

Approved: December 16, 2019

Board of Selectmen Meeting: November 18, 2019

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

Also Present: Jop

Warrants approved: 2020-018 \$5,232,845.72

2020-019 \$4,720,721.32

Meeting Documents:

1. Agenda
2. BOS Calendar
3. Draft Motions
4. Correspondence re: BPW
5. Correspondence re: BPW Vacancy
6. Correspondence re BPW Statement of Interest
7. FY21-25 Capital Summary Request
8. Great Plain Avenue Presentation
9. Dale Street Petition & Signatures
10. General Law Title XIV Ch. 90
11. Complete Streets Prioritization Plan
12. Complete Streets Policy
13. Change in Manager Application – California Pizza Kitchen
14. Draft 2020 ATM Calendar
15. Correspondence re: Cultural Council
16. Cultural Council Volunteer Form
17. Resume for Appointment
18. Recreation Department – Gift Information
19. Registry of Deeds Request
20. Correspondence re: 900 Worcester Street
21. Correspondence re: Candy Drive – Veteran’s Office
22. Correspondence re: Veteran’s Office
23. Correspondence re: Fiscal Alliance
24. Correspondence re: Sprague Field

1. Call to Order

Ms. Freiman, Chair, called the meeting to order at 7:00 pm in the Juliani Room.

Ms. Freiman announced the meeting was being telecast live on Comcast channel 8 and Verizon channel 40 and streamed live by Wellesley Media and is recorded for subsequent viewing on the cable channels or at wellesleymedia.org.

2. Public Comment

None

3. Announcements

Ms. Freiman announced that the Annual Town Election would be held on March 17, 2020, due to the Presidential primary on March 3rd. She added that papers to run for any elected Town position would be available at the Clerk’s Office after December 5th.

Ms. Sullivan Woods thanked Mr. Oliveri, the Veterans' Ceremonial Graves Officer for leading the Veterans' Day Ceremony and thanked Veterans and Girl Scout troops who attended and participated in the ceremony. She stated that Town tree lighting would be held on December 1st at the Central Street Fire Station.

4. Joint Meeting with BPW to Appoint a Vacant Position

Ms. Korpi and Mr. Wechsler of the Board of Public Works joined the Board.

Mr. Ulfelder stated that Mr. Dave Donohue, a long time BPW, member had stepped down from his position. He noted the position not only served on the BPW but also the Municipal Light Board. He reviewed the advertisement process for the vacancy. He stated that Mr. Tom Skelly, former member of the Advisory Committee, expressed interest and reviewed the interview and vetting process.

Ms. Korpi called the Board of Public Works to order.

Ms. Korpi stated that the BPW had been fortunate with Mr. Donohue's participation in the Board.

Mr. Donohue joined the Boards. He stated he had enjoyed working on many projects in the Town and was proud of the progress that had occurred over the years at DPW and MLP. He stated he grateful that Mr. Skelly would be replacing him on the Board and believed Mr. Skelly would be a strong Board member.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Boards voted (7-0) to convene a Joint meeting with the Board of Public Works.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Boards voted (7-0) to elect Marjorie Freiman as chair of the joint meeting.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Boards voted (7-0) to elect Ellen Korpi as secretary of the joint meeting.

Upon a motion by Mr. Morgan the Boards were polled and voted (7-0) to appoint Thomas Skelly to the Board of Public Works until the next Town Election. Ms. Freiman polled the Boards:

Ms. Sullivan Woods – Aye

Mr. Ulfelder – Aye

Ms. Freiman – Aye

Mr. Morgan – Aye

Ms. Olney – Aye

Ms. Korpi – Aye

Mr. Wechsler – Aye

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Boards voted (7-0) to dissolve the joint meeting of the Board of Selectmen and the Board of Public Works.

