The meeting was called to order at 6:30 PM. Those present included Chair Melissa Martin, Vice Chair Linda Chow, Secretary Matt Kelley, members Sharon Gray and Jim Roberti, and Assistant Superintendent Cynthia Mahr. Ms. Martin announced that the meeting was being recorded by local media.

**PUBLIC COMMENT**

No members of the public were present to speak.

**REPORTS**

Ms. Chow expressed appreciation for the Committee’s opportunity to attend one afternoon of the administration’s four-day summer retreat, which was focused on project-based learning.

Ms. Chow also reported on ongoing interboard discussions related to the FY21 budget process, managed by Marjorie Freiman, Chair of the Board of Selectmen (BOS). Based on feedback received, the BOS expects to continue to issue budget guidelines to the various Town departments, in keeping with past practice. The BOS is also discussing the potential for creating and publishing an FY21 “budget book” to capture the overall Town budget considerations. Ms. Chow reported that the process seems to be off to a great start, and she is looking forward to a collaborative process with continuing interboard discussions.

Finally, Ms. Chow reported that the Playing Fields Task Force has continued to discuss the proposed Sprague Field Lacrosse Practice Wall. The current expectation is for the topic to come back for discussion and vote at the Committee’s scheduled meeting on September 17, 2019.

**CONSENT AGENDA**

- Approval of the June 23, 2019 open and executive session minutes.
- Approval of field trip to Phillips Exeter Model UN conference.
- Approval of invoices from New England Medical Billing, to be paid from the Special Education Reserve Fund:
  - Invoice WELLE1903 for $739.39
  - Invoice WELLEFY2018 for $1,799.09

Mr. Kelley distributed draft minutes for the June 23, 2019 executive session. Ms. Martin noted that by reviewing those minutes in the current open session, they de facto become public records.

Upon a motion by Mr. Kelley, seconded by Ms. Chow, the Committee unanimously VOTED to approve the consent agenda.
Ms. Martin informed the Committee of an additional meeting topic that was not listed in the meeting agenda, namely consideration of recommendations from the administration to declare 232 VoIP phones and 33 mobile carts from IT and 9 carpeted metal risers from the Upham Elementary School as surplus property for disposal. Ms. Martin declared that this topic first became known to her the day before, based on a conversation with Ms. Mahr, and thus was not reasonably anticipated by the Chair forty-eight hours prior to the meeting. As there was some urgency related to the request, she asked the Committee to consider the recommendations at the current meeting.

Upon a motion by Mr. Roberti, seconded by Mr. Kelley, the Committee **unanimously VOTED** to declare the 232 VoIP phones and 33 mobile carts from IT and 9 carpeted metal risers from the Upham Elementary School as surplus property for disposal.

**HUNNEWELL FEASIBILITY STUDY REPORT**

Ms. Martin introduced the topic of discussing and potentially approving the Hunnewell Feasibility Study Report, and asked Ms. Gray to provide detail.

Ms. Gray indicated that the School Building Committee (SBC) had approved the report at its July 25, 2019 meeting. The Committee had joined the SBC in joint session at its August 1, 2019 meeting to receive and discuss additional information related to the study, in particular including swing space options for both the “Early Hunnewell” and “Late Hunnewell” scenarios.

While the Committee had already voted on June 18, 2019 to affirm the SBC recommendation to build an all-new Hunnewell School, the report captures all of the detail behind what has been studied as part of the feasibility project as well as the reasoning behind its recommendations. The current report does not include the section describing swing space, as that question is still under consideration. Ms. Gray indicated that the report had been posted online both at wellesleyps.org and wellesleyma.gov, and to her knowledge, no public feedback had been received.

Ms. Gray stated that, in order to reach a December 9, 2019 Special Town Meeting, the Committee would need to approve the report and formally recommend the project to the PBC in order to meet the PBC’s 120-day lead time requirement. If, after completion of the ongoing swing space work, the Committee does not support any “Early Hunnewell” swing space option, then the request would be withdrawn, and the project would be put on hold until the “Late Hunnewell” scenario, likely resulting in a three year delay.

In response to questions, Ms. Gray said that the only substantive work remaining on the feasibility study was to present detailed information about swing space options to the community and to receive feedback on them, work that is generally expected to take place in September. The project team does not believe there is any more substantive analysis that can be done, particularly not knowing what conclusions the Hardy/Upham feasibility study might reach. More work at this time would be based on guesses, at best.
In response to a question, Ms. Martin echoed discussion from the August 1 SBC meeting, indicating that the Hardy/Upham feasibility study should be based on what is best for the town long-term, and not driven by short-term swing space considerations for Hunnewell.

Ms. Gray described how the PBC would be taking over the project, as it typically does for School or other Town construction projects. Leading up to STM, it would be responsible for reviewing and validating the scope and projected schedule and budget for the project. The Committee emphasized the need for residents interested in the project to follow that PBC process in detail.

The Committee discussed and generally agreed on the need to do significant community outreach in order to build support for the project.

Ms. Martin then asked for a motion to accept the Hunnewell Feasibility Study, as accepted by the School Building Committee on August 1, and to submit the Hunnewell School Project to the Permanent Building Committee. Upon a motion by Mr. Kelley, seconded by Ms. Chow, the Committee unanimously VOTED approval of the motion.

Ms. Martin stated that she would inform the PBC and the Advisory Committee of the Committee’s action, and that the PBC is expected to take up the issue at its August 8 meeting, at 8:00 PM.

**APPOINTMENT OF LIAISONS TO PBC FOR HUNNEWELL AND HARDY/UPHAM PROJECTS**
Ms. Martin described the need for the Committee to appoint liaisons to serve as members of the PBC for both the Hunnewell project and the Hardy/Upham project. She had discussed the question with Steve Gagosian, member of the Facilities Management Department, and he thought the Committee would need to appoint a liaison for the Hunnewell project by late September. As such, Ms. Martin suggested that the item would be placed on a Committee meeting agenda early in September. For the Hardy/Upham project, a liaison is not expected to be needed before the spring of 2020.

**PUBLIC COMMENT**
No members of the public were present to speak.

**ADJOURNMENT**
At 7:15 PM, upon a motion by Mr. Kelley, seconded by Ms. Gray, the Committee unanimously VOTED to adjourn.

Respectfully submitted,

Matt Kelley
Secretary
DOCUMENTS AND EXHIBITS USED
June 23 Open Session minutes
June 23 Executive Session minutes
Field Trip Approval Form: Philips Exeter Model UN Conference
New England Medical Billing payment request