

Approved: September 24, 2019

Board of Selectmen Meeting: September 3, 2019

Present: Freiman, Sullivan Woods, Ulfelder, Olney, Morgan

Also Present: Jop

Warrants approved: 2020-006 \$7,078,493.15
2020-007 \$3,029,613.57
2020-008 \$4,342,177.56

Minutes approved: July 16, 2019
July 29, 2019
July 30, 2019
August 13, 2019

Meeting Documents:

1. Agenda
2. BOS Calendar
3. Executive Director's Report
4. FY20 Merit Pay Plan Salary Increase Grid
5. Draft Contract – Assistant Fire Chief
6. Common Victualler License Application – Mark's Pizza
7. Common Victualler License Application – NexDine
8. Draft Tri-Party Agreement – MassDOT
9. Draft MassDOT Land Damage Agreement
10. Draft Order of Takings – MassDOT
11. Draft revised Boston Marathon Invitational Entries Policy
12. Draft revised Boston Marathon Charitable Organization Application
13. Draft revised Boston Marathon Individual Application
14. Draft RFP – Eaton Court Parking Lot
15. Correspondence: Wellesley Historical Commission – August 8, 2019
16. Correspondence: Wellesley Historical Commission – May 31, 2019
17. Draft BOS Minutes: 7/16/19
18. Draft BOS Minutes: 7/29/19
19. Draft BOS Minutes: 7/30/19
20. Draft BOS Minutes: 8/13/19
21. Memo re: Crossing Guard Appointment Request
22. One Day Special License Application – Carol's Corner Foundation
23. Quarterly Cash Analysis
24. Monthly Parking Meter Collection Data
25. Police Commendation
26. COA Gift Report
27. Hunnewell Fire Report (1)
28. Hunnewell Fire Report (2)
29. FMD Year End Status Report
30. July Animal Control Report
31. Volunteer Form
32. GFOA Correspondence
33. CPA Revenue Webinar Worksheet
34. CPA Revenue Handout
35. CPA Update Form

None.

4. Announcements

Ms. Olney thanked the Police Department for their efforts in reducing plastics, noting that the Department has installed a hydration station.

Ms. Olney congratulated the NRC and the Wellesley Conservation Council on their hard work completing the North 40 Vernal Pool Boardwalk, noting the project was made possible through funding from the Community Preservation Committee for design and construction. She stated that there would be a grand opening on Saturday, September 7th.

Ms. Freiman stated that the Wellesley Memorial Observance of September 11th would be held at the Fire Department Headquarters on Wednesday, September 11th at 9:30 a.m.

5. Fire Chief Performance Review

Mr. Morgan noted as the outgoing Chair, he and Ms. Freiman (current Chair) met with Chief DeLorie to discuss this year's goals separate from the review meeting.

Chief DeLorie joined the Board.

Mr. Morgan provided a brief review of the performance evaluation process and aggregated comments regarding the performance review of Chief DeLorie. He stated that Chief DeLorie continues to be an advocate for his department and is deeply invested in the Town and the success of the department. Mr. Morgan continued to review comments and the achievements of Chief DeLorie over the previous year. The Board commented on Chief DeLorie's performance and noted his work in the community.

Ms. Freiman reviewed the options available to the Board regarding salary increases for contracted personnel and noted the procedures reviewed by the Board in assisting the Board to make the determination. The Board discussed the possible salary increase for Chief DeLorie.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve a pay increase of 2.25% to the salary amount of \$172,509.00 from July 1, 2019 to June 30, 2020.

6. Discuss and Vote Assistant Fire Chief Peterson Contract

Ms. Freiman noted that the Assistant Fire Chief is a contracted position that is renewed annually by the Board. She stated that the Board reviewed salary information of Assistant Fire Chiefs in multiple comparable communities and reached consensus on a salary recommendation for Assistant Fire Chief Peterson.

