

Approved: September 29, 2020

Board of Selectmen Meeting: September 14, 2020

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

Also Present: Jop, Frigulietti

Warrants approved: none

Meeting Documents:

1. Agenda
2. Draft Health Department Presentation
3. Draft Health Department Budget Request
4. Draft FY21 STM Supplemental Budget Request
5. Correspondence re: Traffic Box Designs
6. Memorandum of Understanding and License Agreement
7. Housing Authority Meeting Minutes 4/13/20
8. Monthly Parking Collections
9. Animal Control Report
10. COVID Grants to date
11. ABCC Outdoor Dining Notice

1. Call to Order

Ms. Freiman, Chair, called the meeting to order at 5:00 pm online.

2. Citizen Speak

None.

3. Announcements

4. Discuss and Vote Health Department Staffing Plan and use of CARES Funds

Mr. Cohen, Chair of the Board of Health, Ms. Testa Simonson and Ms. Grape of the Board of Health and Mr. Izzo, Health Department Director, joined the Board.

Ms. Sullivan Woods reviewed the request for additional funding in the budget due to the response to the COVID-19 pandemic. She noted the Health Department had used much of their part-time hours in the budget to address the pandemic. She added that the Health Department had previously discussed its budget needs with Advisory. Ms. Sullivan Woods stated that in order to fully operate the department to address Town needs, additional full-time staff and part-time hours would be necessary. She noted that CARES funding could be used to address some of the departments needs through January, however, funding past January would be necessary in order to hire qualified candidates.

Ms. Testa Simonson reviewed the budget request presentation. She stated the BOH was requesting CARES funding to cover additional public health nursing, social workers, and

environmental health inspections and enforcement activities. She added that the CARES funding request was estimated at \$140,850 through the end of December, 2020. She stated the additional request for Town funding of the budget between January 1, 2021 through June 30 was approximately \$61,600. Ms. Testa Simonson stated that two part-time employees would be upgraded to full-time employees. She noted that many of the part-time employees had been working over full-time hours. She added that the Department expected to hire an additional part-time social worker and increase the salary for a new environmental inspection and enforcement employee. She noted additional IT needs were included in the CARES funding request.

Ms. Freiman inquired how the staffing changes would be put to use after the pandemic was over. Ms. Testa Simonson noted that public health mandates had changed included increased vaccinations for school-aged children, additional requests for flu vaccine, and likely continuation of COVID cases into the future. She added that staff expected to need to respond to complaints and concerns regarding compliance. Ms. Testa Simonson stated that the Department did not expect any of the issues related to the public health emergency to decrease in the future. Ms. Sullivan Woods stated that the additional part-time social worker position had been discussed and identified in the prior fiscal year as a potential need. Ms. Testa Simonson addressed how the Health Department worked in conjunction with the School Department regarding health and vaccinations. Mr. Izzo stated that the Department was in the process of planning flu clinics for the community.

The Board discussed the request for CARES funding and additional budget request through FY21. Ms. Jop stated that the impact of the use of additional CARES funds and the impacts on the budget were in process of being reviewed by the Finance Department. She added that the Board may want to vote at the following meeting in order to hear comments from Ms. Strother and from the Advisory meeting. The Board expressed general approval for the Board of Health request for additional funding for the budget and use of CARES funds. The Board discussed holding the vote to the following meeting pending additional review by the Finance Office and comments from Advisory.

5. Elections Update

Ms. Kato, Town Clerk, and Ms. Strother, Town Finance Director, joined the Board.

Ms. Kato reviewed the request for CARES funding to supplement the costs of the elections. She noted legislation mandated allowances for vote by mail, advanced processing of ballots, in-person early voting and traditional voting. She added that due to increased COVID safety precautions, staffing, and PPE were necessary to protect staff and voters. She reviewed the steps necessary to conduct the elections and the costs associated with the primary and expectations for the November election. She noted the one-time costs associated with the September election versus variable costs that would be necessary for November and December. Ms. Kato noted the funds received from the state including technology and pre-paid postage for mail-in ballots. She stated that the total estimated cost was \$81,288. She continued to review the budget request and line items. The Board discussed the budget request and use of CARES funds. Ms. Strother stated that she believed the request appeared eligible for CARES funding expenses. The Board discussed adding the cost of an additional postcard mailing for the November election.

