

TOWN OF WELLESLEY



MASSACHUSETTS

## BOARD OF SELECTMEN

TOWN HALL • 525 WASHINGTON STREET • WELLESLEY, MA 02482-5992

ELLEN F. GIBBS, CHAIR  
JACK MORGAN, VICE CHAIR  
MARJORIE R. FREIMAN, SECRETARY  
ELIZABETH SULLIVAN WOODS  
THOMAS H. ULFELDER

FACSIMILE: (781) 239-1043  
TELEPHONE: (781) 431-1019 x2201  
[WWW.WELLESLEYMA.GOV](http://WWW.WELLESLEYMA.GOV)  
BLYTHE C. ROBINSON  
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

### SELECTMEN'S MEETING

#### *TENTATIVE AGENDA*

Wellesley Town Hall – Juliani Room

**6:00 P.M. Monday, March 19, 2018**

1. 6:00 Citizen Speak
2. 6:05 Executive Director's Update
  - Acceptance of Gifts
  - Change of Manager - Babson College
3. 6:10 Joint Meeting with the Planning Board
  - Vote to accept the Unified Plan
  - Review Eligibility Letters for 40B projects proposed for 818-822 Worcester Street, and 16 Stearns Road
4. 6:30 Discuss Board position on Annual Town Meeting Warrant Articles
  - Article 15 – Softball Field
  - Article 19 – Library Interior Renovation
  - Article 20 – Library Material Handler
5. 7:30 Review Request for Entertainment License – Smith & Wollensky
6. 7:45 Discuss Renewal of License – 254 Washington Street
7. 7:55 Approve contract extension – Pavement Markings - MAPC
8. 8:00 New Business and Correspondence

Next Meeting Dates: Monday, March 19, 2018 7:00 pm  
Monday, March 26, 2018 6:00 pm



## **MOTIONS- MARCH 19, 2018**

2. **MOVE** that the Board accept a gift of \$1,200 from The Cottage to the Recreation Department in support of the Summertime Concert series.
  
2. **MOVE** that the Board vote to approve the change in the Manager of Record for Babson College from Peter Connors to Geoffrey Searl.
  
3. **Move** to convene a joint meeting with the Planning Board.  
  
**Move** to elect Ellen Gibbs as chair of the joint meeting.  
  
**Move** to elect Catherine Johnson as secretary of the joint meeting.
  
3. **MOVE** to accept the Unified Plan for the Town of Wellesley.
  
3. **MOVE** to approve the Town's letter to MassHousing regarding site eligibility for the 40B project proposed located at 818-822 Worcester Street.
  
3. **MOVE** to close the Joint Meeting.
  
4. **MOVE** to support a request for \$100,000 in CPC funds to undertake schematic design for the Hunnewell Multipurpose and Lee Fields Rehabilitation Project.
  
4. **MOVE** that the Board approve a yearly weekday and Sunday entertainment license for Smith and Wollensky's through December 31, 2018.

6. **MOVE** that the Board authorize a one-year renewal of a license with Haynes Management for the use of the Eaton Court Parking Lot.
  
7. **MOVE** to approve an extension of MAPC's Contract with Markings, Inc. for the application of pavement markings in the Town of Wellesley through December 31, 2018.

3/15/2018

Black regular agenda items

**Board of Selectmen Calendar – FY17**

<b>Date</b>	<b>Selectmen Meeting Items</b>	<b>Other Meeting Items</b>
3/26 <i>Monday</i>	<b>ATM Starts</b> Approve Eligibility Letter - 16 Stearns Road Babson One Day License	
3/27 <i>Tuesday</i>	<b>ATM</b>	
4/2 <i>Monday</i>	<b>ATM</b> <b>STM?</b>	
4/3 <i>Tuesday</i>	<b>ATM</b>	
4/9 <i>Monday</i>	<b>ATM</b> Open Warrant for STM #2 - June 5/6 Vote to authorize SBC to release School OPM RFQ	
4/10 <i>Tuesday</i>	<b>ATM</b>	
4/16 <i>Monday</i>	<b>TOWN HALL CLOSED (Patriots Day)</b>	
4/23 <i>Monday</i>	<b>ATM (If Needed)</b> Discuss Complete Streets Policy Youth Commission Appointment(?) Vote to authorize SBC to release School Designer Selection RFQ	
4/24 <i>Tuesday</i>	<b>ATM (If Needed)</b>	
4/30 <i>Monday</i>	<b>ATM (If Needed)</b>	
5/7 <i>Monday</i>	<b>Meeting</b>	
5/14 <i>Monday</i>	<b>Meeting</b>	
5/21 <i>Monday</i>	<b>Meeting</b> <b>STM?</b>	
5/28 <i>Monday</i>	<b>TOWN HALL CLOSED (Memorial Day)</b>	
6/4 <i>Monday</i>	<b>Meeting</b>	
6/11 <i>Monday</i>	<b>Meeting</b>	
6/18 <i>Monday</i>	<b>Meeting</b>	
6/25 <i>Monday</i>	<b>Meeting</b>	
7/2 <i>Monday</i>	<b>Meeting</b>	
7/4	<b>TOWN HALL CLOSED (INDEPENDENCE DAY)</b>	

3/15/2018

Black regular agenda items

<i>Date</i>	<i>Selectmen Meeting Items</i>	<i>Other Meeting Items</i>
<i>Wednesday</i>		
<i>7/9 Monday</i>	<b>Meeting</b>	
<i>7/16 Monday</i>	<b>Meeting</b>	
<i>7/23 Monday</i>	<b>Meeting</b>	
<i>7/30</i>	<b>Meeting</b>	

**Notes**

*Quarterly updates*

- *Traffic Committee (Deputy Chief Pilecki)*
- *Facilities Maintenance (Joe McDonough)*
- *Wellesley Club Dates 1/22/18, 3/5/18*

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MASSACHUSETTS

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BLYTHE C. ROBINSON  
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

Our regularly scheduled meeting will begin at **6:00 PM** on Monday in the Juliani Room. The purpose of the early start is to hold a joint meeting with the Planning Board on several topics.

