

Ms. Dhebar of 10 Bellevue Road joined the Board. She stated that she had heard these school conversations for years and felt as though the process had been dragged out. She asked the Board to take steps to move faster on projects such as this. She stated that she thought there should be a feeling of what the majority of the Town is willing to invest in; two or three schools.

3. Announcements

Ms. Freiman thanked the Fire Chief and Police Chief for hosting the 9/11 Memorial and assembling their honor guards.

Ms. Freiman stated that Mr. O'Donnell, the Norfolk County Registrar of Deeds would hold office hours at Town Hall in the Juliani Room on Thursday, September 19th between 10:00 a.m.-12:00 p.m.

Ms. Olney stated that two events would be held in conjunction with the international Climate Strike. A march and rally was scheduled for September 20th at 3:30 pm led by the student organization Wellesley College EnAct. The second event was an environmental justice workshop and training presented by leaders of the Mass Power Forward coalition and hosted by the Unitarian Universalist Church of Wellesley Hills on Thursday, September 26th from 7-9:00 pm at 309 Washington Street.

4. Discuss and Vote Transfer of Common Victualler License for Truly Yogurt, 35 Central Street.

Mr. Steve Marcus and Mr. Jeffrey Marcus joined the Board.

Ms. Jop reviewed the transfer of license application. She noted that the final inspection from the Health Department would be necessary before the license would be issued.

Mr. Steve Marcus reiterated that the focus would be on maintaining the business as it had been run and keep the quality the same if not better. Ms. Olney asked if they had trash reduction plans finalized. Mr. Steve Marcus stated that they were looking ahead to purchase energy efficient refrigeration units as well as reducing plastic utensils.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the transfer of the Common Victuallar License for Truly Yogurt to Trulys of Wellesley LLC and to name Heather Gittelsohn as manager, contingent upon a final inspection by the Health Department.

5. Discuss Budget Guidelines and Annual Budget Preparation Manual

Ms. Strother, Town Finance Director, joined the Board.

Ms. Jop reviewed the budget preparation manual. She stated that departments would be asked to describe a base budget scenario, a level service budget, a strategic plan budget for larger departments, a unified plan budget, and a critical needs costs determination. She stated that much of the information would be the same as previous years. She noted that the budget submission timeline had been finalized. The Board discussed the budget manual, the budget process, and how departments would budget for new union contracts in a negotiation year. Ms. Jop reviewed the draft budget book and provided an overview of the information that would be included from Department Heads.

Ms. Freiman stated that during the budgeting guideline process the Board would decide how the Board may utilize some of the reserve funds that were over the amount that the Reserves Policy requires. She

discussed several scenarios for the use of the funds. She noted that the Board would be setting percentage guidelines for departmental increases and reviewed information that had been received from the School Committee. She stated that the School Committee information was preliminary and would be updated for the next Board meeting. She stated that there would be additional conversations with School Committee regarding their breakdown of personnel services and offsets. She added that there would be further discussions regarding the funds retained from circuit breaker, currently understood to be used toward SPED expenses.

The Board continued to discuss the budgeting process and the use of reserves.

6. Presentation on Town Hall Annex Feasibility Study

Mr. McDonough, FMD Director, Mr. Kennedy, FMD Project Manager, Mr. Schwartz and Mr. Marshall of Schwartz Silver joined the Board.

Ms. Freiman provided background on the feasibility study for the Town Hall renovations and the potential Town Hall annex. She noted that parking and traffic would continue to be examined. Mr. McDonough briefly reviewed the reasoning behind the necessity of an annex to Town Hall. He reviewed the procurement process and the timeline for project implementation.

Mr. Marshall reviewed the process of the study and determination of the site, to be located between the Fire Station and the MLP building. He noted that there would be a second site for remote parking for employees. He stated that the footprint of the building would be located at the former site of an administration building that had been removed. He reviewed the existing traffic patterns and the proposed changes during and after construction of the annex. Mr. Marshall noted that there are site constrictions including an Activity in Use Limitation (AUL) restriction from Mass DEP. He stated that the proposed parking lot, walkways, and landscaping would be acceptable uses within the AUL. He reviewed the intended departments to be moved into the annex and the proposed floor plans. He provided an overview of the potential for swing space for other Town Hall departments during the interior renovations of Town Hall. He reviewed two initial concept designs for the annex and noted that the Fire Department, MLP, and DPW had been involved in discussions for designs and traffic flow. Mr. Marshall provided an overview of the sustainability goals and potential materials to be included in the building. He reviewed cost estimates and potential systems and materials for achieving net zero energy for the annex.

Mr. McDonough provided an additional overview for the plan of using the annex for swing space for Town Hall Departments during renovation and potential floor plans during that time. He provided an overall budget cost estimate and breakdown for the total project and the potential project schedule. He renewed the next steps and stated the project presentation would be brought to PBC on October 10th and to Advisory in the near future. The Board discussed the proposed designs and space needs of the departments to be moved to the annex. Ms. Jop noted that during the phase of moving departments to the annex the Town would begin implementing the digitizing of records plan to have more efficient storage of documents. The Board discussed the sub-station and potential plans for its use. The Board continued to discuss the designs and floor plans of the annex.

Ms. Theermann, 13 Aberdeen Rd. and representative of Sustainable Wellesley, joined the Board. She stated that her opinion was that the proposed project was an excellent example of green building.

Ms. Martello, Town Sustainability Energy Administrator, joined the Board. She stated that the proposed design of a zero net energy building was an exciting opportunity for the Town.

7. Executive Director's Report

Ms. Jop reviewed the drafted minutes for the Board's review and approval.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the minutes of the Board of Selectmen Retreat from September 3, 2019.

8. Project Updates

Ms. Sullivan Woods provided updates on her liaison assignments. She stated that the Board of Assessors were currently in process of recertification with the DOR that must be completed before the tax rate is set. She noted that the Board of Health had been proactive with the state with the state mandated mosquito spraying. She stated that the Recreation Board had planned a pick-up pickleball game. She stated that there would be another public forum regarding the Morses Pond feasibility study report. She added that the Council on Aging had hired new personnel and would be at near full staff shortly and would be interviewing interim directors in the upcoming week. She stated that the Wellesley Square Merchants held a successful "Mom's Day Out" event the previous weekend and were planning to add another event in October.

Mr. Ulfelder stated that the SBC continued their community meetings. He noted that the conversations had been well attended and the SBC was working diligently to get information to the residents.

9. New Business and Other Correspondence

Ms. Freiman stated that the Inter-Board meeting would be held on Thursday, September 20th in the Great Hall at 7:30pm.

The meeting was adjourned at 9:22 pm.

The next regular meeting is scheduled for Tuesday, September 24, 2019 at 4:00 pm in the Juliani Room.