5. Review Status of 5-Year Capital – Discuss and Vote use of Free Cash Towards Cots of Hunnewell Schematic Design

Ms. Strother, Town Finance Director, joined the Board. She reviewed the five-year capital; she noted she had received all requests from each of the Boards. She reviewed previous discussions with the Board in the fall and noted the Board's policy to keep the inside the levy debt service and cash capital between 6.2

and 6.8%. She noted that both FMD and DPW provided assistance in reducing cash capital. Ms. Strother stated that her recommendation would be to use some of the available free cash for a capital project rather than an operating budget. She noted that the request for the Hunnewell design request for appropriation at the upcoming Special Town Meeting of \$5 million could either be funded through debt exclusion or could be borrowed inside the levy. She stated that the use of free cash would reduce the borrowing, and at the close of FY19, the Town had approximately \$3 million in free cash that could be used to reduce the borrowing and provide more flexibility. She stated her recommendation for using some or most of the free cash for the Hunnewell project and the remainder for other projects.

Ms. Jop stated that the use of free cash for the Hunnewell project would have a positive tax impact for the Town. Ms. Freiman stated that if the Board were to use free cash, the project would still require two-thirds approval at Town Meeting. Mr. Morgan noted the strong financial performance of the Town's reserve funds and the use of the funds would reduce the tax burden for the residents. The Board discussed the use of free cash for the Hunnewell project.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to use \$2,000,000 of Free Cash towards the Hunnewell School Schematic Design Appropriation at the Special Town Meeting.

Ms. Freiman provided an update on the School budget discussions. She stated that based on previous meetings the Board had voted to give the Schools the budget guideline of 3.5%. She added that union contracts had been settled at 2.0% but was not a total 2.0% because of the addition of step and lane increases. She noted that collective bargaining came out at 3.48% by itself and continued to review the outcomes of the Schools' collective bargaining costs. She stated that in order to meet collective bargaining obligations the Schools would need additional funding.

Ms. Freiman indicated that conversations with the School Committee Chair and Vice Chair were ongoing to better understand the SPED and General Education expenses. She noted that some SPED expenses are not reimbursable, particularly transportation. She stated that for FY20 the SPED expenses had already exceeded the budget by over \$3 million. She noted an appropriation at Annual Town Meeting would be necessary to make up for the difference in expenses. She stated that the Board had consistently informed the Schools of the 3.5% guideline and that the School Committee had asked that several budget scenarios be presented by the Administration. She stated that the School Committee would vote in January on the budget. The Board discussed the school budget discussions and updates provided.

6. Quarterly Traffic Update

Mr. Hickey, Town Engineer, Lt. Showstead, Traffic Committee Chair, Ms. Lenhardt of VHB and project manager, and Mr. Bruner of VHB joined the Board.

Update on Great Plain Avenue Rotary Design

Mr. Hickey stated that the project was advancing as quickly as possible in order to present the project before Annual Town Meeting. He noted the project had not been revised since the last time it had been presented to the Board. Ms. Lenhardt reviewed the project background and the crashes documented over the last five years. She reviewed the two original concepts for revising the traffic pattern and noted the traffic circle was the preferred option by the residents and staff. Mr. Bruner reviewed changes to the concept design for the rotary. The Board discussed the current outlay of the area and the designed rotary concept.

Mr. Bruner noted the changes in addition of sidewalks and crosswalks in the area as well as bike lanes to make pedestrian and bike traffic safer. The Board continued to discuss the proposed design. Ms. Lenhardt

stated that the preliminary design would be submitted at the end of November, permitting would begin in February. She then reviewed the anticipated project timeline. Ms. Jop stated that the project would be presented before the Annual Town Meeting in the spring and noted some potential sources of funding through MassDOT.

Vote on Dale Street Special Regulation – No Parking

Ms. Jop stated that Dale Street is a private way with the Town owning half of the road and two homeowners (for the four homes on the street) owning the other half. She stated the area was reviewed as part of the 900 Worcester Street project. She noted that the parking implications had been reviewed over the course of the project and stated that during construction a temporary “No Parking” sign had been placed on Dale Street. She stated that in order to install a “No Parking” sign on a private way, homeowners were required to agree to the sign and indicated that the signatures had been presented to the Board. She reviewed the language of the motion.

Mr. Morgan moved, pursuant to MGL c.90 Section 18, and Mr. Ulfelder seconded, that the Board voted (5-0) to make special regulations regarding the use of vehicles on Dale Street by prohibiting parking of unauthorized vehicles on Dale Street, allowing for the towing or ticketing of unauthorized vehicles on the private way, and allowing for the installation of traffic markings on the private way.

