

TOWN GOVERNMENT STUDY COMMITTEE

Minutes

Wednesday, February 18, 2015

7:30 pm

Great Hall, Town Hall

Committee: Katherine L Babson Jr., Rose Mary Donahue, Arthur J Goldberg, , Anna Sereiko, Thomas Ulfelder,

Also: Kathleen Nagle

Katherine Babson called the meeting to order at 7:30 pm. There were no citizens to address the committee.

Working groups reports

LAND USE – Donohue- reported that an interboard meeting of the land use/permitting groups took place on February 7. Donahue presented the Land Use powerpoint used at that meeting.

Recommendation is to create a Land Use Division with a Director of Land Use to offer administrative oversight of the permitting and land use related departments. This is designed to facilitate communication and cooperation among the departments while respecting their subject matter responsibilities.

Departments with Committees	Other Boards/Committees
Planning	Design Review Board
Wetlands	Historical Commission
ZBA	Historic District Commission
Building	Fair Housing
	Historic District Commission
	Denton Rd NCD

Division Director - anticipated to be also one of the department heads

Responsibility- strategic planning and coordination of the various departments; personnel management; budgeting for the division after consultation with the specific functional areas

Functional area heads would be appointed by Chief Executive Officer (CEO) in consultation with Division Director and affected Boards.

New Position of Code Enforcement Officer – to enforce specific zoning code issues not now enforced (Signs, Tree, Large House)

Focus of Land Use Division is on those boards and committees involved with permitting.

Wetlands would be included, but NRC not included (no permitting for NRC)

Division would be expected to offer administrative support to those committees that have no independent staff at this time.

Key feedback from the Feb 7 meeting

- Questions about the appointing/hiring authority of CEO and Division director
- Reporting responsibility of the Coed Enforcement Officer
- How does NRC fit into this structure
- Budget impact of the structure – any new positions

STRATEGIC PLAN- Sereiko

- Explanation of relationship between Strategic Plan and Comprehensive Plan (Planning Board)
- Strategic Plan would be led by BOS and is overview of town as a whole. Comprehensive Plan would be a subsection of the Strategic Plan.

EXECUTIVE FUNCTION GROUP- Ulfelder

- Group is reviewing comparable town information and applying it to Wellesley
- Application of different forms of governance while respecting existing culture
- Expect full committee review of recommendations for March TGSC meeting

Peer town Interviews

Concord- Goldberg

- Town Manager – Chris Whelan
- TM appoints several positions (Treasurer, Clerk, some committees, other committees are appointed with BOS approval)
- Adopted TM form in 1956 by special act and charter
- TM has authority to present budget
- Comment from Whelan that “executive director” is confusing to professional town managers – not sure of the authority of that position
- Budget process - BOS sets town priorities in July, then TM sets a budget goal and department heads work toward the town wide goal. Finance Committee does review the budget. Schools have legal independence but work with TM and finance committee to meet overall budget goal
- Land Use – unified Land Use and Planning department headed by Planning Director
- Elected positions – BOS, Moderator, School and Housing Authority only
- Open Town Meeting – Sunday Afternoon
- Elected officials take office after Town Meeting
- TM holds weekly meetings with 11 direct report department heads

BYLAW AMENDMENTS

- Delete committees no longer functioning – Long Range Planning and Landscape Advisory Committee for NRC
- Add Trails to NRC as official committee
- Review role of Audit Committee to conform Bylaw to current practice
- Review Wellesley Cable Access Corp to conform to current practice
- Delete Telecommunications Advisory Committee

ADMINISTRATIVE MATTERS

Advisory Committee report- Babson will draft. Final report due to Advisory next week.

Babson will appear at Advisory on February 25 to request appropriation for FY16

Residents Meetings – Feb 24/27

Publicity in townsman, notice to TMM and incumbent board/committee members

Other working group meetings:

Feb 23 meeting with Lawyers who regularly deal with permitting boards

March 2 meeting with commercial owners and developers

TBA meeting with Residential Builders

Next Meeting – March 11 at Warren building Room 008. 6:30 pm with dinner.

Adjourned 9:25 pm