

**Advisory Committee Meeting
Zoom Video Conference
Wednesday, September 30, 2020, 6:30 p.m.**

Those present from Advisory Committee included Shawn Baker, Julie Bryan, Tom Cunningham, Lauren Duprey, Jake Erhard, Jennifer Fallon, Neal Goins, John Lanza, Jeff Levitan, Bill Maynard, Deed McCollum, Corrine Monahan, Patti Quigley, Mary Scanlon and Doug Smith.

Julie Bryan called the meeting to order at 6:30 pm.

6:30 p.m. Citizen Speak

Phyllis Theermann, 13 Aberdeen Road thanked Advisory for support of Article 12 and asked for a vote to support the new language. We need climate management on the top of our minds. Climate Emergency declaration. We do not have time please elevate this conversation at town meeting.

Melissa He, Wellesley College student, 21 Wellesley College Road, spoke in support of Article 12 and urged the town to be proactive in climate change.

Bella O'Connor, Wellesley College Student, 21 Wellesley College Road, spoke in support of Article 12 and the need for action as it is a climate emergency and a moral obligation to preserve our quality of life.

Permanent Building Committee (PBC)

Steve Gagosian, PBC; Thomas Goemaat, Vice Chair, PBC; David Lussier, Superintendent, WPS; Mark Ito, Principal, WMS; Melissa Martin, School Committee (SC) were present.

An introduction to PBC and a description of the PBC structure were provided.

PBC's current projects were reviewed and PBC hopes to vote next Thursday on these projects. PBC is contracting these projects in the fall but the work won't start until next summer. The companies will have 6 months to get procurement and supplies lined up.

PBC provided an update of the Main Library Interior space. Bids have been received and will be reviewed and voted upon. Update of main roof of Library was also provided.

A question was asked as to why the construction of the Hunnewell Field restrooms were not part of PBC since it's a \$500,000 project. The fields have DPW oversight not PBC.

Middle School Building Systems

The project background, elements of design, project schedule and budget update were reviewed. It is anticipated the costs will be lower after reviewing the bids.

Construction Management at Risk was described as a construction manager is hired in the early stages of the project. This allows the project to be planned out early. It is common in the private academic world. The contractor becomes a partner with the owner and the contractor's fee is fixed.

A question was asked about the process to select a CM at Risk. Contractors are asked to prepare a preliminary schedule, provide prior experience and references, and staff, those individuals who would actively managing the projects. It's not just a price decision, it's a decision as to who has the best elements for the job and the cost.

A comment was made that the Middle School kitchen serves both middle school and elementary schools. There is a plan if the kitchen isn't completed by the Fall 2021 opening of school.

Questions

- Is the overall number expected to go down based on bids? Yes. Contingency number will also change, all other numbers are firm.
- Is there any reason to think it will go up between now and Town Meeting? No, it is not expected to go up. The construction market takes time to respond to a shock and construction was shut down in Boston for 2 to 3 months. The academic world was also shocked. Capital projects in academic arena have been massively cut back and the academic market in Boston is large. In addition, restaurants and retail hanging have been impacted. A major portion of the construction market have been severely impacted by COVID-19. The contracting community is hungry and this is expected to continue.
- Was the procurement schedule based on pre-COVID schedules? Confidence was expressed the project will be able to get supplies. It is felt that six months is a good amount of time. All materials are domestic and therefore no materials issues are expected as a result of COVID.
- MERV 13 filters were installed in all schools. Will the new systems be able to address any COVID issues? Yes, they will be able to address these issues.
- Any chance that Hunnewell or Hardy school construction will be less than the budget being carried? This can't be answered because it's too far out and there are so many factors. It's going to take time for the economy to recover. Lower escalation percentages are being looked at in the out years that were being considered in March when the market was hot. It is anticipated the market will remain competitive for a long time.
- The construction schedule won't be disruptive to students? It will not be disruptive to students.
- With respect to construction costs, do you think there would be a benefit to waiting because prices will continue to go down? There is no benefit to waiting and it is hard to predict what the world will look like in six months to a year. There will be pent up demand.
- This project gives a 25-year window with no more large projects needed. What would happen at the end of 25 years? The bones of building will be fine but in 25 years it will require a significant infrastructure project. Things will wear out but the building won't fall down.
- The roof was installed in 2006 and it is a 20-year roof. FMD is watching the roof and it is in FMD's capital budget,
- A question was asked about scheduling the contingency and whether risk about the schedule was considered. There is a lot of work to do and all the work that affects the students is inside during the summer when students are not in the school. No rain days will be needed for inside work. It is a massive building and a lot of people can be working inside. If there is any indication that the work can't be completed in the time frame, it can be finished the following summer. There is a high level of confidence that the interior work can be completed in one summer. The outside work might be affected by a rainy summer but this work will not affect the students if it continues after school opens. If the kitchen is delayed, then some type of bagged lunch option might be utilized. During the design process with the architect, the design and different scopes of work were evaluated as the fastest way to do this. This is the most efficient and productive way to complete the work. Shawmut has scheduled a \$250,000 placeholder for overtime. This project is several distinct projects that don't impact each other.
- Which town authority will certify occupancy? Board of Health must sign off on kitchen. Fire signs off on life safety The Building Department signs off for all the building systems.
- Is there a difference between ordering for commercial and residential kitchens and is commercial faster than residential? Yes, it is. This is kitchen equipment used in many institutions and restaurants and it has a more dependable supply chain.