### 1. Citizen Speak



TOWN OF WELLESLEY



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BLYTHE C. ROBINSON  
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

### MEMORANDUM

DATE: March 16, 2018  
TO: Board of Selectmen  
FROM: Blythe C. Robinson, Executive Director  
SUBJECT: Weekly Report

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Below are various activities of our office and various departments that I would like to bring to your attention.

- The final snow fall total for Wellesley after the Tuesday storm was a generous 24 inches. Excellent work by DPW and MLP to get roads open, manage power outages and the like. Let's hope next week's threat of another nor'easter doesn't actually happen.
- Please note the two documents in your correspondence regarding the State RMV. They will be transitioning to a new system at the end of March and various services will be curtailed or not available for a couple of days to facilitate the cutover.
- We said goodbye to Kathy Nagle on Wednesday and welcomed KC to Town Hall. We had a rescheduled department head meeting (from last week's storm), and they both attended.
- We've kicked into high gear for the process to implement the new health plans. Scott, Marc and I met with the leadership of the negotiating committee this week to hammer out the final agreement and terms which went well. We are still working on the final language and anticipate having that document to you for the Board's approval once all of the unions have ratified and signed off in the next week or two. Simultaneously Scott and Marc are setting up a raft of meetings and presentations to roll out across the organization to educate employees about the offerings followed by many enrollment

sessions. Although the new plans to into effect July 1<sup>st</sup>, we really need to have all this done by the end of May.

- In your packet this week in correspondence is a draft of the TWFP. The bones of it are in keeping with past reports, though there is more focus around the work we are doing on debt and capital policies. If you have any suggestions, do let me know.
- I understand from Marybeth Martello that the State DOER would like to hold this spring's meeting to congratulate the communities joining the Green Communities meeting in Wellesley! Please mark your calendars for April 5<sup>th</sup> at 11 AM in the Great Hall.
- FMD led an intensive meeting at TPC this week regarding the HVAC systems in the building in response to the many complaints about room temperatures. Both Tom Ulfelder and I were there, however the conversation was dominated by the OPM, FMD staff, vendors and engineers discussing the details of the system and agreeing on next steps. They had 25 items to cover but only addressed about half and will be doing some follow up and having another meeting on the 26<sup>th</sup>. Separately a smaller group touched on the sewer line issues and may try to implement a solution that does not involve taking up the floor. Of course we would monitor that and not accept it unless it proves appropriate.
- This week the Governor signed into law a worker's safety bill that extends OSHA standards protections to municipal workers, and Chapter 149 of the general laws has also been amended which legislates contracts for public construction of buildings. MIIA will be in the process of developing best practices to assist towns in preparing for regulations, and expanding its offering of training sessions as well. Our staff have already been participating in various trainings and will continue to do so.
- KC Kato and I joined the Moderator last night for a training class for new TMM's. We had about 22 of the 33 newly elected representatives in attendance and spent about 90 minutes reviewing how town meeting is conducted, reviewing the budget and answering questions.
- Motions will go out to all TMM's on Monday, with the exception of the zoning articles which the Planning Board will take care of, and three articles for which the final dollar amount is not known. We will seek to distribute those on the first night of Town Meeting.

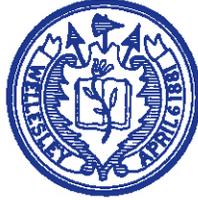
## 2. Executive Director's Update

- Acceptance of Gifts – Included in your packet is a letter from the Recreation Director informing us of a gift they received from The Cottage restaurant of \$1,200 towards the summertime concert series for this summer.

**MOVE** that the Board accept a gift of \$1,200 from The Cottage to the Recreation Department in support of the Summertime Concert series.



TOWN OF WELLESLEY



RECREATION DEPARTMENT

WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781-237-3558  
WWW.WELLESLEYMA.GOV/RECREATION

DEPUTY DIRECTOR  
BRANDON G. FITTS

March 9, 2018

Board of Selectmen  
Town Hall  
525 Washington Street  
Wellesley, MA 02482

To the Wellesley Board of Selectmen,

On behalf of the Recreation Commission, we ask the Wellesley Board of Selectmen to accept this donation in the amount of \$1,200 received from The Cottage, Wellesley.

This donation is for SUMMERTIME Concert series during the Summer 2018. A thank you letter has been sent to the donor.

Thank you in advance for your assistance.

Matthew G. Chin  
Director of Recreation

Enclosure: 1 check



- Change of Manager – Babson College

Included in your packet is an application from Babson College for change of Manager. The College proposes that Mr. Geoffrey Searl replace Peter Connors as manager relative to special licenses for the pouring of wine and malt beverages. Mr. Searl and Ms. Marian McKiernan paralegal for Babson Counsel, will be in attendance at the meeting to discuss this with the Board.

**MOVE** that the Board vote to approve the change in the Manager of Record for Babson College from Peter Connors to Geoffrey Searl.

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February 21, 2018

Meghan C. Jop, AICP  
Assistant Executive Director  
Board of Selectmen  
Town of Wellesley  
525 Washington Street  
Wellesley, Massachusetts 02482

Re: Babson College Special License--Applications for Change of Manager

Dear Meghan:

Enclosed please find the Application for Change of Manager relative to Babson College's special license for the dispensing of wines and malt beverages in dining halls of incorporated educational institutions.

