

Approved: October 11, 2022

**Select Board Meeting: September 12, 2022**

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

**Also Present: Jop, Frigulietti**

**Meeting Documents:**

1. Agenda
2. Draft Select Board calendar
3. Draft Presentation: Warren Building HVAC Presentation
4. CV Application: Truly's 39 Grove Street
5. Correspondence re: Truly's parklet
6. Inside the Levy Borrowing Projections
7. Debt Mountain
8. Median Tax Impact
9. Memo re: Budget Guidelines
10. Integrated model with options
11. Proposed Budget Schedule
12. Draft SB Minutes: 8/16/22, 8/30/22
13. Request for Appointments
14. One Day License Request
15. Letter regarding overnight parking
16. Correspondence re: CV regulations for traffic studies
17. Police Commendations
18. Mass Bay College Invitation
19. Heroes Garden Celebration

**1. Call to Order**

Ms. Olney, Chair, called the meeting to order at 6:30 pm online.

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](http://wellesleymedia.org).

Ms. Olney thanked the Fire Department and Police Department for hosting and attendance at the Wellesley September 11th Observances.

**2. Citizen Speak**

None.

**3. Warren Building HVAC Presentation**

Mr. McDonough, FMD Director; Mr. Hebert, FMD Energy Manager; and Mr. Brenton, IMEG Corp Project Manager, joined the Board.

Mr. McDonough reviewed the presentation for the mechanical systems study for the Warren Building, Library, and Sprague School. He provided an overview of the project background and RFQ process. Mr. McDonough stated that each of the buildings were at or approaching the end of service life for their mechanical systems. He noted that the three project budgets totaled approximately \$225,000 for FY22. Mr. McDonough added that the Warren Building was the most urgent of the three buildings and reviewed

his determination for placing Warren as a priority. Mr. McDonough continued to review the background for the project and scope of work used for the RFQ. Mr. Brenton provided an overview of the report summary for the Warren Building. He discussed the existing conditions and deficiencies throughout the building, including severe corrosion and falling ice from the boiler flues. Mr. Brenton reviewed the recommendations for the Warren Building systems, noting the life cycle cost analysis for the selected options and the alternates considered for the project. He stated that the design was recommended to begin in the summer of 2023 with construction following in later 2024. Mr. McDonough stated that the Town's sustainability guidelines were used in the project summary proposals noting the systems proposed would reduce the carbon dioxide output by approximately 26%. He provided a review of the construction and design costs, adding PBC would review the project and include additional cost estimates. Mr. McDonough reviewed the proposed project schedule and next steps for the Warren Building, adding that the Sprague School and Library systems would be presented at future Town Meetings.

Mr. Brenton provided a brief overview of the Main Library systems needs and deficiencies. He noted the recommendations for updates, adding that construction was recommended to begin in late 2025 while FMD believed the construction could be held to 2027 with additional maintenance. Mr. McDonough stated that delaying the Main Library systems update, FMD would package both the Library and the Sprague School systems together for construction to begin on both in 2027. Mr. Brenton reviewed the summary review of the Sprague School systems, noting the new chillers were working without issues and replacement of the chiller would not be included in the project proposal. Mr. McDonough noted the expected timeline for the project. The Board discussed the summary for each building and the recommendations of both IMEG and FMD.

#### **4. Discuss and Vote Common Victualler License for Trullys at 39 Grove Street**

Ms. Meagher, Support Services Manager; Mr. Steve Marcus and Mr. Jeff Marcus of Trully's, joined the Board.

Ms. Meagher briefly reviewed the application for the change in location for Trully's, noting that the original location would likely be remaining as a commissary kitchen or other business under Trully's control. Mr. Steve Marcus described the new Big Belly trash cans that would be used on the exterior of the premises to assist in trash management. The Board briefly discussed the application.

**Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (5-0) to approve the Common Victualler License for Trully's at 39 Grove Street.**

**Sullivan Woods – Aye**

**Aufranc – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Lanza – Aye**

#### **5. Discuss and Vote Town Hall Interior Financing Options**

Ms. Strother, Finance Director, joined the Board

Ms. Olney provided a brief overview of the project background and phases. She noted the proposed financing option of the use of \$13million of free cash to lower borrowing that would avoid a direct tax impact to residents. Ms. Jop reviewed the project cost history and projections for Town Hall renovations, beginning in 2012. She noted multiple projects with funds available for redeployment as well as the free cash calculations and the free cash reserve projections. Ms. Jop further reviewed additional scenarios of funding the interior project while remaining within the levy. She noted the capital project priorities used

when determining projects for the capital plan, the cash capital trends, and reviewed the median tax bill assessment assuming a tax impact from the project. Ms. Jop stated that using \$13million in free cash the assumed borrowing would be approximately \$8.5million. She reviewed the debt service model and debt mountain between FY22 – FY27. The Board discussed at length the scenarios presented for financing the Town Hall interior project.

**Upon a motion by Mr. Ulfelder and seconded by Ms. Sullivan Woods, the Board was polled and voted (5-0) to authorize the use of \$13,000,000 in Free Cash to allow for inside the levy borrowing of the Town Hall Interior Renovation Project.**

**Sullivan Woods – Aye**

**Aufranc – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Lanza – Aye**

**Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (5-0) that the Board recommend to Town Meeting to finance Town Hall inside the levy through a combination of inside the levy borrowing and use of free cash as outlined in the previous motion.**

**Sullivan Woods – Aye**

**Aufranc – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Lanza – Aye**

## **6. Discuss Fiscal Year 2024 Budget Guidelines**

Ms. Strother provided an overview of the revenue projections for FY24, the proposed guideline and alternate scenario. She stated that projections for State aid and local revenue remained conservative. Ms. Strother noted that the increase in guideline proposed for schools was 2.5% while town departments was 3%; adding that the alternate would leave the guideline at 3% for both schools and town departments. She further reviewed the scenarios for the budget guidelines. The Board discussed the proposed guideline scenarios, noting the differences for the schools within the proposal. Ms. Jop stated that school contract negotiations continued and a better understanding of the needs of the school department should be flushed out in the next few weeks. Ms. Jop reviewed the budget submission timeline, noting dates the Board would discuss and vote on the guideline and budget proposals. The Board continued to discuss the budget guideline scenarios and potential impacts to various departments.

## **7. Executive Directors Update**

Ms. Jop stated that the Wellesley Square “Parent’s Day Out” would be occurring over the weekend and the Board had authorized free parking at the two-hour meters. She noted the Fells Library Heroes Garden ceremony would be held on October 1<sup>st</sup>, celebrating Wellesley’s first responders.

Ms. Jop noted the draft minutes included minor edits. She briefly reviewed the request to appoint two additional Babson Police Officers. Ms. Jop briefly reviewed the one day special license from Babson College on October first.

Ms. Jop stated that a request had been received from a property owner to review the regulation that requires traffic studies for change of use from retail to restaurant space, adding that if the Board would like to address the requirement it could be added to a future agenda.

**Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (5-0) to approve the minutes of August 16, 2022 and August 30, 2022.**

**Sullivan Woods – Aye**

**Aufranc – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Lanza – Aye**

**Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (5-0) to appoint Sergeant Debbie Lopez and Officer Georgios Emmanouilidis as Wellesley Special Police Officers for a term to expire on June 30, 2023.**

**Sullivan Woods – Aye**

**Aufranc – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Lanza – Aye**

**Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder, the Board was polled and voted (5-0) to approve the one day license for Babson College for the Back to Babson Family and Friends day on October 1, 2022.**

**Sullivan Woods – Aye**

**Aufranc – Aye**

**Olney –Aye**

**Ulfelder – Aye**

**Lanza – Aye**

#### **8. New Business and Correspondence**

Ms. Sullivan Woods stated that the merchant craft event held the previous weekend was well attended and successful. She noted that the proposed meeting schedule included Tuesdays for the foreseeable future and she asked that the Board have a discussion at an upcoming meeting to consider moving back to Monday evenings.

The meeting was adjourned at 9:22 pm

The next regular meeting is scheduled for September 27, 2022 at 6:00 pm.