Sprague Chiller

Joe McDonough, Director, FMD and Allen Hebert, Operations Manager, FMD were present.

The background of the project was presented and the process for the replacement of the Sprague Chiller was reviewed. It was decided to move the Sprague chiller from cash capital to STM. This is maintenance work and part of the maintenance schedule. The project schedule was reviewed and this is a design bid build project. The budget estimate/appropriation request was reviewed. Work will be done during the summer 2021.

Questions:

- What happens if bids come in higher than expected? For cash capital projects we don't have bids in hand and there is a higher contingency to cover this. The project can be re-bid if necessary. Comfort with the appropriation request was expressed.
- Will there be displacement? Yes, there will need to be a work around for summer programs as there will be no AC in building for the summer. FMD will work with school administration to find a location for summer programs.
- How old is the current system? It is 20 years old.

Board of Selectmen (BOS)

Lise Olney, BOS; Tom Ulfelder, BOS; Marjorie Freeman, Chair, BOS; and Meghan Jop, Executive Director were present.

Granite Street Update

- The town was petitioned in 2016 by the property owners to accept the way.
- ATM 2018 approved funding for the work and approved the street.
- Since this went through petition process rather than DPW the taking component was not included and lots of taking was needed. Eminent domain completely wipes out the history on the property.
- Street under construction now.
- Upon acceptance of making a private way a public way the Registry of Deed filing needs to be done within 180 days of the taking.
- This is a formalization of the intent of town meeting in 2018. Potentially a consent agenda item.

A question was asked if there is any monetary component. There is no monetary component. The cost was split with the abutters and they are assigned a betterment

This is just a housekeeping item.

Settled Contracts – STM Article 4, Motions 1 and 2

Settlement fundamentals were reviewed. The Police Dispatchers contract settlement was presented. Dispatch is a steppingstone for a lot of people. It is a 3-year contract and retention and incentives were part of the settlement. The DPW Supervisors settlement was presented and it is a 3-year contract

It is expected that the DPW Production unit and Custodian contract will be settled by Town Meeting.

Questions and Comments

- There was a question about longevity. The service periods are 10 to 14 years and 15 -19 – \$125 is added to each of those amounts.

- There are place holder motions for the other two contracts and it is hoped that the BOS can approve these on Oct. 5. If necessary, an update can be provided at the next Advisory meeting.
- This is not coming from free cash; this is coming from the settlement line from the ATM approved FY21 budget approval. Money has already been appropriated. It is a bylaw requirement that Town Meeting must accept the pay schedule of all contracts.
- Is there going to be a motion under Article 29 for the loans? There will be a motion to rescind some debt. There are two items that are being rescinded. Some money will be reallocated to the Middle School building systems project. Already appropriated money will be reallocated to reduce the borrowing.

There will be no motion on Article 30.

Article 12

Lise Olney, BOS and Maribeth Martello, SEC were present to address some of the concerns expressed at the last Advisory meeting.

