as we help make a college education a reality for motivated young people regardless of their financial circumstances.

What percentage of funds are committed to the organization’s mission vs. administration?
More than 90% of funds received from donations and investment income are committed to the organization’s mission.

What fundraising minimum has your organization set for participating runners?
Our minimum for our runners is the $4500 set by the Board of Selectmen, although we strongly encourage our runners to set a higher goal.

How will your organization specifically use funds received through the Boston Marathon fundraising? Please explain potential programs/initiatives
This year, WSF voted to expand its eligibility criteria to include all Wellesley High School graduates, not just Wellesley residents. This change, which is an important acknowledgment of the inclusive way we define our community, requires additional unrestricted funds to meet the needs of an expanded pool of students in need.

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon?
We feel very confident that we could recruit three runners if we were fortunate enough to be awarded that many bib numbers.

Additional comments:
For more than ten years, WSF has expanded its impact by facilitating the application and evaluation process (at no charge) for community partners who share our vision.

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and ensure those runners adhere to the policy.

Signature: [Signature]
Date: 10/10/19
Boston Marathon 2020  
Charitable Organization Application for Invitational Entry

Name of Organization: Wellesley Friendly Aid Association

Address: 219 Washington St., Wellesley, MA 02481

Contact person: Karen Mondell

Email Address and phone number: office@wellesleyfriendlyaid.org; 781-235-3960

Legal status of organization: Massachusetts not-for-profit corporation with 501(c)3 status

Sources of funding: Donations and grants, rents from tenants at 219 Washington St. campus (primarily used to maintain the Friendly Aid building).

Size and scope of organization: Wellesley Friendly Aid Association (WFA), has one part-time employee and a 19-member board of directors. It is a community-based, non-profit organization that serves Wellesley residents in need through programs that provide direct service or financial assistance. WFA’s wide range of programs helps individuals and families of all incomes and ages having needs that government or other private programs fail to meet. WFA provides services both directly and in collaboration with other organizations and agencies.

What services does your organization provide to the Wellesley community and its residents?

- Scholarships for Summer Camps and Summer Academic Programs
- Financial Aid in Hardship Situations
- Holiday Gift Cards
- Medical Equipment Loaners
- Wellesley Connects – Mentoring for First-Generation WHS Students
- Social Activities for Seniors
- Cradles to Crayons Partner Organization
- Intake Center for Fuel Assistance Applications

Who benefits from your organization? Wellesley residents (and only Wellesley residents), especially low income families.

What percentage of funds is committed to the organization’s mission v. administration? In 2018 total expenses were $179,815, of which $53,951 or 30% were general or administrative,
including for compensation of our part-time program administrator and maintenance of the Friendly Aid building, and $21,360 or 12% for fundraising.

What fundraising minimum has your organization set for the participating runners?

$4500, same as the Town

How will your organization specifically use the funds you receive through the Boston Marathon fundraising? We would put the money in our Holiday Gift Card Program. Each November, WFA distributes $40 Roche Bros gift cards to low income families so they can buy groceries for holiday meals. (Roche Bros. supplements by providing each household with a $10 gift card that can be used for a turkey.) People pick up their gift cards at WFA, and they are very grateful to be provided the means for enjoying the holidays.

In 2018, WFA served 196 families at a cost of $7840. We will start distributing the gift cards in November and expect that this program will cost at least as much, if not more, in 2019.

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon?

One runner and one alternate

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and insure those runners adhere to the policy.

Additional comments:

Signature: [Signature]
Karen Mondell, Program Administrator

Date: October 18, 2019
Charitable organizations must provide the information requested below to be eligible for consideration by the Board of Selectmen. Applications must be received in the Selectmen’s Office in person or via email (shawkinson@wellesleyma.gov) by Friday, October 18, 2019. The Board will review all applications and select the charities to receive an allocation of invitational entries. Charities will be notified on or before November 8, 2019.

Name of Organization: Wellesley A Better Chance, Inc. (“Wellesley ABC”)

Address: 396 Washington Street, Wellesley, MA 02481

Contact person: Meg Steere

Contact Email and phone number: mosteere@gmail.com  781-235-4155

Legal status of organization: Wellesley ABC is a 501c3 located in Wellesley, MA

Source of funding: Wellesley ABC is almost entirely funded through donations from Wellesley residents and businesses (the exception being the occasional donation from individuals who are former Wellesley residents or individuals who are friends, family or colleagues of Wellesley residents).

Size and scope of organization: The mission of the Wellesley ABC program is to provide academically talented and promising young women of color from underserved communities A Better Chance through enrollment at Wellesley High School and participation in a residential program. Wellesley ABC is committed to fostering the achievement of each student’s academic, personal and community oriented goals through year-round support. Our program houses up to six girls and two resident directors each year. We have dozens of volunteers across Wellesley, including other Wellesley organizations that support our program with volunteers when needed (like WHJWC). Our Board averages 20 people per year. Our program impacts every single student, teacher and staff member at Wellesley High School, and arguably the entire town, by increasing diversity and promoting tolerance and awareness.

What services does your organization provide to the Wellesley community and its residents?
Wellesley ABC provides access to an outstanding high school education to academically gifted young women of color from underserved, often deeply impoverished communities. In addition, we provide housing, food, tutoring and enrichment opportunities to our “ABC Scholars”, as well as the nurturing oversight of a resident director who oversees the day to day functioning of the ABC House and the daily needs of the teenage girls who are our scholars.

Who benefits from your organization? Since 1972, Wellesley ABC has maintained a household of six scholars at any given time who live at the ABC House and study at Wellesley High School. These young women benefit greatly from the organization, which has been consistently described as “life changing.” The benefit of this organization extends beyond the impact on our scholars and their lives to our community. Having academically high-achieving young women of color who come from economically challenged backgrounds as part of the Wellesley High School community provides perspective that would otherwise be missing from the education of Wellesley students. As Jamie Chisum, Wellesley High School Principal has written, “Having the Wellesley ABC scholars as part of the Wellesley High School has
been a gift for us. Each girl brings with her a fresh set of experiences and talents. Each in her own way adds a dimension to the community which would otherwise have been missed.”

The importance to the Wellesley community of the Wellesley ABC program is further demonstrated by the more than 75 Wellesley residents who volunteer their time to support the program in ways big and small. Their help is needed. The achievement gap, diversity, and inclusion continue to be an issue in the Wellesley Public School system. Because of the work of Wellesley ABC, however, the ABC scholars are able to shine as academic and social role models for all Wellesley High School students.

**What percentage of funds is committed to the organization's mission vs. administration?**
Although it varies slightly year to year, generally less than 20% of the organization’s funds are committed to Wellesley ABC’s administration versus its mission.

**What fundraising minimum has your organization set for participating runners?** $4,500 for each runner

**How will your organization specifically use the funds you receive through the Boston Marathon fundraising?** In the past, Wellesley ABC was fortunate to receive multiple marathon bibs from the Town of Wellesley. The funds raised as a result of these entries have always played a critical role in supporting the mission of the organization. These funds have been used for everything required to support the students’ education and well-being from paying for food and utilities for the household to tutoring and participation fees for school arts and athletics.

In addition, currently our fundraising is dedicated to another vital purpose. After learning that we no longer will be able to stay in our current home after August 2021, Wellesley A Better Chance launched a Capital Campaign entitled “A Home of Our Own” to purchase a new home for the program. We are about 75% of the way toward our goal. We see this as an exciting opportunity to grow the program and better serve our scholars and the Wellesley community.

**Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon?** Wellesley ABC has 5 runners who have made a verbal commitment to run the Boston Marathon on behalf of the organization if we are fortunate enough to receive bibs from the Town. All of these runners are either a Wellesley resident and/or affiliated with the Wellesley ABC program. All of these individuals are very excited about running to support the important work done by Wellesley A Better Chance.

**Additional comments:** We appreciate your support.

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and ensure those runners adhere to the policy.

**Signature:** Meg Steere

**Date:** October 8, 2019
2020 Boston Marathon
Charitable Organization Application for Invitational Entry

Charitable organizations must provide the information requested below to be eligible for consideration by the Board of Selectmen. **Applications must be received in the Selectmen’s Office in person or via email (shawkinson@wellesleyma.gov) by Friday, October 18, 2019.**
The Board will review all applications and select the charities to receive an allocation of invitational entries. Charities will be notified on or before November 8, 2019.

Charitable organizations and their runners agree to the following terms and conditions should they be awarded an invitational entry:
1. Organizations are responsible for securing their runner and an alternate.
2. Organizations are responsible for insuring their runner(s) complete and return the entry waiver to the Selectmen’s Office by December 16, 2019.
3. Organizations/runners are required to set up and use Crowdrise as the online fundraising platform for the 2020 Boston Marathon.
4. Charity runners must register and pay the BAA entry fee by December 31, 2019, or the invitational entry will be forfeited and returned to the Town to be awarded to a new recipient.
5. Charity runners must raise or pay the full minimum donation amount of $4,500.00 set by the Board of Selectmen, or by the charity if the charity minimum requirement is higher.
6. Organizations must require their runner(s) to submit all fundraising money to the charity no later than May 15, 2020.
7. Organizations must report runner(s) fundraising totals to the Town no later than May 31, 2020.
8. Charity runners must agree to adhere to all terms and conditions set forth by the BAA.

**Name of Organization:** Wellesley Education Foundation (WEF)
**Address:** P.O. Box 812321, Wellesley, MA 02482
**Contact person:** Michelle Shaw
**Contact email and phone number:** mhshaw@mit.edu

**Legal status of organization:** Non-profit Organization, 501(c) 3

**Sources of funding:** Charitable giving and fundraising events (e.g., the Wellesley Spelling Bee and Wellesley STEM Expo)

**Size and scope of the organization:** WEF generates philanthropic resources and invests them wisely to underwrite grants to educators and fund programs to further innovation and excellence in the Wellesley Public Schools (WPS). As a partner of WPS, WEF harnesses community resources, both financial and intellectual, to help WPS achieve its goals. WEF is an entirely volunteer organization with approximately 35 board members.
What services does your organization provide to the Wellesley community and its residents?
WEF's mission is to advance innovation and excellence in the Wellesley Public Schools. WEF funded programs and grants reach thousands of students and teachers every day. Since 1984, through the generous support of our donors, WEF has funded grants to educators in WPS. Over the last 10 years, WEF has granted over $2.15 million to our schools, including $224,000 awarded in 2018-19 across 29 grants. The impact of these grants will reach all 10 Wellesley public schools, reaching over 5,000 students.

Who benefits from your organization? Approximately 5,000 students, 700 educators and 4,000 families in the WPS directly benefit from WEF-funded programs and initiatives each year. We have shown our commitment to WPS by funding programs that enhance or support the curriculum, including equipment and instructional materials for math, science and language art programs, author visits to the schools, and creative writing workshops. WEF also supports the advancement of District-wide priorities such as Social Emotional Learning, Diversity, Equity & Inclusion, and, advancement of 21st Century Learning through the WPS Profile of a Graduate.

What percentage of funds are committed to the organization’s mission vs. administration?
Approximately 3% of funds go towards administration; the remaining 97% are committed to the mission.

What fundraising minimum has your organization set for participating runners? $4,500

How will your organization specifically use funds received through the Boston Marathon fundraising?
WEF will use the funds that we receive through the Boston Marathon fundraiser to strengthen our Annual Fund and support grants and programs throughout the WPS. In 2019, we funded Project Based Learning trainings for WPS educators, provided maker space equipment, STEM books and activities, author visits, flexible classroom furnishing, chemistry and biology classroom lab equipment, graphic novels, an intensive language program in Germany, WMS auditorium stage lighting, and computer kits across the district.

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon? 2

Additional comments: WEF graciously requests the opportunity to be awarded numbers for the 2020 Boston Marathon. WEF recognizes that only through encouraging and inspiring both the minds and hearts of our students will they have the opportunity to grow to their potential. Together, we can empower the young to become future innovators, leaders and thinkers. We look forward to cheering on our Boston Marathon runner(s) along with all the other courageous runners in this historic event.

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and insure those runners adhere to the policy.

Signature: [Signature]

Date: 16 October 2019
Boston Marathon 2020
Charitable Organization Application for Invitational Entry

Charitable organizations must provide the information requested below to be eligible for consideration by the Board of Selectmen. Applications must be received in the Selectmen’s Office in person or via email (shawkinson@wellesleyma.gov) by Friday, October 18, 2019. The Board will review all applications and select the charities to receive an allocation of invitational entries. Charities will be notified on or before November 8, 2019.

Charitable organizations and their runners agree to the following terms and conditions should they be awarded an invitational entry:
1. Organizations are responsible for securing their runner and an alternate.
3. Organizations are responsible for insuring their runner(s) complete and return the entry waiver to the Selectmen’s Office by December 16, 2019.
4. Organizations/runners are required to set up and use Crowdrise as the online fundraising platform for the 2020 Boston Marathon.
5. Charity runners must register and pay the BAA entry fee by December 31, 2019, or the invitational entry will be forfeited and returned to the Town to be awarded to a new recipient.
6. Charity runners must fundraise or pay the full minimum donation amount of $4,500.00 set by the Board of Selectmen, or by the charity if the charity minimum requirement is higher.
7. Organizations must require their runner(s) to submit all fundraising money to the charity no later than May 15, 2020.
8. Charity runners must agree to adhere to all terms and conditions set forth by the BAA.

Name of Organization: Wellesley Theatre Project

Address: 219 Washington Street Wellesley, MA 02481

Contact Person: Hillary Drew, hillary@wellesleytheatreproject.org

Email address and phone number: info@wellesleytheatreproject.org, 781-235-1550

Legal status of organization: 501(c)(3)

Sources of funding: Tuition, Individual Donors, Grants, Ticket Sales, Advertising and Sponsorships.

Size and scope of the organization:
Mission, size and scale of organization:
Wellesley Theatre Project, a 501 (c)(3) nonprofit, empowers youth with life skills learned through exceptional performing arts education. We challenge them to become citizen artists — to improve the quality of life in their local and global community by emphasizing collaboration, and cultural and social understanding.

Wellesley Theatre Project has grown considerably over the years. We are often running three full scale productions at a time with 100 or more students, two full casts of our community outreach group IMPACT! with about 45 students, as well as running 12 or more classes that meet weekly. We come in contact with students and families enrolled in the program as well as many members of our community and surrounding towns through our outreach programs and performances.

What services does your organization provide?
Wellesley Theatre Project is a nonprofit theatre company in Wellesley Massachusetts providing exceptional Performing Arts Education to Youth Pre K-12th Grade through classes, fully realized productions, workshops, master classes, and summer camps lead by theatrical professionals and degreed educators.

Who benefits from organization?
Wellesley Theatre Project provides a unique opportunity for self discovery, problem solving, risk-taking and team work in a safe and supportive environment. Students learn and develop important life skills and foster confidence that will become an integral part of their personal growth, which will serve them well in their future disciplines and professions. WTP emphasizes collaboration and promotes cultural and social understanding as it relates specifically to the classroom activity or the work that is rehearsed and performed. WTP believes this mindset helps our students become Citizen Artists in their communities.

In addition WTP benefits the community through performances, free community initiatives and outreach programing.

What percentage of funds are committed to the organization’s mission vs. administration?
85% of our funds are committed to program expenses and 15% to administration.

What fundraising minimum has your organization set for participating runners?
$4,500

How will your organization specifically use the funds you receive through the Boston Marathon fundraising? If chosen all funds would go to the Wellesley Theatre Project Scholarship fund. WTP has always been and continues to be committed to providing tuition scholarships to students with demonstrated financial need.

How will the Town of Wellesley and/or Wellesley Residents benefit from this fundraising?
Wellesley Residents will benefit as we will be able to offer more students the opportunity to take part in after school classes, productions, and summer camps.
Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon? We could recruit up to five runners.

Additional comments:
On behalf of all of us at Wellesley Theatre Project, it is my pleasure to submit an application to be considered as a Charitable Organization for The Boston Marathon. In just seven years, Wellesley Theatre Project incorporated, was granted 501(c)(3) nonprofit status, raised grassroots support to launch a successful summer season, opened classroom/rehearsal studio’s, began community outreach programs with our Junior and Senior Touring Group IMPACT!, and produced 56 productions. The response has been incredible. Starting with 18 kids enrolled in the first summer camp, WTP now has nearly 300 students engaging in classes, workshops or productions this fall.

The funds from past Boston Marathon programs helped to achieve that and provided students with the opportunity to take part in the program. We are hoping to be included this year to ensure that we can continue to do so. We welcome you to visit our website at www.wellesleytheatreproject.org for more information about WTP. I can be reached at 781-235-1550 if you have any questions.

Thank you very much for your consideration,

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and insure those runners adhere to the policy.

Signature:

Date: 10/17/19
2020 Boston Marathon
Charitable Organization Application for Invitational Entry

Charitable organizations must provide the information requested below to be eligible for consideration by the Board of Selectmen. Applications must be received in the Selectmen’s Office in person or via email (shawkinson@wellesleyma.gov) by Friday, October 18, 2019. The Board will review all applications and select the charities to receive an allocation of invitational entries. Charities will be notified on or before November 8, 2019.

Charitable organizations and their runners agree to the following terms and conditions should they be awarded an invitational entry:
1. Organizations are responsible for securing their runner and an alternate.
2. Organizations are responsible for insuring their runner(s) complete and return the entry waiver to the Selectman’s Office by December 16, 2019.
3. Organizations/Runners are required to set up and use CrowdRise as the online fundraising platform for the 2020 Boston Marathon.
4. Charity runners must register and pay the BAA entry fee by December 31, 2019, or the invitational entry will be forfeited and returned to the Town to be awarded to a new recipient.
5. Charity runners must fundraise or pay the full minimum donation amount of $4,500.00 set by the Board of Selectman, or by the charity if the charity minimum requirement is higher.
6. Organizations must require their runner(s) to submit all fundraising money to the charity no later than May 15, 2020.
8. Charity runners must agree to adhere to all terms and conditions set forth by the BAA.

Name of Organization: The Friends of the Wellesley Council on Aging
Address: 500 Washington St. Wellesley MA 02482
Contact person: Fred Keuthen (Treasurer)
Contact email and phone number: FKEUTHEN@GMAIL.COM
781-724-8649
Legal status of organization: 501(c)(3) public charity
Sources of funding: Donations
Size and scope of the organization:
Size - Small
Scope - Correspond w/ scope of COA.
What services does your organization provide to the Wellesley community and its residents?

Financial support for COA.

Who benefits from your organization?

Wellesley seniors who utilize the COA.

What percentage of funds are committed to the organization's mission vs. administration?

All funds committed to COA's mission. Overhead expenses related to fundraising are small.

What fundraising minimum has your organization set for participating runners?

$4,500

How will your organization specifically use funds received through the Boston Marathon fundraising? Please explain potential programs/initiatives.

The most significant COA program which benefits from funds raised by the Friends is the lunch program. The Friends provide more than half the full cost of COA lunches. Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon?

Right now one runner plus potential alternate. Runner is Kelsey Merriam who is the daughter of one of our members. She has run in the past to raise $ for NWH.

Additional comments:

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and insure those runners adhere to the policy.

Signature: Fred Keating

Date: 9/19/19
Name of Organization: Community Investors
Address: 25 Earle Road Wellesley
Contact person: Leone Johnson, Treasurer/Administrator
Email address and phone number: Development@communityinvestors.net 781-239-3215
Legal status of organization: 501(c)(3) EIN 47-2147009

Sources of funding:
The Town Marathon Entry has been our primary, vital and impactful funding source along with donations from individuals, local businesses, and grants from the Wellesley Hills Junior Women’s Club, Wellesley Bank Charitable Foundation, Wellesley Rotary, and others. We host an annual event to inform supporters of our progress and plans while generating support and co-host Family Dodgeball Nights with Wellesley Elementary School PTO’s.

We are also proud to share that our State Representative Alice Peisch, who co chairs the Commonwealth’s Joint Education Committee recently sponsored a state grant to fund studies of our after school programs and begin formal curriculum manualization. We believe the State’s selection to model our programs demonstrates our organization’s expertise and potential for increased impact and reach.

Size and scope of the organization:
Our organization was founded in 2014 by a group of local parents with experience in youth development, mental health, teaching, coaching and management. We are dedicated to supporting the physical, social and emotional wellness of our youth. Responding to dramatic increases in youth anxiety, depression, and suicides reported in the MetroWest Adolescent Health Survey and other studies, we developed and direct a variety of programs at Wellesley Middle School and Wellesley High School to educate and engage students on the importance and benefits of physical activity, the power of play, the strength and peace in mindfulness and how balance in all areas of life leads to happiness, health and wellness.

Our organization also supports the development and management of our Town’s limited recreational resources to create needed additional capacity for community recreation. Our directors have a long history of serving the Town on a number of beneficial recreational resource projects, and look forward to continued contributions.

While we are a relatively new and small organization, we are proud of our early accomplishments. With continued support we believe we have tremendous potential to make needed meaningful and lasting impact.
What services does your organization provide to the Wellesley community and its residents?

Our core mission is to develop and provide After-School and Out Of School Enrichment Programs. An October 2018 report by The Commonwealth of Massachusetts’ School Council advised “After & Out of School programs improve academic achievement, boost social and emotional competencies, create positive factors, enhance college and career readiness, and spark passions that directly influence youth decision making about their futures”.

Our programs are designed to directly support the Challenge Success Initiatives at Wellesley Middle School and Wellesley High School. Developed at Stanford University, Challenge Success offers research based solutions nationally to reduce student stress and increase wellness. Challenge Success’ core recommendation is today’s students need more “PDF - Play Time, Down Time and Family Time” to balance and improve health and wellness. Our organization is dedicated to support this initiative and has been publicly recognized by Challenge Success co-founder Denise Pope, PhD as a best practitioner of “PDF”.

In 2014 we launched PowerPlay at Wellesley Middle School, offering after school co-ed basketball, flag football, soccer, wiffleball and dodgeball. Students enjoy a blend of active free play and team play to connect and release. Wellesley High students mentor, coach & DJ to create fun and energetic experiences.

In 2015 we partnered with the Wellesley Hills Junior Women’s Club to create Girl Power Hour Yoga & Mindfulness, an after school program for Wellesley Middle School girls offering yoga and mindfulness to learn & practice the powerful potential of mind-body connections developing inner strength and peace.

In 2018 we teamed with METCO and Wellesley Recreation on a successful pilot First Friday after school enrichment program at Wellesley Middle School. Our programs, along with a variety of other enrichment activities fostered opportunities for diverse student groups to connect and enjoy experiences together.

