

Approved: July 6, 2020

Board of Selectmen Meeting: June 8, 2020

Present: Freiman, Ulfelder, Olney, Sullivan Woods

Also Present: Jop, Frigulietti

Warrants approved: none

Meeting Documents:

1. Agenda
2. BOS Calendar
3. Election Workers
4. Appointment Request – Registrar of Voters
5. Draft Summary of MVP Action Grant Proposal
6. Draft BOS Letter of Commitment
7. Draft BOS Letter of Support
8. Letter of Support – Executive Director’s Office
9. MA Senate bill 2680
10. MA Executive Order No. 35
11. ABCC Advisory – June 2020
12. ABCC Advisory – 2015
13. Wellesley Health Department Notice to restaurants
14. MA Restaurant Checklist
15. MA Restaurants Safety Standards
16. Wellesley Temporary Outdoor Seating Application
17. Draft Temporary Outdoor Seating Permits
18. Gift information
19. Building Department Memo
20. HUB Happenings

1. Call to Order

Ms. Freiman, Chair, called the meeting to order at 4:00 pm online.

Ms. Freiman 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.

2. Executive Session under M.G.L. c. 30A, §21(A), exemption #3 – to discuss negotiation strategy with respect to the Wellesley Free Library Associations.

- **Executive Session M.G.L. c. 30A, §21(A), exemption #2- to discuss strategy with respect to contract negotiations with nonunion personnel (Fire Chief Richard DeLorie)**

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 the Wellesley Free Library Association and with non-union personnel, Chief DeLorie, and declared that having such discussions in Open Session would have a detrimental effect on the Town’s bargaining position.

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder the Board was polled and voted (4-0) to enter Executive Session under M.G.L. c. 30A, §21(A), exemption #3 – to discuss negotiation strategy with respect to collective bargaining with the Wellesley Free Library

Associations, and to enter under Executive Session M.G.L. c. 30A, §21(A), exemption #2- to discuss strategy with respect to contract negotiations with nonunion personnel (Fire Chief Richard DeLorie) 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, Amy Frigulietti, Scott Szczebak, Jamie Jurgenson, Marla Robinson, and Ann Rappaport to participate. Following the adjournment of executive session, the Board will return to open session and take up the remainder of the agenda.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (4-0) to exit Executive Session and return to Open Session.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

The Board returned to Open Session at 5:13pm.

3. Citizen Speak

None

4. Announcements

Ms. Olney stated that that on June 5th a Wellesley resident organized a protest against white supremacy and demonstrate solidarity in the fight for justice for black Americans. She added that on June 7th, Reverend Butter and the Village Church held an interfaith and multi-congregational witness that was attended by many. She noted that Chief Pilecki spoke at the event against police violence and racial injustice.

Ms. Sullivan Woods stated that the Recreation Department had implemented its operational approach for Morses Pond. She noted that there would be no lifeguards present but staff would monitor parking and the park land. She added that residents should review the Recreation Department webpage for additional information and sign-ups for beach time slots. Ms. Sullivan Woods stated the Recreation Commission was meeting to discuss the best way to safely operate camps under the current Governor's Orders.

Ms. Sullivan Woods thanked the COVID sewing group for making and providing masks to the local businesses in order to help them reopen safely. She added that the high school graduation parade was held and provided a safe opportunity to support the graduates and noted that the Town had received many positive comments.

5. Vote Secretary for Board of Selectmen

Ms. Freiman stated that Ms. Sullivan Woods had agreed to take the role of Secretary for the Board.

Upon a motion by Ms. Olney and seconded by Mr. Ulfelder, the Board was polled and voted (4-0) to vote Ms. Sullivan Woods as Secretary of the Board of Selectmen.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye
Freiman – Aye

6. Discuss and Vote Fire Chief’s Contract

Ms. Jop stated that Ms. Freiman and Mr. Ulfelder had negotiated the new three-year contract extension with Chief DeLorie. She briefly reviewed the terms of the contract and the salary.

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (4-0) to approve a three-year contract beginning July 1, 2020 for Fire Chief Richard DeLorie with an FY21 salary of \$186,000 and clothing allowance of \$1,500.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

7. Vote to Appoint Election Workers

Ms. Jop noted that the election would be held on June 13th at the Babson Athletic Center. She stated that the Clerk had worked hard to staff the election. She noted that the Registrars of Voters required appointments and noted that both were reappointments.