- Some of resolution's language was changed and the BOS approved the changed language.
- The purpose of Article 12 was provided as acknowledging the severity of the climate crisis and the need for action. It creates a shared responsibility for meeting our goals and dramatically reducing our emissions. It encourages everyone to go beyond business as usual to reduce emissions and lays the foundation for town-wide engagement in planning for climate action and resiliency through the development of the Climate Action Plan.

Questions and Comments

- How does this relate to the Climate Action Plan? The resolution and Climate Action Plan are the next steps and will accelerate the process. It is up to departments, committees and boards as to what actions to take. Accountability is imbedded in the Town Report. Often actions save money over the life of a project. It's really a way for Town Meeting to emphasize the urgency.
- Is the draft of the resolution changing or is it the same? There is a revised resolution which was approved by the BOS last night. Context was added to the resolution. The resolution was presented and changes discussed.
- This is just one step and there are more steps to be taken. Is any of this going to get in the bylaws.
- Concern was expressed that the resolution is being made now but board members turn over and get further away from people who approved the resolution. How is town going to keep people accountable for all this? The idea is to galvanize people's thinking and action as we wait for the Climate Action Plan and goals.
- We can't have an action plan without a foundation upon which to launch that plan. This could be the foundation for the Action Plan that will eventually come to Town Meeting. The idea is to start shifting people's thinking.
- A comment was made that the intent is great but there are expenses to replace things. As we turn things over these will be replaced with more efficient products but to change everything all at once will be expensive.
- A comment was made that Advisory already voted on this article. The presentation is to provide history.
- What is the 2020 goal and how far off are we? Goal was to reduce total town-wide greenhouse emissions by 25%. We are about 12% below 2007. Town wide building emissions has been reduced 23% and transportation sector increased emissions 6 to 7%.

Approved 10/6/2020

- Is this the goal for both public and private? It is the town-wide goal as a green community committed to decreasing municipal footprint by 20%. The town is committed to a fuel-efficient policy and is replacing vehicles with fuel efficient vehicles.
- Concern was expressed about changes in the language in the resolution after Advisory voted. In response to comments at Advisory's Public Hearing and to Advisory's comments, changes were made to the resolution but it was felt that it did not need to be re-voted. Motions can be changed right up until town meeting. Motion was to change to the resolution. Final motions are not due until Oct. 9. This was not an attempt to not be transparent.
- A straw poll of Advisory members was conducted to revote the warrant article. Only 2 Advisory members indicated they wanted to re-vote. Article was not re-voted.

An update on the Library numbers was provided and the Library Foundation has committed to contribute \$600,000 (20% of the total cost) for the interior renovations. The final numbers for the Library interior and roof will be finalized next week but they will be lower than the amounts that were budgeted.

There is no reason to re-vote the Middle School building systems and Sprague Chiller Article if the numbers come in lower. However, if the number comes in significantly higher it will need to be re-voted.

STM 1 Article 2

Neal Goins made and Jeff Levitan seconded a motion for favorable action on Warrant Article 2 of Special Town Meeting #2, as proposed by the School Committee and Permanent Building Committee, to see if the Town will vote to appropriate \$13,964,247, to be expended under the direction of the Permanent Building Committee, for construction funds, architectural and engineering construction administration, project management, and any associated costs related to the renovation of the Middle School Building Systems, as set forth in the Warrant and Motion for this 2020 Special Town Meeting.

Roll Call Vote

Bill Maynard – yes
Patti Quigley – yes
John Lanza – yes
Mary Scanlon – yes
Deed McCollum – yes
Jennifer Fallon – yes
Jeff Levitan – yes
Corinne Monahan – yes
Shawn Baker – yes
Doug Smith – yes
Jake Erhard – yes
Tom Cunningham – yes
Lauren Duprey – yes
Neal Goins – yes

Motion was unanimously approved 14 to 0.