In 2018 & 2019 we hosted “The Power of Play”, Experiential Learning Blocks during WHS’ annual “Seminar Day” program. We educated students of the often undervalued mental and physical benefits of active play, while providing rare opportunities for WHS students to enjoy free play in their school. Our session has been a highly popular elective selection of WHS students, a clear indicator that WHS students continue to want “Play” and will participate when it is made available, and presented appropriately.

We are currently collaborating with Wellesley High School’s Enrichment & Recreation Program, and Wellesley Recreation to strive to offer additional programs and initiatives at WHS. We have learned that the path to reach & benefit students, is through fellow students. Thus, our focus currently is to create a new WHS Student Club dedicated to educating fellow students on the Power of Play and identifying and developing opportunities for WHS Students to enjoy and benefit from Play before, during and after school.
We serve on behalf of Wellesley Recreation as Directors of **Wellesley Teen Center** events. We manage a staff of Wellesley High School Key Club student volunteers, DJs and enrichment resources to provide middle school aged students fun and healthy weekend night activities to enjoy together.

Our organization also serves as the Fiscal Agent for **The Wellesley High School Track & Field Improvement Project**, a successful public-private multi-year collaboration resulting in needed improvements to an important community resource. We have also advised and led fundraising campaigns for the Wellesley Softball Fields Improvement project.

**Who benefits from your organization?**

The goal of all of our programs is to provide each participant with a Positive Impactful Experience every time they play. We developed the metric “P.I.E.” to record each one because they all matter. In five years we are proud to have “served” over 10,000 P.I.E.s to our program participants, with increasing numbers each year.

While student participants are the direct beneficiaries of our programs, to achieve our mission our organization serves many components of our Town. We collaborate with and support Wellesley Middle School and High School’s leadership, WMS & WHS’ Parent Teacher Organizations (PTOs), METCO, Wellesley Recreation, The Wellesley Youth Commission, and Wellesley’s Department of Public Health, all in a combined effort to support our students.

We serve our Town’s youth sports organizations through the Community Sports Collaborative (CSC), a forum we created to foster collaboration to promote the benefits of community recreation, manage shared challenges from regional private clubs, enhance participants’ experiences and increase participation. We have hosted a nationally recognized speaker and panel to discuss youth community challenges and co-hosted a free community viewing of “In Search of Greatness” to raise awareness and educate families.

We are extremely pleased to share that self-reported depression and suicide rates at Wellesley Middle School in the 2016 Metrowest Health Study decreased from the 2014 survey. We believe the combined efforts of the many individuals, departments and organizations in our Town dedicated to serving our youth are contributing to this needed improvement.

**What percentage of funds is committed to the organization’s mission vs. administration?**

All marathon proceeds would be dedicated solely to fund program expenses serving Wellesley Middle School and Wellesley High School.

**What fundraising minimum has your organization set for participating runners?**

Our minimum is $5,000, but our target is $10,000. We have raised between $9,000 and $12,000 for our programs in each of the last 3 years. We would not have been able to offer our programs if not for the Town’s marathon support and sincerely appreciate it!
How will your organization specifically use funds received through the Boston Marathon fundraising? Please provide an impact statement on how funds will help services in Wellesley.

If awarded a marathon entry, the funds we raise will allow us to continue to direct our programs and expand offerings at Wellesley Middle School and Wellesley High School. With gym capacity extremely limited, we are currently exploring options to offer after school programs at the new Boston Sports Institute at 900 Worcester Street in winter months. If funding is available, we could potentially offer a variety of activities on multiple days each week, providing space for students to run and play through the winter. We would love to make this new facility available to WMS & WHS students to enjoy after school recreation.

Our new Student Club at Wellesley High School will work towards creating “PlayZones” in and outside of the school. The PlayZones will provide students opportunities to enjoy play before, during and after school, as well as educate and encourage students to balance activities and strengthen their community through the Power of Play. Wellesley High School student clubs require a WHS staff advisor and stipend which Marathon funds would help support. Additionally, while considerable space and logistical planning will need to be conducted before creating the PlayZones, once established a variety of equipment and games will need funding.

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon?

We have one runner Glen Magpiong, a Wellesley resident and Wellesley High School Girls Varsity Basketball coach and a number of Wellesley residents interested as alternates.

Additional comments:

A visit to Kingsbury and Linden Streets at 2:35pm on a school day reveals the vast majority of Wellesley Middle School students do not participate in after school activities. Instead of enjoying physical activity, play and interpersonal connections, most students stream out of the school.

Adolescents who do not participate in after-school programs are 50% more likely to experiment with drugs and alcohol, according to a national study conducted by the Afterschool Alliance, a national non-profit organization.

Our schools do an amazing job educating our children, but limited time is available to provide opportunities for physical activity &/or play during the school day. The hour after school is an invaluable opportunity to reach and benefit our middle and high school students.

A 2019 study published in the Journal of Abnormal Psychology found that between 2009 and 2017, rates of depression rose by more than 60 percent among those ages 14 to 17, and 47 percent among those ages 12 to 13. This isn’t just a matter of increased diagnoses. The number of children and teenagers who were seen in emergency rooms with suicidal thoughts or having attempted suicide doubled between 2007 and 2015.
A 2014 George Washington University study found that 70% of children are dropping out of organized athletics by the age of 13. The #1 reason cited for discontinued participation is that sports were no longer fun. According to the study, “Today, adult led competition dominates. Tryout-based, multi-season regional travel teams form as early as age 6, siphoning players and support from community based recreational leagues striving to serve all kids. Nationwide, the trend is to prioritize profit & performance over participation well before kids’ bodies, minds, and interests mature. The risks for the children are unnecessary and harmful stress, overuse injuries, and burnout.”

More than ever, our schools are truly an oasis protecting our youth from a growing list of threats that now include a $17 Billion Dollar Youth Sports Industrial Complex that has doubled in the last decade. While we are proud that many students have enjoyed our after and out of school programs, the stark reality is that not nearly enough students are served. **Our goal at Wellesley Middle School is to double the number of students participating in afterschool programs within five years.** At Wellesley High School, we will strive to **reduce the number of students who do not participate in any after school programs by fifty percent in five years.**

It is an extreme challenge reaching and engaging middle and high school students & parents. Our plan is to organize a community task force to thoroughly analyze current student participation at WMS and WHS, and identify opportunities and necessities to increase participation. Once developed, we believe a dedicated long term public education effort consistently communicated from trusted Town resources informing parents and students of the vast physical, social and emotional benefits of after school enrichment would ultimately reach and engage more parents and students. Our vision is to help the Town of Wellesley build a best practices model for engaging public middle & high school students in fun and inclusive after school recreation. After five years demonstrating our potential we now have a mandate from the Commonwealth of Massachusetts to lead this effort and are fully committed to getting the job done.

While our efforts are to support Wellesley Public School students, since inception our organization is committed to never request funding from the WPS budget, due to the budgetary challenges faced by our schools. Our Marathon Bib has thankfully served as a way for the Town of Wellesley to support our initiatives, and we are hopeful for continued support.

**This organization agrees to share the Board of Selectmen marathon policy with all interested runners and insure those runners adhere to the policy.**

Signature:
Leone Johnson

Date:
2020 Boston Marathon
Charitable Organization Application for Invitational Entry

Name of Organization: Elizabeth Seton Residence
Address: 125 Oakland Street
          Wellesley, MA 02481
Contact Person: Lori A. Ferrante, Administrator
Contact email & phone number: LFerrante@schalifax.org  781-997-1130
Legal status of organization: 501 c (3) Not for Profit organization
Sources of funding:

Medicaid (MassHealth), Medicare, 3rd party insurance, private pay, donations

Size and scope of the organization:

The Elizabeth Seton Residence is an 84-bed skilled nursing and rehabilitation facility that provides long term care and short-term post acute rehabilitation services to 400+ elder men and women from Wellesley and the surrounding communities annually. Our mission calls us to provide compassionate caring service and to create an atmosphere where all feel welcome and respected.

What services does your organization provide to the Wellesley community and its residents?

The Elizabeth Seton Residence provides healthcare services and a supported living environment for those over age 65: Skilled nursing and long term care including palliative and end-of-life care, and care for those living with dementia; and short term post-acute rehabilitation care after hospital stays to enable return to home. We provide a caring and compassionate supportive home for frail elders in our community. We additionally provide out-patient rehabilitation (physical, occupational, and speech therapy) for those over age 65.

Who benefits from your organization?

Men and women from the community who require skilled nursing and/or therapy for short term rehabilitation stays, long term care or end-of-life care. Elders requiring out-patient physical, speech, or occupational therapy who wish to receive services at a convenient location in town. The average age of our residents is 88 years old. The majority of our residents are retirees on Medicaid benefits. Over 60% of our long term care residents previously resided, or have relatives who reside in Wellesley.
What percentage of funds are committed to the organization’s mission vs. administration?

96% of funds are committed to the mission of caring for our elders, vs. 4% administration.

What fundraising minimum has your organization set for participating runners?

$5000

How will your organization specifically use funds received through the Boston Marathon fundraising?

Please explain potential programs/initiatives

Funds will be used to enhance the comfort, safety, and dignity of our elder residents by purchasing furniture to create a more homelike and less institutional environment, of particular benefit for dementia care, but impacting all residents. We hope to purchase additional “motion chairs”, comfortable chairs that provide a calming effect by enabling a rocking movement without the potential fall risks of using a rocking chair. We also hope to purchase additional materials for our “meaningful moments” dementia care initiative that enables residents to enjoy and be successful at meaningful activities, despite their level of cognitive disability.

Organizations receiving invitational entries must secure at least ONE RUNNER AND ONE ALTERNATE.

What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon?

We have TWO runners interested in the 2020 Boston Marathon. We have not reached out for additional runners, so anticipate two is the maximum number of interested runners we would recruit. They will serve as one runner and the alternate, but ideally BOTH would want to participate if we were awarded two entries.

Additional comments:

As a mission-driven, not for profit entity, our quality standards are high – our focus is always on our residents and providing supportive medical and psychosocial care while ensuring their quality of life is the best it can be. We are proud of our role in the community as a valued resource and service provider for elder Wellesley residents. We were thrilled to have family members run the 2017 and 2019 Marathons, and to have a staff member run the 2018 Marathon thanks to Wellesley Charity entries. We have consistently exceeded our marathon fundraising goals and would appreciate the opportunity to participate again in 2020!

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and ensure those runners adhere to the policy.

Signature: [Signature]

Lori A. Ferrante, Administrator

Date: October 11, 2019

October 11, 2019
Charitable organizations must provide the information requested below to be eligible for consideration by the Board of Selectmen. Applications must be received in the Selectmen’s Office in person or via email (shawkinson@wellesleyma.gov) by Friday, October 18, 2019. The Board will review all applications and select the charities to receive an allocation of invitational entries. Charities will be notified on or before November 8, 2019.

Charitable organizations and their runners agree to the following terms and conditions should they be awarded an invitational entry:

1. Organizations are responsible for securing their runner and an alternate.
2. Organizations are responsible for insuring their runner(s) complete and return the entry waiver to the Selectmen’s Office by December 16, 2019.
3. Organizations/runners are required to set up and use Crowdrise as the online fundraising platform for the 2020 Boston Marathon.
4. Charity runners must register and pay the BAA entry fee by December 31, 2019, or the invitational entry will be forfeited and returned to the Town to be awarded to a new recipient.
5. Charity runners must fundraise or pay the full minimum donation amount of $4,500.00 set by the Board of Selectmen, or by the charity if the charity minimum requirement is higher.
6. Organizations must require their runner(s) to submit all fundraising money to the charity no later than May 15, 2020.
7. Organizations must report runner(s) fundraising totals to the Town no later than May 31, 2020.
8. Charity runners must agree to adhere to all terms and conditions set forth by the BAA.
Name of Organization:
Newton Wellesley Weston Committee for Community Living

Address:
10 Cross street, Wellesley Center

Contact person:
Rachel Tetrault, Director of Advancement & Community Engagement

Contact email and phone number:
rtetrault@nwwcommittee.org; 617-964-6860 x11

Legal status of organization:
501(c)3; EIN 04-2512465

Sources of funding:
federal, state, foundations and individual donors

Size and scope of the organization:

NWW’s mission is to offer a spectrum of local services to people with intellectual and developmental disabilities, to offer support services to their families, and, to offer programs to increase community awareness and receptivity regarding persons with disabilities.

We operate with a staff of 50 employees to serve our clients through our 6 residential homes, Independent Living Program, and Supports for Success. Our programs offer a range of support services and affordable housing to people with cognitive and developmental disabilities. We also support and connect families to each other, and to resources including respite care, family mediation, and transition coaching as children with disabilities enter into adulthood.

What services does your organization provide to the Wellesley community and its residents?

Since our founding in 1972, NWW has been at the forefront of agencies providing quality housing and support services to individuals with cognitive and developmental disabilities – and their families. At the Paul T. Babson Jubilee House, located on Cross Street in Wellesley Center, NWW provides residential and independent living support services to adult members of the community with cognitive and developmental disabilities. These individuals are provided with the one-on-one and group supports they need to be empowered to live life with full citizenship in the vibrant town of Wellesley. For each resident, a life engaged in their community looks slightly different: some hold competitive jobs or participate in retirement activities through the Senior Center, others enjoy gaining the skills
they need to shop and dine at local businesses, and many are engaged in communities of faith and/or recreational activities within Wellesley.

When our clients engage in their community both their lives, and the lives of their neighbors are enriched. Sevrin and Nathalie, both residents at the Jubilee House, are members of their local Brugger's Bagels “Bottomless Mug Club.” Nearly every day after work for Nathalie and retirement activities for Sevrin, the two friends walk to the coffee shop and settle at a table with their mugs. Not only do they know the names of every other regular, they have formed meaningful relationships with them. Over this past year, one woman who saw them daily as she grabbed coffee didn’t come to the coffee shop for several days. Nathalie and Sevrin were able to discover that she was dealing with a personal crisis, and when she did come again for coffee, they were able to provide the kind of compassionate care and support neighborhoods are bolstered by.

Communities are made up of diverse people each with their own talents and gifts to offer their neighbors. NWW provides the support necessary to ensure that even the most vulnerable population in Wellesley are able to contribute to the wellbeing of their community.

Who benefits from your organization?

NWW has served individuals with cognitive and developmental disabilities and their families since 1972. At that time, individuals with intellectual and developmental disabilities were being returned from state institutions to community settings where few services existed, and options were limited. It is our belief that when individuals with disabilities are given the right supports to live active lives in their community the entire community benefits.

What percentage of funds are committed to the organization’s mission vs. administration?

NWW’s administrative costs are approximately 8% of our total budget.

What fundraising minimum has your organization set for participating runners?

We require our marathon runners to raise a minimum of $5,000 for our agency.

How will your organization specifically use funds received through the Boston Marathon fundraising? Please explain potential programs/initiatives

The funds received through the Boston Marathon Wellesley bib number will be used to help cover our agency’s staffing costs for the Jubilee House in Wellesley Center. Direct care for individuals with disabilities is crucial and challenging work only suitable to people with both great work skills as well as personal skills. However, across the industry it is severely underpaid and undervalued work.
NWW is committed to providing fair and livable wages for all of our staff members, and just this year we raised all direct care staff wages in acknowledgement of this important work, and knowing the high cost of living in the Boston area. To make this wage increase possible, we have made our own internal cuts, but are also actively seeking increased outside funding. When you designate a marathon number to our agency, you help ensure that your neighbors doing the life changing work of supporting this marginalized population to achieve full citizenship in their community earn a salary that enables them to afford healthy groceries and safe housing for their own families.

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon?

We currently have 2 runners interested in running for our agency and have not yet publicized our search. Based on interest for the previous two marathons, we expect to have 4 to 5 interested applicants.

Additional comments:

Thank you to the board of Selectmen for designating a charity Boston Marathon bib to our agency in 2017 & 2018! Your generosity makes a noticeable impact for our agency and supports your community in its commitment to being accepting and welcoming to people of all abilities. We invite any Selectmen who wish to learn more about our agency to schedule a tour of our Jubilee Home in Wellesley Center. Interested Selectmen can contact Rachel Tetrault, Director of Advancement & Community Engagement to schedule a tour or learn more about our agency.

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and ensure those runners adhere to the policy.

Signature:

Date: October 16, 2019
Marathon Fundraiser Application 2019

Name of Organization
World of Wellesley

Address
PO Box 812381, Wellesley, MA 02482

Contact person, email & phone number
Michelle Chalmers, President
info@worldofwellesley.org
781.591.9435

Legal status of organization
501c3

Sources of funding
We are a volunteer board who receives funding from Wellesley businesses who place advertisements in our annual program book, some community donations and through program grants, if received. Our annual community Martin Luther King Breakfast raises some funds too and of course the Marathon runners we were lucky to be offered.

Size and scale of organization
The organization consists of 11 volunteer board members and strives to reach as many Wellesley community members as possible and neighboring town members too. Our events are welcoming and accessible to everyone.

What services does your organization provide to the Wellesley community and its residents?
World of Wellesley has many annual programs that have become a part of the fabric of Wellesley, including the annual Martin Luther King Breakfast, Martin Luther King Family Gathering, Townwide Community Read, Multicultural Festival and Community End of Summer Gathering. World of Wellesley is always listening to the community and working to provide new events and opportunities to engage. We work with the Wellesley Public Schools in collaborating the annual 5th grade essay program and have worked together in healing the community when hate and racism has affected our students and families. The World of Wellesley was specifically mentioned by the Kingston Bay Group, hired by Wellesley Public Schools to complete a Racial Climate Assessment, as a vital organization that provides strong support for Diversity, Equity and Inclusion initiatives in the school and community.
**Who benefits from your organization?**
Our mission is to make Wellesley a welcoming place for everyone where diversity is celebrated. The entire community can benefit from World of Wellesley and its mission. Hundreds of community members attend our events every year and over 5,000 homes receive our program book through the Wellesley Townsman.

**What percentage of funds is committed to the organization’s mission vs. administration?**
All funds raised and received are committed to the organization. The board is completely volunteer and no one is paid for administration. We do have some administrative expenses including our website and communications materials which total about $250 a year.

**How will your organization specifically use funds received through the Boston Marathon fundraising?**
We would like to increase the size and scope of the community awareness of the organization and use funding to engage more of the community in our core events. We will also be celebrating our 30 year anniversary with a gala scheduled for June 13 and would like to have funding for this amazing anniversary.

**Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon?**
We are grateful for any opportunity we receive and have 1-4 runners who would like to participate and raise the required funds.

**Additional comments**
Thank you for this amazing potential opportunity for the World of Wellesley and we ask you to contact us with any questions. Please see our website for upcoming events.

*This organization agrees to share the Board of Selectmen marathon policy with all interested runners and insure those runners adhere to the policy.*

**Signature**
Michelle Chalmers, president

**Date**
September 30, 2019
2020 Boston Marathon
Charitable Organization Application for Invitational Entry

**Name of Organization:** Massachusetts Bay Community College Foundation

**Address:** 50 Oakland Street, Wellesley Hills, MA 02481

**Contact person:** Elise Vokt

**Contact email and phone number:** evokt@massbay.edu 781-239-3125

**Legal status of organization:** 501c3

**Sources of funding:** Grants, private donations, state and federal funding

**Size and scope of the organization:** 6,000 students currently enrolled

**What services does your organization provide to the Wellesley community and its residents?**

MassBay offers continuing education classes to residents of Wellesley and offers new skill sets to those looking to change careers. The College shapes futures of all students through education, research and internships. We offer over 70 associate’s degree and certificate programs.

The College provides the Wellesley Symphony Orchestra with free access to their auditorium where they rehearse and perform concerts for the community.

**Who benefits from your organization?**

MassBay is committed to improving the lives of our students, the Wellesley community, and the Commonwealth. The College promotes the public welfare through its educational, research and outreach programs, as well as a range of volunteer and mentoring opportunities.

**What percentage of funds are committed to the organization’s mission vs. administration?**

100% of funds raised will go to benefit student scholarships at MassBay.

**What fundraising minimum has your organization set for participating runners?**

Each runner will be given a fundraising goal of $5,000.

**How will your organization specifically use funds received through the Boston Marathon fundraising? Please explain potential programs/initiatives**

All funds raised will benefit MassBay’s Boston Marathon General Scholarship Fund. The scholarship was established in 2017 by Sue Maggioni, Wellesley resident and Dean of the College’s Business and Professional Studies. Dean Maggioni secured a Boston Marathon Bib from the Town of Wellesley, ran the Marathon, and successfully raised $9,000 to seed the scholarship fund. Scholarships are in high demand at MassBay, applications exceed available funds every semester, and reseeding this scholarship will allow the College to continue to offer the opportunity to students.
2020 Boston Marathon
Charitable Organization Application for Invitational Entry

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon?

The Advancement Office fielded a survey to the MassBay community to measuring interest among members of the faculty, staff, and students, both in running the marathon and to determine their ability to raise funds. To date, 18 qualified individuals have expressed strong interest.

Additional comments:

In addition to a number of interested runners:

- The MassBay athletics department has committed to helping our runners train.
- The Advancement Office will provide fundraising advice and guidance.
- Wellesley local, Patti Quigley, a marathon alumni, will also work with our team on training and fundraising.

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and ensure those runners adhere to the policy.

Signature: [Signature]

Date: 10/17/19
2020 Boston Marathon
Charitable Organization Application for Invitational Entry

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Charitable organizations and their runners agree to the following terms and conditions should they be awarded an invitational entry:
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3. Organizations/runners are required to set up and use Crowdrise as the online fundraising platform for the 2020 Boston Marathon.
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5. Charity runners must fundraise or pay the full minimum donation amount of $4,500.00 set by the Board of Selectmen, or by the charity if the charity minimum requirement is higher.
6. Organizations must require their runner(s) to submit all fundraising money to the charity no later than May 15, 2020.
7. Organizations must report runner(s) fundraising totals to the Town no later than May 31, 2020.
8. Charity runners must agree to adhere to all terms and conditions set forth by the BAA.

Name of Organization: Stray Pets In Need of Mass. (S.P.I.N.)
Address: 90 Boy St 812143 Wellesley MA 02482
Contact person: Sue Webb
Contact email and phone number: 781-235-8960 swebb@wellesleyma.gov
Legal status of organization: 501 c 3
Sources of funding: Donations from general, public & pet adoption fees

Size and scope of the organization: Over 450 pets cared for each year with 100 volunteers helping with direct care of pets, socialization, transportation, fundraising & the many other tasks necessary to run an organization - we have never had paid staff but have involved the kids & adults in the community to make all we do happen.
What services does your organization provide to the Wellesley community and its residents? SPIN provides care for all strays that are unclaimed. SPIN assists low income, disabled & seniors with transportation to veterinary appointments & assist with costs so they can maintain their pets.