The College respectfully requests that this matter be placed on the Selectmen's agenda at the earliest possible occasion.

Thank you very much for your guidance with this process. Please let me know if you require any additional information.

Sincerely,

Marian McKiernan  
Paralegal  
Office of the General Counsel  
Babson College  
Horn Library Room 310  
Babson Park, MA 02457  
phone 781.239.5575  
fax 781.239.4464  
mmckiernan@babson.edu

Enclosures



*The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)*

**AMENDMENT APPLICATION FOR A CHANGE OF MANAGER**

The following documentation is required as a part of your retail license application.

*ABCC investigators reserve the right to request additional documents as a part of their investigation.*

- Monetary Transmittal Form with \$200 fee  
You can PAY ONLINE or include a \$200 check made out to the ABCC
- Change of Manager Amendment Application (this packet)
- CORI Authorization Form  
For the manager of record AND any individual with direct or indirect interest in the proposed licensee. This form must be notarized with a stamp\*
- Proof of Citizenship for proposed manager of record  
Passport, US Birth Certificate, Naturalization Papers, Voter Registration
- Vote of the Corporate Board  
A corporate vote appointing the manager of record, signed by an authorized signatory for the proposed licensed entity
- Additional Documents Required by the Local Licensing Authority



The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

**AMENDMENT APPLICATION FOR A CHANGE OF MANAGER**

Please complete this entire application, leaving no fields blank. If field does not apply to your situation, please write N/A.

<b>1. NAME OF LICENSEE</b> (Business Contact)	Babson College
ABCC License Number	City/Town of Licensee
	Babson Park

**2. APPLICATION CONTACT**

The application contact is required and is the person who will be contacted with any questions regarding this application.

First Name:	Marian	Middle:		Last Name:	McKiernan
Title:	Employee	Primary Phone:	781-239-5575		
Email:	mmckiernan@babson.edu				

**3. BUSINESS CONTACT**

Please complete this section ONLY if there are changes to the Licensee phone number, business address (corporate headquarters), or mailing address.

Entity Name:				
Primary Phone:		Fax Number:		
Alternative Phone:		Email:		

**Business Address (Corporate Headquarters)**

Street Number:	231	Street Name:	Forest Street		
City/Town:	Babson Park	State:	MA		
Zip Code:	02457	Country:	USA		

**Mailing Address**

Check here if your Mailing Address is the same as your Business Address

Street Number:		Street Name:			
City/Town:		State:			
Zip Code:		Country:			

# APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

## 4. MANAGER CONTACT

The Manager Contact is required and is the individual who will have day-to-day, operational control over the liquor license.

Salutation  First Name  Middle Name  Last Name  Suffix

Social Security Number  Date of Birth

Primary Phone:  Email:

Mobile Phone:  Place of Employment

Alternative Phone:  Fax Number

### Citizenship / Residency / Background Information of Proposed Manager

Are you a U.S. Citizen?  Yes  No

Have you ever been convicted of a state, federal, or military crime?  Yes  No

If yes, attach an affidavit that lists your convictions with an explanation for each.

Have you ever been Manager of Record of a license to sell alcoholic beverages?  Yes  No

If yes, please list the licenses for which you are the current or proposed manager:

Do you have direct, indirect, or financial interest in this license?  Yes  No

If yes, percentage of interest

If yes, please indicate type of Interest (check all that apply):

- Officer  Sole Proprietor
- Stockholder  LLC Manager
- LLC Member  Director
- Partner  Landlord
- Contractual  Revenue Sharing
- Management Agreement  Other

Please indicate how many hours per week you intend to be on the licensed premises

### Employment Information of Proposed Manager

Please provide your employment history for the *past 10 years*

Date(s)	Position	Employer	Address	Phone
4/25/2011 - Current	Director of Dining	Compass Group, USA	2400 Yorkmont Rd, Charlotte, NC 28216	704-329-4000
9/1/99 - 4/25/11	Catering Director	Classe Catering	2 Petra La, Albany, NY 12205	Business Sold

### Prior Disciplinary Action of Proposed Manager

Have you ever been involved directly or indirectly in an alcoholic beverages license that was subject to disciplinary action? If yes, please complete the following:

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

**ADDITIONAL SPACE**

The following space is for any additional information you wish to supply or to clarify an answer you supplied in the application.

If referencing the application, please be sure to include the number of the question to which you are referring.

# Geoffrey Searl

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## Education

### **2006 – 2008 State University of New York at Plattsburgh**

- Bachelor of Science in Hotel, Restaurant and Tourism Management, Business Administration Minor
- Graduated Magna Cum Laude

### **2001 – 2006 Schenectady County Community College**

- Associates in Applied Science in Hotel-Restaurant Management
  - Graduated with Honors
- 

## Experience

### **July 2017 - Current      Chartwells Higher Education – Regional Operations Support      New England Region**

#### **Senior Director of Dining Services**

- Provided operational and financial support for accounts in a traveling role for the New England region.
- Support for special projects including; renovations, new account openings, and execution of special events.
- Conducted brand audits and worked to ensure locations understand and properly execute Chartwells dining standards
- Training and development of new directors responsible for overseeing entire accounts or individual locations

### **November 2014 – July 2017      Chartwells Higher Education – American Intl College      Springfield, MA**

#### **Senior Director of Dining Services**

- Oversight of day to day operations and budgeting for a \$3.5M contract with multiple cost centers providing different levels of service consisting of, resident dining, food court with 5 concepts, 2 Starbucks, food truck, pub and catering.
- Leadership of a team of 7 salaried managers, 5 supervisors and 50 hourly associates.
- Project management; Management of a \$5M resident dining renovation project from the planning phase to completion. Heavily involved in all aspects of design from aesthetics to operational functionality and efficiency.
- Selection, sourcing and procurement of all foodservice equipment including refrigeration, cooking equipment, sanitation equipment & smallwares.
- Experience in reading construction documents and related materials.
- Developed multiple temporary dining options for a semester of operation in which 1500 meals are served daily.
- Implementation & execution of temporary dining plan consisting of a trailer system for food production, sanitation and storage. Creation of temporary food service & dining areas. Worked with the facilities team to determine electrical, plumbing and other infrastructure needs for safe and effective delivery of dining services to students and faculty.
- Development of food concepts and standard operating procedures for a reimagined resident dining program.
- Negotiation and management of vending and beverage contracts.