Chief DeLorie expressed his appreciation to the Board for their continued support and recognition of his Department.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the annual contract for Assistant Fire Chief Jeffrey Peterson for FY20 and to set the annual salary of \$-142,500.00

7. Discuss and Vote Common Victualler License Request, Mark's Pizza (Relocation) 10B Washington Street

Mr. Ghobrial joined the Board.

Ms. Jop briefly reviewed the application and noted the relocation of the business. She stated that the Health Department would complete a final inspection the following day. She reviewed the parking plan for the building. Ms. Olney inquired to the sustainability options the restaurant follows and if they would consider additional options in the future. Mr. Ghobrial reviewed the recycling program he had in place and stated that he would be inclined to order paper straws and would be open to other options.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the Common Victualler License for the relocation of Mark's Pizza to 10B Washington Street and to name Ramez Ghobrial as manager.

8. Discuss and Vote Common Victualler License Request, NexDine, 100 Worcester St.

Ms. Oleson joined the Board.

Ms. Jop reviewed the application for NexDine and noted that the café had been operating in compliance with the Building and Health Departments but did not ever apply for a CV. Ms. Olney suggested additional options for reusable items within the cafeteria. Ms. Oleson noted that the facility uses compostable bins and stated that the café uses mainly compostable items and added that many customers bring their own reusable cups and mugs. Ms. Sullivan Woods suggest that Ms. Oleson contact the Health Department as they offer a food rescue and reuse program for those in need.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the Common Victualler License for NexDine at 100 Worcester Street and to name Cathy Oleson as manager.

9. Discuss and Vote MassDOT Tri-Party Signal Agreement and MassDOT Taking for 900 Worcester Street Signal

Ms. Jop reviewed the drafted agreement and Order of Taking. She noted that the Developer had been working with MassDOT on the permitting of the signal design that would be located at 900 Worcester Street. She reviewed the Tri-Party Agreement noting that it outlined the primary responsibilities and ongoing maintenance responsibilities of each party concerning the signal. She stated that the agreement was similar to the agreement the Town signed with MassDOT for the Kingsbury signal improvements project. She added that most responsibilities fall to the Developer, and that the Town would be responsible for the emergency preemption system for the signal. Ms. Jop reviewed the proposed signal design and location and noted that MassDOT had requested to perform the majority of the work in the right of way and are requesting a right of way modification which necessitates the Order of Taking to place the signal control cabinets as proposed. She added the final document for approval was a Land Damage Agreement that would allow MassDOT to take the land necessary to install the signal, and the Town would agree that compensation is not required for the taking. She stated that Town Counsel had reviewed all three documents. The Board discussed the signal, its location and the technology used for the signal. Ms. Jop briefly reviewed the Wetlands discussion and meeting that had been held regarding the placement of the signal. She noted that the Wetlands Committee reviewed the project for consistency with the Town bylaws. She stated that the Wetlands Committee did ask for additional information to be submitted and a follow-up hearing would be scheduled in the future.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the MassDOT Land Damage Agreement, the Agreement between the Massachusetts Department of Transportation and Wellesley Sports Center, LLC and Town of Wellesley, MA, to approve the

Order of Takings with MassDOT, and to authorize the Chair to sign said documents on behalf of the Town.

10. Discuss Revised Boston Marathon Invitational Entry Policy

Ms. Hawkinson, Town Communication Manager joined the Board.

Ms. Jop provided an overview of the current policy and noted how the policy had evolved. She stated that the invitational entries are used to benefit local charities and minimum fundraising amounts are set by the Board annually. She noted that Ms. Hawkinson assisted in administering the policy and found a number of issues that could be revised to make the process easier for the Town and for the runners. Ms. Hawkinson reviewed the key issues that should be revised to have the process move more smoothly.. She provided an overview of the drafted changes to the policy, noting that she had spoken to the BAA to be sure that the dates reflected one another. Ms. Jop noted that the funds raised by a charity are required to benefit the Town. The Board discussed the proposed revisions and how the Board usually reviews charitable applications before awarding entries. Mr. Morgan stated that the Board may wish to consider to radically change how Wellesley awards its invitational entries. Ms. Hawkinson noted processes in neighboring communities regarding the awarding of entries varies. Ms. Freiman asked that the Board review the marathon entry process in April for the following cycle. Ms. Jop asked that any comments be sent to Ms. Hawkinson before the end of the week and the Board was scheduled to vote on the revised policy at the following meeting on September 9th.

