

4. Discuss and Vote Budget Guidelines

Ms. Strother, Town Finance Director, joined the Board. She reviewed the FY19 results and the FY20 outlook and provided background of the Reserves Policy adopted by the Board. Ms. Freiman reviewed how reserves in excess of the policy could be used. Ms. Strother noted that reserves were projected to exceed 13.5%, and recommended using excess funds for capital expenses or one time needs rather than increasing base operating costs. The Board discussed the level of reserves and preference for using funds.

Ms. Freiman reviewed discussions with School Committee representatives regarding the FY21 budget projections. She noted the overall increase in budget proposed for the Schools was 3.46%, including 2.63% increase in personal services. She noted that the SPED budget item was based on known expenses and did not include a projection for unanticipated SPED expenses. Ms. Jop noted that the FY21 proposed budget for SPED included a 2% increase in transportation costs.

Ms. Strother reviewed discussions that had taken place with other Town departments regarding the budget guidelines. She noted that DPW, FMD, and the Schools had asked for percentage guidelines. Ms. Freiman noted that the Housing Production Plan and The Unified Plan had been completed to document priorities and the budgeting process would be the start of working toward those priorities. Ms. Strother presented several budget models and budget scenarios for Town Departments and Schools for the Board to consider. She noted that all of the models projected new growth at \$1.950 million and that there was security in expanding local receipts based on the long term performance of building permits, excise tax, and interest income. She noted that the Town continued to have savings from health insurance.

The Board continued to discuss the budget guidelines for FY21.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to adopt an operating budget guideline for FY21 as follows:

- **School budget 3.5%**
- **All other Town Departments 3.5%**

5. Discuss and Vote Contract Amendments for Compass and SMMA for MSBA Project

Ms. Jop stated that per MSBA requirements contract amendments require the Board's approval. She stated that the SMMA amendment was in relation to the environmental testing and the Compass amendment related to informational website design and maintenance. She noted that the funding for both amendments was within the budget for the project.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the Contract for Project Management Services, Amendment No. 1 with Compass Project Management in the amount of \$11,094.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the Contract for Designer Services, Amendment No.1 with SMMA, Inc. in the amount of \$373,285.

6. Accept Gift for Lee Field Renovation

Ms. Jop stated that as part of the Hunnewell Field renovation project, the use of \$200,000 in fundraising funds was approved at Town Meeting. She noted Ms. Creevy spearheaded the fundraising and reached the goal within a short timeframe. She stated that the acceptance of the gift would allow the first phase of the renovation to begin.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to accept the gift of \$200,000 for the Lee Fields Renovation Project.

7. Executive Director's Report

Ms. Jop reviewed the drafted minutes and annual report submission for the Board's approval. She updated the Board regarding a transition of ownership of Singh's Café and added that additional permits would require the Board's approval. She stated the Wellesley Square Merchants Association is planning to hold a new event in October. She stated that the proposed event would partner with and donate a portion of sales to the PTO's, the COA, and the Wellesley Free Library. The Merchants Association requested free 2-hour parking in Wellesley Square for the event. Ms. Sullivan Woods noted that she had received positive feedback from the PTO's in particular for this event. The Board discussed the Merchant's proposed event.

Ms. Jop stated that the Executive Director's Office accepted a gift from Sustainable Wellesley to fund a bicycle maintenance station, a tire pump, and bicycle rack to be located at the Police Station. She noted that Sustainable Wellesley raised the \$2,500 for this project and thanked them for working collaboratively to provide the amenity to the Town. She reviewed the gifts accepted on behalf of the Council on Aging.

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

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the Board of Selectmen Submission for the Annual Report for FY2019.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve free 2-hour parking in Wellesley Square on October 17-October 19th from 9:00am – 5:00 pm.

8. Project Updates

Mr. Ulfelder provided a brief update from the previous SBC meeting. He noted that there had been a discussion regarding the value of consulting contracts to bring the enrollment projections up to date in light of 40B and other housing projects in Town and a precursor to the redistricting consultation contract. He added the final school community meetings were taking place the following week and attendance had been high and had provided good conversations and insight into the feelings of the community regarding the projects.

Mr. Morgan stated that the Historical Commission had been working with staff to evaluate the demolition delay bylaw had been working and a survey would be created and sent to those that had been impacted by the bylaw. He stated the Community Preservation Committee had been working with staff toward solidify the deed restrictions on a portion of the North 40 reflecting the contribution of \$10million of Community Preservation Act funds toward the land. He noted that there was not a master plan for the North 40 but a study would be conducted to decide the portion of the parcel would be under the deed restriction. He stated that the NRC would hold a North 40 walk and other educational opportunities on September 28th. He noted that the NRC would work with the Planning Board to review the tree bylaw. He stated that at the next Board meeting the Library Trustees would be present to hear the report on the Library roof project.

9. New Business and Other Correspondence

The meeting was adjourned at 5:39 pm.

The next regular meeting is scheduled for Tuesday, October 7, 2019 at 6:30 pm in the Juliani Room.