Who benefits from your organization? All the citizens as pets are not abandoned in town & pets vaccines are kept current for low income families. Thus creating a barrier between wildlife & people. Mental health is improved for seniors who rely on their pets for companionship.

What percentage of funds are committed to the organization’s mission vs. administration? 90% mission – 10% administration

What fundraising minimum has your organization set for participating runners? $4,500

How will your organization specifically use funds received through the Boston Marathon fundraising? Please explain potential programs/initiatives. To provide necessary veterinary care for people who would otherwise need to give up their pet.

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon? We have one runner and are looking for an alternate.

Additional comments: The funds raised will be a big help in providing veterinary care for resident’s pets which benefits the owners’ physical & mental health.

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and ensure those runners adhere to the policy.

Signature: Sue Hall — SPIN executive director

Date: 10/8/19
2020 Boston Marathon
Charitable Organization Application for Invitational Entry

Charitable organizations must provide the information requested below to be eligible for consideration by the Board of Selectmen. Applications must be received in the Selectmen’s Office in person or via email (shawkinson@wellesleyma.gov) by Friday, October 18, 2019. The Board will review all applications and select the charities to receive an allocation of invitational entries. Charities will be notified on or before November 8, 2019.

Name of Organization: Friends of the Wellesley Free Libraries

Address: 530 Washington Street, Wellesley, MA 02482

Contact person: Shannon Smith, President

Email address and phone number: ssardelli@hotmail.com / [redacted]

Legal status of organization: The Friends of the Wellesley Free Libraries is a 501c3 corporation.

Sources of funding: 75% from book sales, 25% from membership and donations

Size and scope of organization: We work in collaboration with the Wellesley Free Libraries to provide enriching resources at no cost to the Wellesley community. Everything we do and all funding we raise is for the sole benefit of the Wellesley Free Libraries and their patrons. We have a current membership of approximately 400 members and 16 volunteers who serve on our board of directors.

What services does your organization provide to the Wellesley community and its residents? Through book sales and membership, the FWFL is able to significantly fund adult and children’s library programs, the annual Arnold Lecture, discounted and free museum passes, maintenance of the main library fish tank, and support for library staff enrichment. Most recently, we also sponsored the public re-opening event for the renovated Fells Branch Library and the community-wide end of summer children’s party.

Who benefits from your organization? Any patron of the Wellesley Free Libraries as well as any adult, youth, or child who attends the free programming we sponsor at one of our Libraries benefits from the resources we provide. We also host three used book sales annually, which are free and open to the general public.
What percentage of funds are committed to the organization’s mission vs. administration?
100% of our funding is committed to our mission. We are a volunteer organization with no paid employees.

What fundraising minimum has your organization set for participating runners?
The Friends of the Wellesley Free Libraries will ask our runner(s) to raise the minimum required by the Board of Selectmen, $4,500.00. We commit to actively supporting our runner(s) through marketing, fundraising efforts, and publicity to not only help him/her achieve this minimum goal, but hopefully exceed it for the benefit of the Wellesley Free Libraries and the entire Wellesley community.

How will your organization specifically use funds received through the Boston Marathon fundraising? Please explain potential programs/initiatives.
The Friends of the Wellesley Free Libraries is an organization that relies solely on the generosity of our community. Donations of gently used materials for our book sales as well as monetary donations make our work possible. We are committed to returning that generosity by bringing Wellesley residents to our libraries for events and programming while also making valuable resources possible at every opportunity. The FWFL is particularly passionate about fostering a love of reading through the fundamentals of literacy among the Wellesley Free Libraries’ youngest book lovers. With this funding, we will enthusiastically support new programming and resources for the libraries’ initiatives as we continue to enhance the experience Wellesley residents have when engaging with our libraries. In consultation with library administration, we will direct the funds where they are most needed and will have the greatest impact on direct enrichment for our library patrons.

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon?
One runner; we will secure one runner and one alternate, as requested.

Additional comments:
Thank you for your consideration. It would be our honor to support a marathon runner in his/her endeavor to raise funds directly for the benefit of the Wellesley Free Libraries and by extension, the entire Wellesley community.

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and insure those runners adhere to the policy.
Yes.

Signature: Shannon Smith

Date: 10/10/2019
2020 Boston Marathon
Charitable Organization Application for Invitational Entry

Charitable organizations must provide the information requested below to be eligible for consideration by the Board of Selectmen. **Applications must be received in the Selectmen’s Office in person or via email (shawkinson@wellesleyma.gov) by Friday, October 18, 2019.** The Board will review all applications and select the charities to receive an allocation of invitational entries. Charities will be notified on or before November 8, 2019.

Charitable organizations and their runners agree to the following terms and conditions should they be awarded an invitational entry:
1. Organizations are responsible for securing their runner and an alternate.
2. Organizations are responsible for insuring their runner(s) complete and return the entry waiver to the Selectmen’s Office by December 16, 2019.
3. Organizations/runners are required to set up and use Crowdrise as the online fundraising platform for the 2020 Boston Marathon.
4. Charity runners must register and pay the BAA entry fee by December 31, 2019, or the invitational entry will be forfeited and returned to the Town to be awarded to a new recipient.
5. Charity runners must fundraise or pay the full minimum donation amount of $4,500.00 set by the Board of Selectmen, or by the charity if the charity minimum requirement is higher.
6. Organizations must require their runner(s) to submit all fundraising money to the charity no later than May 15, 2020.
7. Organizations must report runner(s) fundraising totals to the Town no later than May 31, 2020.
8. Charity runners must agree to adhere to all terms and conditions set forth by the BAA.

Name of Organization: **Wellesley Softball Field Improvement Committee (Part of Wellesley Little League)**
Address: [Redacted]
Contact person: **Jill Creery**
Contact email and phone number: **jillcreery@comcast.net**
Legal status of organization: **Wellesley Little League/Softball 501(c)3**
Sources of funding: $500,000 CPC, $300,000 Town of Wellesley, $200,000 private fundraising. Budget gap $300,000+.
Size and scope of the organization: This is a committee of 18 people representing all aspects of the softball community. Our current charge is to raise money. We have raised the initial goal of $200,000 to get to the overall $1M mark. But the project bids came in over budget. So, the committee continues to try to raise funds. Marathon numbers would help close the budget gap and save the town money.
What services does your organization provide to the Wellesley community and its residents? Our committee has brought the awareness of the need to improve the town’s softball fields to the appropriate town committees. We have helped to foster support and approvals for this project. Now we are in the fundraising phase. Updated fields will give the girls of Wellesley equitable playing fields. The following will benefit from the renovated tee and Turrell fields: youth girls softball league (3 seasons), WHS softball, adult leagues (coed) and the many other sports leagues/teams that use the multipurpose out-field of Turrell Field. These improvements will benefit future generations. Who benefits from your organization?

What percentage of funds are committed to the organization’s mission vs. administration?

100% of the funds go to the fields.

What fundraising minimum has your organization set for participating runners?

$15,000

How will your organization specifically use funds received through the Boston Marathon fundraising? Please explain potential programs/initiatives To defray the additional costs to complete the softball fields. It will actually decrease monies needed from the town.

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon?

2-3 runners.

Additional comments:

This is a one time request.

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and insure those runners adhere to the policy.

Signature: Jill Creery, Chair

Date: 10/16/2019
# 2020 Boston Marathon

## Charitable Organization Application for Invitational Entry

Charitable organizations must provide the information requested below to be eligible for consideration by the Board of Selectmen. **Applications must be received in the Selectmen’s Office in person or via email (shawkinson@wellesleyma.gov) by Friday, October 18, 2019.**

The Board will review all applications and select the charities to receive an allocation of invitational entries. Charities will be notified on or before November 8, 2019.

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**Name of Organization:** Wellesley Rotary  
**Address:** P.O. 81206  
Wellesley Hills, MA 02481

**Contact person:** Vincent Spoto  
**Contact email:** vspoto@Pinnaclehouses.com  
781-771-0340

**Legal status of organization:** 501 c3

**Sources of funding:** Wellesley Community. Friends and family of Rotarians and students.

**Size and scope of the organization:** Wellesley Rotary has 29 members and is part of Rotary International that has 35,000 clubs worldwide and over 1.3 million members. The Wellesley Rotary Club has been providing services to the Wellesley community since March of 1946.
What services does your organization provide to the Wellesley community and its residents? We provide many services to the town. See Attached. However, funds raised through participation in the Marathon will be fully used to help stop student hunger at MassBay Community College.

Who benefits from your organization?
In spring of 2017 a survey was conducted and it was found that 52% of MassBay students reported being food insecure. This number aligns with the national average, in 2018 MassBay participated in the HOPE Lab national survey that found that 56% of community college students reported low to very low food insecurity.

There are over 5,000 students that attend MassBay with about 3,000 at the Wellesley Campus.

What percentage of funds are committed to the organization’s mission vs. administration? Funds raised will be fully used to provide meals for the students.

What fundraising minimum has your organization set for participating runners?
$5000

How will your organization specifically use funds received through the Boston Marathon fundraising? Please explain potential programs/initiatives:
There are several programs that a committee of faculty, staff, students and community members have developed to support students who are experiencing food insecurity. Funds raised by the Rotary will go to support the Meal Scholarship Program at MassBay. This program provides meal cards to students so that they are able to purchase a meal from the cafeteria while on campus.

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon? 16 students have expressed interest in running.

Additional comments: Many of the students at MassBay come from families or circumstances of low income and minimum resources. These students are trying to improve their circumstance through higher education. Hunger limits their ability to focus and study.

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and ensure those runners adhere to the policy.

Signature: Vincent Spoto
Date: October 10, 2019
Rotary Club of Wellesley, Inc. - Mission:

To serve others with a focus on strengthening communities in the areas of health, education and sustainable living.

Rotary Programs

Helping our community
- Programs to respond to the drug crisis in our community
- Help our veterans - NECHV
- Supporting traditions such as: Wellesley Needham Football Banquet
- Scholarship funding for students

Supporting our youth
- Tutoring Programs for disadvantaged students
- Adolescent Depression Prevention – helping students deal with depression issues in themselves and others
- MassBay Community College - Providing meals to financially limited students
- Middle School Writing Contest
- Summer Camp for Kids
- RYLA – Leadership training for students

Taking care of our environment
- Repair Café - Fixing Household items for continued use
- Bio-degradable use promotion – to help keep plastics from land fill
- Yearly tree planting of 4 – 500 seedlings by fourth graders
- Vernal Pool Boardwalk – designed and built to allow access to conservation areas
- Sponsor a highway - Cleaning up Rte 9

Reaching out to others - Internationally
- Every Rotarian Every Year – supports International Rotary programs such as the Polio program
- Depression Prevention – Bringing our Wellesley program to students in other countries. The program is now running in Puerto Rico, India and Nigeria.
2020 Boston Marathon
Charitable Organization Application for Invitational Entry

Charitable organizations must provide the information requested below to be eligible for consideration by the Board of Selectmen. **Applications must be received in the Selectmen’s Office in person or via email (shawkinson@wellesleyma.gov) by Friday, October 18, 2019.** The Board will review all applications and select the charities to receive an allocation of invitational entries. Charities will be notified on or before November 8, 2019.

Charitable organizations and their runners agree to the following terms and conditions should they be awarded an invitational entry:
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2. Organizations are responsible for insuring their runner(s) complete and return the entry waiver to the Selectmen’s Office by December 16, 2019.
3. Organizations/runners are required to set up and use Crowdrise as the online fundraising platform for the 2020 Boston Marathon.
4. Charity runners must register and pay the BAA entry fee by December 31, 2019, or the invitational entry will be forfeited and returned to the Town to be awarded to a new recipient.
5. Charity runners must fundraise or pay the full minimum donation amount of $4,500.00 set by the Board of Selectmen, or by the charity if the charity minimum requirement is higher.
6. Organizations must require their runner(s) to submit all fundraising money to the charity no later than May 15, 2020.
7. Organizations must report runner(s) fundraising totals to the Town no later than May 31, 2020.
8. Charity runners must agree to adhere to all terms and conditions set forth by the BAA.

Name of Organization: One for health Foundation

Address: 290 South St, Walpole, MA 02081

Contact person: Tom Miller (Wellesley resident)

Contact email and phone number: Tom@oneforhealth.org (508) 989-7895

Legal status of organization: 501c3 Non-profit

Sources of funding: Tier Miller Co., INC percentage of net profits, Grants, Rodman Ride for Kids affiliate

Size and scope of the organization:
- National reach with our partnerships with Boys & Girls Clubs
- Local events in the community and with our Best4Self Nutrition program.
What services does your organization provide to the Wellesley community and its residents?

Our programs are available to local kids. Our college program with Babson offers opportunities for local kids.

Who benefits from your organization?

Kids who are at-risk and need education to show them how to live a healthier lifestyle.

What percentage of funds are committed to the organization's mission vs. administration?

100%. We do not take any salaries or money for the work we do on behalf of the foundation.

What fundraising minimum has your organization set for participating runners?

$4,000.00. We raised $7,500.00 last year.

How will your organization specifically use funds received through the Boston Marathon fundraising? Please explain potential programs/initiatives.

Expand locally our "Best 4 Self" program with additional Boys & Girls Clubs in the area.

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon?

Two

Additional comments:

We were successful with our participation in the 2019 Marathon. We look forward to 2020.

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and insure those runners adhere to the policy.

Signature: [signature]

Date: 9.19.19
TOWN OF WELLESLEY NON-PROFIT CHARITY PROPOSAL
2020 Boston Marathon

Organization & Address:
Vanessa T. Marcotte Foundation
8 Pleasant Street South, Unit D
2nd Floor
Natick, MA 01760
www.vanessatmarcottefoundation.org

Contact person:
Kristen Dreyer, Development Manager
Vanessa T. Marcotte Foundation
(508) 380-9038
Email: kdreyer@takeroadvisors.com; info@vanessatmarcottefoundation.org

Legal status of organization: Charitable Organization 501©(3)
Federal Tax ID: (EIN: 81-4914883)

Sources of funding:
The Foundation is named for Vanessa Marcotte, who was violently killed while out for a run in 2016. Due to the circumstances of Vanessa’s death, many of our fundraising events revolve around running: the annual Vanessa T. Marcotte Foundation 5K Walk/Run, Falmouth Road Race team, Boston Marathon team, and NYC Half Marathon team. A link to our CrowdRise pages can be found here: https://bit.ly/2VqjofM. Additionally, we receive private donations.
•In fiscal year 2019 (9/25/19) we received a grant from The Hermann Foundation for $25,000.

Size and scope of the organization: We have approximately 1,000 donors and 50 volunteers. The annual number served by our programs is 2,500. The Foundation has four staff members and six board members. Our primary source of revenue is donations.

Nature of Organization:
The Vanessa T. Marcotte Foundation was founded in January 20, 2017 in memory of Vanessa Marcotte. We advocate for female safety awareness, empowerment, and gender equality. The Foundation provides self-defense training for thousands of women in Massachusetts as well as financial and hands-on support to impactful youth-focused like-minded organizations.

Types of Programs:
•We have trained thousands of girls and women on self-defense & empowerment. We hold one annual mega self-defense workshop at a college, for 400+ women (BU and Northeastern so far) and smaller workshops for groups of 40-100 women at a time (ages 13 & up), throughout the state. The smaller workshops are held at middle and high schools, businesses, and for city and town groups. (If chosen for the Wellesley program, the VTM Foundation commits to holding a self-defense workshop in Wellesley).
• We fund programs that help boys from troubled homes head off future negative behaviors.
• We fund programs for girls that teach violence prevention, personal safety, and media literacy.

Services provided to Wellesley residents: Our office is located near the Natick/Wellesley line. Our self-defense events are open to all women and some past attendees have been from Wellesley. If chosen as a recipient of a Wellesley invitational entry, we commit to holding a self-defense workshop in Wellesley for residents (see photos of our workshops at end of application).

Who benefits from your organization? Our target population is primarily females ages 13 & up, and our mission is to empower them and advocate for safety awareness and gender equality. We also believe that helping boys with character-building skills and bystander intervention techniques can make a lasting impact on reducing harassment and objectification.

Percentage of funds committed to organization’s mission vs. administration: 92.4%

What fundraising minimum has your organization set for participating runners? $10,000 is our minimum for the four John Hancock bibs we received. However, we will honor your $4,500 minimum for any runners joining us with Wellesley invitational entries.

How will your organization specifically use funds received through the Boston Marathon? Any funds earned through Boston Marathon fundraising will go towards preventing violence against women.

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon? We have already received 28 applications to run for our team and we continue to get more. We wouldn’t have a problem finding a runner and alternate.

Additional comments:
Charity’s capacity to manage fundraising program – This is our third year with a Boston Marathon team. We utilize CrowdRise to manage our team’s fundraising. Our runners provide credit card information on CrowdRise, agreeing that if they don’t meet their minimum fundraising amount, their card will be charged. We offer our team members the support of a trainer who provides tips, group runs, and more, and we offer our runners fundraising tips as well. We currently have four bibs from John Hancock and another bib entry from Wellesley would make a huge difference for our program in terms of fundraising.

We will provide runners with promotional and fundraising graphics and tools. We have already created marketing materials for the runners to utilize on social media and in emails. We have a staff of two individuals who are overseeing this program and who will make it a positive experience for all runners and a successful fundraiser for an impactful cause.

Our wish to grow our Boston Marathon team is two-fold: to increase the visibility of our Foundation and our mission, and to raise additional funds. Thanks for considering us! (See photos on next page please)
Our Foundation was recently included in the October 2019 issue of Runner’s World: https://bit.ly/2VKOew6

A look at what our self-defense programs are like:
We agree to share the Board of Selectmen marathon policy with all interested runners and ensure those runners adhere to the policy.

Signature: Kristen Dreyer/Vanessa T. Marcotte Foundation

Date: Thursday, October 17, 2019
Town of Wellesley 2020 Boston Marathon Charitable Organization Application for Invitational Entry

<table>
<thead>
<tr>
<th>Org:</th>
<th>Contact:</th>
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</table>
| Boston Bulldogs Running Club  
PO Box 470558 / Brookline MA / 02447  
Org: 501c3  
TaxID: 47-5240494 | Michael Ferullo | Founder & Director  
617.875.8747  
bulldogsrunning@yahoo.com |

| BostonBulldogsRunning.org |

Mission Statement:

In 2015, the **Boston Bulldogs Running Club** was established as an independent 501(c)3 (through the Road Runners Club of America) to promote wellness and recovery - and to provide a safe and anonymous community of support to those battling addiction, those in recovery, family, friends and caregivers who have been negatively affected by addiction and to those in the community-at-large who support the Club’s vision including clinicians, caregivers, recovery programs, the wellness community, and the running community.

Profile/Programs:

The Bulldogs origins date back to 2008 when “Coach “ Mike Ferullo (a licensed clinician and addiction specialist) established the HopeFound Bulldogs at the Shattuck Hospital. The Club was adopted by the Pine Street Inn in 2012 to provide residents with the opportunity to participate in a positive social and wellness program to support their recovery. To broaden the Club’s scope and geography and to reach as broad and diverse a population as possible, the Club became an independent nonprofit in October 2015, registered as an active public charity with the Massachusetts Attorney General’s Office.

The Boston Bulldogs Running Club currently has almost 300 active members and welcomes and encourages runners and walkers of all levels. The Club offers weekly runs, training and wellness sponsors, educational programs, team races and wellness events as well as sponsorship of members who need financial support and encouragement. Bulldogs meet weekly to run/walk in Cleveland Circle, Quincy, Scituate, Plymouth (and Chicago Il). A weekly Natick run will begin November 6. Boston Bulldogs participate as a team and often volunteer at local road races.

The Boston Bulldogs Marathon Team is one of two signature annual fundraising campaigns, and monies raised through these events are used to support Club members and programs including:

- Volunteer “coaches” and wellness sponsors encourage Bulldog members to set and achieve their wellness goals. The Club offers sponsored membership, running gear, transportation and support for wellness activities to those members who need assistance.

- The Club offers periodic wellness and recovery seminars open to the public on topics of interest.

- The Boston Bulldogs **Full Circle** program engages members in early recovery to make a commitment to a specific wellness goal and training. Full Circle leaders who have met their wellness goals make a commitment to mentoring others and representing the Boston Bulldogs publicly. In addition, they can apply to the Leadership where they earn a small stipend in exchange for specific assignments, ie weekly run coordinators.
In addition, the Club is piloting a Junior Bulldogs wellness and activities program at the Italian Home for Children (a full service day and residential program in Jamaica Plain) and the Roxbury YMCA to encourage wellness as a coping mechanism for at-risk youth populations.

The Bulldogs also reach out to those in greatest need – visiting the homeless at shelters and the Engagement Center and other locations in Boston many of whom are impacted by addiction, with refreshments, clothing and encouragement on a monthly basis through the Boston Bulldogs Giving Back program. We will also be handing out Narcan over the next several months.

The Club also is actively engaged in outreach to local recovery programs, public officials, community programs and support groups in an ongoing effort to expand awareness, to identify potential opportunities for collaboration and to reach as broad and diverse a population consistent within its mission as possible. The Club actively seeks out and engages like-minded community resources to extend an inclusive and welcoming community-based network of support for wellness and recovery.

The Boston Bulldogs Running Club has had a longstanding relationship with Marathon Sports including the location in Wellesley. Wellesley residents are among the Club’s members and have participated in our annual 5k race and tribute at Franklin Park. Newton Wellesley Hospital has been a strong supporter.

**FY19 Operating Budget and Fundraising Goal:**
The Club and its programs are operated and supported entirely by volunteers, and guided by a Board of Directors and Boston Bulldogs Ambassadors.

The Club currently provides support as needed to members in recovery with stipends, running gear, health club memberships, wellness and running “coaches”, and transportation to and from running activities. The Club has raised money to cover operating and program expenses since October 2015 from memberships, T-shirt sales, the annual Boston Bulldogs Run for Recovery registration, corporate and individual sponsors and fundraisers, the Boston Marathon team and miscellaneous donations.

The Club’s 2019 operating budget is roughly $100,000 and includes plans to hire program staff as well as fees for professional services including accounting services and implementation of a donor/membership tracking system. Program services and outreach are currently projected to be 75% of the budget – the remainder goes to administrative, professional services, and marketing and promotional expense.

The Club’s fundraising goal for FY2020 is $200,000 and is likely to grow in the coming years. The Boston Marathon team and the annual Run for Recovery 5K are the 2 primary fundraising campaigns for the Club. After nearly 5 years as an independent non-profit, the Boston Bulldogs are at an important inflection point, working with the Board of Directors to leverage a significant increase in visibility and support of its mission – expanding to additional communities, expanding its program/service offerings and building the infrastructure, skills and program models to scale and grow the Club.