STM 2, Article 2 is the Consent Agenda will include Articles that Advisory has voted unanimously for favorable action and that the Moderator and Selectmen don't think will have significant discussion or questions at Town Meeting. At this time these articles are known to be in Consent Agenda:

Article 3, Motion 1
Article 13
Article 15
Article 19

Approved 10/6/2020

Article 29

STM 2 Article 3, Motion 1

Neal Goins made and Patti Quigley seconded a motion for favorable action on Warrant Article 3, Motion 1, as proposed by the Board of Selectmen to see if the Town will vote to amend the vote taken under Motion 2 of Article 8 of the 2020 Annual Town Meeting by transferring \$7,515 from Library Trustees Personal Services to Library Trustees Expenses to correct the union settlement appropriation, as set forth in the Motion and Warrant for this 2020 Special Town Meeting.

Roll Call

Bill Maynard – yes
Patti Quigley – yes
John Lanza – yes
Mary Scanlon – yes
Deed McCollum – yes
Jennifer Fallon – yes
Jeff Levitan – yes
Corinne Monahan – yes
Shawn Baker – yes
Doug Smith – yes
Jake Erhard – yes
Tom Cunningham – yes
Lauren Duprey – yes
Neal Goins – yes

Motion was unanimously approved 14 to 0.

STM 2, Article 3, Motion 2

Neal Goins made and Corinne Monahan seconded a motion for favorable action on Warrant Article 3, Motion 2, as proposed by the Board of Selectmen, to see if the Town will vote to amend the vote taken under Motion 2 of Article 8 of the 2020 Annual Town Meeting by increasing the sum appropriated to the Board of Health Personal Services by \$ 128,350 to fund an increase of 15 hours per week for the Director of Nursing, create a new Public Health Nurse Position, convert two part-time Social Work positions into a full-time positions, and add ten hours per week for Environmental, Inspection, and Enforcement, as set forth in the Motion and Warrant for this 2020 Special Town Meeting.

Roll Call Vote

Bill Maynard – yes
Patti Quigley – yes
John Lanza – yes
Mary Scanlon – yes
Deed McCollum – yes
Jennifer Fallon – yes
Jeff Levitan – yes
Corinne Monahan – yes
Shawn Baker – yes
Doug Smith – yes
Jake Erhard – yes
Tom Cunningham – yes
Lauren Duprey – yes
Neal Goins – yes

Approved 10/6/2020

Motion was unanimously approved 14 to 0.

STM 2, Article 4, Motion 1

Neal Goins made and Deed McCollum seconded a motion for favorable action on Warrant Article 4, Motion 1, as proposed by the Board of Selectmen, that the Town amend the vote taken under Motion 2 of Article 8 of the 2020 Annual Town Meeting by increasing the sum appropriated to the Board of Selectmen for Public Safety by \$13,258, said additional sum to be raised by a transfer from the General Government Provision for Contract Settlements, to the Police Department, as set forth in the Motion and Warrant for this 2020 Special Town Meeting including the agreed-upon Pay Schedules.

Roll Call

Bill Maynard – yes
Patti Quigley – yes
John Lanza – yes
Mary Scanlon – yes
Deed McCollum – yes
Jennifer Fallon – yes
Jeff Levitan – yes
Corinne Monahan – yes
Shawn Baker – yes
Doug Smith – yes
Jake Erhard – yes
Tom Cunningham – yes
Lauren Duprey – yes
Neal Goins – yes

Motion was unanimously approved 14 to 0.

STM 2 Article 4, Motion 2

Neal Goins made and Jenn Fallon seconded a motion for favorable action on Warrant Article 4, Motion 2, as proposed by the Board of Selectmen, that the Town amend the vote taken under Motion 2 of Article 8 of the 2020 Annual Town Meeting by increasing the sum appropriated to the Board of Selectmen for Department of Public Works by \$21,011; said additional sum to be raised by a transfer from the General Government Provision for Contract Settlements, to Department of Public Works, as set forth in the Motion and Warrant for this 2020 Special Town Meeting including the agreed-upon Pay Schedules.

Roll Call

Bill Maynard – yes
Patti Quigley – yes
John Lanza – yes
Mary Scanlon – yes
Deed McCollum – yes
Jennifer Fallon – yes
Jeff Levitan – yes
Corinne Monahan – yes
Shawn Baker – yes
Doug Smith – yes
Jake Erhard – yes
Tom Cunningham – yes

Approved 10/6/2020

Lauren Duprey – yes

Neal Goins – yes

Motion was unanimously approved 14 to 0.