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (4-0) to appoint Election Workers for the June 13, 2020 Town Election as submitted by K.C. Kato.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (4-0) to appoint Mary Toby Sullivan and Jane Kettendorf to the Board of Registrars for terms to expire on April 30, 2023.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

8. Discuss and Vote Support for Municipal Vulnerability and Preparedness Grant

Ms. Martello and Ms. Olton, Chair of the SEC joined the Board. Ms. Martello stated that the Town was eligible to apply for a MVP grant because of their work on the MVP Planning process in the fall. She briefly reviewed the grant proposal. She stated that the climate action and resilience plan was the centerpiece of the proposal. She noted that the plan would identify greenhouse gas emission reduction goals and mitigation actions through 2050. She added that the plan would provide a timeline for implementation and resources required. She stated that the plan would involve departmental engagement as well as engagement with the community. Ms. Martello noted that there were two other elements included in the proposal that would address the priorities identified in the MVP planning process. She added that she believed incorporating the additional elements would make the proposal stand out and be more competitive. She reviewed the tree canopy pilot noting that the NRC would assess and inventory the tree canopy. She added that using new analytics would improve the placement of new trees. Ms. Martello

stated that the second priority listed in the application was the building and implementation of a communication network. She stated the intention of the communication network was to become a town wide resource and intended to be broadly used by the SEC, emergency preparedness, and others. She noted that she believed the application would be competitive by incorporating innovative projects with a path to implementation. She added that there was approximately \$10 million available but was unsure of the total number of applicants. She noted that last year the average grant amount was \$195,000 per project. Ms. Olton stated that the SEC had received many letters of support from Boards and Committees as well as other community partners to be included with the submission. Ms. Martello stated that a draft letter for signature had been provided and asked for the Board's support. The Board discussed the application. The Board expressed support for Ms. Freiman to sign the drafted letters of support to be included with the MVP grant application. Ms. Martello stated that the funding for the projects had been included in the capital budget for FY21.

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (4-0) to approve the grant application and proposed support letter for the Municipal Vulnerability and Preparedness Grant

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

9. Annual Town Meeting Preparation

Discuss and Vote Article 5 Wellesley Free Library Association

Ms. Jop reviewed the tentative three-year agreement with the library association. She noted that the supervisors had been removed from the staff association contract and created a separate supervisors contract similar to DPW. She continued to review the contract and the administrative provisions. Ms. Jop stated that the contract created step opportunities for part-time employees intending to create an incentive for longevity. She noted that after a salary analysis the proposal included 3% increase, a 2% COLA and a one-time 1% salary adjustment to bring them to the midpoint of comparable communities.

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (4-0) to approve the tentative agreements with the Wellesley Free Library Associations and support the agreements inclusion in Article 5 at Annual Town Meeting.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

Discuss and Vote Delayed Zoning Articles to Fall STM 20

Ms. Jop stated that during the previous week, the Governor had signed a bill allowing remote participation in town meeting. She reviewed the requirements for the Board, noting the Moderator delivered a letter asking the Board to commence Town Meeting on June 22nd through remote participation on a zoom platform. She noted that the letter included a statement that the meeting would comply with all ADA requirements. She stated that a test was conducted and went well, she added a second test would be held on June 11th. Ms. Jop continued to review how the remote Town Meeting would proceed. She noted the posting requirements for the change in venue.

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (4-0) to approve the request of Moderator Mark Kaplan for remote participation at the June 22 Annual and Special Town Meetings and authorize Meghan Jop to approve and issue, in consultation with the moderator, a notice that expressly states: (i) that the town meetings shall be held remotely by means of the Zoom video conferencing platform, (ii) that the meetings shall be held on June 22 at 7 PM, and (iii) any additional information necessary for the moderator, town meeting members, town officials and interested members of the public to access and witness remotely the deliberations and actions taken at the Annual and Special Town Meetings, and further that the notice shall be consistent with the draft notice below.