11. Discuss RFP for Eaton Court Parking Lot

Ms. Jop stated that the Town holds a license agreement with Haynes Management at Eaton Court that is renewed annually for an area of 240 square feet. She noted that in order to change the license agreement to a lease, the Town is required to issue an RFP and would require action at Town Meeting. She stated that the draft language would allow for the Town to lease the parcel for vehicular traffic to access the back of the building. She stated that Town Counsel had reviewed the drafted RFP and that the dates would be finalized in order to have the lease agreement ready before Town Meeting. She added that counsel for Century Bank had asked the Town to consider adding language to the RFP to create a public amenity that would allow for pedestrian access across the street. She stated that there could be a benefit for working with the Haynes Management regarding the request as it would provide access to Wellesley Hills businesses but could also create challenges and would prefer to work with the area business owners to create pedestrian access rather than include it in the RFP. She noted that the Town does not own the land where a pedestrian walkway would be. The Board discussed the potential lease, current parking issues, and current pedestrian access points.

Mr. Brooks, counsel for Century Bank located at 258 Washington St., joined the Board. He stated that the goal of the Bank asking for a pedestrian access point was based on their desire to serve the community. The Board discussed the request by Mr. Brooks and his client to include a public amenity within the RFP. The Board asked that staff move forward with the RFP as it had been drafted.

12. Discuss and Vote Appointments to Historical Commission

Ms. Jop reviewed the recommended reappointments and new appointments submitted to the Board from the Historical Commission. Mr. Morgan stated that he would be working with staff and the Historical Commission reviewing the demotion delay bylaw and processes.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to appoint the following Historical Commission members: Grant Brown as a full member to a term to expire on

June 30, 2022; Michael Greco as a full member from an alternate member to a term to expire on June 30, 2022; Elizabeth Shlala as a full member from an alternate member to a term to expire on June 30, 2020; to appoint Marc Charney as an alternate member for a term to expire on June 30, 2021; and to appoint Kristin Connell as an alternate member for a term to expire on June 30, 2022.

13. Executive Director's Report

Ms. Jop briefly reviewed the items for approval. Mr. Wheeler, appointee to Crossing Guard, came before the Board. He noted that he had been a crossing guard for the Town previously and would be glad to work for the Town again.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the minutes of July 16, July 29, and July 30, 2019 and August 13, 2019.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to appoint Parker N. Wheeler as a crossing guard through June 30, 2020

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to appoint MaryRuth Reynolds as a public weigher through June 30, 2020

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the One Day License for Carol's Corner Foundation at Wellesley College Alumni Hall Auditorium on September 15, 2019.

14. Project Updates

Mr. Ulfelder provided a brief update regarding the recent SBC meeting. He stated that the meeting had focused on discussing internal swing space and the option for late Hunnewell. He added that the SBC was working on the best way to communicate the project and options to the public. He stated that the Hardy/Upham project was being driven by the MSBA and the SBC was working to determining the milestones for the project. He stated that School community meetings would be held regarding the HHU projects. Ms. Jop stated the meetings would be held on September 5th at 7:30pm at the Sprague Library, September 9th at 6:30pm at the Hunnewell Library, September 10th at 6:30pm at the Bates Library, and September 12th at 6:00 pm at the Fiske Library, September 16th at 7:30pm Schofield Library, September 23rd at 6:30pm at the Hardy Library, and September 24th at 6:30pm at the Upham Library. Mr. Ulfelder stated that the School Committee would work with an outside consultant and would be updating enrollment projections to begin the process of redistricting.

15. New Business and Correspondence

The meeting was adjourned at 9:08 pm.

The next regular meeting is scheduled for Monday, September 9, 2019 at 7:00 pm in the Juliani Room.