Update on Complete Streets Prioritization

Mr. Regan of VHB joined the Board.

Mr. Hickey stated a public meeting would be held in December. He provided a review of Complete Streets, noting the projects would vary in size and would improve safety. He stated that currently 234 communities had joined the MassDOT’s Complete Streets program and 35 projects had been funded by the program in 2019. He continued to review the phases of the program, stating that the Town is in the second phase of the prioritization plan development process. He stated that if the plan is approved in the winter the Town could begin competing for funding. Mr. Hickey continued to review the overall program and described the newly- created stakeholder website to request input from the community. Mr. Regan discussed how the public could communicate project priority information to the team that would be used assessment. The Board discussed the Complete Streets Program, how the prioritization plan process would proceed, and how the plan could be reassessed.

7. Discuss and Vote Change in Manager, California Pizza Kitchen, 183 Linden Street

Ms. Jop briefly reviewed the change in manager application and stated that staff was supportive of its approval. She noted that Mr. Griffin was currently the regional manager and expected a new application before the Board in the next few months for a new manager.

Mr. Griffin, proposed manager for California Pizza Kitchen, joined the Board. Mr. Griffin reviewed his background and history with California Pizza Kitchen. He reviewed the anticipated upcoming process of hiring a replacement manager for the location that would be taking place.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to approve the change in manager for California Pizza Kitchen, 183 Linden Street, and to name Matthew Griffin as manager.

8. Vote to Open Annual Town Meeting Warrant

Ms. Jop reviewed the drafted Annual Town Meeting schedule. She noted the annual Town election would be held two weeks past the Presidential election.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to call the 2020 Annual Town Meeting and set the following dates:

- **Open the Warrant – Monday, November 18th, 2019**
- **Close the Warrant – Friday, December 27, 2019, 5:00pm**
- **Motions due to the Selectmen’s Office – Friday, March 6, 2020, 5:00pm**
- **Start of Annual Town Meeting – Monday, March 30, 2020, 7:00 pm, at the Wellesley Middle School**
- **Date for the 2020 Annual Town Election – Tuesday, March 17, 2020**

9. Executive Director’s Update

Ms. Jop stated that Massachusetts Secretary of State Galvin had called the office to ask for approval to spotlight Wellesley’s early voting setup for the Presidential election that was held at the Warren Building. She stated a production company would be taking video at the Warren Building to highlight early voting throughout the state.

Ms. Jop stated that one volunteer form had been received for an open position on the Cultural Council and had been interviewed. She added that the Council had sent a memo requesting the Board approve the candidate.

Upon a motion by Mr. Morgan and seconded by Mr. Ulfelder, the Board voted (5-0) to appoint Rick Kam to the Cultural Council for a term to expire June 30, 2022.

10. Project Updates

Mr. Ulfelder provided a brief update on the School Building Committee. He noted at the previous meeting Wellesley Media was not able to be present to record the SBC meeting and the SBC held over some items to be reviewed on camera. He stated that the SBC had approved Applied Geographics as a consultant for the review of redistricting. He added that the SBC would review test fit for the Hardy and Upham sites. He noted one item that had been put off until an on-camera meeting was a discussion regarding the evaluation criteria being developed to be used for comparing the two sites. He stated at the upcoming SBC meeting the SBC would be discussing the approval of the Hunnewell feasibility study that had been finalized.

Ms. Freiman updated the Board on the Town Hall interior design and Town Hall Annex projects. She reviewed the comments that were received from the PBC and the suggestions to revise the current plan. She stated that the architects were asked to follow up on the PBC comments and suggestions. She added that a revised plan would be presented to the Board, PBC, and Advisory after Thanksgiving. She stated that FMD would request an appropriation of \$100,000 of cash capital funds at Annual Town Meeting for a supplemental feasibility study for a new scope of work and revised structure of departmental moves. The Board discussed the recommendations of the PBC regarding the Town Hall interior project.

Ms. Freiman stated that substantial completion of the Town Hall exterior project was December 27th. She reviewed outstanding items that would be completed over the following few weeks.

11. New Business and Other Correspondence

None.

The meeting was adjourned at 9:09pm

The next regular meeting is scheduled for Monday, December 2, 2019 at 7:00 pm in the Juliani Room.