### **July 2013 – October 2014      Chartwells Higher Education – Worcester State University      Worcester, MA**

#### **Director of Dining Services**

- Project management support for Worcester State University resident dining renovation project and subsequent opening
  - Attended weekly/daily construction meetings for a \$40M new construction project which included a state of the art dining facility with a \$10M construction budget
  - Assisted in the review of construction documents & provided recommendations to improve operational efficiencies & productivity.

- Leadership for all facets of opening a flagship resident dining program creating a best in class dining experience, serving upwards of 2.5K meals daily
- Fiscal responsibility - creation and management of \$5M budget
- Implemented standard operating procedures for a location consisting of 6 salaried managers & 40 associates

**April 2011 – July 2013**

**Chartwells Higher Education - UAlbany**

**Albany, NY**

**Director of Catering**

- Oversight and management of daily catering operations at SUNY Albany, a campus of over 12K students and faculty; producing a wide spectrum of events ranging from working lunch's to elaborate fundraisers and gala's.
- Supported Retail and Board operations for a \$20M account
- Created an 18-month strategy aimed at revolutionizing all facets of a \$1.5M catering operation
- Leadership of a team consisting of 4 managers, 2 supervisors and an additional 15 associates
- Brand Management; created image and brand standards, conducted weekly audits and instituted a multi phase, progressive training program to fully implement the standards, department-wide.
- Grew sales by over 9% in first full fiscal year and improved net income by 12%

**July 2008 – April 2011**

**Classé Catering / Event Producers Inc.**

**Albany, NY**

**Director of Operations**

- Oversight of \$3M in catering, specializing in weddings and corporate gala's and fundraisers.
- Brand Management: worked with CEO to develop and maintain brand standards for 4 product lines.
- Sourced and procured all non-food goods and services required to successfully execute full service, off-premise events.
- Negotiated exclusivity contracts with venue's and vendors.
- Developed an event profit and loss analysis used to conduct sales audits.
- Responsible for
- Engaged in employment recruiting as well as administration of the HR requirements for a company with 20 full time and 80+ seasonal and part time employees.

**Sept 1999 – Sept 2006**

**Classé Catering / Event Producers Inc.**

**Albany, NY**

**Operations Manager**

- Administered all non-food production for full service catering and event Production Company that caters to all market segments.
- Created and implemented standard operating procedures that helped maintain quality standards throughout pivotal years of explosive growth in which annual revenue grew from 250k to 3 million.
- Trained and supervised team members in warehouse operations and event execution.

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**Noteworthy Skills and Experience**

- Firm accounting background with ability to read and analyze P+L statements, balance sheets, income statements, and other standard accounting tools.
- Proficient in PC's and Microsoft Operating systems & Office Tools.
- Tech Savvy, knowledge of PC hardware, Networking and Related Technologies

**BABSON COLLEGE**  
**CLERK'S CERTIFICATE**

1. The undersigned hereby certifies as follows:
2. I am the duly elected, qualified and acting Clerk of Babson College (the "Corporation").
3. Attached hereto as Exhibit A is a true copy of one of the votes adopted at a meeting of the Executive Committee of the Board of Trustees of the Corporation on February 9, 2018 (the "Votes").
4. The Votes have not been altered, amended or rescinded, but remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has executed this Clerk's Certificate as an instrument under seal as of the 20<sup>th</sup> day of February, 2018.

  
Michael D. Layish, Clerk

**VOTES OF THE BOARD OF TRUSTEES OF BABSON COLLEGE (the  
"CORPORATION") RELATIVE TO THE CHANGE OF MANAGER FOR ROGER'S  
PUB**

**February 9, 2018**

**WHEREAS**, the Corporation holds a special license for the dispensing of wines and malt beverages in dining halls of incorporated educational institutions (the "Special License") granted by the Town of Wellesley (the "Town") and approved and issued by the Massachusetts Alcoholic Beverages Control Commission ("ABCC");

**WHEREAS**, the Special License requires that the Corporation designate a manager of record (the "Manager of Record") to oversee the dispensing of wines and malt beverage in Roger's Pub;

**WHEREAS**, the Resident District Manager (the "RDM") of the Corporation's dining services provider ("Chartwells") oversees the dispensing of wines and malt beverages in Roger's Pub and is the designated Manager of Record;

**WHEREAS**, Peter Connors is the current RDM and Manager of Record;

**WHEREAS**, Chartwells intends to hire Geoffrey Searl as its RDM;

**WHEREAS**, pursuant to Massachusetts General Laws Chapter 138 the Corporation is required to file an Amendment Application for a Change of Manager (the "Application"), attached here as Exhibit A.; and

**WHEREAS**, the ABCC requires that the Application be accompanied by a vote by the Board of Trustees authorizing the filing of the application and confirming the appointment of the Manager.

