

Approved: February 22, 2021

**Select Board Meeting: February 1, 2021**

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

**Also Present: Jop, Frigulietti**

**Warrants approved: none**

**Meeting Documents:**

1. Agenda
2. Draft BOS Calendar
3. State Receipt Trends
4. Cash Capital Trends
5. Draft Guideline Report
6. FY22 Select Board budget request
7. Memo re: Affordable Housing Trust
8. Timeline details re: MGL Chapter 53 Section 18B
9. Draft ATM Warrant Article List
10. Draft ATM Warrant
11. Memo re: Supplemental Budget Request for Snow & Ice
12. Draft Minutes: 10/6/20, 1/4/21 AM, 1/4/21 PM, 1/11/21, 1/21/21
13. Registry of Deeds – CPC Allocation
14. Draft FMD Operation Budget Presentation for Advisory 1/3/21

**1. Call to Order**

Mr. Ulfelder, Vice Chair, called the meeting to order at 6:02 pm online.

Mr. Ulfelder announced the meeting was being streamed live on Comcast channel 8 and Verizon channel 40 and by Wellesley Media and recorded for subsequent viewing on the cable channels or at [wellesleymedia.org](http://wellesleymedia.org).

**2. Citizen Speak**

Mr. Bender, Board of Public Works member, joined the meeting. He stated he was in favor of the Green Power Program and believed the funding in the budget for the program should not be reduced. He added that the program was important in the Town's effort to reduce carbon emissions. He noted he was speaking for himself as a resident familiar with the program and not for the BPW though the BPW had supported the program in the past.

**3. Announcements**

Ms. Sullivan Woods stated that the Council on Aging had been working with the Health Department to assist eligible residents to sign up for the COVID vaccine and had issued FAQs on access to the various vaccination site websites. She added that eligible residents having technical issues registering for the vaccine could email or call the Council on Aging. Ms. Sullivan Woods stated that the Board of Health had not received any vaccines from the state but would be prepared to hold a clinic should they receive vaccines.

Ms. Jop stated that longtime Assistant Town Engineer Doug Stewart had retired, and noted some of the projects he had worked on for the Town in his over thirty-three year career. The Board wished Mr. Stewart well in his retirement and thanked him for his many years of service.

#### **4. Annual Town meeting Preparation**

Ms. Freiman joined the meeting.

Ms. Strother, Finance Director, joined the Board.

Ms. Strother reviewed changes in the budget noting that the budget had been out of balance by approximately \$3.6 million. She reviewed the information released from the state noting the Governor's budget gives Wellesley approximately \$575,000 in additional funding from Chapter 70 funds and Unrestricted government Funding. Ms. Strother stated that reductions in capital continued primarily from Public Works and the Select Board budgets. She noted adjustments made from other departments had brought most within guidelines. Ms. Jop stated that the Planning Department was expected to reduce its capital budget due to its limited staffing level. Ms. Strother noted with the expected reductions the budget would have a shortfall of approximately \$2.5 million. The Board discussed the budget model and the assumption from the state budget allocation.

Ms. Jop reviewed the Select Board budget request and the lines that continued to be out of alignment. She noted the reductions to the risk management line and the potential for the HR Board to offset the COA budget due to job reclassifications. Ms. Jop stated that green energy continued to be reviewed for potential reductions as the cost had increased significantly from the previous fiscal year. She provided a brief overview of the Green Power Program and discussions with the MLP. Ms. Jop continued to review the items out of guideline within the Select Board budget. The Board discussed asking the HR Board to review a transfer to the COA given its decisions to reclassify and align staff salaries. The Board continued to discuss potential reductions within the operating budget request and within the capital requests.

Ms. Jop provided an overview for the Affordable Housing Trust proposal for the Warrant. She stated that she had recommended the board of the Trust be composed of seven members; and she noted the preferred categories of potential board members as well as the proposed mandatory appointment to the board. She continued to review the proposal for consideration and the options for the Board to consider prior to Town Meeting. The Board discussed the Trust, possible number of Trustees, and the options for moving forward.

Ms. Kato, Town Clerk, joined the meeting.

Ms. Jop reviewed the previous discussions with the Board regarding the potential adoption of MGL Chapter 53 Section 18B, allowing for descriptions for ballot questions. She provided an overview of the statutory requirements of the Town should it be adopted. Ms. Jop reviewed the timing for and costs associated with mailing descriptions to voters. Ms. Kato reviewed some of the additional considerations for timing for mailings should the regulation be adopted. The Board discussed potentially partnering with the League of Women Voters for mailing the ballot question information, and the changes to voting trends that had emerged during the pandemic. Ms. Kato proposed having discussions with Advisory to include additional information in their mailing regarding questions. The Board continued to discuss the potential adoption of the statute and expressed general support for the article to be removed from the Warrant.

Ms. Jop reviewed several revisions made and in process within the drafted Warrant Article list and noted the Board may wish to wait an additional week to sign it. The Board expressed agreement to wait to sign the Warrant to provide time for revisions to be made.

**5. Discuss and Vote Snow and Ice Supplemental Budget**

Ms. Jop stated that DPW had exhausted their original appropriation for snow and ice removal and had requested a \$300,000 supplemental appropriation. She briefly reviewed the snow and ice budget and noted the impending storm that evening as well as anticipation for additional storms before the spring. The Board discussed the supplemental budget request for DPW.

**Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder the Board was polled and voted (5-0) to approve the winter supplemental authorization of \$300,000 to the Department of Public Works.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Freiman – Aye**

**Aufranc – Aye**

**6. Executive Director’s Update**

Ms. Jop provided an update regarding the encroachment at 28 Crescent Street. She stated that the property owner had hired professionals to review the site and prepare plans to submit to the Board. She added that the Town would peer review the plans to be sure it aligned with the Board’s request for restoration. The Board briefly discussed the encroachment, the expected complete restoration, and the plan for the site as originally approved by the ZBA.

Ms. Jop stated that revisions to the drafted minutes had been circulated earlier that day.

**Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder the Board was polled and voted (5-0) to approve the minutes of October 6, 2020, January 4, 2021 AM, January 4, 2021 PM, January 11, 2021, January 12, 2021.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Freiman – Aye**

**Aufranc – Aye**

**7. New Business and Correspondence**

Ms. Freiman stated that at the previous PBC meeting the Town Hall interior project had been discussed. She noted the project cost had been reduced by approximately \$500,000, while the design appropriation at Town Meeting would be \$2.34 million. She added that one member of the PBC had expressed concerns over moving the staircase which the Board had supported as to increase useable square footage, improve circulation between the two original buildings and make the building more functional for the employees. The Board briefly discussed the PBC comments and the design submitted for the project.

The meeting was adjourned at 8:19pm.

The next regular meeting is scheduled for February 8, 2021 at 6:00 pm online.