**Boston Bulldogs Fundraising Experience:**
- Boston Bulldogs Run for Recovery 5K and Tribute at Franklin Park
  - This annual event is held in May, registered runners have increased from 400 in 2016 to over 500 in 2018 and 2019. This year, the Run for Recovery raised $59,535 from registrations, sponsorships and donations. The Bulldogs raised enough to cover the race expenses and to contribute substantially to the Club’s program expenses.
Event sponsors include Cabot Corporation, Bournewood Health Systems, The Foundation to be Named Later, Covington Associates, City Realty, MJW Foundation, Dodo Classic, City of Boston Credit Union, Gavin Foundation, Marathon Sports, and Beacon Hill Athletic Clubs. In-kind contributions by local merchants and businesses as participants in a Festival on race day support the event participants with refreshments. Recovery programs were also represented as Festival participants.

- Boston Marathon
  - In 2016, one Bulldog successfully raised $3000 in support of his Marathon run on behalf of the Bulldogs
  - In 2017, three Bulldogs raised $18,000 for the Club in support of their Marathon runs
  - In 2018, five Bulldogs (2 in recovery) raised $27,000
  - In 2019, 15 Bulldogs ran the 2019 Marathon, nine of them raising over $58,000 to support the Boston Bulldogs (3 in recovery)

Recruitment/Fundraising plan for 2020 Boston Marathon team:
Goal: $60,000

**NOTE:** While a commitment to the $6000 goal is requested of all members of the Club team, we do also have a few bibs for people who are in early recovery and may not meet the financial goal individually. We have met the $6000 per runner on average in the past through the overachievement of some members of the team. We seek to balance the team accordingly.

Team members will be recruited from Club membership, we will employ the same fundraising techniques that were used successfully to support Fool’s Dual and Boston Marathon entries in 2016, 2017, 2018 and 2019.

- Identify 6-8 Bulldogs with varying running experience (including some who are in recovery or adversely affected by addiction)
- Develop training plans/regimens utilizing Bulldogs resources like Jack Fultz and Club coaches
- Create fundraising pages on website, set up donations
- Develop email campaigns, events and social media promotion
- Provide support to team members for training and for their outreach to friends and family

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and insure those runners adhere to the policy.

Signed: Mike Ferullo  Date: 10.18.19
Dear Stephanie,

Thank you so much for taking the time to consider the Life is Good Playmakers to be a part of the Wellesley team in the 2020 Boston Marathon. We are excited about the potential to grow more good in Wellesley and help more kids heal from the impact of traumas associated with poverty, violence, and neglect.

All proceeds raised through the Boston Marathon will go towards improving the quality of care delivered to more than one million kids affected by Adverse Childhood Experiences. Life is Good generously covers all of our operating costs, allowing every dollar donated to go directly to our program.

As requested, all materials are enclosed. Please do not hesitate to reach out to me with any questions.

With Gratitude,
Colleen Walsh

Events Manager
colleen@ligplaymakers.org
978-994-4018617-648-5311
Name of Organization: Life is Good Playmakers

Address: 51 Melcher St, 9th Floor, Boston, MA 02210

Contact Person: Colleen Walsh

Contact email and phone number: colleen@ligplaymakers.org, 

Legal Status of organization: 501 (c) 3

Sources of Funding: Our funding is through a combination of philanthropy (individuals, corporations, and foundations) and earned revenue.

Size and scope of the organization: There are 14 employees at the Life is Good Playmakers – including development and marketing staff, finance, HR, and program team members who are out working in the community to train and cultivate Playmakers. While the Life is Good Playmakers are Boston based, we train more than 12,000 Playmakers around the world, and will have trained 4,000 additional Playmakers by the end of 2019.

What services does your organization provide to the Wellesley community and its residents? The Life is Good Playmakers has trained Playmakers from LINX Summer Camp and Wellesley Nursery School to enable them to create meaningful, positive relationships with the kids in their care. In developing these relationships, these kids are insulated from the negative effects of the trauma they have experienced in their life, making them more joyful and ultimately leading good lives. Our program also helps to prevent burnout and compassion fatigue among early childcare providers, which make employees more productive, engaging, and allows them to provide higher quality care for the kids that they serve.

Who benefits from your organization? While anyone can benefit from the work of the Life is Good Playmakers, our program specifically targets populations suffering from adverse childhood experiences as a result of poverty, violence, and substance abuse. We target these populations by surveying potential program partners on poverty levels, free and reduced lunch, homelessness, ESL learners, and single parent households of the populations that they serve. We offer no and low-cost job training programs to organizations that qualify.

Children growing up admits poverty, violence, and substance abuse are more likely to suffer from Adverse Childhood Experience, or ACEs, which if left untreated, can lead to early death, heart disease, lung cancer, suicide, depression, anxiety, diabetes, risky health behaviors, and disability. According to the CDC and the Harvard Center for the Developing Child, positive relationships with adult caregivers are the most critical component to successful early childhood trauma treatment. We provide trainings, tools, and on-going coaching to ensure childcare professionals are able to create optimal environments and develop healing relationships so that the kids in their care can learn, thrive, and grow and in turn overcome the effects of early childhood trauma.
What percentage of funds are committed to the organization’s mission vs. administration? 76% program, 11% admin, 13% fundraising – all of our administrative and fundraising costs are covered by the generous support of Life is Good – the t-shirt company – so that all dollars donated to the Life is Good Playmakers go directly to funding our program and work with kids in need.

What fundraising minimum has your organization set for participating runners? $10,000

How will your organization specifically use funds received through the Boston Marathon fundraising? Please explain potential programs/initiatives
All dollars raised through Boston Marathon fundraising will go directly to training Playmakers to help kids heal from the effects of trauma. This includes, but is not limited to, Playmaker 101, 202, and 303 workshops; access to the online Playmaker community; support calls with Playmaker guides; and the online resource hub. In addition, we will also invite a select number childcare providers from Wellesley to Playmaker trainings at no cost to them.

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon? 10

Additional comments: We are excited to be considered to be part of the 2020 Wellesley Marathon team. It is only with the help of optimists like you that we are able to grow more good for kids in need at home and around the world. We look forward to partnering with the town of Wellesley to bring optimism to kids in your community and around the world.

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and insure those runners adhere to the policy.

Signature:

Date: 10/9/2019
2020 Boston Marathon
Charitable Organization Application for Invitational Entry

Charitable organizations must provide the information requested below to be eligible for consideration by the Board of Selectmen. **Applications must be received in the Selectmen’s Office in person or via email (shawkinson@wellesleyma.gov) by Friday, October 18, 2019.** The Board will review all applications and select the charities to receive an allocation of invitational entries. Charities will be notified on or before November 8, 2019.

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Charitable organizations and their runners agree to the following terms and conditions should they be awarded an invitational entry:
1. Organizations are responsible for securing their runner and an alternate.
2. Organizations are responsible for insuring their runner(s) complete and return the entry waiver to the Selectmen’s Office by December 16, 2019.
3. Organizations/runners are required to set up and use Crowdrise as the online fundraising platform for the 2020 Boston Marathon.
4. Charity runners must register and pay the BAA entry fee by December 31, 2019, or the invitational entry will be forfeited and returned to the Town to be awarded to a new recipient.
5. Charity runners must fundraise or pay the full minimum donation amount of **$4,500.00** set by the Board of Selectmen, or by the charity if the charity minimum requirement is higher.
6. Organitions must require their runner(s) to submit all fundraising money to the charity by no later than May 15, 2020.
7. Organizations must report runner(s) fundraising totals to the Town no later than May 31, 2020.
8. Charity runners must agree to adhere to all terms and conditions set forth by the BAA.

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**Name of Organization:** The Matty Eappen Foundation

**Address:** 44 Bay State Road, Weston, MA 02493

**Contact person:** Deborah Eappen, MD

**Contact email and phone number:** deappen@gmail.com 781-518-3031

**Legal status of organization:** Federally registered 501 (c)3  Tax ID# 36-4215870

**Sources of funding:** The Matty Eappen Foundation is a totally volunteer run organization. The greatest source of income is The Boston Marathon fundraiser. We also solicit through an annual fall appeal letter, our website, and small group gatherings.

**Size and scope of the organization:**
We are a federally and state registered charity run by a board of 11 professionals that meets regularly. We have been active locally, nationally, and internationally in our prevention and education efforts, as well as in our support of victims and their families.
What services does your organization provide to the Wellesley community and its residents? Please see attached summary of our prevention and grant efforts. Our aim is to educate all parents and child caregivers about the danger of violently shaking a baby, with or without head impact. SBS/Abusive Head Trauma is the leading cause of child abuse deaths in the U.S.

Who benefits from your organization? All children and families benefit from education, parent support, and prevention of child abuse. All parents of infants born in MA hospitals now benefit from our prevention and education efforts (mandated) before they leave the birthing hospital.

What percentage of funds are committed to the organization’s mission vs. administration? We are a totally volunteer run organization. Administrative costs are very low, including website, mailing costs (donated), and tax and insurance expenses.

What fundraising minimum has your organization set for participating runners? Our runners will commit to raising at least $6,000 each for a marathon charity entry.

How will your organization specifically use funds received through the Boston Marathon fundraising? Please explain potential programs/initiatives please see attached sheet MBTA public service announcements; Parents Helping Parents hotline and support group, National Conference on SBS victim family grants to attend and speak on panels, siblings of victims secondary education grants, prevention efforts with local hospitals.

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon? 10 runners

Additional comments: We need your help now more than ever in accessing marathon entries, as we are a small charity doing great state-wide things to protect the health and welfare of our most vulnerable- our babies.

This organization agrees to share the Board of Selectmen marathon policy with all interested runners and insure those runners adhere to the policy.

Signature: Deborah S. Eappen, MD

Date: October 17, 2019 Please see attached info sheets for more information.
2020 Boston Marathon
Charitable Organization Application for Invitational Entry

Charitable organizations must provide the information requested below to be eligible for consideration by the Board of Selectmen. Applications must be received in the Selectmen's Office in person or via email (shawkinson@wellesleyma.gov) by Friday, October 18, 2019. The Board will review all applications and select the charities to receive an allocation of invitational entries. Charities will be notified on or before November 8, 2019.

Charitable organizations and their runners agree to the following terms and conditions should they be awarded an invitational entry:
1. Organizations are responsible for securing their runner and an alternate.
2. Organizations are responsible for insuring their runner(s) complete and return the entry waiver to the Selectmen's Office by December 16, 2019.
3. Organizations/runners are required to set up and use Crowdrise as the online fundraising platform for the 2020 Boston Marathon.
4. Charity runners must register and pay the BAA entry fee by December 31, 2019, or the invitational entry will be forfeited and returned to the Town to be awarded to a new recipient.
5. Charity runners must fundraise or pay the full minimum donation amount of $4,500.00 set by the Board of Selectmen, or by the charity if the charity minimum requirement is higher.
6. Organizations must require their runner(s) to submit all fundraising money to the charity no later than May 15, 2020.
7. Organizations must report runner(s) fundraising totals to the Town no later than May 31, 2020.
8. Charity runners must agree to adhere to all terms and conditions set forth by the BAA.

Name of Organization:
National Brain Tumor Society

Address:
55 Chapel Street, Suite 200, Newton, MA 02458

Contact person:
Lauren Gainor
Senior Director, Community Events Development

Contact email and phone number:
lgainor@braintumor.org
(401) 651-4342

Legal status of organization:
501c3 nonprofit
EIN: 04-306-8130
Sources of funding:
The National Brain Tumor Society (NBTS) is a privately funded organization: Peer-to-peer fundraising, foundation grants, corporate sponsorships, constituent donations, bequests.

Size and scope of the organization:
NBTS is the largest nonprofit organization in the United States dedicated to supporting the needs of the national brain tumor community, and it serves the nearly 700,000 people in the United States who are currently living with a primary brain tumor including patients, survivors, and their care partners.

Our roots date back to the 1980s, with the founding of our two legacy organizations: the National Brain Tumor Foundation and the Brain Tumor Society. In 2008, the two groups came together to form the National Brain Tumor Society.

As one of the nation’s most influential nonprofits in the brain tumor field, we are in the unique position to effect change across the drug development, policy and legislative, research, and clinical trial systems at all levels. We drive a multi-faceted, thoughtful strategy to aggressively influence and fund strategic research and discovery, as well as advocate for public policy changes, to achieve the greatest impact, results, and progress for brain tumor patients.

The National Brain Tumor Society has three major programmatic areas - DEFEAT, CONNECT, CHANGE - through which we advance our mission in pursuit of our vision. All three areas will see new initiatives in 2020 and beyond. The NBTS DEFEAT program advances best-in-class medical research aimed at accelerating treatments and cures to brain tumor patients. The NBTS CONNECT program educates and unites the brain tumor community, and the NBTS CHANGE program mobilizes innovation and advocacy aimed at curing brain tumors.

Although we have a national approach to our research and programs, we serve communities locally through our signature events, Gray Nation Endurance experiences, community events, and our CONNECT program which focuses on virtual support groups and education for the newly diagnosed and survivors in their brain tumor journey.

Context and Demographics

Complex, damaging, and often deadly, brain tumors are challenging to treat—and most brain tumor treatments cause side effects that require treatment plans of their own. Americans of every gender, age, and socioeconomic status are susceptible to a brain tumor diagnosis. In the US, nearly 700,000 people are living with primary tumors, of which there are more than 140 types. In 2018, an estimated 78,980 new primary brain tumor diagnoses will be made nationally (23,830 malignant and 55,150 non-malignant), with around 16,616 deaths anticipated due to brain tumors.

Numerous societal issues cause barriers to cures and optimal care for brain tumor patients. A highly specialized disease requiring sophisticated treatment, specifically in surgery, imaging and pathology, brain tumors require high standards of care as established by the World Health Organization. Unfortunately, only a handful of US tertiary health centers achieve this standard. As a result, Americans without access to sophisticated health centers are subject to receiving inadequate imagining, pathology, and surgery for their brain tumors.
Additionally, the current approval process for therapies in clinical trial is cumbersome and lengthy, leaving few treatment options for patients. Brain tumors significantly impact quality of life for patients and their loved ones who often experience loss of employment due to illness and treatment.

What services does your organization provide to the Wellesley community and its residents?
Since its inception, the National Brain Tumor Society has provided the local Wellesley community with the opportunity to engage in its local and national signature events; the local events include the Boston Brain Tumor Walk and the Boston Brain Tumor Ride. From the Wellesley community, there have been 168 participants and volunteers who have taken part in NBTS signature events. With the dire nature of a brain tumor diagnosis, it is important for the Wellesley community to be supported and have the opportunity to be around others who understand the scope and severity of this disease; these signature events allow members of the Wellesley community to do so while taking action to raise funds and awareness on behalf of the NBTS mission.

NBTS also enables the Wellesley community to engage with the organization’s mission through its advocacy program. Public policy decisions are directly tied to finding new therapies for brain tumors and improving the lives of brain tumor patients. NBTS has had 27 advocates from Wellesley advocate on behalf of the NBTS mission to its local and national politicians. In this way, NBTS is providing Wellesley residents the avenue to create meaningful and lasting change for the community.

NBTS also serves the Wellesley community through its phone consultations, new online support groups, and education resources, such as webinars, videos, blogs and tools (i.e. our Clinical Trial Finder) to better prepare and connect patients including those that are newly diagnosed and those that care for them.

Who benefits from your organization?
The National Brain Tumor Society serves the national brain tumor community including patients, survivors, and care partners. We engage tens of thousands of individuals and organizations each year in the fight against brain tumors.

As one of the nation’s most influential nonprofits in the brain tumor field, our peers, areas of government such as the FDA and the national cancer institute, members of industry, medical academic research community, and hospitals also benefit from our collaborative approach, research and events such as the annual NBTS Research Roundtable.

Although we have a national approach to our research and programs, we serve communities locally through our signature events, Gray Nation Endurance experiences, community events, and our CONNECT program which focuses on virtual support groups and education for the newly diagnosed and survivors in their brain tumor journey.

What percentage of funds are committed to the organization’s mission vs. administration?
85% of revenue is dedicated to mission-delivery activity including research, grants, programs, development, and advocacy initiatives to find better treatments, and improve the lives of brain tumor patients.
What fundraising minimum has your organization set for participating runners?

The National Brain Tumor Society has set a $10,000 fundraising minimum commitment for its runners. NBTS will require its team members to have the funds reflected on the individual’s Crowdrise fundraising page prior to the race.

How will your organization specifically use funds received through the Boston Marathon fundraising? Please explain potential programs/initiatives

The funds raised from one or more Town of Wellesley bibs to the 2020 Boston Marathon will support the National Brain Tumor Society’s three major programmatic areas - DEFEAT, CONNECT, CHANGE - through which we advance our mission in pursuit of our vision. All three areas will see new initiatives in 2020 and beyond.

Through our DEFEAT program, NBTS advances best-in-class medical research aimed at accelerating treatments and cures to brain tumor patients. Today, brain tumors are the leading cause of cancer-related deaths in children, recently surpassing leukemia. With so few treatment options for brain tumors, and insufficient improvements in survival and quality of life for patients with all types of brain tumors, NBTS’ DEFEAT Brain Tumors program is focused on identifying new treatments and technologies with the potential to innovate, transform and ultimately conquer and cure the disease.

DEFEAT Brain Tumors is rapidly advancing research into human clinical trials that evaluate and ultimately position safe and effective treatments for approval and delivery to patients through philanthropic investment, active participation in funded research projects and collaborative team science. DEFEAT Brain Tumors will make research grants and create synergistic arrangements with hospitals, universities, labs, biotech and biopharma to drive specific treatments product development research forward. Grants, awards and investments will be made based upon NBTS’ research portfolio needs, scientific merit, organizational interests, and fit with our strategy. Our DEFEAT program addresses tumors in both adult and pediatric patients, including the deadliest of pediatric brain tumors, a high-grade glioma DIPG that has an average life expectancy of 9 months from the time of diagnosis. In 2018, NBTS’s Defeat GBM Research Collaborative alone identified 7 new drug combinations that have the potential to move to phase 3 clinical trials. NBTS is committed to treatment-focused and results-driven research for our community.

The NBTS CONNECT program serves to convene, educate, engage and unite the brain tumor community and partners who can help. NBTS CONNECT initiatives include:

- The Brain Tumor Connection which includes phone consultations, new online support groups and events and programs across the country (including the Gray Nation Endurance program, signature events, and community events) which provide the opportunity for our community to connect in-person for the purpose of improving the lives of those affected by brain tumors. At these events and through these programs, community members have the opportunity to get to know other families and resource providers.

- More education vehicles through the NBTS website, www.braintumor.org which will include an increase in webinars, videos, blogs and tools (i.e. our Clinical Trial Finder) to better prepare patients including those that are newly diagnosed and those that care for them.
The NBTS CHANGE program mobilizes support, innovation and advocacy aimed at conquering and curing brain tumors. Every May, advocates from across the country "Head to the Hill" to advocate directly with Congress on Capitol Hill on behalf of the entire brain tumor community. NBTS trains volunteers on our legislative "asks," provides opportunities for connection between attendees - patients, care-partners, family members, friends, and healthcare providers - and organizes the meetings with members of Congress and their staff. NBTS plans to bolster its scholarship program to enable more families to make the trip to the event in DC, as well as, develop a family track at the event to accommodate more and more children and youth attending as part of a family unit.

Organizations receiving invitational entry(ies) must secure at least ONE RUNNER AND ONE ALTERNATE. What is the maximum number of interested runners you expect to recruit for the 2020 Boston Marathon?

To date, we have received unsolicited outreach from 21 runners of the brain tumor community who want to run the 2020 Boston Marathon with and in support of the National Brain Tumor Society. In preparation should NBTS receive bibs from the Town of Wellesley, these runners have been educated on the set fundraising commitment and understand the rigors of training for the 26.2-mile race. If we receive bibs from the Town of Wellesley and market this opportunity to our community, we anticipate we’ll have over 50 runners interested in running the 2020 Boston Marathon for the National Brain Tumor Society’s mission. We are confident in the organization’s ability to secure runners and alternates should it receive one or more bibs to the 2020 Boston Marathon from the Town of Wellesley.

Additional comments:

In a space where brain tumors are the leading cause of cancer related deaths of children under the age of 19, surpassing leukemia, and the five-year relative survival rate for glioblastoma multiforme, the most common form of primary malignant brain tumor – the same brain tumor John McCain died from – is only 5.5%; we have never seen a population so driven and committed to making progress. With only 4 approved FDA drugs and 1 medical device treatment as the standard of care of brain tumors, and relatively little change in treatments over the last 30 years, our population is fiercely committed to fundraising to find these better treatments and, one day, a cure for brain tumors.

While most patients are told after the standard of care is complete to wait and see what happens, the brain tumor community is asking to take action. The brain tumor community and all those impacted have a reason to fight back; they have a reason to run, but only need the race opportunity to do so. By lacing up, each member of our team is an inspiration to our larger brain tumor community; they are inspiring hope; they are a symbol of perseverance and resilience in the face of a devastating diagnosis.

The National Brain Tumor Society requests this opportunity to inspire our community and be a part of the 2020 Boston Marathon through the Town of Wellesley with one or more bibs. We are prepared to handle this responsibility and would be honored to do so.
This organization agrees to share the Board of Selectmen marathon policy with all interested runners and ensure those runners adhere to the policy.

Signature:

Lauren Gainor
Senior Director, Community Events Development

Date: 10/16/19
Why would you like to run and fundraise for the Town’s War Memorial Scholarship Fund?

My name is Mark Johnson and I would love to be considered for one of the town of Wellesley’s War Memorial Scholarship Fund Boston Marathon entries. To give you a little information about myself, I am currently in my fourth year working as a Teaching Assistant at the Wellesley Middle School. I have also worked with the Wellesley Recreation Department in varying roles for the last 10/11 years. Most recently, I was the director of Camp Adventure based at the Warren Building, as well as the Head Park Ranger at Morses Pond. I have also lived in Wellesley for the majority of my life; living directly on the marathon course for the last 10 years. In 2018, I fundraised and ran the Boston Marathon for the Semper Fi Fund. It was an incredible both running in the race, as well as raising funds and awareness for the Semper Fi Fund. In total, I raised just over $6,000.00. My personal goal for this year would be to top that amount. In terms of the race, I ran just under 3:30 in 2018. I hope to run closer to 3 hours if chosen for this year. Having raised funds for the Semper Fi Fund in 2018, I would love the opportunity to do similar for the town of Wellesley, via the War Memorial Scholarship Fund. Being a teaching assistant at the middle school as well, it would be nice to raise funds that will benefit potential students in our district.