**NOW, THEREFORE**, BE IT VOTED that the Board of Trustees hereby approves the adoption of the following:

**VOTED:** That the Corporation authorizes the submission of the aforementioned Application to the Town and the ABCC;

**VOTED:** That the Corporation confirms the appointment of Geoffrey Searl as the Manager of Record; and

**VOTED:** That, the President and Chief Administrative Officer, acting singly or in combination, are hereby authorized, empowered and directed on behalf of the Corporation and in its corporate name: (i) to execute, seal and deliver an Amendment Application for a Change of Manager and such other documents, instruments, certificates, contracts, agreements and amendments with respect to the Application, as such officer(s), acting singly or in combination, may deem necessary, appropriate, desirable or convenient to effectuate the purposes of the foregoing vote, his or her execution of such document(s) to constitute conclusive evidence of such

determination and that such documents and all the terms and conditions thereof are authorized by the foregoing vote; and (ii) to take any and all such actions as the such officer(s), acting singly or in combination, may deem necessary, appropriate, desirable or convenient to complete the Application and to effectuate the purposes of the foregoing vote, his or her taking of such action(s) to constitute conclusive evidence of such determination and that such action(s) are authorized by this Vote.

**Exhibit A**

{BC Draft Votes of the Board of Trustees Regarding Change of Manager for Roger's Pub 1 }



### 3. **Joint Meeting with the Planning Board**

There are three topics on the agenda on Monday to discuss with the Planning Board, hence we have planned for a joint meeting. Those include a vote to accept the Unified Plan, to finalize the letter to MassHousing for the 818-822 40B project, and to discuss the first draft of a similar letter to Mass Housing regarding the revised plan for a 40B project at 16 Stearns Road.

**Move** to convene a joint meeting with the Planning Board.

**Move** to elect Ellen Gibbs as chair of the joint meeting.

**Move** to elect Catherine Johnson as secretary of the joint meeting.



- Acceptance of the Unified Plan – After 18 months of meeting, collaborating, working and debating Wellesley's future we are ready for the Selectmen and the Planning Board to jointly discuss and then vote to accept the Unified Plan. As we recently provided the board with a full copy of the plan we have not included any of it in this week's FNM. Should you need the documents or parts of it printed for Monday night please let us know.

**MOVE** to accept the Unified Plan for the Town of Wellesley.



- Discuss Eligibility Letter – 818-822 Worcester Street – since our last meeting we have received some public feedback on this project as well as additional comments from staff. That together with the input from the Board last week are all incorporated in this final version, which is due to Mass Housing on March 21<sup>st</sup>.

**MOVE** to approve the Town’s letter to MassHousing regarding site eligibility for the 40B project proposed located at 818-822 Worcester Street.



TOWN OF WELLESLEY



MASSACHUSETTS

## BOARD OF SELECTMEN

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BLYTHE C. ROBINSON  
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

March 20, 2018

Katherine Miller  
MassHousing  
One Beacon Street  
Boston, MA 02108

RE: 818-822 Worcester Street, Wellesley, MA Site Eligibility Response

Dear Ms. Miller:

On behalf of the Town of Wellesley (“the Town”) Board of Selectmen and Planning Board, please find the following comments with respect to the *Comprehensive Permit Site Approval Application* recently submitted by 818-822 Worcester Street, LLC for the construction of a 28-unit residential housing structure on approximately 1.12 acres of land in Wellesley.

### **Town Acquisition**

The Town would like to notify MassHousing that the Board of Selectmen has initiated the process to acquire these parcels, 818-822, through negotiations and/or eminent domain for municipal purposes. The Town has been studying the reconstruction of three elementary schools for the past 7 years, including the abutting property Hardy School. The Town has been considering acquisition of these properties, along with 826 Worcester Street, for some time and given the pending 40B has determined they must proceed at this time. A Special Town Meeting has been called for April 9, 2018. Should Town Meeting **not** vote to appropriate the funds and to authorize the Board of Selectmen to proceed with the acquisition, the Town offers the following comments on the project.

### **Site Constraints**

The Town has the site as having an area of 48,688 square feet and is entirely within the Single Residence District 10, which requires a 10,000 square foot minimum lot size. The proposed development has a gross floor area of 43,247 square feet, a Floor Area Ratio of 0.89, and height greater than 55 feet. The density for this project is 25 units per acre, not the 18.18 as indicated in the application. The proposed project will render over 54% of the site impervious, and retains 46% of the site as “open space,” which the applicant purports to be usable. The Town disagrees with the usable nature of the space given a significant green space area is at the entrance to the site along Route 9 between the entrance and exit of the site.

### **Density and Proximity to Other Affordable Housing Developments and Projects**

The property is zoned Single Residence District - 10,000 Square Foot Minimum Area District, which has a maximum density under the Zoning Bylaw of 4.36 units per acre. The density for this project is five (5) times the density of the abutting and surrounding neighborhoods. The proposed structure is 2,662 square

feet smaller than the elementary school to the rear, which is located on 7.5 acres. The size and density of the structure is completely out of character with the abutting properties and residential neighborhood.

This project is within close proximity, 700 feet, from the Wellesley Housing Authority senior affordable housing at 315 Weston Road (32 Units), 1500 feet from Fells Hollow 55+ 40B at Route 9 and Russell Road (28 Units), and within approximately 3,000 feet to the developer's other proposed projects at 680 Worcester Street (revised proposal anticipated) and 16 Stearns Road (24Units). The project is also within approximately 3,300 feet from the proposed 40B at 148 Weston Road (55 Units), and less than a mile to the 90 unit 40B project proposed at Delanson Circle.

The Town is concerned that this particular neighborhood or small group of contiguous neighborhoods (Fells/College Heights/Weston Road) has become a magnet for 40B projects. The Town is in favor of affordable housing, but would prefer that its affordable housing developments be better distributed throughout Town and throughout the Town's Elementary School districts as opposed to siting all new projects in this one part of Town and within only one or two Elementary School districts. The Town firmly believes that such a dense cluster of projects is not in the best interest of the current and future residents of the above described developments.

