

Approved: February 28, 2022

**Select Board Meeting: February 7, 2022**

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

**Also Present: Jop, Frigulietti**

**Warrants approved:**

**Meeting Documents:**

1. Agenda
2. Draft Select Board Calendar
3. Memo re: FY22 Winter Maintenance Appropriation
4. Traffic Study Waiver Request
5. Draft ATM Motions
6. Memo re: TPC Kitchen
7. Memo re: WHA Tenant Appointee
8. Draft SB Minutes: 4/5/21
9. Police Commendations
10. Trails Committee Improvement Plan 2022-2026

**1. Call to Order**

Mr. Ulfelder, Chair, called the meeting to order at 6:00 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**

None.

**3. Discus and Vote Bond Sale**

Ms. Lopes, Treasurer and Ms. Strother, Finance Director, joined the Board.

Ms. Strother stated that there had been 11 bidders for the bonds, noting that the premium had been used to reduce borrowing. She added that the net interest rate for the resizing was 2.202% while the amount borrowed was \$81,785,000. Ms. Strother reviewed the debt and borrowing impacts of the bond sale on several capital projects. Ms. Jop stated that the Town's Aaa bond rating with Moody's had been reaffirmed as part of the bidding process. The Board discussed the bond sale.

**Ms. Sullivan Woods made the following motion, seconded by Ms. Olney**

**Move** that the sale of the \$81,785,000 General Obligation Municipal Purpose Loan of 2022 Bonds of the Town dated February 23, 2022 (the "Bonds") to RBC Capital Markets at the price of \$88,553,003.25 and accrued interest is hereby approved and confirmed. The Bonds shall be payable on December 1 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest</u> <u>Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest</u> <u>Rate</u>
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2023	\$3,765,000	5.00%	2035	\$3,070,000	2.125%
2024	3,765,000	5.00	2036	3,070,000	2.25
2025	3,765,000	5.00	2037	3,070,000	2.25
2026	3,765,000	5.00	2038	3,070,000	2.375
2027	3,385,000	5.00	2039	3,070,000	2.375
2028	3,385,000	5.00	2040	3,070,000	2.50
2029	3,385,000	5.00	2041	3,070,000	2.50
2030	3,385,000	5.00	2042	3,070,000	2.50
2031	3,370,000	4.00	2043	3,070,000	2.50
2032	3,070,000	4.00	2044	3,070,000	2.50
2033	3,070,000	4.00	2045	3,070,000	2.50
2034	3,070,000	2.125	2046	3,070,000	2.50

Further Move: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated January 25, 2022 and a final Official Statement dated February 2, 2022, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Move: that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further Move: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and to comply with relevant securities laws.

Further Move: that any certificates or documents relating to the Bonds (collectively, the "Documents"), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a ".pdf" file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

Further Move: that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

**The Board was polled and voted (5-0)**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**

**Lanza – Aye**

**4. Discuss and Appoint Board of Registrar Vacancy**

Ms. Kato, Town Clerk, joined the Board.

Mr. Ulfelder noted that Mr. Porter's unexpected passing resulted in the need for the appointment. Ms. Jop stated that Mr. Porter had been on the Board of Registrar's beginning in 2006. She reviewed the process for appointment to the Board of Registrar's and the need for balancing the Board based on political party affiliation. Ms. Jop reviewed the nominations for appointment and the staff recommendation of Mr. Schuler to fill the remainder of Mr. Porter's term. The Board discussed the nominees, Mr. Schuler's long service and commitment to the Town including serving as a Warden for many years, and the staff recommendation for appointment.

**Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to appoint John Schuler to the Board of Registrars for a term to expire on March 31, 2024.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**

**Lanza – Aye**

**5. Discuss and Vote Town Clerk Salary**

Ms. Jop reviewed the annual requirement for the Board to vote the salary for the Town Clerk. She reviewed the prior year's evaluation and increase noting that the recommendation for FY23 was to keep the salary increase comparable to the 50/60 series employees with an increase of 2.5%. The Board discussed the recommendation for the Town Clerk salary.

**Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to set the FY23 Salary for the Town Clerk at \$104,550.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**

**Lanza – Aye**

**6. Discuss and Vote Winter Supplemental Appropriation**

Mr. Cohen, DPW Director, joined the Board.