STM 2, Article 6

Neal Goins made and Corinne Monahan seconded a motion for favorable action on Warrant Article 6, as proposed by the Board of Library Trustees and Permanent Building Committee, to see if the Town will vote to appropriate \$2,967,848, to be expended under the direction of the Permanent Building Committee, for construction funds, architectural and engineering construction administration, project management, and any associated costs related to the construction of the interior renovation of the Main Wellesley Free Library, as set forth in the Motion and Warrant for this 2020 Special Town Meeting.

Discussion:

- An opinion was expressed that the library is not in need of renovation. The infrastructure of the library is fine and the interior is in good shape.
- The funds for lighting updates and carpeting have already been appropriated.
- A comment was made that the use of the library is different now and it needs to be updated to reflect current needs.
- Design funds have already been approved by Town Meeting and now PBC and the Library are asking for the construction funds. There was money voted by town meeting in prior years for some of the needs.
- It was felt that this is not a necessary expenditure at this time.
- A comment was made that there will be no maintenance expenditures in 2 or 3 years as these are covered by the renovation. In other words, by doing the renovation future maintenance costs are not necessary.
- A comment was made that it isn't certain this is an A priority given the COVID situation and the unknown financial condition.
- A question was asked as to where all these projects come together and decisions get made? The 5- year capital plan is where these are evaluated and planned.
- There was a discussion over assumptions in the COVID world and that the town doesn't know where assumptions will be.
- A comment was made that the town already voted on the design funds and there was a time in town where we did no maintenance on any buildings.
- A question was asked if there is a chance to cycle around in the process to reevaluate priorities.
- A comment was made that this not a cash issue, it's a debt load issue. The town has been monitoring the debt load issue.
- A comment was made that if don't keep up with this building will end up in the same condition of the schools.

Roll Call Vote

Bill Maynard - yes

Patti Quigley – yes

John Lanza – yes

Mary Scanlon - no

Deed McCollum - absent

Jennifer Fallon – yes

Jeff Levitan - yes

Corinne Monahan - yes

Shawn Baker – yes

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Doug Smith – yes
Jake Erhard – yes
Tom Cunningham – yes
Lauren Duprey – yes
Neal Goins – yes

Motion was approved 12 to 1.

STM 2, Article 7

Neal Goins made and Jeff Levitan seconded a motion for favorable action on Warrant Article 7, as proposed by the Board of Library Trustees and Permanent Building Committee, to see if the Town will vote to appropriate \$1,196,000, to be expended under the direction of the Facilities Management Department, for construction funds, architectural and engineering construction administration, project management, and any associated costs related to the repair, reconstruction, or replacement of the roof at the Main Wellesley Free Library, as set forth in the Motion and Warrant for this 2020 Special Town Meeting.

Roll Call Vote

Bill Maynard - yes
Patti Quigley – yes
John Lanza – yes
Mary Scanlon - yes
Deed McCollum - yes
Jennifer Fallon – yes
Jeff Levitan - yes
Corinne Monahan - yes
Shawn Baker – yes
Doug Smith – yes
Jake Erhard – yes
Tom Cunningham – yes
Lauren Duprey – yes
Neal Goins – yes

Motion was unanimously approved 14 to 0.

STM 2, Article 8

Neal Goins made and Mary Scanlon seconded a motion for favorable action on Warrant Article 8, as proposed by the Facilities Management Department, to see if the Town will vote to appropriate \$1,026,000, to be expended under the direction of the Facilities Management Department, for construction funds, architectural and engineering construction administration, project management, and any associated costs related to the repair, reconstruction, or replacement of the Sprague Elementary School Chiller, as set forth in the Motion and Warrant for this 2020 Special Town Meeting.

Roll Call Vote

Bill Maynard - yes
Patti Quigley – yes
John Lanza – yes
Mary Scanlon - yes
Deed McCollum - yes
Jennifer Fallon – yes
Jeff Levitan - yes
Corinne Monahan - yes

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Shawn Baker – yes
Doug Smith – yes
Jake Erhard – yes
Tom Cunningham – yes
Lauren Duprey – yes
Neal Goins – yes

Motion was unanimously approved 14 to 0.