### **Water Supply Protection District**

The project site is located within the Town of Wellesley Water Supply Protection District. The Water Supply Protection District intent is to protect the public health, safety, and welfare of the residents by preventing contamination of and preserving the quantity of ground and surface water that provides existing or potential water supply for the Town's residents. This particular area of town requires recharge on-site through vegetated surfaces. Given the amount of impervious cover on the site, dry wells or leaching basins with grease and sediment traps will likely be required.

### **Traffic**

The proposal includes direct ingress and egress from Route 9. Route 9, however, only allows for vehicles to access the site heading eastbound. Exiting the site, all vehicles must continue eastbound and make turnarounds through the either the neighborhood at Woodbine Road or further down at Oak Street to alter course. Returning to the site from a westbound direction would require turnarounds at the Weston Road interchange which is a heavily congested area, particular during morning and afternoon school arrival and dismissal times. The access to the site is easily passed by, and the town would encourage MassDOT to consider requiring the installation of a deceleration lane for vehicles accessing the site from Route 9 due to the 50 mph speed limit and limited turning radius onto the decent size driveway. The driveway location is in direct conflict with the 826 Worcester Street properties sole driveway access and should try to be relocated further to the east to reduce the conflict. Additionally, the applicant should consider a single entrance rather than the dual u-shaped entry to save the large pine tree located on the site and to again, reduce conflict with the existing driveway at 826 Worcester St.

### **Fire**

The Fire Department raises concern that access to all sides of the building is limited based on this design. The height of the covered parking is unknown, and likely will not allow for fire access to the far corner of the structure. Given the existing utility configuration discussed below, the Fire Department further raises questions as to whether adequate water supply and pressure is available for the structure at this location.

### **Utilities**

An existing water lines is present in Worcester Street in front of the property. Portions of Worcester Street do have sewer, however this site does not have direct access along Worcester Street MassDOT will commence repaving Route 9 in the spring/fall of 2018 and the Town anticipates there will be a 5-year moratorium on cutting into the pavement. 818-822 properties have a common tie in to a sewer line that runs through Town (School Department) property at Hardy School with an 8" line that connects to a 12" line in

Hickory Road. There is no easement present, and modification to that line could significantly disrupt the Hardy School play areas and would require Town and School Committee approval.

### **Abutting Properties**

Two primary residential abutters are significantly impacted by the proposed structure. The proposed structure has been setback from the road, but encroaches significantly on the rear yard of the 826 Worcester Street abutters. The 5 story building with balconies surrounding the structure invade on personal space of the abutters at 814, 826, and 830 Worcester Streets. The parking lot has been located directly against the west property line of 814 with a minimal setback of approximately 4-5 feet. The approximate 55-foot-tall building (could be taller) is too confrontational with the abutting single family homes whose ridge heights are approximately 30 feet or less in height.

The design is still largely out of context for the neighborhood which is an eclectic mix of 2 story Colonials, Bungalows, and Capes.

To the south of the properties, the abutting land is owned by the School Department and abuts the current school's playground. The change in topography towards the school and the location of the building will make the structure appear as though it is approximately 6 stories in height from the Hardy School play yard.

### **Proposed Parking**

The parking for the site includes 52 parking spaces or 1.86 spaces per unit. The proposal does include visitor parking spaces and an area for deliveries which is critical since **on-street parking along Worcester Street is prohibited**.

### **Public Transportation**

The Route 9 site has limited public transportation access. The MetroWest Regional Transit Authority has the Route 8 commuter bus, which will be modifying its route in the fall and will no longer serve the Weston Road Corridor. The MetroWest Regional Transit Authority does operate the Route 1 bus along Route 9 with a limited schedule Monday through Friday. It should be noted that the MWRTA bus does not pull off of the street to pick up or discharge passengers. If the Route 1 bus is to service a building at 818-822 Worcester Street, the applicant, working with MassDOT would have to provide a pull-in bus stop at the site. In summary, there are limited public transit options in the vicinity of the proposed project.

### **Landscape**

The existing site is largely cleared of trees, except along the perimeter of the site. Particularly to the rear, significant trees are present to create a screen and noise abatement to the Hardy School site. The project will eliminate existing trees along the property line with 814 Worcester Street and current plans show a row of arbor vitae. Shrubs are not a buffer for a 55-foot tall building. Given the close proximity of the parking lot along the entire length of the 814 Worcester Street property line, more care should be taken in improving the landscape buffer. This is also true along the property line of 826 Worcester Street.

### **Wellesley's Progress on Affordable Housing**

As you are more than aware, the Town has recently been inundated with 40B Site Eligibility notices. The Town has not met its 10% threshold, but would like to convey the efforts it has made to increase the Town's affordable housing inventory. The Town of Wellesley has been making steady progress over the last 15 years in increasing the Subsidized Housing Inventory. On November 21, 2017 the Board of Selectmen, Planning Board, and Wellesley Housing Development Corporation approved the hiring of two housing consultants to conduct research, create a needs assessment analysis, and develop a Housing Production Plan to assist the Town in expanding its range of housing, including affordable, suitable for elder residents and those who wish to downsize and remain in Town, accessible to members of the local workforce, and more. We anticipate this plan to be complete September, 2018. The Town has also passed a number of zoning provisions to assist with affordable housing as redevelopment opportunities in Wellesley's commercial

districts occur. The Town as of October 18, 2017 is at 6.33% of its 10% goal, with upwards of 36 units in the process of being added to the Subsidized Housing Inventory within the next several months. Below are the Town's actions that have supported development of affordable housing:

