

Approved: September 12, 2023

Select Board Meeting: August 29, 2023

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

Also Present: Jop

Meeting Documents:

1. Agenda
2. Draft Select Board Calendar
3. Draft Select Board Minutes: 7/11/23, 7/24/23
4. One Day Special License Application
5. Memo re: Firefighter Appointment
6. Draft Budget Submission Timeline
7. Memo and Draft Presentation re: FY2023 Budget Results
8. Shake Shack CV Application and Traffic Study
9. BETA Response re: Shake Shack Traffic Study
10. Contract Pay Sheets: BETA Group Inc., and Tighe & Bond
11. Resume: Corey Testa
12. Memo from CDI Planning Team
13. Essential Partners Proposal
14. CDI Summary
15. MassBay Community College Press Release
16. Planning Board FY24 Priorities and Work Plan

1. Call to Order

Ms. Olney, Chair, called the Select Board to order at 6:33 pm.

Ms. Olney 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.

Ms. Olney welcomed teachers and students back to the School Year.

2. Citizen Speak

None.

3. Executive Director's Update

Ms. Jop reminded the public that as school would be in session residents should be aware of walkers, bike riders, and should follow posted signs for drop off and pick up. Ms. Jop noted that the Governor held an event at MassBay promoting the "MassReconnect" program the previous week. She stated that the new fire entrance exam would be held in September and the Board would be appointing new firefighters in the future. She asked that residents drain standing water as the mosquito population continues to grow with the recent heavy rains.

Ms. Jop noted the July minutes for review. The Board made minor edits that were shown on the screen. The Board generally agreed that Board minutes should reflect full names, if available, of guest speakers. Ms. Jop reviewed the one-day special license for Babson College.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Aufranc, the Board was polled and voted (5-0) to approve the minutes of July 11, 2023, and July 24, 2023 and to authorize Meghan Jop to make the adjustments discussed.

Olney – Aye

Sullivan Woods – Aye

Ulfelder – Aye

Aufranc – Aye

Lanza – Aye

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Aufranc, the Board was polled and voted (5-0) to approve the One Day License to Babson College for their Alumni and Friends Weekend event on September 23, 2023.

Olney – Aye

Sullivan Woods – Aye

Ulfelder – Aye

Aufranc – Aye

Lanza – Aye

4. Discuss and Vote Firefighter Appointment

Mr. Jake Jewett, Candidate for Appointment, Assistant Chief Nat Brady, and Chief David Soar, joined the meeting.

Chief Soar reviewed Mr. Jewett's background, noting the interview and selection process. He stated that Mr. Jewett would attend the Fire Academy in September. The Board welcomed and congratulated Mr. Jewett.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Aufranc, the Board was polled and voted (5-0) to appoint Jake Jewett to the position of Firefighter with the Town of Wellesley effective September 13, 2023, conditioned upon the completion of the Fire Academy and a one-year probationary period.

Olney – Aye

Sullivan Woods – Aye

Ulfelder – Aye

Aufranc – Aye

Lanza – Aye

5. Discuss FY2023 Year End Financial Update

Ms. Sheryl Strother, Finance Director, joined the meeting.

Ms. Strother reviewed the 2023 operating budget results. She stated the findings were favorable and estimated reserves at 18.8% of FY24 revenues, adding that revenue details had been provided in the Board packet. Ms. Strother stated that the majority of departmental turnback was due to the jobs that remained unfilled while health insurance expenditures were lower than expected due to reduced enrollments. Ms. Strother stated that considerations for the FY25 guidelines should include the remaining union contracts that need to be settled as well as increasing operating costs. The Board discussed the budgeting process and the FY23 operating results. Ms. Strother discussed potential uses of reserve funds in excess of the policy guideline. The Board noted the Policy Subcommittee would likely review and revise the Board's financial policies and had a lengthy discussion of the current reserves policy. Ms. Jop reviewed the drafted budget

submission timeline for the Board noting that she and Ms. Strother would present the FY23 year-end information at the Advisory Committee meeting the following evening.

6. Discuss and Vote Common Victualler License for Shake Shack at 74 Central Street

Ms. Elizabeth Pisano, Counsel for the applicant, Mr. John McGonigle, District Manager for the applicant, Ms. Lauren Rogers of Linear Retail, and Ms. Cathryn Meagher, Support Services Manager, attended the meeting.

