

Approved: October 4, 2021

**Select Board Meeting: August 31, 2021**

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

**Also Present: Jop, Frigulietti**

**Warrants approved: none**

**Meeting Documents:**

1. Agenda
2. SB Draft Calendar
3. OPEB and Pension Actuarial Reports
4. Correspondence from Jamming with You
5. Police reports re: Mica Lane
6. Draft Special Town Meeting Warrant
7. New England Medical Billing – bills
8. Correspondence re: Wellesley Housing Authority
9. Press Release re: Mobility Committee
10. Draft FY23 Budget Calendar
11. Emergency Order from Board of Health & Select Board
12. Proposed Voting Precincts
13. MSBA Approval Letter on Hardy Schematic Design
14. MPO Vote Information
15. PSI 17-01 Update 900 Worcester Street
16. Police Commendations
17. Rick Kram Resignation – Cultural Council
18. Town Counsel Opinion – Hunnewell Field

**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. Presentation on OPEB and Pension Actuarial Reports**

Mr. Kornwitz, Retirement Board Chair, and Ms. Whynot, Retirement Board Administrator, joined the Board.

Ms. Whynot provided a high level overview of retirement benefits for Town employees, including pension plans, and retiree health insurance. She stated that the Retirement Board oversees the administration, investment policy, and funding of the Wellesley Contributory Retirement System. And noted the differences between the Town pension plan and Social Security. Mr. Kornwitz discussed the long-term funding policy for the retirement benefits. He stated a 2012 Pioneer Institute study found that pension boards in Massachusetts should use lower investment return assumptions and accelerate the rate

at which they pay unfunded liabilities. He added that the 2020 PERAC annual report showed that 23 systems out of 104 in the Commonwealth were using an investment return assumption of 7% or less, and 31 systems were expected to be fully funded by 2030 or earlier. Mr. Kornwitz provided an overview of the Wellesley Retirement Board guiding principles. He stated the Board uses assumptions that are neither overly conservative nor overly optimistic and guards against poor results. He noted the current investment return assumption was reduced to 6.0% and is a long-term assumption that falls in the 25-50 percentile of expected return of the portfolio. Mr. Kornwitz stated that the average annual asset return was just under 10% for the period 1985 to 2020 and is ranked number 1 among all the systems in MA for that period. He provided a review of the FY23 budget appropriations for both pension and OPEB. He added that the pension plan is estimated to be fully funded in 2030 with annual appropriations increasing approximately 3% and the OPEB is projected to be fully funded in 2033 with flat future appropriations.

The Board discussed the presentation and funding assumptions used.

#### **4. Discuss and Vote Merit Increases for FY22**

Chief DeLorie and Chief Pilecki joined the Board.

Mr. Ulfelder stated that he and Ms. Olney had met with Chief DeLorie, Chief Pilecki, and Ms. Jop individually regarding their annual reviews and goals. Ms. Jop had recommended a 2% increase for the Police Chief, Fire Chief, and Executive Director.

Mr. Ulfelder recommended for Chief DeLorie a 2% merit increase. Ms. Olney stated that she and Mr. Ulfelder were in the process of refining goals for FY22 for Chief DeLorie. The Board discussed the recommended merit increase. Chief DeLorie thanked the Board and noted the work of his department during the pandemic. Ms. Sullivan Woods asked when the full board would be discussing goals for the three staff members. Mr. Ulfelder stated that the Chair and Vice Chair have always established the goals with the three staff members and that once established they will be shared with the Board.

Mr. Ulfelder stated that the recommended merit increase for Chief Pilecki was 3%. Ms. Olney stated that a higher merit increase was recommended for Chief Pilecki based on his total performance evaluation. She added that she as vice chair and Mr. Ulfelder as chair made the recommendation based on the composite of the performance evaluations submitted by the full Board. Ms. Lanza stated that multiple department heads performed well but were limited to 2% because of the town's 40/50/60 series guideline and expressed concern that giving a 3% raise to Select Board contract employees would appear unfair. Ms. Sullivan Woods expressed similar concerns. The Board discussed the recommended merit increase for Chief Pilecki.

Mr. Ulfelder stated that the recommended merit increase for Ms. Jop was 3% based on her total evaluation. He noted her work and management during the pandemic, capital planning, and budget efforts. Ms. Olney stated she believed that Ms. Jop deserved the additional recognition, given the Board's composite evaluation of her performance. Ms. Lanza repeated her concern about the discrepancy in Select Board contract employees, and further indicated that ignoring Ms. Jop's own recommendation of a 2% raise, could undermine Ms. Jop's ability to lead. Ms. Sullivan Woods noted her strong respect and gratitude for the outstanding performance of the Town's three contract officials and did not feel the increases in Town this year were reflective of the performance of our department heads across the municipality. She cited the importance of compensating our staff competitively and noted significant increases had been awarded in the past year to ensure the Town was keeping pace. In addition, the SB had awarded a 7.5% increase to Ms. Jop in recognition of her performance last year during the pandemic.

She felt it was inappropriate and raised equity issues with other departments who stayed within the guidelines.

**Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to approve a 2% increase for Chief Rick DeLorie for the FY22 fiscal year.**

**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 (4-0-1) to approve a 3% increase for Chief Pilecki for FY22 fiscal year.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**

**Lanza – Abstained**

**Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (4-1) to approve a 3% increase for Executive Director Meghan Jop for FY22 fiscal year.**

**Sullivan Woods – No**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**

**Lanza – Aye**

**5. Discuss and Vote Request to License to use 21B Washington Street by Jammin With You at 12 Mica Lane**

Mr. Shriber, Owner of Jamming with You, and Ms. Gondelman, Manager of Jammin with You, joined the Board.