NOTICE THAT ANNUAL AND SPECIAL TOWN MEETINGS SHALL BE HELD VIA ZOOM VIDEOCONFERENCEING PLATFORM AT 7 PM ON MONDAY JUNE 22, 2020

Acting pursuant to the authority granted to Town Moderators and Boards of Selectmen under Chapter 92 of the Acts of 2020, the Wellesley Board of Selectmen, after consultation with Town Moderator Mark Kaplan, hereby issues this Notice that Wellesley's Annual and Special Town Meetings shall be held remotely by means of the Zoom video conferencing platform, that said meetings shall be held on June 22 at 7:00 PM and that members of the public may access and witness the deliberations and actions taken at the Annual and Special Town Meetings in the following manner: [link and cable channel to be inserted]; Town Meeting members and Town officials shall be issued a username and password to log into the Zoom video conferencing platform to participate in the Annual and Special Town Meetings.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

Ms. Jop stated that Town Meeting was intended for essential financial business only. She noted that the zoning articles part of the original warrant from the Planning Board had been resubmitted for the Fall Special Town Meeting. She stated that statute required the Board to acknowledge the transfer of articles. She noted that the motions would be mailed with the Advisory Book. She added that all the motions and supplements as well as the Budget Book were available online. She stated that presentations for motions would be posted online to allow Town Meeting Members to review and ask questions prior to Town Meeting.

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (4-0) to acknowledge receipt of the proposed zoning articles for the October STM and to transfer said articles to the Planning Board for review.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

10. Discuss and Vote Unforeseen Measures of COVID-19 Outbreak

Discuss and Vote Parking Enforcement Plan

Ms. Jop stated that she had been working with Lieutenant Showstead on a revised parking enforcement plan. She noted that due to COVID-19 the Town had not been enforcing parking. She added that after discussions the parking meter attendants would begin enforcement at the meters and lots on July 1st. She stated that the Cale machines were scheduled to be removed prior to July as part of the implementation of the mobile applications which coincided with this enforcement process. Ms. Jop stated that she was

requesting to bag the two-hour meters through September 1st providing free 2-hour parking in those spaces to encourage the community to engage with the merchants and outdoor dining. She stated that the attendants would be monitoring and ticketing for any cars overstaying the two-hour limit. The Board discussed the potential for noncompliance and agreed that signage be used regarding strict enforcement. Ms. Jop reviewed the ticketing process, and noted that attendants would be asked to provide updates on the process to address any abuse issues should they arise.

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (4-0) to approve free parking at 2-hour street meters until August 31, 2020

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

Discuss and Vote Temporary Outdoor Dining Permitting Plan

Ms. Frigulietti stated that the Governor had clarified Phase II and outdoor dining requirements and noted that Phase II began that day. She stated that a committee had been formed to review the Governor's guidance on outdoor seating and the temporary rules from the ABCC issued to restaurants holding liquor licenses. She noted that the application had been released and the Town had received several returned and noted others stated interest. Ms. Frigulietti stated that the state was allowing communities to issue temporary outdoor patio seating permits without holding public hearings. She noted that state was allowing the temporary permits to be valid through November 1st. She added that applications were being reviewed by the licensing coordinator, the Health Department, Building Department, Police, and Fire. She noted that the team had reviewed how other communities were moving forward with the guidance and application processes. Ms. Jop stated that working with Town Counsel a motion was prepared allowing the Board to temporarily grant her the authority to issue outdoor seating permits. She added that without waiting for Board approval, restaurants would be able to move more quickly to reopen. She noted that applications were eligible for only already licensed establishments and the licensee type could not be revised or changed in any way other than to offer new outdoor seating opportunities. The Board discussed the Governor's Executive Orders, the Town application, and review process.

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (4-0) to that the Wellesley Board of Selectmen as the liquor licensing authority of the Town hereby votes to temporarily supersede its Rules and Regulations Governing Alcoholic Beverages for the purpose of delegating to Executive Director Meghan Jop its authority to sign an issue amended licenses to expand a licensee's licensed premises to include outdoor seating contingent upon the support of other Town licensing entities and support of the interdisciplinary working group. No further action is required by this Board.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

11. Executive Director's Update

Ms. Jop noted the gifts before the Board had been discussed at the previous meeting.

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (4-0) to accept the grant of \$14,500 from the Fund for Wellesley COVID-19 Relief Fund to

the Wellesley Recreation Commission and to accept the gift of \$30,000 for the Mobile Movie Theater from the Kiwanis Club to the Recreation Commission

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

12. New Business and Correspondence

The meeting was adjourned at 6:54pm.

The next regular meeting is scheduled for June 15, 2020 at 5pm-online.