Thank you for your consideration for this entry. Let me know if you need anything else!

All the best,

Mark Johnson
2020 Boston Marathon
Wellesley Resident/Employee Application for Invitational Entry

Town of Wellesley residents or employees must provide the information requested below to be considered by the Board of Selectmen for an invitational entry to raise funds for the War Memorial Scholarship Fund. [Link to website]

Applications must be received in the Selectmen's Office in person or via email (shawkinson@wellesleyma.gov) by Friday, October 18th. The Board will review all applications and select the residents and/or employees to receive invitational entries. Recipients will be notified on or before November 8th.

Applicants agree to the following terms and conditions should they be awarded a Boston Marathon invitational entry:
1. Recipients must complete and return the entry waiver to the Selectmen's Office by December 16, 2019.
2. Recipients must pay the BAA entry fee by December 31, 2019, or the entry will be forfeited and returned to the Town to be awarded to a new recipient.
3. Recipients must fundraise or pay the full minimum donation amount of $4,500.00 set by the Board of Selectmen using the Crowdrise online fundraising platform.
5. Recipients agree to adhere to all terms and conditions set forth by the BAA.

Name: MARK JOHNSON
Address:
Email address and phone number:

Why would you like to run and raise funds for the Town’s War Memorial Scholarship Fund?

Please explain your interest in the military or any connection to military veterans.

Additional comments:

Thank you for your consideration!

Signed: 

Date: 9/19/19
2020 Boston Marathon
Wellesley Resident/Employee Application for Invitational Entry

Town of Wellesley residents or employees must provide the information requested below to be considered by the Board of Selectmen for an invitational entry to fundraise for the War Memorial Scholarship Fund. https://wellesleyma.gov/1263/War-Memorial-Scholarship-Fund.

Applications must be received in the Selectmen’s Office in person or via email (shawkinson@wellesleyma.gov) by Friday, October 18th. The Board will review all applications and select the residents and/or employees to receive invitational entries. Recipients will be notified on or before November 8th.

Applicants agree to the following terms and conditions should they be awarded a Boston Marathon invitational entry:
1. Recipients must complete and return the entry waiver to the Selectmen’s Office by December 18, 2019.
2. Recipients must pay the BAA entry fee by December 31, 2019, or the entry will be forfeited and returned to the Town to be awarded to a new recipient.
3. Recipients must fundraise or pay the full minimum donation amount of $4,500.00 set by the Board of Selectmen using the CrowdRise online fundraising platform.
5. Recipients agree to adhere to all terms and conditions set forth by the BAA.

Name: Tom Ceban
Address: [redacted]
Email address and phone number: [redacted] [redacted]

Why would you like to run and fundraise for the Town’s War Memorial Scholarship Fund?
I have always wanted to run Boston; having idolized Billy Rodgers as a kid and knowing how tough the course is and how fickle the weather (back)

Please explain your interest in the military or any connection to military veterans.
My 7th grade math teacher told a story of how on a walk home from the grocery store in Oakdale Square Dedham, MA

Additional comments:

Signed: [signature]
Date: 10/1/19
can be it would be an honor to take the challenge. So to it would be an honor to raise money to help a young person get ahead in the name of those that ensured I would have the freedom to engage in such a trivial pursuit as long distance running.

he found himself flat on the sidewalk covering his head, groceries strewn everywhere, people staring. A car had backfired and he was shell-shocked just home from Korea.

Since hearing that story I've been keenly aware of the great sacrifice it is to go to war.
6. **Vote to Sign Special Town Meeting Warrant**

The draft warrant is in the packet for the Board’s review. The warrant has been reviewed by Town Counsel and Bond Counsel (Hunnewell Article). Should the Board sign the warrant on Monday, it would be signed and posted by Phil Juliani on Tuesday and distributed to the public.

**MOTION**

**MOVE to approve the Warrant for the December 9, 2019 Special Town Meeting.**
WARRANT
for the
SPECIAL TOWN MEETING
December 9, 2019

ADVISORY COMMITTEE PUBLIC HEARING (WARRANT ARTICLES)
Wednesday, November 6, 2019 at 7:00 P.M. at Town Hall

Commonwealth of Massachusetts
Norfolk, ss.

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

GREETINGS:

In the name of the Commonwealth aforesaid, you are hereby required to notify the qualified Town Meeting Members of said Town of Wellesley to meet in the

Wellesley Middle School Auditorium
50 Kingsbury Street
May 13, 2019

at 7:00 P.M. at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members, in accordance with Chapter 202 of the Acts of 1932, as amended, and subject to referendum as provided therein:

<table>
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<tr>
<th>ARTICLE 1</th>
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<td>Board of Selectmen</td>
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<tr>
<td>Town Reports</td>
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To see if the Town will vote to choose a Moderator to preside over said meeting and to receive reports of town officers, boards and committees, including the Report of the Advisory Committee; or take any other action in relation thereto.
ARTICLE 2
School Committee
Hunnewell School Project

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money, to be expended under the direction of the Permanent Building Committee, for architectural and engineering designs, plans and other specifications, bid documents, permitting, and any associated costs related to the reconstruction or replacement of the Hunnewell School located at 28 Cameron Street, and for any other services in connection therewith and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(7) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or note of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such costs by a like amount; or to take any other action in relation thereto.

ARTICLE 3
Citizen Petition
Appoint Committee to Evaluate the Governance of the Council on Aging

By signing below, I petition Town Meeting to authorize the Moderator to appoint and facilitate a Committee to evaluate the governance at the COA, including the treatment of the COA employees by the COA Board, and to report back to Town Meeting with the Committee’s recommendations for governance of the COA going forward. The COA Director will report to the Executive Director of General Government Services until the Committee makes its recommendations and further action is taken by Town Meeting.

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

Hereof fail not and make due return of this warrant and your doings thereon unto the Town Clerk at or before the time of holding said meeting.
Given under our hands this 4th day of November 2019.

Board of Selectmen

______________________________________
Marjorie R. Freiman, Chair

______________________________________,
Thomas H. Ulfelder, Vice-Chair

______________________________________
Jack Morgan, Secretary

______________________________________
Elizabeth Sullivan Woods

______________________________________
Lise M. Olney

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

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

Wellesley, MA November ____, 2019

   I have this date caused the within warrant to be served by posting a true and
   attested to copy thereof in two conspicuous places in the Town, i.e., the Town Hall
   and Wellesley Police Station.

   ______________________________
   Constable, Town of Wellesley
7. **Discuss and Vote Amendment to SBC Charge – Superintendent Voting Status**

The School Committee discussed and voted to approve an amendment to the SBC Charge on Tuesday, October 29th that would remove David Lussier as a voting member of the SBC. David provided the following rationale for the change to the School Committee:

The WPS Administration and Staff have been working very closely with Compass and SMMA on the education plan that will drive the design of a new elementary school to be built on either the Upham or Hardy sites. Regardless of which site is ultimately recommended and selected, the Town will have the ability to open a new school that meets our 21st Century educational needs. With this in mind, the factors that will ultimately determine which site is better suited to host this new school will not likely be educational in nature. As such, I would prefer that the Superintendent’s role be amended to be similar to the other educators on the SBC, meaning that my status would be that of a non-voting member. This would allow me to continue to engage in feasibility work with a non-voting, neutral status. I would still expect to contribute to the SBC in ways that will be consistent with my past participation.

The SBC Charge was created by dual vote of the School Committee and the Board of Selectmen. Any modification to the Charge requires dual votes of support by the School Committee and the Board of Selectmen. I have included the current SBC Charge for your review.

**MOTION**

**MOVE to approve a modification to the School Building Committee Charge to change the voting status of the Superintendent, David Lussier, to non-voting member of the SBC.**
Introduction
At its meeting on May 23, 2017, the School Committee voted unanimously to adopt a position statement on the Hardy, Hunnewell, and Upham (HHU) Facilities Project. The statement summarizes the School Committee’s position on the excellent work recently completed by the HHU Master Plan Committee (MPC) and also sketches out future steps, most particularly the creation of a School Building Committee (SBC) to continue work on the project. While school committees in Massachusetts have authority and responsibility under the General Laws for establishment and maintenance of school buildings (MGL 71:68), the Committee recognizes that the potential scale of the HHU project warrants a broad-based process, involving multiple Town boards as well as interested residents, in an attempt to build consensus around the project. As the School Committee and the Board of Selectmen jointly established the HHU MPC, as well as the School Facilities Committee that preceded it, the School Committee and the Board of Selectmen are jointly creating the SBC and establishing this charge for its work.

Purpose
The purpose of the School Building Committee, which will work under the guidance of the School Committee, in collaboration with the Board of Selectmen, is to direct the building process through feasibility study, schematic design and design development, and construction.* This work will involve a significant commitment from SBC members, spanning multiple years.

Throughout all of its work, the SBC shall regularly engage with both the School Committee and the Board of Selectmen in order to report on its work as well as receive input on its process. The School Committee will retain the authority to make final decisions on behalf of the Wellesley Public Schools with respect to the proposed building projects. In particular, the decision to build at Hardy or Upham, and the scheduling and phasing of the final master plan, will be determined by the School Committee, in consultation with the Board of Selectmen, based on information and analysis provided by the SBC, as well as the work of previous committees.

The SBC shall be guided by all of the priorities and positions set forth in the School Committee HHU Position Statement, particularly including the following items:

- The foremost priority is for facilities that best serve the elementary students of Wellesley by meeting their educational programming needs in the most fiscally responsible manner.
- The Hardy, Hunnewell, and Upham school buildings do not meet modern standards for education, and simple renovations and upgrades to meet building code will not be sufficient to bring the schools up to those standards.
- Because of the challenge in meeting modern educational needs through renovations of the existing buildings, the buildings should be either new or, in the case of Hunnewell and Hardy, may instead be substantially rebuilt preserving the façades of the existing buildings.
- The new or substantially rebuilt buildings should meet state standards as set forth by the Massachusetts School Building Authority (MSBA), including the appropriate types and sizes of learning spaces. In particular, smaller learning spaces to complement traditional classrooms are critical in the delivery of academic supports for students.
- The new or rebuilt schools should contain 19 grade-level classrooms, the same size as Bates and Sprague are currently.

* Although the Town has repeatedly sought assistance from the Massachusetts School Building Authority (MSBA) for the HHU project, it has not been invited into the assistance program by the MSBA. Nonetheless, the School Committee intends to largely follow the MSBA model for a school building project. See http://www.massschoolbuildings.org/building for more information about the steps in MSBA projects and the creation and membership of school building committees.
• At this time, two schools should be rebuilt, including Hunnewell and either Upham or Hardy, in an order to be determined after further study. Per the School Committee’s HHU Position Statement, in the event that elementary enrollment exceeds 2,350 on a trending basis, a new SBC charge would be developed to include plans for building the third school.

**Charge**

The SBC’s first task will be to design and conduct a feasibility study on the HHU sites.

The feasibility study shall be structured so that all analysis relevant to the decision whether to build at Hardy or Upham is performed first. This initial “proof of concept” phase shall be performed at all three sites and, at a minimum, address:

- Documentation of the District’s educational program and determination of facility features required to support the program.
- Development of conceptual site and floor plans for “fit testing.”
- Consideration of all feasible swing space options, including building on the back of the Hardy or Upham lots, use of external swing space locations, or other solutions.
- An “environmental audit” of all three sites, in consultation with the Town’s Sustainable Energy Committee (SEC), providing information on the environmental impacts of various potential scenarios.
- Consideration of the likelihood of successfully permitting any proposed project, both during construction and at completion.

With respect to the feasibility study, the SBC will be responsible for:

- Determining the full scope of the feasibility study and developing a proposed plan and estimated budget for it.
- Developing a Request for Proposals (RFP) for a designer to conduct the study.
- Gaining approval for the proposed plan, estimated budget, and RFP from the School Committee and Board of Selectmen.
- Selecting a designer.
- Supporting the School Committee and Board of Selectmen in meeting the timetable of steps necessary to seek an appropriation to fund the study at a Fall 2017 Special Town Meeting.
- Conducting the “proof of concept” phase of the feasibility study on all three sites.
- Producing an interim report documenting the results of the “proof of concept” phase of the feasibility study and presenting it to the School Committee and the Board of Selectmen. The interim report shall document the building options that the SBC has determined to be feasible, including relevant analysis and comparisons of various aspects of these options.
- Completing the feasibility study on the two selected sites.
- Producing a final report documenting the results of the feasibility study and presenting it to the School Committee and Board of Selectmen.

Although the formal feasibility study will include consideration of swing space options, the SBC shall have additional responsibility for independent analysis of potential swing space options, preceding and/or in parallel with the formal study. The goal of this independent analysis is, in part, to generate additional swing space options for consideration in the feasibility study, as well as to eliminate other options that may be determined to be infeasible or undesirable.

Once the feasibility process is complete, the SBC will work with the Permanent Building Committee in the execution of the design and construction of the two elementary school buildings.
Public Engagement

In order to provide a broad base of input and feedback from town residents during its work, the SBC is charged with organizing various advisory groups to represent different constituencies or interests, including but not limited to: environmental concerns (in consultation with the Sustainable Energy Committee), historical concerns (in consultation with the Historical Commission), neighborhood/abutter concerns, and playing fields and other recreation concerns. The SBC shall design a process by which it can engage with these groups to solicit and respond to their input. In addition to working with these organized interest groups, the SBC is charged with conducting appropriate public outreach on topics that it considers may be of particular interest or concern to the community.

All meetings of the SBC, or any subcommittees of the SBC, shall be held in accordance with the Open Meeting Law (MGL 30A:18-25). The SBC shall, to the best of its ability, ensure that its meetings are recorded by Wellesley Public Media and broadcast live and/or made available for later viewing by the public.

Membership

Guided by the model used by the MSBA for school building committees (963 CMR 2.10(3)), the members of the SBC shall be:

- One member of the School Committee
- Superintendent of Schools
- Principals of the Hardy, Hunnewell, and Upham Schools (non-voting)
- One member of the Board of Selectmen
- Executive Director or designee
- One member of the Permanent Building Committee
- Facilities Maintenance Director or designee
- One member of the Advisory Committee
- Three community members with experience in construction, architecture, or engineering

Each of the boards or committees having membership shall select which of their members will serve on the SBC. Having continuity of service on the SBC is a priority; however, given that the expected duration of the SBC will likely cross over members’ terms of office on their board or committee, replacement of members over time is expected.
8. Executive Director’s Update

Minutes

The following minutes are ready for approval: September 9, 2019, October 7, 2019, October 15, 2019 and October 21, 2019.

MOVE to approve the minutes of September 9, 2019, October 7, 2019, October 15, 2019 and October 21, 2019.

Accept Gift to Recreation Committee

The Recreation Department has received a gift of $50,223 from Wellesley Friendly Aid as a donation to assist with camp scholarships that were granted for summer 2019.

MOVE to accept the gift from Wellesley Friendly Aid to the Recreation Department in the amount of $50,223 to support camp scholarships for summer 2019.

Approve Disclosures of Treasurer and HR Director

An appearance of a possible conflict of interest can be made when representatives of Participating Government Units who take health care benefits from that Group, participate in deliberation/votes that affect the costs of insurance plans. Marc Waldman and Scott Szczebak are the Town’s representatives to the West Suburban Health Group and who are eligible and do take the Town’s health insurance benefits. In an abundance of caution it was recommended that both Marc and Scott submit disclosures of a possible conflict and have them approved by the Selectmen. Please see memo from Marc Waldman on this topic along with the disclosures.

MOVE to approve the disclosures provided by Marc Waldman, Treasurer and Scott Szczebak, Director of Human Resources.

Metrowest MPO Representative

The MPO Representative position is open for Metrowest and has Ashland and Framingham vying for one seat. Framingham has sent a letter requesting Wellesley’s vote to retain their position as representative for Metrowest. I have included the candidate statements for both Ashland and Framingham. Both communities participated in a candidate panel discussion which can be viewed on Youtube at https://youtu.be/5K1DEhK971M. The Town does not have to vote, but if we would like to participate the choice must be submitted by November 5. Given Wellesley’s more suburban status and the Ashland candidate’s current position with regards to the Metrowest Collaborative and the MAPC Executive Board, I am inclined for the Town to support a change to Ashland.

MOTION

MOVE to vote for _____________________ to represent Metrowest at the MPO.
Approved:

Board of Selectmen Meeting: September 9, 2019
Present: Freiman, Sullivan Woods, Ulfelder, Olney, Morgan
Also Present: Jop

Warrants approved: 2020-009 $3,995,772.17

Minutes approved: none

Meeting Documents:
1. Agenda
2. BOS Calendar
3. Executive Director’s Report
4. Projected Sources and Uses
5. Draft revised Boston Marathon Invitation Entries
6. Draft Boston Marathon Charity Application
7. Draft Boston Marathon Individual Application
8. Change in Officers and Directors Application – Whole Foods
9. Draft BOS Minutes – 9/3/19 (a.m. meeting)
10. Advisory Committee liaison assignments
11. Advisory Committee Bios
12. Correspondence: Diane Campbell

1. Call to Order
Ms. Freiman, Chair, called the meeting to order at 7:00 pm in the Juliani Room.

Ms. Freiman 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. Announcements
Ms. Olney stated she would hold office hours at 9:00 a.m. at Town Hall the following day, Tuesday, September 10th.

Ms. Freiman stated that on Wednesday, September 11th, at 9:45 a.m. the Town memorial ceremony of the events of September 11, 2001 would take place at the main Fire Station.

Ms. Sullivan Woods stated that the Wellesley Square Merchants would be hosting “Mom’s Day Out” September 13th and 14th, she added that the 2-hour parking meters in the area would be free.

4. Review Financial Outlook and Discuss Operating Guidelines FY21
Ms. Strother, Town Finance Director, joined the Board.
Ms. Strother reviewed the potential budget guidelines for FY21 and noted that in 2019, the Town had added to general reserves and that the Schools had increased circuit breaker holdings. She provided an overview of the revenue assumptions for the guidelines, noting that the assumption was that the State funds would be level. She stated that she did not include any assumptions for revenue from the 40B or 40R permits. Ms. Jop stated that when reviewing the timeline of the projects, it was most likely that permitting fees for the Wellesley Office Park project would likely begin in July 2020 which would impact the FY21 revenue assumptions and the majority of the 40B projects would also most likely impact FY21. Ms. Jop described the process for DHCD approval of the upcoming projects being added to the Town subsidized housing inventory. The Board discussed the FY21 operating guideline and the housing inventory and goals. Ms. Strother reviewed the sources and uses, the proposed scenarios, and assumptions.

Ms. Freiman stated that the reserves were higher than set by the Board’s policy and reviewed the options before the Board regarding the excess reserves including, keeping the reserves, financing a capital expense inside the levy, or reducing borrowing. She reviewed a meeting she and others attending with members of the School Committee. She noted that new programs were separated out as were general education programming from special education programs. She stated that the starting increase proposed by the Schools was an increase of 2.672% of the current approved budget, and the request for the budget was for a minimum base increase of 4.31%. She stated that special education services had been much greater than anticipated for FY20 due largely to unanticipated out of district costs and that the proposal included a request to utilize the SPED stabilization fund to make up for the shortfall. The Board discussed the proposed budget and the need for further information and clarification of the breakdown of the budget as well as the SPED stabilization fund. Ms. Jop briefly reviewed the anticipated budget cycle calendar.

5. **Discuss and Vote Revised Boston Marathon Invitational Entry Policy**

Ms. Jop reviewed the drafted policy, noting that no comments were received since the previous distribution of the draft. She noted that the applications had been updated to include the mandatory fundraising platform to align with the BAA requirements.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the proposed revisions to the Boston Marathon Invitational Entry Policy.

6. **Discuss and Vote 2020 Boston Marathon Fundraising Minimum**

Ms. Jop provided an overview of the minimum fundraising requirements included in the policy. She noted that the BAA had increased its minimum fundraising requirement to $5,000, and many communities followed the BAA guidelines. She stated that the staff recommendation was to increase the minimum fundraising amount incrementally over the next few years. The Board discussed the fundraising minimums for charities and for the scholarship runners.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to set the fundraising minimum for the 2020 Boston Marathon to $4,500.

7. **Discuss and Vote Change of Officers/Directors for Whole Foods, 442 Washington St.**

Ms. Jop reviewed the application for the Board’s review and approval.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the change in officers and directors for the Whole Foods Market Inc. located at 442 Washington Street.

8. **Executive Director’s Report**
Ms. Jop stated that the Town would be utilizing the Town “News and Announcements” electronic platform more often and encouraged the public to visit the Town website and sign up for the news alerts. The Board briefly reviewed the low level EEE threat in Town and the Town’s response to questions regarding the “low threat” level status.

9. **Project Updates**

Mr. Ulfelder stated that the previous School Building Committee meeting had been brief and that the focus of consisted largely around how SBC understands the MSBA process and what would be needed to proceed. He noted that the first community meeting was held at the Sprague School and that it was well attended and there had been a good dialogue. Ms. Olney asked for clarification on the swing space plan. Mr. Ulfelder reviewed the current swing space and Hunnewell cohort proposal. He added that details would continue to be worked out for the process and would bring comments from the Board to the SBC.

10. **New Business and Other Correspondence**

None.

11. **Executive Session under M.G.L. c. 30A, §21(A), exemption #6 – to discuss negotiations for the land lease of real estate with Trinity Financial at the Tailby and Railroad Commuter Parking Lots**

Ms. Freiman requested a motion that the Board vote to convene an Executive Session for the purposes of discussing lease negotiations with Trinity Financial for the Tailby and Railroad Parking Lots and declared that having such discussions in Open Session would have a detrimental effect on the Town’s bargaining position.

At 8:17 pm, upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board was polled and voted to enter Executive Session under M.G.L. c. 30A, §21(A), exemption #6 – to discuss negotiations for the land lease of real estate with Trinity Financial at the Tailby and Railroad Commuter Parking Lots and to invite Meghan Jop and Tom Harrington to participate.

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

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board was polled and voted to exit Executive Session and return to Open Session.

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

The meeting was adjourned at 9:14 pm.