Ms. Kato stated that the office anticipated keeping the polling locations the same for November and December as they were for the September election. She reviewed the polling locations for each precinct. She added that she would be appreciative of a continuance of the free parking for easier parking to vote. Ms. Kato reviewed the dates, times, and location request for early voting and advanced processing for the November election. She noted the protocols for safety in place for staff and voters. The Board discussed the request for polling and early voting locations.

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder the Board was polled and voted (5-0) to approve the use of \$84,419 in CARES Funds for COVID related costs of the elections.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

Aufranc – Aye

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder the Board was polled and voted (5-0) to approve the use of the Tolles Parsons Center located at 500 Washington Street for the following days and hours:

- **Saturday October 17 and Sunday October 18 for 9:00 am – 1:00 pm**
- **Monday through Friday October 19-23, 9:00 am – 4:00 pm**
- **Saturday October 24 and Sunday October 25 for 9:00 am – 1:00 pm**
- **Monday through Friday October 26-30, 9:00 am – 4:00 pm**

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

Aufranc – Aye

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder the Board was polled and voted (5-0) to approve to approve the processing of early voting ballots before election day at Wellesley Town Hall, Great Hall and Juliani Room located at 525 Washington Street beginning on October 29, 2020 through November 2, 2020.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

Aufranc – Aye

6. Review Next Round of Traffic Box Art Installations

Chief Pilecki, Mr. Golob and Ms. Robert joined the Board.

Chief Pilecki stated that an additional four traffic boxes would be painted by the end of fall. He noted the locations of each of the boxes. He added that the committee had received more

submissions in the second round. Ms. Robert reviewed the designs chosen for each traffic box. Chief Pilecki stated that the committee had intended to paint 3 boxes; however, they had been approached by Federal Realty who offered to fund the installation of the box located at Linden Street. The Board discussed the project and the designs and thanked Federal Realty for their contribution

7. Discuss and Vote Memorandum of Understanding with Housing Authority for use of Land at Police Station

Lieutenant Showstead joined the Board. He reviewed the MOU between the Housing Authority and the Police Department. He reviewed the parking issues for the Police Department and provided an overview of the land owned by the Housing Authority. He noted the area where parking would be expanded for Police Department parking. Chief Pilecki stated that with the expansion of parking the driveway would become wider, making entering/exiting easier for staff and visitors. The Board discussed the agreement and the project timeline.

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder the Board was polled and voted (5-0) to approve the Memorandum of Understanding with the Wellesley Housing Authority for the expansion of the Wellesley Police Parking Lot.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

Aufranc – Aye

8. Executive Director’s Report

Ms. Jop stated that the office had met with the Economic Development Director in Needham to share ideas and information. She added that Ms. Frigulietti was working to identify vacancy and owner information for property owners. She added that the Governor had extended temporary outdoor seating. Ms. Frigulietti noted the merchant incentives held in Needham and Wellesley. The Board briefly discussed outdoor dining and extensions of the temporary permits. Ms. Jop stated that the merchants had requested an extension in free parking through the end of the year. She noted that the current free parking had been extended through September 15th and that there were also previously approved free parking events scheduled through the end of the year. Ms. Jop briefly reviewed the financial impacts of free parking as well as the lack of use of the lots and refunds for annual parking passes. She added that a review of the Traffic and Parking budget would be undertaken at an upcoming meeting. The Board briefly discussed the parking applications and fees. Ms. Sullivan Woods stated that the merchants were appreciative of the free parking. She added that there continued to be many open parking spaces throughout the day across Town. She noted that the free parking makes it easier for shopping and there is a hope with the extension more residents will shop locally. The Board discussed the free parking request and the impact on the merchants. Ms. Sullivan Woods asked the Board consider extending the parking to January 1 rather than December 31 in order for easier public consumption and for promotion. Ms. Freiman stated that the Board remained concerned about the Town’s revenue

streams, but believed the cost benefit to helping the merchants outweighed the parking collection shortfalls.

Upon a motion by Ms. Sullivan Woods and seconded by Mr. Ulfelder the Board was polled and voted (5-0) to approve free parking for 2-hour on street meters through January 1, 2021.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Freiman – Aye

Aufranc – Aye

9. New Business and Correspondence

Mr. Ulfelder stated that the public forum for the Hardy/Upham project would be held on September 17th.

The meeting was adjourned at 7:08pm.

The next regular meeting is scheduled for September 21, 2020 at 6:00pm online.