STM 2, Article 9

Questions were raised about year-round heat and who is maintaining the facility. It is not intended for year-round use and DPW is to maintain it. It was felt that a limited number of people use the fields in the off season. NRC is working out the final details and will come back to Advisory. There were enough questions to wait and see how CPC votes.

STM 2, Article 13

Neal Goins made and Mary Scanlon seconded a motion for favorable action on Warrant Article 13, as proposed by the Board of Selectmen, to see if the Town will vote to acquire by gift, purchase, or eminent domain, any land or interest in land necessary for the laying out of Granite Street from Sunset Road to Crown Ridge Road, as laid out and accepted by vote under Article 23 of the 2018 Annual Town Meeting, or to take any other action in relation thereto, as set forth in the Motion and Warrant for this 2020 Special Town Meeting.

Roll Call Vote

Bill Maynard - yes
Patti Quigley – yes
John Lanza – yes
Mary Scanlon - yes
Deed McCollum - yes
Jennifer Fallon – yes
Jeff Levitan - yes
Corinne Monahan - yes
Shawn Baker – yes
Doug Smith – yes
Jake Erhard – yes
Tom Cunningham – yes
Lauren Duprey – yes
Neal Goins – yes

Motion was unanimously approved 14 to 0.

ATM 2 Article 29

Neal Goins made and Doug Smith seconded a motion for favorable action on Warrant Article 29, as proposed by the Board of Selectmen, to see if the Town will vote to rescind authorized and unissued loans, to authorize the transfer of unused proceeds from previously issued loans to one or more eligible appropriations, and/or to amend existing borrowing authorizations on unissued debt authorized prior to November 7, 2016, in order to allow the use of premiums for project costs and to reduce the amount of the borrowing so authorized, or take any other action in relation thereto, as set forth in the Motion(s) and Warrant for this 2020 Special Town Meeting.

Discussion:

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PBC has agreed that the amounts are no longer needed for the projects so the debt can be rescinded – Middle School steam pipe - \$300,000 and Upham/MSBA Feasibility - \$180,299.

A question was asked if the money is returned to the town or used to pay off loan to bank. As cash projects go forward these funds are not borrowed. Projects that borrow and the money is no longer needed, the funds are re-appropriated for similar capital projects.

Roll Call Vote

Bill Maynard - yes
Patti Quigley – yes
John Lanza – yes
Mary Scanlon - yes
Deed McCollum - yes
Jennifer Fallon – yes
Jeff Levitan - yes
Corinne Monahan - yes
Shawn Baker – yes
Doug Smith – yes
Jake Erhard – yes
Tom Cunningham – yes
Lauren Duprey – yes
Neal Goins – yes

Motion was unanimously approved 14 to 0.

Administrative Matters/Liaison Reports/Minutes

Mary Scanlon made and John Lanza seconded a motion to approve the September 23, 2020 minutes.

Roll call vote:

Bill Maynard – yes
Patti Quigley – yes
John Lanza – yes
Mary Scanlon - yes
Deed McCollum - yes
Jennifer Fallon – yes
Jeff Levitan – yes
Corinne Monahan - yes
Shawn Baker – yes
Doug Smith – yes
Jake Erhard – yes
Tom Cunningham – yes
Lauren Duprey – yes
Neal Goins - yes

Minutes were unanimously approved 14 to 0.

Liaison Reports

Schools/Jenn Fallon, Cohort A starts school Thursday and Cohort B starts on Friday Cohort B; 90% of the students were tested - 1 student tested positive and 2 staff tested positive. School Committee is

Approved 10/6/2020

working on a policy for home schooling. Budget will be a bit delayed. There is discussion over the protocol for dealing with positive results. Contact tracing is conducted through the Board of Health.

9:23 p.m. Adjourn

Corrine Monahan made and Mary Scanlon seconded a motion to adjourn.

Roll call vote

Bill Maynard - yes
Patti Quigley – yes
John Lanza – yes
Mary Scanlon - yes
Deed McCollum - yes
Jennifer Fallon – yes
Jeff Levitan - yes
Corinne Monahan - yes
Shawn Baker – yes
Doug Smith – yes
Jake Erhard – yes
Tom Cunningham – yes
Lauren Duprey – yes
Neal Goins – yes