The next regular meeting is scheduled for Monday, September 16, 2019 at 7:00 pm in the Juliani Room.
Approved:

Board of Selectmen Meeting: October 7, 2019
Present: Freiman, Sullivan Woods, Ulfelder, Olney, Morgan
Also Present: Jop

Warrants approved: 2020-012 $8,521,216.94
2020-013 $6,220,197.88

Minutes approved: September 16, 2019

Meeting Documents:
1. Agenda
2. BOS Calendar
3. Executive Director’s Report
4. Library Roofing Presentation
5. Library Roofing Assessment
6. Central St. Fire Station Building Envelope Presentation
7. Central St. Fire Station Building Envelope Assessment
8. Draft BOS Minutes: 9/16/19
9. Correspondence from Enbridge
10. Correspondence from National Grid
11. Correspondence from Governor Baker’s Office
12. Correspondence from Fiorella’s of Wellesley
13. Correspondence from Miyares and Harrington
14. Correspondence from Our Town Wellesley
15. Correspondence from Mr. Tauer
16. Correspondence re: Notice of Intent 20 & 40 William Street
17. Volunteer Form

1.  Call to Order

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

Ms. Freiman 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.  Announcements

Ms. Olney stated that Leon Gaumond, the Town Manager of Weston, would be hosting a gas forum, “Triage and Transition,” to discuss gas leaks and gas infrastructure in the Commonwealth on October 24th at the Amy Potter Center at the Weston Middle School. The speakers will include State Representatives Alice Peisch and Lori Ehrlich, gas experts Dr. Nathan Philips, Bob Ackley, Dr. Brita Lumberg and others.

Mr. Ulfelder stated that the Hardy Upham feasibility kick off would be held on October 15th at 7:30pm at the Middle School Auditorium and encouraged the community to attend and hear about the Hardy Upham Feasibility study and ask questions.
Ms. Sullivan Woods stated that the Selectmen would be hosting Office Hours at Town Hall in Conference Room G on Tuesday, October 8th between 9-10:30 a.m.

4. **Discuss Library Roof Feasibility Study**

Mr. McDonough, Director of FMD, Joe Murray Project Manager of FMD, and Mr. Russo of Russo Barr Associates, joined the Board.

Mr. McDonough provided an overview of the Library Roof project, the RFQ process, and the scope of work. He noted that the project had been on the Capital Plan since FY16 and had been carrying the funds forward through FY22 but noted the leaks had been more severe than expected. Mr. Russo provided a review of the study performed by Russo Barr, including the existing conditions of the roof and the proposed design. He noted that the recommendations for the replacement would have a thirty-five-year expectancy. He stated the updates would make the roof “solar ready”. Mr. McDonough reviewed the funding sources and timeline options for the project. He stated the budget cost estimate for the recommended timeline was projected to cost $1,293,750.

Ms. Olney asked for clarification regarding the project including a solar ready roof rather than adding the solar panels as part of the project. Mr. McDonough stated that the roof was a maintenance project and noted solar panels were not included in the scope of the RFQ. He added that the roof was an opportunity but including solar panels would be a separate project that would require a new scope of work and additional meetings with the MLP, SEC, and the Trustees.

Ms. Sullivan Woods asked if there was an estimate savings cost for combining the roof project and a potential solar panel project. Mr. McDonough stated that based on discussions with FMD and PBC the estimated savings cost for combining the two projects was $100,000. The Board discussed the project, its timeline, the potential solar panel project, and the recommendations of FMD.

Ms. Robinson, Chair of the Library Trustees, joined the Board. She stated that the Trustees were in the early stages of reviewing solar options. She stated that the Library would work with MLP on any solar project and added that one concern for combining the projects is that roof repairs are more difficult when solar panels are in place.

Ms. Cluggish came before the Board. She stated she had been Chair of the Library Trustees during the main library building project. She noted that the Trustees were concerned with the roof at the time of the building and had been discussing solar panels as far back as 2009. She stated she was encouraged by discussions for adding solar panels to the library.

5. **Discuss Central Street Fire Station Envelope Study**

Chief DeLorie, Assistant Chief Peterson, Mr. Clark and Mr. Tomlinson from Simpson Gumphertz and Hager (SGH) joined the Board.

Mr. McDonough provided an overview of the Fire Station envelope study, the scope of work, and the background of the project. He noted the building was 91-years-old and maintained the original roofing system. He stated the roof replacement project had been originally added to the FMD capital plan in FY14 and funds had been carried forward and evolved into the full envelope project. He stated asbestos material had been found in tests ran in 2018. He reviewed the budget process as well as the RFQ process and noted that SGH was a sub-consultant on the Middle School business systems project and had worked on other projects in Town.
Mr. Clark reviewed the study findings and recommendations for the project. He provided details regarding the existing conditions of the roof as well as water and tile test information. He noted the immediate, necessary, and long term repairs and replacements needed on the roof and throughout the building. Mr. McDonough reviewed the estimated budgetary cost breakdowns and replacement schedules for the three categories of work recommended. He reviewed the project schedule beginning in FY22 through FY30, noting the project would be included in the FMD cash capital budget and would not require presentation before PBC. Mr. McDonough stated the estimated cost estimate of the insulation and the catwalk repairs being done earlier in the project would be approximately $100,000 in construction costs. The Board discussed the project, the study, and its findings.

6. Executive Director’s Report

Ms. Jop announced the Assistant Executive Director would be joining staff on Wednesday, September 10th. She stated that the American Council of Engineering Companies of MA had asked Mr. McDonough to be part of the Awards Committee in representing the public sector judging for the 2020 awards competition. She noted that additional testing was taking place at the North 40 for the remediation of the landfill and it may be possible that work may require minor tree cutting.

Ms. Jop reviewed the drafted minutes for the Board’s approval.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the minutes of September 16, 2019.

7. Project Updates

Ms. Sullivan Woods stated that the Council on Aging had engaged an interim Director and a new consultant and both had been well received by the staff and the residents.

Mr. Morgan stated he attended a meeting of the Metro West Regional Transit Authority Advisory Board and noted that the Authority would be releasing a new app to be able to provide real-time information for MBTA bus, train, and subway schedule information.

Ms. Jop stated that she and Peter Tamm would be presenting 40R information before a meeting of the MGFOA that would include a site walk of William Street.

8. Discuss Hunnewell Feasibility Study

Ms. Freiman stated that the discussion would be an opportunity to discuss the feasibility study and swing space plan and to have questions answered about the project. She noted that the School Building Committee had originally voted to approve the feasibility study pending acceptance and a positive vote on the internal swing space plan. She stated the School Committee voted favorably on the internal swing space plan as did SBC at their meeting. She added that the School Committee would vote the final feasibility study the following evening and the Board would discuss and would expect to vote at its next meeting. She stated that a Special Town Meeting would be held on December 9th for the purpose of requesting design funds for the proposed project. Mr. Ulfelder reviewed the steps taken by the SBC during the feasibility study process and noted that the project was currently before the PBC and was in the early design stage and would continue to be revised.

Mr. McDonough rejoined the Board, School Superintendent Dr. Lussier, Mr. Pitkin of SMMA, and Mr. D’Amico of Compass joined the Board.
Mr. Morgan asked for clarification on the process and timeline for the School Committee with regards to
addressing redistricting. Dr. Lussier stated putting redistricting into place was several years away, however,
the planning process was required to begin as part of the MSBA process. He stated that as part of the
Hardy/Upham process two scenarios would need to be presented and reviewed for the Hardy site or the
Upham site and redistricting maps would be needed for both. He stated representation from each school as
well as Town staff would be included in the discussions. He noted that the School Committee had partnered
with an outside vendor with expertise in mapping and GIS to assist in the redistricting process.

Mr. D’Amico stated that at the upcoming Hardy/Upham community forum the group would be providing
a detailed overview of the MSBA process to the community, including the expected timeline. He added
that the School Committee was working toward a site decision preference finalized and submitted to the
MSBA by Annual Town Meeting. He added that MSBA process has the town vote on the final project after
schematic design which would currently be in time for the 2021 Annual Town Meeting. He stated that the
December 2019 Special Town Meeting would seek design funds for the Hunnewell project to have the
project prepared for the 2021 Annual Town Meeting. He noted the goal of the SBC would be to have both
projects voted on at the 2021 Town Meeting.

Ms. Olney asked for clarification how the Hunnewell community responses to the swing space options were
being considered. Dr. Lussier stated that over 200 parents had signed a petition in favor of moving forward
with internal swing space. He added that the concerns had been largely for those with children in multiple
grade levels and questions centered around transportation. He added that the School Committee and the
SBC were reviewing several options to mitigate concerns of the Hunnewell community. He noted free
transportation would be provided for the students. He stated that a survey centered around transportation
would be sent out in order to receive feedback for the transportation options.

Ms. Gray of the School Committee and School Building Committee Chair joined the Board. She stated that
the petition was signed by 200 Wellesley registered voters, 75 families that would impacted by the internal
swing space option. She noted School Committee and SBC continued to receive questions.

Ms. Sullivan Woods stated that letters from all school districts had been received from the Board, and asked
for clarification on the feeling and feedback from the host school communities and if the concerns had been
gauged. Ms. Gray stated that the individual forums at the schools provided an important step to receive
feedback and answer questions. She noted that engagement and communication at all the schools would
continue. Mr. Ulfelder noted that Ms. Ferko attended each meeting and made notes of the questions and
comments received by the families at the forums. He added that Ms. Ferko had indicated that each forum
had been productive.

The Board discussed the questions to be answered at the December Special Town Meeting as well as the
expected articles for the 2021 Annual Town Meeting. There was a discussion of whether the Board
would be voting on the swing space proposal. Board members expressed the view that the vote
should relate exclusively to support for the feasibility study on the Hunnewell School and to calling
a special town meeting for the appropriation of funds for schematic design. Mr. D’Amico stated that
as part of the HHU project, the new external website providing additional information to the community
had launched at www.wellesleyhhu.org and the site included the Hunnewell project background and the
Feasibility Study.

Mr. Bunger of 1 Curve Street and the Vice Chair of the Sustainable Energy Committee came before the
Board. He stated that SEC had discussed with PBC the sustainable building guidelines that the SEC is
proposing for all municipal construction in the Town. He noted that a change in building codes that
are in process would revise the energy efficiency requirements and may apply to the HHU projects depending on when they are constructed.

9. **New Business and Other Correspondence**

The meeting was adjourned at 9:04pm.

The next regular meeting is scheduled for Tuesday, October 15, 2019 at 4:00 pm in the Juliani Room.
Approved:

Board of Selectmen Meeting: October 15, 2019
Present: Freiman, Sullivan Woods, Ulfelder, Olney, Morgan
Also Present: Jop

Warrants approved: 2020-014 $1,839,725.04

Minutes approved: September 24, 2019

Meeting Documents:
1. Agenda
2. BOS Calendar
3. Executive Director’s Report
4. Hunnewell Elementary School Feasibility Study
5. Capital Projects Schedule as of 10/7/19
6. Swing Space Memo: 8/29/19
7. Swing Space Memo: 9/27/19
8. HHU Notes – School Meetings
9. Draft BOS minutes: 9/24/19
10. One Day Special License Request
11. Library Trustees approval of One Day request
12. Correspondence re: COA Appointments
13. COA Gift background – Campana
14. Campana Gift information
15. Singh’s CV Application
16. BPW letter of intent to retire
17. Wellesley Housing Authority member resignation letter
18. Wellesley Branding Brainstorm Group Summary
19. MA DEP Grant Information
20. MIIA Grant Award
21. Project Notice – Hunnewell Field
22. Animal Control Report

1. Call to Order

Ms. Freiman, Chair, called the meeting to order at 4:04 pm in the Juliani Room.

Ms. Freiman 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. Announcements

Ms. Sullivan Woods announced that the Wellesley Square Merchants had partnered with the School PTO’s, the COA and the Wellesley Free Library for a shopping event from Thursday, October 17th through Sunday, October 20th.
4. **Executive Director’s Report**

Ms. Jop briefly reviewed the draft minutes for the Board’s approval.

She stated that there had been a sewerage backup at the Police Station over the weekend, and thanked FMD for their immediate response in containing and cleaning after the issue. She noted that FMD had received a MIIA Grant in the amount of $6,400 that includes two dehumidifiers and pinless moisture meters. She stated that DPW received a grant in the amount of $7,700 from Mass DEP under the recycling dividends program.

Ms. Jop reviewed the One Day License before the Board for the Library Foundation, she noted the Trustees had approved the request at their most recent meeting.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the minutes of September 24, 2019.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve a One Day License to the Wellesley Free Library Foundation for an event at the Wellesley Free Library on November 2, 2019 from 7-9 pm.

5. **Discuss and Accept Campana Gift**

Ms. Jop reviewed the background on the receipt of the gift and noted that the first disbursement of the gift had been received by the Town. She noted that there were expectations of additional disbursements of the gift. She noted that the use of the funds had been revised to be more precise and that the interest earned would be used in the future to support the original request of the gift. The Board discussed the gift and the trust.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to accept the gift of $100,000 from the Richard A. Campana Revocable Trust for COA programs and facilities of the Tolles Parsons Center to be held in trust by the Town and that any and all interest earned be used for the same purposes of the original bequest.

6. **Executive Session under M.G.L. c. 30A, §21(A), exemption #6 – to discuss negotiations for the land lease of real estate with Trinity Financial at the Tailby and Railroad Commuter Parking Lots**

Ms. Freiman requested a motion that the Board vote to convene in Executive Session for the purposes of discussing lease negotiations with Trinity Financial for the Tailby and Railroad Parking Lots and declared that having such discussions in Open Session would have a detrimental effect on the Town’s bargaining position.

At 4:21pm Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder the Board was polled and voted to enter Executive Session under M.G.L. c. 30A, §21(A), exemption #6 – to discuss negotiations for the land lease of real estate with Trinity Financial at the Tailby and Railroad Commuter Parking Lots and to invite Meghan Jop, Tom Harrington, Dan Drazen, and Patrick Lee to participate. Following the adjournment of Executive Session, the Board will return to Open Session.

Ms. Freiman – Aye

Mr. Morgan – Aye

Mr. Ulfelder – Aye
Ms. Sullivan Woods – Aye
Ms. Olney – Aye

Up on a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board was polled and voted to exit
Executive Session and return to Open Session.

Ms. Freiman – Aye
Mr. Morgan – Aye
Mr. Ulfelder – Eye
Ms. Sullivan Woods – Aye
Ms. Olney - Aye

The Board returned to Open Session at 5:38pm

7. **Discuss and Vote COA Appointments**

Ms. Vogel, Chair of the Council on Aging Board, joined the Board. She stated the COA Board had received
two recent resignations which made conducting meetings challenging. She reviewed the interview process
of several candidates and presented the background of the two chosen candidates before the Board. Ms.
Freiman thanked Mr. Parker and Mr. Hume for their interest in serving on the COA Board.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to appoint
Theodore Parker to the Council on Aging for a term to expire on June 30, 2021 and to appoint Gerald
Hume to the Council on Aging for a term to expire on June 30, 2020.

8. **Discuss and Vote Hunnewell Feasibility Study**

Ms. Freiman reviewed the background of the Hunnewell School Project, noting it began in 2002 when the
first conditions assessment was conducted of all elementary schools and the middle school. She noted
benchmarks since 2002 that brought the project through 2019 and the current feasibility study. She stated
that the SBC was changed with selecting an OPM and designer potentially conducting an analysis on swing
space options independent of the formal feasibility study and producing the final report outlining the study
for the School Committee and the Board. She noted that the Board was discussing support of the feasibility
study while swing space options remain under the jurisdiction of the School Committee.

Ms. Jop stated that the Board was being asked to approve funding for schematic phase through bidding
phase, noting the Town’s policy is to present at Town Meeting with bids in hand. The Board discussed
voting on the feasibility study.

Ms. Sullivan Woods stated she felt there was a lack of buy-in in the community and felt that the voting on
the study was difficult for her. She noted the questions and concerned received from emails and at the
forums regarding the project. She stated that she believed there were unanswered questions and that she
would abstain from voting. Mr. Morgan stated his disagreement that there had not been enough information
put out to the community.

The Board discussed the Hunnewell feasibility study.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (4-0-1 - Sullivan
Woods abstained) to support the SBC Feasibility Study of the Hunnewell Elementary School and to
call a Special Town Meeting on December 9, 2019 to seek the appropriation of funds for schematic
design phase through bidding phase.
9. Discuss and Vote Common Victualler License Transfer Singh’s Café, 312 Washington Street

Mr. Bhujel, proposed owner of the restaurant joined the Board with his counsel.

Ms. Jop provided an overview of the change in ownership of Singh’s Café. She noted that the Singh’s would remain involved in the operations until the liquor license is transferred and approved by the ABCC. She stated that the health department was supportive of the transfer and was satisfied with the proposed new owners.

Mr. Bhujel stated that at present the restaurant and menu will remain the same. Ms. Olney encouraged Mr. Bhujel to consider recyclables rather than plastic containers.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the transfer of the Common Victualler License from the Kebab Group to Kabin Bhujel for Singh’s Café located at 312 Washington Street.

10. Project Updates

Mr. Morgan stated based on feedback from the Board during the Library roof project presentation, the Library Trustees were expected to vote to add a placeholder in their cash capital budget for a solar energy study for FY21.

Ms. Freiman stated that she and Ms. Jop presented before the PBC regarding the Town Hall Interior and the Town Hall Annex and noted the working group would be reconvening to discuss comments received from the PBC.

11. New Business and Other Correspondence

The meeting was adjourned at 6:42 pm.

The next regular meeting is scheduled for Monday, October 21, 2019 at 7:00 pm in the Juliani Room.
1 Approved:

2 Board of Selectmen Meeting: October 21, 2019
3 Present: Freiman, Sullivan Woods, Ulfelder, Olney, Morgan
4 Also Present: Jop
5
6 Warrants approved: 2020-015 $6,930,379.96
7
8 Minutes approved: None

9 Meeting Documents:
10 1. Agenda
11 2. BOS Calendar
12 3. Sustainable Energy Committee memo re: FUTURE Act
13 4. SEC Draft Resolution
14 5. NRC Memo re: FUTURE Act
15 6. Draft Contract – Baumann & Baumann CPA firm
16 7. Correspondence re: MIIA Grant Award
17 8. Correspondence re: DEP Grant Award
18 9. Correspondence re: Cameron Street Lot
19 10. Memo re: Cameron Street Lot
20 11. July 2019 Memo re: FUTURE Act
21 12. FUTURE Act draft resolution
22 13. FUTURE Act Information Sheet
23 14. FUTURE Act Road Map
24 15. FUTURE Act

28 1. Call to Order
29
30 Ms. Freiman, Chair, called the meeting to order at 7:00 pm in the Juliani Room.
31
32 Ms. Freiman announced the meeting was being telecast live on Comcast channel 8 and Verizon channel 40
33 and streamed live by Wellesley Media and is recorded for subsequent viewing on the cable channels or at
34 wellesleymedia.org.
35
36 2. Public Comment
37
38 Ms. Reidy of 60 Prospect Street came before the Board. She stated her concerns regarding the Hunnewell
39 project and stated that she supported Ms. Sullivan Woods’ abstention from the vote on the project at the
40 previous Board meeting. She stated she believed many residents were concerned about the project and the
41 amount of green space that would be taken by the proposed new Hunnewell building.
42
43 Ms. O’Connor and Ms. Wade, Wellesley College Students, came before the Board. Ms. O’Connor stated
44 that in light of the ongoing climate crisis she was asking that the Town make a formal commitment to move
45 towards 100% renewable energy by 2025. Ms. Wade stated that the request also was that the Town consider
46 a sustainable transition so that minority communities would not be negatively impacted
47
48 Ms. Passananti of 9 Oakland Street came before the Board. She stated her support of Ms. Reidy’s comments
49 and stated she was concerned with the SBC commitment of moving forward with the early Hunnewell plan.
50 She read a letter before the Board that was signed by 15 Schofield families stating their opposition to the
Hunnewell project. She stated the letter would be mailed to the Selectmen in the near future to be added to the formal record.

3. **Announcements**

Ms. Sullivan Woods announced that the Health Department would continue to offer flu vaccinations for residents and Town employees and that the clinics held had been well attended by the community and staff. She stated that the COA had retained an interim Director and had identified a number of exciting initiatives to better meet the needs of residents.

4. **Discuss FUTURE Act Resolution**

Ms. Olton, Chair of the Sustainable Energy Committee, and Ms. Martello, Director of Sustainable Energy Committee, joined the Board.

Ms. Olney provided an overview of the FUTURE Act and discussions at previous Board meetings. She noted the Town had 197 leaks in 2015 and currently has 261 leaks from the National Grid count. She added that a study commissioned by the Natural Resources Commission in 2017 showed many more leaks than had been reported by National Grid. She stated she had been co–coordinating efforts with 20 towns within National Grid territory for the past year, attempting to engage National Grid on how to accelerate leak repair; very little progress has been made to date. She stated that the goals of the FUTURE Act include acceleration of the pace of leak repair, requiring independent audits of the repairs, and closing a loophole in how environmentally significant gas leaks are identified. She stated that the bill was currently scheduled to be reviewed by the Joint Committee on Telecommunications, Utilities and Energy in late October and towns are being asked by bill proponents to indicate support for the bill prior to the hearing. She noted the letter and draft resolution sent to the Board from the NRC and stated that the NRC supports the resolution recommended by the SEC.

Ms. Olton stated the SEC supported the principles within the FUTURE Act. She noted that other Towns including Arlington, Lincoln, and Newton have passed resolutions in support of the principles of the bill or the bill in its entirety. She reviewed the drafted SEC resolution in support of the major principles of the bill. She asked that the Board endorse the SEC resolution. Ms. Martello stated that she attended a recent forum regarding gas leaks, and noted that National Grid executives were there to participate for the first time, but they did not present any specific timeline or strategy for addressing leaks in the various towns.

The Board discussed the resolutions presented to the Board from the NRC and from the SEC.

**Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to support the Resolution approved by the Wellesley SEC in Support of specific Gas Safety, Municipal Coordination and Greenhouse Gas Reduction Principles Contained in An Act for Utility Transition to Using Renewable Energy (FUTURE Act) H.2849/S.1940.**

5. **Discuss and Vote Engagement of Accounting Firm for WHDC**

Ms. Jop stated that The WHDC must file a Form 990 to the IRS annually and have used Baumann and Baumann CPA firm for several years and had received an updated cost estimate for the annual submission. She noted the Board approval is necessary and stated that the Finance Director had approved the engagement letter and was supportive of continuing to use the firm.