Mr. Cohen reviewed the memo submitted to the board for the supplemental appropriation. He stated that after the blizzard in January, staff began assessing the needs for the remainder of the winter. He added that approximately half of the requested \$300,000 has already been spent during the recent blizzard and ice event the previous weekend. Mr. Cohen stated that DPW would likely come before the Board and ask for an additional supplemental appropriation as winter progresses. Ms. Jop reviewed the actions for

treatment from the various storms throughout the season and current budget noting that, based on commitments to purchase supplies for probable upcoming events, the projected remaining winter maintenance budget presented to the Board in the FNM materials of \$214,937.54 did not reflect a large purchase for salt or the full costs of the recent ice event. The Board discussed increasing the request for the appropriation to \$400,000 to reflect the materials purchased and the ice storm costs as well as the expectation that an additional request would be forthcoming given that it was beginning of February and would likely experience additional winter weather events..

**Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to approve the winter supplemental authorization of \$400,000 to the Department of Public Works.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**

**Lanza – Aye**

#### **7. Discuss and Vote Wellesley Housing Authority Tenant Appointment**

Ms. Coduri, Wellesley Housing Authority Chair, joined the Board.

Ms. Lanza reviewed the recommendation to appoint Ms. Sierra to the Housing Authority as the Tenant Member. She noted the updates in state law that required changes to Housing Authority boards and reviewed the application and recommendation process. Ms. Lanza provided a brief background and qualifications overview for the appointment of Ms. Sierra. Ms. Coduri stated that she had been pleased with the process and the recommendation before the Board. The Board discussed the recommendation and the term of the appointment.

**Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to appoint Sara Sierra to the Housing Authority as the Local Tenant Member for a term to begin on March 2, 2022 and expire on March 1, 2027.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**

**Lanza – Aye**

#### **8. Discuss and Vote Traffic Study Waiver for JeJe’s Coffeehouse, 259 Washington Street**

Ms. Jop reviewed the regulation and the ability to request a waiver for the traffic study. She noted that Town Engineer, Mr. Hickey, supported the waiver as the previous use of the space was a fitness studio and the coffee shop would likely produce equal or less traffic to the area. She noted that staff supported approval of the request adding that the CV application would be reviewed by the Board at the end of February. The Board discussed the parking availability in the immediate area of the proposed coffee shop. The Board discussed the need to review the delivery schedule during the CV licensing discussion.

**Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to approve the traffic study waiver for JeJe’s Coffeehouse at 259 Washington Street.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**  
**Lanza – Aye**

#### **9. Annual Town Meeting Preparation**

Ms. Jop provided an overview the revised drafted motions noting several required refinement and additional information. The Board discussed the drafted motions to be brought forward by the Board.

**Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to approve motions 1, 2, 6, 7.2, 8.1, 10, and 11 as amended to \$275,000.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**

**Lanza – Aye**

**Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to approve motions 18, 19, 26, 28, 29, 46, and 49.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**

**Lanza – Aye**

Ms. Jop stated that the capital budget was close to finalization. She noted the proposed reductions by DPW, the Library, Schools, and potential revisions to the NRC capital budget. She added that Mr. McDonough included a memo regarding the Tolles Parsons Center and a potential kitchen study being added to the FMD capital budget for \$25,000. The Board discussed the revisions to the capital budget and the inclusion of funding for a kitchen study at the COA. Ms. Jop provided an overview of the operating budget noting several departments that remained over guideline. She briefly reviewed the part-time positions proposed to become full-time positions causing several budgetary impacts. She briefly discussed the Planning Department budget proposal. The Board discussed the operating budget, the boards that remained over guideline, and the part-time to full-time position requests. The Board discussed asking the Planning Board to meet regarding their budget request and steps that would be necessary to close budget.

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

Ms. Jop stated that the Town received funds for a local hazard mitigation plan. She added that a presentation would take place regarding the zoning requirement for MBTA communities set by the state. Ms. Jop stated that the Governor was expected to sign legislation that would allow for a continuance of remote meetings and remote town meetings. She noted the draft minutes from April 5<sup>th</sup> had not been voted. The Board discussed the drafted minutes.

**Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to approve the minutes of April 5, 2021.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**

**Lanza – Aye**

## **11. New Business and Correspondence**

Ms. Sullivan Woods stated that the Celebrations Committee announced that Wellesley Wonderful Weekend will be held May 21–22 celebrating the 90<sup>th</sup> anniversary of the Purple Heart.

The meeting was adjourned at 8:34 pm

The next regular meeting is scheduled for February 14, 2022 at 6:00 pm.