Ms. Meagher reviewed the application, noting that the business would not be opening for some time as the building out of the restaurant continued. She stated that the application had been reviewed by staff and staff recommended approval conditioned on final sign off by all departments. Ms. Pisano noted that Mr. McGonigle would be replaced as manager, however, he would be in the region to assist. The Board welcomed the group to Wellesley, noting public transit options and the Wellesley half-day Wednesday schedule.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Aufranc, the Board was polled and voted (5-0) to approve the Common Victualler license for Shake Shack at 74 Central Street conditioned upon final approvals from the Town Engineer, Health Department, Building Department, and Fire Department, and to name John McGonigle as manager.

Olney – Aye

Sullivan Woods – Aye

Ulfelder – Aye

Aufranc – Aye

Lanza – Aye

7. Discuss and Vote On Call Traffic Engineer Contract

Lt. Scott Showstead attended the meeting.

Ms. Jop stated that the on-call services RFP had been issued, adding that the Town received six responses. She noted that the Traffic Committee continues to recommend BETA for the on-call Engineer, the group also recommended Tighe and Bond as the firm that would be used for projects such as PSI review. Lt. Showstead stated that the review team had decided unanimously on the two firms. Ms. Jop stated that the draft contract had been included in the Board packet for review. The Board discussed the drafted contract and the selected firms.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Aufranc, the Board was polled and voted (5-0) to approve the Traffic Committee’s recommendation to select Beta Inc. and Tighe and Bond as the Town’s on-call Traffic Consultant and to authorize the Executive Director to enter into contracts with said vendors for a period not to exceed 3 years.

Olney – Aye

Sullivan Woods – Aye

Ulfelder – Aye

Aufranc – Aye

Lanza - Aye

8. Discuss and Vote Opening Special Town Meeting Warrant

Ms. Jop stated that the Town Clerk, Town Counsel, and the Moderator had been consulted when determining the schedule for the Special Town Meeting. She noted the anticipated warrant articles. The Board discussed the Fall Special Town Meeting and anticipated articles.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Aufranc, the Board was polled and voted (5-0) to call a Special Town Meeting to be held on Monday, November 6, 2023 at 7:00 pm at the Wellesley Middle School located at 50 Kingsbury Street and to set the following dates:

- Open the Warrant – Tuesday, August 29, 2023
- Close the Warrant – Friday, September 1, 2023 at 12:00 pm
- Motions due to the Select Board Office – Friday, October 6, 2023 at 5:00 pm

Olney – Aye

Sullivan Woods – Aye

Ulfelder – Aye

Aufranc – Aye

Lanza - Aye

9. Discuss and Vote Assistant Executive Director Appointment

Ms. Jop reviewed the interview process for the Assistant Executive Director. She noted Mr. Testa's background, adding that the start date was expected to be the first week of October. The Board briefly discussed the appointment of Mr. Testa.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Aufranc, the Board was polled and voted (5-0) to appoint Corey Testa as the Assistant Executive Director of General Government Services.

Olney – Aye

Sullivan Woods – Aye

Ulfelder – Aye

Aufranc – Aye

Lanza - Aye

10. Discuss Funding of Civil Discourse Facilitator Training

Ms. Marjorie Freiman, Mr. David Cohen, and Mr. Will Griffin of the Civil Discourse Planning Team members joined the meeting.

Ms. Olney stated that the Civil Discourse Initiative (CDI) Planning Group was moving out of the pilot phase, noting that the group had reached over 250 community members to date through facilitated dialogue. She noted the team was requesting funding to rebuild the facilitator team. Ms. Freiman reviewed the request for funding presented to the Board in its packet. She stated that additional facilitators were needed based on feedback received from dialogue participants and their desire to join the team in running dialogues. She further reviewed the need for additional facilitators and the training that is necessary to run the dialogues, noting the dialogues intended to be presented in the future. Mr. Cohen and Mr. Griffin briefly discussed their experience participating in the dialogues and expressed their support for additional funding for the program. The Board discussed the potential for additional funding for the CDI program and additional information regarding the program that could be provided to the Board prior to a vote. Ms. Olney stated that the proposal for funding intended to ask for the use of the R.W. Babson fund that was created for holding meetings that teach character building.

The meeting was adjourned at 8:45 pm

The next regular meeting is scheduled for September 12, 2023, at 6:30 pm.