- The 2007-2017 Comprehensive Plan was adopted in 2007 with actions for affordable housing.
- The Inclusionary Zoning Bylaw (IZB) was adopted in 2004 which requires residential projects in commercial districts to provide 20% affordable housing, and commercial projects over 10,000 square feet to provide 2% affordable housing (1 unit for every 50,000 square feet constructed).
- 2004: the Town's Community Preservation Committee funded \$65,000 in addition to HUD funds to create a DMR house at 4 Marshall Road (SHI).
- 2005: the IZB was modified to require subdivisions having more than 5 lots to comply with the Bylaw at 20% threshold.
- 2007: the definition of Floor Area Ratio in the Zoning Bylaw was modified to exclude affordable units developed under the IZB from being included in the FAR to increase density and increase opportunities for affordable housing units in commercial districts.
- 2007: the Linden Square project was completed, wherein 7 affordable housing units were created under the IZB (Units have recently been found to be missing from the Town's SHI, but are being added now).
- 2007/2008: permitting began for projects at 978 Washington Street and the former Wellesley Inn site at 576 Washington Street in Wellesley Square; these projects were delayed due to the recession, but both have now been completed, resulting in 7 SHI-eligible units at 978 Worcester and 5 SHI-eligible units at 576 Washington Street. Both projects were developed under the Town's Zoning and subject to the IZB; 978 Worcester St. also resulted in payment in-lieu funds for 1 unit.
- 2009: the permitting of a CVS resulted in the payment of in-lieu funds under the IZB.
- 2011: a 40B project was approved at 65-71 Washington Street resulting in 1 SHI-eligible unit.
- 2012: a project was permitted at 27 Washington Street, resulting in the development of 82 SHI-eligible units, as well as 7 assisted living units not SHI-eligible but permanently deed restricted to be affordable.
- 2012: the Wellesley Housing Development Corporation purchased a two-family dwelling at Peck Ave and a single-family dwelling at 6 Mellon Road, renovating the homes and creating 3 affordable units; at this time the Town also purchased 9 Highland Road, although it is not on SHI, but it is affordable due to deed restriction not complying with DHCD requirements (Must wait to add on resale per DHCD).
- 2013/2014: a 40B project was approved at 139 Linden Street and added two SHI units in October 2017.
- 2013: Wellesley Square Zoning District was amended to create a special permit to increase density; this benefited and allowed the previously stalled Wellesley Inn project to proceed.
- 2016: the Planning Board approved a Definitive Subdivision plan for 135 Great Plain Ave. that included a payment in-lieu for 2.4 units.
- 2016 to present: the Town has developed the first Unified Plan in the Commonwealth that brings together the Town's strategic plan and comprehensive plan. The complete draft is available on [www.wellesleyunifiedplan.com](http://www.wellesleyunifiedplan.com) and the Selectmen and Planning Board will adopt the final plan this month that includes a housing strategy that employs a variety of mechanisms to increase housing type and affordability.
- March 2018: the Board of Selectmen with assistance from the Planning Board will be releasing an RFP to develop the Tailby and Railroad Parking Lots for affordable housing and parking.
- March 2018: the Planning Board is seeking FY19 funds to develop a sub-area study and plan, with additional funds to be provided from the Community Preservation Committee, with a focus on development/redevelopment opportunities in a defined area to support the development of additional affordable housing.

- March 2018: the Wellesley Housing Authority is seeking \$200,000 from the CPC with support of the Board of Selectmen to study the redevelopment potential of the Barton Road site.
- Housing Production Plan: the Town is underway on the Housing Production Plan and has three public workshops scheduled for March 13 (rescheduled due to snow), May 3, and June 12 with an anticipated adoption of September 2018.

For reference, 40B projects currently in Comprehensive Permit Review are:

1. Delanson Circle (90 Units)
2. 148 Weston Road (55 Units)
3. 135 Great Plain Avenue (44 Units) - MassHousing

40B Projects currently in Site Eligibility

1. 16 Stearns Road (24 Units)- MassHousing

Other 40B projects being considered in Wellesley:

1. 136 Worcester Street (44 Units)
2. 680 Worcester Street (Previous proposed 20 Units) - MassHousing

Based on all of the reasons articulated above, the proposed development is poorly designed and too intense for a site that is just over an acre in size. There is no doubt that more affordable housing opportunities are necessary in the Town of Wellesley, but such opportunities should be more respectful of existing neighborhoods and land uses, as well as the eventual residents of the development. This proposal creates a significant aesthetic concern, significant conflict with the driveway of 826 Worcester Street, poses potential risks to the local groundwater supply, and must be denied at this level of density.

Sincerely,

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Ellen F. Gibbs, Chair

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Jack Morgan, Vice Chair

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Marjorie R. Freiman

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Beth Sullivan Woods

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Thomas Ulfelder

INGRID J. CARLS  
814 WORCESTER STREET  
WELLESLEY, MA 02482  
Icarls2@verizon.net

Wellesley Board of Selectmen,

March 9, 2018

I am sending this letter because I am an abutter to the recently proposed **40B project at #818 and #822 Worcester Street, a 4-story, 28-unit condo complex.**

I support and laud the Town of Wellesley's effort to develop a sensible **Housing Production Plan**. This **Housing Production Plan** would facilitate the goal of providing more diverse housing options (affordable housing) with the goal initially of reaching 10% affordable house units within the town. I am a proponent for affordable housing within the town.

This **Housing Production Plan** would serve to preserve and protect the town's interests in a consistently planned manner with orderly growth that maintains both the character of single family neighborhoods and inclusion of planned denser multifamily housing.