The Board briefly discussed the structure of the WHDC in reference to comments received from the CPC.
Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve contracting for accounting services from Baumann and Baumann CPA for completion of the Form 990 and other compliance filings, if necessary, for fiscal year ending June 30, 2019 as described in the Engagement Letter dated June 16, 2019.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to authorize Tim Barrett and Robert Kenney of Wellesley Housing Development Corporation Board of Directors to sign Baumann and Baumann CPA Engagement Letter dated June 16, 2019 on behalf of the Wellesley Housing Development Corporation.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to accept the 2018 Form 990 prepared by Baumann and Baumann CPAs for Wellesley Housing Development Corporation’s (WHDC) fiscal year ending June 30, 2018 as presented by Timothy Barrett, Director, at WHDC’s October 11, 2019 Board meeting. Furthermore, to authorize Robert Kenney, Chairman, to sign Form 990 and Form 8879-EO to allow Baumann and Baumann CPAs to file the Form 990 with the Internal Revenue Service, and to authorize the Treasurer to disburse $3,045 to Baumann and Baumann CPAs for payment for its 990 preparation services.

6. Vote to Open Special Town Meeting Warrant

Ms. Freiman stated the Board had voted to call a Special Town Meeting for the Hunnewell School project and the opening of the warrant was required.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to call a Special Town Meeting and set the follow dates:
- Open the Warrant on October 21, 2019
- Close the Warrant on October 25, 2019 at 5:00 pm
- Motions due to the Selectmen’s Office Friday, November 15, 2019 at 5:00 Pm
- Start of Special Town Meeting, Monday, December 9, 2019 at 7 pm at the Wellesley Middle School.

7. Executive Director’s Report

Ms. Jop stated that the two grants the Town had received for DPW and FMD required formal Board acceptance.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to accept the Department of Environmental Protection Sustainable Materials Recovery grant award to the Department of Public Works in the amount of $11,700.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to accept the 2 Portable Dehumidifiers and 8 Pinless Moisture Meters from the MIIA Risk Management Grant totaling in value $6380.

8. Project Updates

Mr. Ulfelder stated that the Hardy Upham Project Kickoff the previous week was well attended. He stated that there had been many discussions and questions regarding the Town’s willingness to close one of the schools. He added that the next SBC meeting was scheduled for November 14.

9. New Business and Other Correspondence
None.

10. **Executive Session under M.G.L. c. 30A, §21(A), exemption #3 to discuss strategy with respect to collective bargaining with all unions**

Ms. Freiman requested a motion that the Board vote to convene in Executive Session for the purposes of discussing strategy with respect to collective bargaining with all unions and declared that having such discussions in Open Session would have a detrimental effect on the Town’s bargaining position.

At 7:52 pm Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder the Board was polled and voted to enter Executive Session under M.G.L. c. 30A, §21(A), exemption #3 – to discuss negotiations strategy with respect to collective bargaining with all unions, as the Chair has declared that having such a discussion in Open Session would have a detrimental effect on the Town’s bargaining position and to invite Meghan Jop to participate. Following the adjournment of Executive Session, the Board will return to Open Session for the sole purpose of adjourning the meeting.

Ms. Freiman – Aye
Mr. Morgan – Aye
Mr. Ulfelder – Aye
Ms. Sullivan Woods – Aye
Ms. Olney – Aye

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board was polled and voted to exit Executive Session and return to Open Session.

Ms. Freiman – Aye
Mr. Morgan – Aye
Mr. Ulfelder – Aye
Ms. Sullivan Woods – Aye
Ms. Olney - Aye

The meeting was adjourned at 8:24pm.

The next regular meeting is scheduled for Monday, November 4, 2019 at 7:00 pm in the Juliani Room.
October 30, 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 Friendly Aid, in the amount of $50,223.00.

This camp scholarship donation is for the summer of 2019. The check has been deposited and a thank you letter has been sent.

Thank you in advance for your assistance.

Matthew G. Chin
Director of Recreation

MC/kb
October 24, 2019

To: Meghan Jop, Executive Director
From: Marc Waldman, Treasurer/Collector

Subject: Conflict of Interest on West Suburban Health Group Board

As we previously discussed, the West Suburban Health Group (WSHG) has received a legal opinion (copy attached) regarding a determination made to the Cape Cod Municipal Health Group (CCMHG). The issue involved a possible conflict of interest when representatives of Participating Governmental Units who take their health benefits from that Group, participate in deliberations/votes that affect the costs of the insurance plans. The WSHG and CCMHG operate in the same manner and exist under the same authorizing statute and have both been in operation for approximately thirty years. As can be seen from the attached legal opinion obtained by the CCMHG, the Ethics Commission has advised that the decision making participation on the Board of the joint purchase group does constitute a conflict of interest when the Board member or in some cases the alternate participates in deliberations/votes affecting the rates of the health plans.

The attorney engaged by the CCMHG and the attorney for the Ethics Commission agree that the Board member and alternate are eligible to seek a Sec. 19 waiver from their appointing authority and thus, continue to participate in deliberations/votes regarding the health insurance matters before the joint purchase group. As such, I have attached Sec. 19 disclosure forms for both Scott Szczechak as Wellesley’s WSHG alternate and myself as Wellesley’s WSHG board member for the approval of the Board of Selectmen. Please let me know if you have any additional questions.
September 13, 2019

Carol G. Cormier, MHA, LIA
Senior Client Executive
Gallagher Benefits Services
11 Midstate Drive, Suite 200
Auburn, MA 01501

Re: CCMHG Request for Legal Opinion

Dear Carol:

Issue/Summary of Opinion

On behalf of the Cape Cod Municipal Health Group ("CCMHG"), you have asked for a legal opinion about whether a representative to the CCMHG for a Participating Governmental Unit ("PGU Representative") who subscribes to a CCMHG health insurance plan violates Massachusetts' Conflict of Interest Law (M.G.L. c. 268A) by participating in deliberations/votes that affect the costs of CCMHG health insurance plans without disclosing the "conflict" and obtaining the approval of the Representative's appointing authority to participate.

For the reasons stated below, we advise any PGU Representative to the CCMHG who subscribes to a CCMHG health insurance plan not to deliberate or vote on matters that affect the costs of CCMHG health insurance plans until they obtain the exemption under section 19(b)(1) of c. 268A.

Background

M.G.L. c. 32B, § 12 authorizes municipal entities to form Health Insurance Joint Purchase Groups for the negotiation and purchase of health insurance, with the goal being to lower health
insurance costs for the Participating Governmental Units. Generally, these groups operate under the provisions of a Joint Purchase Agreement ("JPA") which requires each PGU to appoint a primary and back-up representative to a Board which administers the JPA. It is our understanding that most of the PGU Representatives to the CCMHG subscribe to health insurance offered by the CCMHG.

The issue addressed by this letter arose when a PGU Representative to the CCMHG, who we will refer to as "PGU Representative A," was accused by someone from PGU Representative A's community of having a conflict of interest. Although no complaint was filed with the Ethics Commission, the PGU Representative A reached out to the Ethics Commission's Legal Division for advice regarding whether PGU Representative A's participation created a conflict of interest. Like all other PGU Representatives to the CCMHG, PGU Representative A participates in deliberations and votes on what health insurance plans the CCMHG will offer to PGUs, including the premium cost, changes in plan design, etc. As discussed further below, the Ethics Commission advised PGU Representative A that the Representative must abstain from participating in deliberations and votes related to the cost of the CCMHG health insurance plans unless the Representative obtains an exemption under section 19(b)(1).

There has never been any suggestion that any actions, votes, etc. by PGU Representative A, or any other PGU Representative to the CCMHG, was motivated by personal financial interests. Rather, this comes down to the definition of "financial interest" in c. 268A. Although the position of the Ethics Commission is directed at PGU Representative A, its position raises the question about whether a similarly situated PGU Representative to the CCMHG—or, for that matter, similarly situated PGU Representatives to other Massachusetts Health Insurance Joint Purchase Groups under M.G.L. c. 32B, § 12—are violating c. 268A unless they follow the exemption process available under M.G.L. c. 268A, § 19.

**Pertinent Provisions of M.G.L. c. 268A**

M.G.L. c. 268A, § 19 reads as follows:

Section 19. (a) Except as permitted by paragraph (b), a municipal employee who participates as such an employee in a particular matter in which to his knowledge he, his immediate family or partner, a business organization in which he is serving as officer, director, trustee, partner or employee, or any person or organization with whom he is negotiating or has any arrangement concerning prospective employment, has a financial interest, shall be punished by a fine of not more than $10,000, or by imprisonment in the state prison for not more than 5 years, or in a jail or house of correction for not more than 2 ½ years, or both.

(b) It shall not be a violation of this section:

(I) if the municipal employee first advises the official responsible for appointment to his position of the nature and circumstances of the particular matter and makes full disclosure of such financial interest, and receives in advance a written determination made by that official that the interest is not so
substantial as to be deemed likely to affect the integrity of the services which
the municipality may expect from the employee, or

(2) if, in the case of an elected municipal official making demand bank deposits
of municipal funds, said official first files with the clerk of the city or town, a
statement making full disclosure of such financial interest, or

(3) if the particular matter involves a determination of general policy and the
interest of the municipal employee or members of his immediate family is
shared with a substantial segment of the population of the municipality.

The Ethics Commission’s online Summary of the Conflict of Interest Law for Municipal
Employees states the following about section 19:

• A municipal employee may not participate in any particular matter in which
he or a member of his immediate family (parents, children, siblings, spouse,
and spouse’s parents, children, and siblings) has a financial interest. He also
may not participate in any particular matter in which a prospective
employer, or a business organization of which he is a director, officer,
trustee, or employee has a financial interest. Participation includes
discussing as well as voting on a matter, and delegating a matter to someone
else.

• A financial interest may create a conflict of interest whether it is large or
small, and positive or negative. In other words, it does not matter if a lot of
money is involved or only a little. It also does not matter if you are putting
money into your pocket or taking it out. If you, your immediate family, your
business, or your employer have or has a financial interest in a matter, you
may not participate. The financial interest must be direct and immediate or
reasonably foreseeable to create a conflict. Financial interests which are
remote, speculative or not sufficiently identifiable do not create conflicts.

"Participation" includes giving advice and making recommendations, as well as deciding
and voting on particular matters. M.G.L. c. 268A § 1(j). According to Ethics Commission
decisions, financial interest may be of any size and may be either positive or negative. EC-COI-
84-96. Further, the financial interest only need be "reasonably foreseeable" in order to be covered
by § 19. EC-COI-86-25; 84-123; 84-98; 84-96.

Ethics Commission Position with Respect to PGU Representative A

With the permission of PGU Representative A, we spoke with the Ethics Commission
Attorney who advised Representative A. That attorney advised that, as defined under § 19 of
M.G.L. c. 268A, the Representative has a "financial interest" in the costs associated with the health
insurance plans. The Ethics Commission Attorney also advised that the Representative was
eligible to seek a § 19 exemption that would allow continued participation. The process involves
filing a disclosure form with the Representative's Appointing Authority and obtaining from that
Appointing Authority a written determination that the financial interest is not so substantial as to be likely to affect the integrity of the Representative’s services as the PGU’s Representative to the CCMHG.

As the Ethics Commission sees it, a PGU Representative to the CCMHG who participates in deliberations and/or votes related to the costs of CCMHG health insurance plans is “participating” in a “particular matter” for the purposes of section 19. But the critical issue is whether a PGU Representative, by deliberating and voting on matters that affect the cost of CCMHG health insurance plans while subscribing to a CCMHG health insurance plan, has a financial interest that is “reasonably foreseeable.”

A PGU Representative who participates in discussions and votes that affect the terms and costs of the health insurance plans offered by the CCMHG is supposed to be representing the broader interests of the PGU and its health insurance subscribers, and we fully expect that is what these representatives do. While the Ethics Commission does not dispute this in the case of PGU Representative A, it points to the broad definition of “financial interest” under M.G.L. c. 268A as the basis for its position that the Representative also has a personal financial interest that is “reasonably foreseeable”--an objective standard that is not based on how the Representative acted or voted in any particular matter.

For this reason, the Ethics Commission advised PGU Representative A that the Representative must abstain from participating in deliberations and votes related to the cost of the CCMHG health insurance plans unless the Representative obtains an exemption under section 19(b)(1), which provides:

b) It shall not be a violation of this section

(i) if the municipal employee first advises the official responsible for appointment to his position of the nature and circumstances of the particular matter and makes full disclosure of such financial interest, and receives in advance a written determination made by that official that the interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee,

The disclosure form used to obtain this exemption is enclosed.

Notwithstanding that there are similarly situated PGU Representatives to the CCMHG, as well as to other Health Insurance Joint Purchase Groups in Massachusetts, this is the first time that we know of that this type of c. 268A issue has been raised with respect to a PGU Representative to a Health Insurance Joint Purchase Group in Massachusetts. The Ethics Commission Attorney could not point us to any prior decision of the Ethics Commission that addressed the issue in this context.
No Regulatory Exemptions, Opinions or Cases to Challenge the Ethics Commission Position

We note that the Courts give the Ethics Commission deference in its interpretation/application of c. 268A to particular circumstances. We may differ with the Commission’s application of section 19 to PGU Representative A and/or other PGU Representatives, but our research has not revealed a regulatory exemption, opinion or case upon which to challenge the Commission’s view.

We informed the Massachusetts Municipal Association (“MMA”) of the Ethics Commission’s position with respect to PGU Representative A, including to point out the negative impact it could have on the administration of the CCMHG and other Health Insurance Joint Purchase Groups in Massachusetts and to seek assistance before the Ethics Commission on behalf of such Groups. However, the MMA indicated that, several years ago, it was involved in a matter involving a municipal official who subscribed to the municipal health insurance while making cost decisions about the health insurance plans that would be offered. This official was advised by the Ethics Commission that the official was in violation of section 19 unless the official sought and obtained the exemption under section 19(b)(1). Ultimately, the MMA advised the official to comply. The MMA’s response in this matter is essentially the same. Therefore, it appears that persuading the Ethics Commission to adopt a regulatory exemption and/or the Legislature to amend c. 268A are the only routes available to change the section 19 requirement for PGU Representatives to Health Insurance Joint Purchase Groups.

Conclusion

As we understand it, all, or almost all, of the PGU Representatives to the CCMHG fit the definition of “municipal employee” under M.G.L. c. 268A. Section 19, in pertinent part, prohibits a municipal employee from participating as such an employee in any particular matter in which (to his or her knowledge) he or she has a personal financial interest unless the employee first receives an exemption. "Participation" includes giving advice and making recommendations, as well as deciding and voting on particular matters. M.G.L. c. 268A, § 1(j). According to the Ethics Commission decisions, financial interest may be of any size and may be either positive or negative. EC-COI-84-96. Further, the financial interest only need be “reasonably foreseeable” in order to implicate section 19. EC-COI-86-25; 84-123; 84-98; 84-96. In this instance, the cost of health insurance plans constitutes a financial interest for a PGU Representative who subscribes to a CCMHG health insurance plan.

However, a PGU Representative so situated will not violate c. 268A if the PGU Representative:

... first advises the official responsible for appointment to his position of the nature and circumstances of the particular matter and makes full disclosure of such financial interest, and receives in advance a written determination made by that official that the interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee. (M.G.L. c. 268Am, § 19 (b) (1).
For the above reasons, it is our opinion that PGU Representatives who subscribe to CCMHG health insurance plans can only be involved in deliberations and votes that affect the costs of health insurance plans if they file a disclosure and get the determination from their Appointing Authority that it is acceptable for them to do so.

We have enclosed a sample disclosure form as well as a partially completed form that shows how it should be completed to seek the exemption. If you have any further questions or concerns about this matter, please contact me or Attorney Antoine Fares.

Sincerely,

Leo J. Peloquin

LJP/tmc
Enclosures
cc: Antoine Fares, Esq.
<table>
<thead>
<tr>
<th>MUNICIPAL EMPLOYEE INFORMATION</th>
</tr>
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<tbody>
<tr>
<td><strong>Name:</strong> SCOTT SZCZEBAK</td>
</tr>
<tr>
<td><strong>Title or Position:</strong> HUMAN RESOURCE DIRECTOR</td>
</tr>
<tr>
<td><strong>Municipal Agency:</strong> TOWN OF WELLESLEY</td>
</tr>
</tbody>
</table>
| **Agency Address:** HUMAN RESOURCE OFFICE  
525 WASHINGTON STREET  
WELLESLEY, MA 02482 |
| **Office Phone:** 781-431-1019 x2240 |
| **Office E-mail:** SSZCZEBAK@WELLESLEYMA.GOV |

- My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.

<table>
<thead>
<tr>
<th>PARTICULAR MATTER</th>
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<tr>
<td><strong>Particular matter</strong></td>
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<td><strong>Your required participation in the particular matter:</strong></td>
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<tr>
<th>FINANCIAL INTEREST IN THE PARTICULAR MATTER</th>
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<tr>
<td><strong>Write an X by all that apply.</strong></td>
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<tr>
<td>___ X I have a financial interest in the matter.</td>
</tr>
<tr>
<td>___ My immediate family member has a financial interest in the matter.</td>
</tr>
<tr>
<td>___ My business partner has a financial interest in the matter.</td>
</tr>
<tr>
<td>___ I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter.</td>
</tr>
<tr>
<td>___ I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.</td>
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### Financial interest in the matter
Please explain the financial interest and include a dollar amount if you know it.

I am an alternate that may have to participate in deliberations and votes that affect the benefits and costs of health insurance.

I am an alternate that may have to participate in deliberations and votes that affect the benefits and costs of health insurance.

### Employee signature:

[Signature]

### Date:

10/22/19

### DETERMINATION BY APPOINTING OFFICIAL

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<thead>
<tr>
<th>APPOINTING AUTHORITY INFORMATION</th>
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<tr>
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<td>Title or Position:</td>
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</tr>
<tr>
<td>Agency Address:</td>
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<tr>
<td>Office Phone:</td>
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<tr>
<td>Office E-mail</td>
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</tbody>
</table>

### DETERMINATION

Determination by appointing authority: As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.

Appointing Authority signature:

Date:

Comment:
**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST AND DETERMINATION BY APPOINTING AUTHORITY AS REQUIRED BY G. L. c. 268A, § 19**

<table>
<thead>
<tr>
<th><strong>MUNICIPAL EMPLOYEE INFORMATION</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: MARC V. WALDMAN</td>
</tr>
<tr>
<td>Title or Position: TREASURER/COLLECTOR</td>
</tr>
<tr>
<td>Municipal Agency: TOWN OF WELLESLEY</td>
</tr>
<tr>
<td>Agency Address: TREASURER'S OFFICE</td>
</tr>
<tr>
<td>525 WASHINGTON STREET</td>
</tr>
<tr>
<td>WELLESLEY, MA 02482</td>
</tr>
<tr>
<td>Office Phone: 781-489-7511</td>
</tr>
<tr>
<td>Office E-mail: <a href="mailto:mwaldman@wellesleyma.gov">mwaldman@wellesleyma.gov</a></td>
</tr>
</tbody>
</table>

My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.

**PARTICULAR MATTER**

<table>
<thead>
<tr>
<th>Particular matter</th>
<th>I participate in deliberations and votes that affect the benefits and costs of health insurance, including the following: 1) copayments; 2) deductibles; 3) tiered provider network; 4) and other cost-sharing plan design features.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your required participation in the particular matter:</td>
<td>Please describe the task you are required to perform with respect to the particular matter. I participate in deliberations and votes that affect the benefits and costs of health insurance</td>
</tr>
</tbody>
</table>

**FINANCIAL INTEREST IN THE PARTICULAR MATTER**

Write an X by all that apply.

- [X] I have a financial interest in the matter.
- My immediate family member has a financial interest in the matter.
- My business partner has a financial interest in the matter.
- I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter.
- I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.
Financial interest in the matter: Please explain the financial interest and include a dollar amount if you know it.

I participate in deliberations and votes that affect the benefits and costs of health insurance.

Employee signature: [Signature]
Date: 10/22/19

DETERMINATION BY APPOINTING OFFICIAL

DETERMINATION

As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.

Appointing Authority signature: [Signature]
Date: [Date]
Comment: [Comment]

APPOINTING AUTHORITY INFORMATION

Name of Appointing Authority: [Name]
Title or Position: [Position]
Agency/Department: [Agency]
Agency Address: [Address]
Office Phone: [Phone]
Office E-mail: [E-mail]

Attach additional pages if necessary.

The appointing authority shall keep this Disclosure and Determination as a public record.
October 18, 2019

Meghan Jop
Executive Director
Town of Wellesley
525 Washington Street, 3rd Floor
Wellesley MA 02482

RE: MPO Elections

Dear Mr. Jop,

I am asking for your assistance to put before the Wellesley Board of Selectmen for their consideration to retain Framingham as the MetroWest Region representative on the Boston Region Metropolitan Planning Organization (MPO). The election deadline for this seat is Wednesday, November 6th, with absentee ballots being accepted up to November 5th, for those communities not attending the MAPC Annual Board meeting and MPO election.

The City of Framingham has represented the MetroWest region on the Boston Region MPO for a number of years and, as the largest population center and transportation hub of the MetroWest region, desires to continue in that role.

Since the last MPO election, Framingham has transitioned from a town form of government to a city form of government and elected me as its first ever Mayor. Framingham has demonstrated its dedicated commitment to addressing the region’s transportation issues and to work collaboratively with its municipal partners.

Under my administration, Framingham is increasing its commitment by assigning staff within its Public Works Division to provide additional staff support to my designee to address the many transportation challenges, not just for Framingham, but for the MetroWest and entire Boston MPO region. This staff will be tasked to work collaboratively with the other communities to understand their priorities to advance projects that serve each community’s economic efforts and the region’s efforts to improve vital transportation links throughout our communities.
I’ve also made a commitment to work with other communities throughout the MAPC region that are served by rail, another important transportation effort, as a member of the Commuter Rail Communities Coalition, to create a unified voice for a true transformation of our regional rail system.

Framingham is host to major transportation thoroughfares. We have two exits on the Mass Pike, we have Route 9 that cuts through from end to end, and we have the junction of Routes 135 and 126, carrying a lot of the MetroWest region’s traffic, into our downtown. We are a major train hub, with a MBTA designated superstation and CSX rail yards in our downtown. We are committed to addressing the real transportation challenges we are facing.

I also know that many of you are also facing significant transportation challenges in your respective communities, and we intend to be a partner in your efforts, to meet your challenges.

My designee on the MPO is my Chief Operating Officer, Thatcher Kezer, who has a lot of experience in working on transportation issues. You may already know him as a former Senior Vice President for MassDevelopment, where he was a leader in creating a regional shuttle service to serve the workforce in the Devens region and served on the Montachusett MPO. Thatcher is the former Mayor of Amesbury, where he served on the Merrimack Valley MPO and Regional Transit Authority. He is a former staff member of MAPC, where he helped create and staffed the Metro Mayors Coalition and a former Legislative Analyst for the MMA, working on transportation issues on Beacon Hill on behalf of all the communities. Together, he and I are committed to working collaboratively to help all communities to address our region’s transportation challenges.