Ms. Jop reviewed the request by Jammin with You at 12 Mica Lane to use Town land to hold music classes outside. She added that the business had been holding classes outside and had received complaints regarding their use of amplification. Ms. Jop stated that the office had discussed options for additional locations with Recreation and NRC. She added that the NRC had rejected previous proposals from private business to host events on public land. Ms. Jop stated that Recreation had offered space at the Warren Building, however, the business did not believe it would be suitable for the fall. Ms. Jop provided a review of the area the business requested to use.

Mr. Shriber stated that he uses a battery-powered acoustic speaker with an acoustic guitar and plays for approximately 20 hours per week. He added that the classes feature typical children's songs. Ms. Gondelman stated that the business does not need the Warren Building as they do have an inside space for their classes, however, a segment of their class population prefers holding classes outside. She added that the business was requesting to use the Town land noting they had been occupying and cleaning it prior to their classes. She stated that when the complaints were received, the business had been running four classes a week whereas currently they are only planning two classes per week in the fall.

The Board discussed the request to use 21B Washington Street by Jammin with You. Ms. Sullivan Woods expressed concerns that the business had not discussed the outside classes and potential issues with abutting offices. Ms. Aufranc noted that the NRC generally does not allow the use of amplification on their land nor do they allow private businesses to operate on public land. She added that the land in question is small and believed the sound could impact the other business in the area. Ms. Olney added that the abutting offices need quiet to conduct their work and believed the Board was being asked to put the interest of one business above other businesses. The Board discussed the business using its own parking lot rather than public land and additional options for outdoor classes including working with Waterstone. The Board continued to discuss and consider the request. Ms. Jop stated that she had received an email from the property manager who stated that the other tenants had been disturbed by the music and believed relocating to the back of 27 Mica Lane would not be an acceptable solution for noise mitigation. Ms. Jop noted a few additional options to consider. The Board continued to discuss the request and use of space at Mica Lane. The Board agreed it would be best that the business use their own parking lot rather than public land until the Board can notice abutters and find an acceptable solution. The Board suggested Jammin with You not use amplification while using the parking lot and that they discuss the classes with abutting businesses.

#### **6. Discuss and Vote Special Town Meeting Warrant**

Ms. Jop reviewed the draft warrant noting modifications. She stated that discussions would begin in mid to late September regarding the potential for converting the in-person Town Meeting to remote. She reviewed procedures should the change be needed. The Board discussed the draft warrant.

**Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to approve the Special Town Meeting Warrant and to authorize the application of digital signatures to said Warrant and further to authorize Executive Director Meghan Jop to finalize the language of Article 6 with the Director of Public Works.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**

**Lanza – Aye**

#### **7. Discuss Special Town Meeting Articles**

Ms. Strother joined the Board.

Ms. Jop stated that she and Ms. Strother wanted to discuss the cost of swing space for the Hunnewell School project. She added that she discussed with Bond Counsel the approaches of either borrowing or use of free cash for the swing space. Ms. Jop stated that the estimated cost for swing space was \$3.5 million however believed the actual cost could be lower. She noted that if free cash were used, the reserves would remain at about 17.75%. The Board discussed the approaches for paying for the swing space and agreed to consider the proposal of using free cash for swing space and vote at its next meeting.

#### **8. Discuss and Vote Special Education Stabilization Fund Payment**

Ms. Jop noted the bills from New England Billing adding the School Committee had approved the expenditures.

**Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to that the Board vote to authorize payment of invoices in the amount of \$720.76 and \$136.47**

**to New England Medical Billing for the Town's Medicaid filing from the SPED Stabilization Fund.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**

**Lanza – Aye**

**9. Discuss and Vote Wellesley Housing Authority Letter**

Ms. Coduri, Chair of the Wellesley Housing Authority Board, joined the Board. She stated that the Wellesley Housing Authority was asking the Board to co-sign a letter to urge the legislature to support the needs of local housing authorities. She added that the letter had been written by the MA chapter of NAHRO, an organization that advocates for local housing authorities. The Board discussed the request to co-sign the Wellesley Housing Authority letter.

**Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to join the Housing Authority in submitting a letter advocating for ARPA funds and to authorize Tom Ulfelder to sign on behalf of the Board.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**

**Lanza – Aye**

**10. Discuss and Vote Mobility Committee's Back to School Message**

Ms. Aufranc stated that the Mobility Committee had been working on a letter series on options for moving through town without a car. She added that the primary focus was to educate the public on the reliable transportation options. She stated that additional letters would be coming in the future and that the Mobility Committee would like the Board to support the series of letters. The Board discussed the letters and education campaign.

**Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to support the Mobility Committee's letters on Rail Service, Micro-Transit, and Bus/Van Options and to authorize Colette Aufranc to verify completeness for the Board prior to release.**

**Sullivan Woods – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Aufranc – Aye**

**Lanza – Aye**

**11. Executive Director's Report**

Ms. Jop stated that Ms. Martello would be presenting information on the Climate Action Plan at the Rotary on September 7<sup>th</sup> at 7pm. She added that the masking order for municipal buildings would go into effect the following day. Ms. Jop stated that a budget submission timeline had been included in the Friday Night Mail for review. She added that she and others, including the Town Clerk and GIS, had been working on revising Wellesley voter precincts based on the recent census data. She reviewed how the process was required to proceed and how the proposed precinct boundaries were created.

**12. New Business and Other Correspondence**

Ms. Lanza expressed a concern related to the Board training agenda as posted and believed additional information should be included in accordance with Open Meeting Law. Ms. Jop stated that the agenda had been posted based on previous agendas. The Board discussed the meeting and the agenda as posted.

The meeting was adjourned at 9:28 pm.

The next regular meeting is scheduled for September 8, 2021, at 6:00 pm online.