I have enclosed copies of the MPO election absentee ballot and a description of the MPO.

The City of Framingham hopes to continue in its role supporting the region to make the best decisions possible while using our scarce transportation dollars to benefit the entire MPO region. I ask for your vote to retain Framingham as the MetroWest representative on the MPO. I thank you for your support for this position.

Sincerely,

[Signature]

Dr. Yvonne M. Spicer, Mayor
City of Framingham
# 2019 MPO Absentee Ballot

The MPO Election will be held on Wednesday, November 6, 2019
MAPC Fall Council Meeting
Colonnade Hotel
120 Huntington Avenue, Boston, MA 02116

Absentee ballots must be delivered by November 5, 2019
via mail or in person (No Fax or Email) by 5 PM to:
BOSTON REGION MPO ELECTIONS
Metropolitan Area Planning Council
60 Temple Place, 6th Floor
Boston, MA 02111

Each Chief Elected Official, regardless of which sub-region they are in, or whether they represent a city or a town, may cast one vote for each of the four open MPO seats.

### Vote for only one from the Metro West Regional Collaborative

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Chief Elected Official</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ashland</td>
<td>Steve Mitchell, Chair Select Board</td>
</tr>
<tr>
<td>Framingham</td>
<td>Yvonne M. Spicer, Mayor</td>
</tr>
</tbody>
</table>

### Vote for only one from the Minuteman Advisory Group on Interlocal Coordination

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<tr>
<th>Municipality</th>
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<tr>
<td>Acton</td>
<td>Joan Gardner, Chair Select Board</td>
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### Vote for only one from the Inner Core Committee

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Somerville</td>
<td>Joseph A. Curtatone, Mayor</td>
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### Vote for only one from the South Shore Coalition

<table>
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<tr>
<td>Rockland</td>
<td>Michael O’Loughlin, Chair Select Board</td>
</tr>
</tbody>
</table>

Municipality ___________________ Chief Elected Official ___________________  
(Signature)  
(Print or type name)
Fill this box out only if you (Mayor or Chair Select Board) are appointing someone to vote in your place in person on November 6th at the MAPC Fall Council Meeting.

<table>
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<tr>
<th>Designation of alternate (by Mayor or Chair Select Board):</th>
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<tr>
<td>I hereby authorize ________________ to cast the ballot for ___________________</td>
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<tr>
<td>(name)</td>
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<tr>
<th>Chief Elected Official (signature)</th>
<th>Date</th>
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Boston Region Metropolitan Planning Organization

The Boston Region Metropolitan Planning Organization (MPO) is responsible for conducting the federally required metropolitan transportation planning process for the Boston metropolitan area. This planning process is often called the 3C process because it is continuing, cooperative, and comprehensive. The MPO uses this process to develop a vision for transportation in the region and to decide how to allocate federal and state transportation funds to transportation programs and projects that improve roadway, transit, bicycle, and pedestrian infrastructure. The vision established by the MPO is integral to each of the certification documents that the MPO is required to produce: the Long-Range Transportation Plan, Transportation Improvement Program, and Unified Planning Work Program.

The Boston Region MPO encompasses 97 cities and towns (pdf map (html list), covering approximately 1,360 square miles and stretching from Boston to Ipswich in the north, Marshfield in the south, and to approximately Interstate 495 in the west. The region is home to nearly three million people and supports about two million jobs. The communities in the region range from relatively rural towns, such as Dover, to large urban centers, such as Boston and Cambridge. Therefore, transportation planning must take into account the demographic, cultural, and environmental diversity of the region, and consider the various means by which residents and visitors travel in the region.

Cooperatively selecting transportation programs and projects for funding is a role of the MPO’s 22 voting members. The membership, which is documented in the MPO’s Memorandum of Understanding (pdf) (html), includes state agencies, regional entities, and municipalities. Each fall, four municipal seats on the MPO’s board are up for election. The chief elected officials of the municipalities in the region vote to elect these members. You can learn more about this process on the election page.

The work of the MPO is performed by the Central Transportation Planning Staff under the direction of the MPO board. Throughout its work, the MPO promotes a strong public involvement program, collaborating with interested parties on an ongoing basis.

In all of its programs and activities, the MPO complies with Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act, and other federal and state non-discrimination statutes and regulations. Learn about the MPO’s nondiscrimination policy and how to submit a complaint here.

The activities of the MPO are periodically reviewed by the Federal Highway Administration and Federal Transit Administration. The latest Certification Review Report (pdf) was issued in April 2019.
2019 MPO Statement of Candidacy

(250 Word Limit)

Municipality: __Ashland______________________

Chief Elected Official: __Steven Mitchell______________________

(Suggestions include a brief statement of qualifications; comments on the importance of transportation to the region; and expectations for the Boston Metropolitan Planning Organization)

Ashland believes that working regionally is very important, and serving on the MPO is among the most important contributions the Town can make to MetroWest, and to the Boston region. The MPO is a significant commitment, but one that is very important considering the significant federal and state funds that are directed to important transportation investments.

With new leadership at the Boston MPO, and with transportation a high priority across the state, this is an important time to set a course for transportation policy and investments, and for continued advancement in best practices for performance measurement and accountability.

Ashland would be honored to serve and to earn your support. Seven-year Select Board member Yolanda Greaves is the Town’s designee. Yolanda is a champion for Complete Streets, regional initiatives, public transportation, and TIP projects. She is the current chair of the MetroWest Regional Collaborative (the MAPC subregion), and serves on the MAPC Executive Committee, bringing strong working relationships within and beyond MetroWest, as well as personal experience in guiding projects through the TIP process.

Ashland appreciates the commitment of time, energy and focus that is required to successfully serve on the MPO, and asks for your nomination and your vote at the MPO election.
2019 MPO Statement of Candidacy

Municipality: City of Framingham

Chief Elected Official: Dr. Yvonne M. Spicer, Mayor

(Suggestions include a brief statement of qualifications; comments on the importance of transportation to the region; and expectations for the Boston Metropolitan Planning Organization)

The City of Framingham has represented the MetroWest region for a number of years and, as the largest population center and transportation hub of the MetroWest region, desires to continue in that role. Since the last MPO election, Framingham has transitioned from a town form of government to a city form of government and elected its first ever Mayor, Dr. Yvonne M. Spicer.

Framingham has demonstrated its dedicated commitment to addressing the region’s transportation issues and to work collaboratively with its municipal partners. Under the new administration, Framingham is increasing its commitment by assigning staff within its Public Works Division to provide additional staff support to the designee to address the many transportation challenges, not just for Framingham, but for the the MetroWest and entire Boston MPO region. This staff will be tasked to reach out and work directly with the other communities to understand their properties to both advance projects that serve the local community’s economic efforts and the region’s efforts to improve vital transportation links throughout our communities.

The City of Framingham hopes to continue in its role to support the region in making the best decisions possible for using the scarce transportation dollars to benefit the entire MPO region.
9. **Project Updates**

**School Building Committee**

**Board Liaison Updates**
Lise will be giving an update on her liaison assignments this week.
10. **New Business and Other Correspondence**
   - Council on Aging Gift accepted
   - Board of Public Works Volunteer Application
   - Sprague Field Tennis Courts Update
   - Animal Control Report September 2019
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<td>Bus Donation - John Bybee</td>
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<td>Bus Donation - Janet Shane</td>
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<td>Bus Donation - Estelle Slavin</td>
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<td>10/17/2019</td>
<td>$100.00</td>
<td>Bus Donation - Lena Tung</td>
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<td>$5.00</td>
<td>Bus Donation - Joanne Kmiec (cash)</td>
</tr>
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<td>10/17/2019</td>
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<td>General Donation First Light Home Care</td>
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<tr>
<td>10/17/2019</td>
<td>$100.00</td>
<td>Coffee Donations (cash)</td>
</tr>
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APPLICATION FOR VOLUNTEER SERVICES
TO BOARDS/COMMITTEES

Gordon F. Kingsley

Name

Address

Email Address

Phone

Date

What Board/Committee are you applying for?

How long have you lived in Wellesley?

Are you a registered voter?

Are you serving on any other Town Committees?

Why are you seeking appointment?

BPW and MLP

59 years

Yes

No

See attached memo

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

Engineering degree from Northwestern; MBA from the Harvard Business School; extensive management and engineering experience in the petroleum industry for drilling and completion of oil and gas wells in Colombia and Peru, in the high tech industry for design and production of particle accelerators for nuclear structure research and in the medical device industry for the invention, design, production and marketing of blood cell separators. Founder of four start-up companies. Member of Advisory Committee in 1991; former Town Meeting member; Chairman of the Light Plant Review Committee in 1992 and 1993; Chairman of the Municipal Light Board from 1996 until 2007. Knowledge of waterworks engineering learned at my father’s knee.

Applicant Signature:

Gordon F. Kingsley
MEMORANDUM

TO: The Board of Selectmen

FROM: Gordon F. Kingsley

DATE: October 22, 2019

SUBJECT: David Donohue’s Move from Wellesley to Needham

David Donohue has served on the Board of Public Works with dedication and distinction for more than twenty five years. I would like to add my voice to those of countless Wellesley citizens who will honor him and thank him for service.

David’s imminent departure will result in an interregnum for which the Selectmen will appoint someone to serve for the months remaining in David’s term. I hereby volunteer to be that appointee.

David’s departure creates a unique opportunity for the election to the BPW of a citizen who will bring a different set of eyes, a fresh perspective and management experience to assess whether the present DPW policies and procedures and accounting practices are appropriate for the future.

The ideal person would be someone with engineering knowhow, technical knowledge and management expertise to complement the skills of the two remaining members of the BPW.

If the Selectmen were to appoint me for the interim, my goal would be to help identify such a candidate and persuade her or him to stand for election to the BPW in March 2020.
Can you put this in OC.

Meghan C. Jop, AICP  
Executive Director  
Town of Wellesley  
mjop@wellesleyma.gov  
www.wellesleyma.gov  
781.431.1019 ext 2200

Please be advised the Secretary of State has determined that email is a public record.

From: Stewart, Douglas <dstewart@wellesleyma.gov>  
Sent: Monday, October 21, 2019 2:32 PM  
To: John Brown <brownj@wellesleyps.org>; Joanne Grant <grantj@wellesleyps.org>; Anne North <northa@wellesleyps.org>; petrowskyl@wellesleyps.org; Mark Ito <itom@wellesleyps.org>; David Lussier <lussierd@wellesleyps.org>; Addie Doherty <dohertya@wellesleyps.org>  
Cc: Hickey, David <dhickey@wellesleyma.gov>; Miller, Frank <fmiller@wellesleyma.gov>; Cohen, David <dcohen@wellesleyma.gov>; Chin, Matthew <mchin@wellesleyma.gov>; Jop, Meghan <mjop@wellesleyma.gov>  
Subject: RE: Sprague Field Tennis Courts Replacement Project Update

All,

Wanted to provide an update on the Sprague Field Tennis Courts Replacement Project. Green Acres Landscape & Construction has completed the finish paving for the Sprague Field tennis courts and the installation the new black vinyl coated chain link fence. Tree planting work has been completed and remaining work items and schedule (subject to weather) are as follows:

- Hydroseeding has been recently accomplished and the establishment of grass areas will be monitored. The Contractor will need to reloam and reseed some areas as needed in the Springtime.
- Windscreen to be installed on the middle fence section that separates the two court areas, with next few weeks.
- Surface coatings to be applied to tennis courts (weather permitting), Springtime 2020.
- Tennis court posts and nets, within the next week.
- Temporary white paint lines for the tennis courts, within the next week.

Our contractor and their subcontractor have indicated they are very concerned about installing the tennis courts surface coating now, given the fluctuation in evening temperatures, which could potentially lead to system failure. If we want to have the work accomplished now (which needs four good weather days), the contractor is requiring we sign a release, which will effectively void the warranty. We share similar concerns regarding the cold night temperatures and possible adverse effects on the surface coating system. The best option seems to be to have the contractor paint temporary white lines for the tennis courts, so the courts could be used within a week or so and come back in the early springtime of 2020 to install the surface coatings. We will be first in the que in the springtime of 2020 for the contractor to install the surface coating system for the tennis courts, typically this is at the start of May (weather permitting). We understand there are tennis
tournaments scheduled at Sprague Field tennis courts for May 9 & 10 and May 16 & 17, with rain dates of May 23 & 24. We will make every effort to have the color coating system completed prior to the tournaments.

Have attached a photograph of the tennis courts that was taken last week.

Thanks,
Doug

From: Stewart, Douglas
Sent: Wednesday, September 25, 2019 8:30 AM
To: 'Joanne Grant' <grantj@wellesleyps.org>; 'Anne North' <northa@wellesleyps.org>
Cc: John Brown <brownj@wellesleyps.org>; Addie Doherty <dohertya@wellesleyps.org>; David Lussier <lussierd@wellesleyps.org>; 'Mark Ito' <itom@wellesleyps.org>; 'petrowskyl@wellesleyps.org' <petrowskyl@wellesleyps.org>; Hickey, David <dhickey@wellesleyma.gov>; Miller, Frank <fmiller@wellesleyma.gov>; Cohen, David <dcohen@wellesleyma.gov>; Chin, Matthew <mchin@wellesleyma.gov>; Jop, Meghan <mjop@wellesleyma.gov>
Subject: RE: Sprague Field Tennis Courts Replacement Project Update - Finish Paving

All,

Please note that the top pavement course for the tennis courts and new walkways that was scheduled to be accomplished today (09/25/19) has been rescheduled to tomorrow (09/26/19).

Doug

From: Stewart, Douglas
Sent: Monday, September 23, 2019 3:11 PM
To: Joanne Grant <grantj@wellesleyps.org>; Anne North <northa@wellesleyps.org>
Cc: John Brown <brownj@wellesleyps.org>; Addie Doherty <dohertya@wellesleyps.org>; David Lussier <lussierd@wellesleyps.org>; Mark Ito <itom@wellesleyps.org>; petrowskyl@wellesleyps.org; Hickey, David <dhickey@wellesleyma.gov>; Miller, Frank <fmiller@wellesleyma.gov>; Cohen, David <dcohen@wellesleyma.gov>; Chin, Matthew <mchin@wellesleyma.gov>; Jop, Meghan <mjop@wellesleyma.gov>
Subject: Sprague Field Tennis Courts Replacement Project Update

Hi Joanne/Anne,

Wanted to provide an update on the Sprague Field Tennis Courts Replacement Project. Green Acres Landscape & Construction has completed the demolition of the old tennis courts and also completed the storm drainage site improvements work for the project. The overall site has been rough graded, the binder pavement course for the new tennis courts has been installed and fence posts for the new black vinyl coated chain link fence have been set. Remaining work items and schedule (subject to weather) are as follows:

- September 25: Top pavement course for the tennis courts and new walkways is scheduled to be accomplished. Please note that because of the paving equipment will need the majority of the project site for the day, that the access way from Highland Avenue to Sprague Field will be closed off to pedestrians and that signs will be posted at both ends of the walkway advising of the closure of the path for the day. Also, access from the Calvin Road Parking Lot to the tennis courts area will be limited during this day.
- September 27-30: Installation of the new chain link fence fabric around the tennis courts.
- Week September 30: Planting of trees, hydroseeding and landscaping work.
- Week of October 14: Surface coatings to be applied to tennis courts (weather permitting).
- November 18: Contract completion date.

Overall, the contractor is slightly ahead of the project schedule. Please let me know if there are any questions.

Thanks, Doug

From: Stewart, Douglas  
Sent: Tuesday, August 06, 2019 9:50 AM  
To: Joanne Grant <grantj@wellesleyps.org>; Anne North <northa@wellesleyps.org>  
Cc: John Brown <brownj@wellesleyps.org>; Addie Doherty <dohertya@wellesleyps.org>; Hickey, David <dhickey@wellesleyma.gov>  
Subject: RE: Sprague Field Tennis Court Project Update - pre-construction meeting 08/09/19 at 11:00am

Hi Joanne/Anne,

Wanted to provide an update on the Sprague Field Tennis Court Replacement Project. The DPW has awarded a contract to Green Acres Landscape & Construction to replace the four existing tennis courts. We have scheduled a preconstruction meeting for the project on Friday (08/09/19) at 11:00am and will be meeting at the Wellesley DPW Operations Building (20 Municipal Way) in the DPW Board Room located on the second floor. We will be discussing the project schedule, construction phasing, possible impacts to the project area and other logistics. It would be helpful if a representative from the Middle School staff could attend the meeting and act as a point of contact for the project. Please let me know if someone could attend the meeting?

Also, we have a demolition contractor, JR Vinagro Corporation, scheduled to demolish the small storage shed located adjacent to the Sprague Field tennis courts on Monday, August 12, 2019, weather permitting. We will be ordering the metal storage container in the coming weeks as and will let you know when that is scheduled to be delivered to the site.

Thanks, Doug

From: Stewart, Douglas  
Sent: Monday, July 15, 2019 11:48 AM  
To: Joanne Grant <grantj@wellesleyps.org>  
Cc: Anne North <northa@wellesleyps.org>  
Subject: RE: Sprague Field Tennis court project

Hi Joanne,

Excellent! We will let you know the schedule for the shed demolition and metal container delivery at Sprague Field.

Thanks, Doug

From: Joanne Grant  
Sent: Monday, July 15, 2019 10:05 AM  
To: Stewart, Douglas <dstewart@wellesleyma.gov>  
Cc: Anne North <northa@wellesleyps.org>  
Subject: Re: Sprague Field Tennis court project
A couple of stray parakeets were reported around town. A resident was able to put a box over one on the grounds of Mt. St. Vincent. The albino parakeet was very hungry when it first came in. I posted on social media but was unable to find an owner. It was transferred to SPIN for adoption.

Sept. 5  I went to W. Springfield MA to attended class on Search & Seizure – Animal related law enforcement issues.

Sept 11  I went to the Sr. issues meeting held at the Sr. Center.

Sept. 19 and Sept 26  I participated on conference calls with the board of directors for the Animal Control Officers Asso. of Mass.

Breakdown of enforcement

- 86 Warnings (61 unvaccinated, 20 unlicensed)
- 19 Citations (14 unvaccinated, 3 unlicensed)
- 5 Follow up letters unpaid fines
- 0 Request for Court hearings

After no response to follow up letters on unpaid fines I send the information to court to request hearings.

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

I update town animal control web site to alert citizens or current issues about pets and wildlife around town.

ON my own time

Sept 9th  I attended a World of Wellesley board meeting at the Community center

Sept. 19th  I attended the Homicide Memorial yearly service at the Garden of Peace in Boston.

Sept 24th  I spoke to senior group called Busy Hands. They knit and sell items to raise funds for charity. This year they chose SafePeopleSafePets to donate to. I gave a presentation on the
need for the program and explained how we help with fostering pets so a person can leave a
dangerous situation knowing their pet will also be safe.

I continue working with Linkup Education Network and coordinate their SafePeopleSafePets
program.

Sept. 25th I spoke to the Wellesley Women's Artists event at the library. Their theme was
painting pet portraits and they asked attendees for donations to help the stray pets.

I continue to help set up weekly trainings for Search and Rescue ground searchers and k-9
handlers.
Wellesley Animal Control Monthly Report

Number of calls received daily:  

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<td>16.</td>
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<td>17.</td>
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<td>18.</td>
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<table>
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<tr>
<th>Date</th>
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<td>25.</td>
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<td>26.</td>
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<td>27.</td>
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<td>28.</td>
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<td>29.</td>
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<td>30.</td>
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<tbody>
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<td>31.</td>
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</table>

Average calls per day: 11-12
Total calls this year: 598

Type of Calls

<table>
<thead>
<tr>
<th>Type</th>
<th>Calls</th>
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<tbody>
<tr>
<td>Lost/Found Dogs</td>
<td>7</td>
</tr>
<tr>
<td>Lost/Found Cats</td>
<td>5</td>
</tr>
<tr>
<td>Cat nuisance</td>
<td>1</td>
</tr>
<tr>
<td>Cat rabies vaccination</td>
<td>6</td>
</tr>
<tr>
<td>Dog rabies vaccination</td>
<td>11</td>
</tr>
<tr>
<td>Licensing</td>
<td>2</td>
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<tr>
<td>Wildlife</td>
<td>39</td>
</tr>
<tr>
<td>Dead animal</td>
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</tr>
<tr>
<td>Adoptions</td>
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</tr>
<tr>
<td>Other</td>
<td>2</td>
</tr>
<tr>
<td>Violation calls</td>
<td></td>
</tr>
<tr>
<td>Loose/uncontrolled</td>
<td>8</td>
</tr>
<tr>
<td>Bite</td>
<td>3</td>
</tr>
<tr>
<td>bark</td>
<td>3</td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

Anonymous 45

Total Violation calls this year: 40
Month of: SEPT. 2019

Total incidents investigated

- 13 Loose/Uncontrolled
  - bite
- 2 Bark
- 29 Wild
- 2 Cat
- 5 Other

Off Duty calls 22
Police Responded

- 5 Loose/Uncontrolled
  - bite
- 7 Bark
- 7 Wild
- 1 Cat
- 5 Other

Report filed/Assistance given 15
Gone on arrival/quiet 7

Total actions taken

- 86 Warning
- 5 Loose
- 20 Unlicensed
- 64 Unvaccinated

- $50.00 Loose
- $30.00 Loose
- $25.00 Unlicensed
- $50.00 unvaccinated

Total Animals Picked Up

<table>
<thead>
<tr>
<th>Dog</th>
<th>Cat</th>
<th>Domestic</th>
<th>Wild</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
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<td>3</td>
</tr>
<tr>
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<td>5</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
<td>16</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Parakeet</td>
<td></td>
</tr>
</tbody>
</table>

On Hand Beginning

- Hospital
- Truck
- Station

Dead on arrival

Returned to owner/wildlife released

- Adopted
- Transferred to humane shelter
- Euthanized
- Deceased-unclaimed

On hand end
Animal Control Officers and Police Officers:

Know how to protect yourself and your agency! Officers encounter animals in the course of almost every kind of police interaction with the public. This seminar will cover:

- Identify issues faced by LE with dogs and other animals
  - Search & Seizure Review
    - Use of Force
    - Civil Liability

**This is a free training including lunch, sponsored by MSPCA-Angell**

**6 CEUs approved by Massachusetts Animal Fund**

**When**
September 5th, 2019
9AM - 3PM

**Where**
West Springfield Library
200 Park Street
West Springfield, MA

**How**
Contact Mary Beth Doyle
Mdoyle@mspca.org
or call 617-522-6008

**Sponsored by**

mspca & angell