The recent town initiative to acquire the properties on Rte. 9 (#818, #822 and #826), whereby #818 and #822 had been proposed for a Chapter 40B project, is an example of such forward thinking in providing for both possible school expansion and opportunity for additional municipal uses. This offers the town flexibility to deal with potential safety, traffic and circulation issues.

Although, I am encouraged by the town's proposed acquisition, I would like to share with you my concerns regarding the proposed 40B for #818 and #822 Worcester Street because the proposed 40B development of those two lots would affect me personally. My small colonial house (#814) abuts this project to the West. I have lived in this home since 2001 because it provided an affordable option for me. My objections to the proposed 40B project are as follows:

1. The massing of the project is much too large.
2. It exceeds the building height requirement.
3. The shade projection onto the abutting properties would be enormous.
4. The proposed siting and parking areas do not comply with Wellesley's zoning rules of setback requirements. The project and parking would be placed right next to the property lines. The existing mature trees along the border require adequate radius for healthy growth, hence would not survive.
5. The benefit to satisfy the affordable housing options is only nominally granted. In this case 7 units does not justify changing the single family housing zone to a multifamily unit – particularly as you eliminate already 2 affordable Wellesley houses. The net gain only would be 5 affordable housing units added.
7. Traffic and Safety issues will occur dealing with the already heavily used Rte. 9 corridor.

Being an active member of the Design Review Board, I hope my concerns and commitments to the town are well regarded.

Respectfully,  
Ingrid J. Carls

## Jop, Meghan

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**From:** Marina Gil-Santamaria <marinagil@bluearrowmarketing.com>  
**Sent:** Saturday, February 03, 2018 7:31 PM  
**To:** DL: Board of Selectmen  
**Cc:** Jop, Meghan; Zehner, Michael  
**Subject:** 40B : 818-822 Worcester St

Dear BOS,

Thank you for your notification.

I am an abutter to the proposed 40B development at [818-822 Worcester St](#), and considering that it is situated next to Hardy (a top performing school where children could walk to) I am not opposing this project, but I am strongly opposing the current plan. I went to the February 1<sup>st</sup> site visit with an open mind, so I wanted to share my concerns based on what I observed:

- **Proposed number of cars (52) is too big.** There is only one access point into this complex, and cars will be entering and exiting into the same highway, next to each other. Because there is no exit in the back, it is not possible to totally separate entrance flow and exit flow. Cars will be entering this complex directly from Rte 9 where speed limit is 50mph, and cars will be leaving and entering Rte 9 on the same side, next to each other. What happens if/when cars are queuing and lining up? What happens if cars don't slow down as much as needed to enter the building, and folks are walking into a surface parking spot? It is a dangerous situation for drivers and pedestrians
- **There is not enough open space, lot is too small.** During our Feb 1st visit we had ~10 cars and it was hard to coordinate walking, walking into the cars, and leaving due to lack of space (we had to take turns). I can only imagine the perilous conditions when you have a 28-unit building in place, cars potentially speeding in and out of Rte 9 and no walking paths for pedestrian to get into the surface parking.
- **Proposed building is too big (43,239 sf) and too tall,** 4 story buildings are abnormal in Wellesley and do not fit in the neighborhood. Building is too close to the fence, cars are too close to the fence, it is cramped. Even our new Senior Center is two-story, 13,000 sf and was built on ~1.25 acres
- There is a fence but there is no planned entrance from this building into the Hardy school/playground. This should be included in the building plan, and some type of gate should be added to the plan

Considering that you cannot separate in and out car flows we should reduce the number of units to increase safety. This will ensure that the building is smaller in height and size, and that less surface parking is needed so open space can increase and walking paths to surface parking can be added to the plan. This will also help preserve the neighborhood character.

In summary, while I support making Wellesley more affordable for families I cannot support this project unless we significantly reduce the number of units and carefully consider how to increase open space and connectivity into the Hardy school.

Thank you again,  
Marina Gil

March 11, 2018

Dear Members of the Wellesley Board of Selectmen,

I have been a resident of Wellesley for 45 years and have had 2 children go through the school system. I am writing this letter in regard to the 40B housing program so much in the news today. I do support the need for achieving the 10% rent controlled housing units, but it is important that they be in places conducive to retail stores such as the units at Delanson Circle.

I am most concerned about the site at #818/822 on Route 9 being considered for building a very large structure. I have seen the drawings for the building and it seems way out of proportion to the houses in the immediate neighborhood. Also, I understand that the town of Wellesley is anxious to preserve that land for the possible expansion of Hardy School. The town has too often minimized the future needs in regard to school age population.

Is there any further consideration of expanding the Barton Road housing by adding many more rent control (up to \$50,000 income) units and adding some retail stores? It would be beneficial to those families now living there and would be a partial goal toward the 10% quota.

I realize you have very difficult task ahead, but I believe resident input is also important.

Thank you for considering my comments.

*Carol Jankowski*  
Carol Jankowski

CC: Wellesley Planning Board

- Discuss Site Eligibility Letter – 16 Stearns Road

Last fall the Town submitted its comments to MassHousing regarding a proposed 40B development at this address. MassHousing determined that the project as proposed should not go forward. Since that time the developer has revised the project scope, reducing the number of units from 36 to 24 and lowering the height of the structure. Included in your packet is a memo developed by staff outlining the Town's concerns about the project in which you will note that many of the comments included during our first review still apply to this project. In particular, we are concerned about the constructability of such a large project on a small parcel, the parking plan and impact on the neighborhood. We would like to discuss this with you at the meeting so we can refine the letter further. The Town's comments are due back to the State on April 9<sup>th</sup>.

**NO MOTION**

**MOVE** to close the Joint Meeting.



TOWN OF WELLESLEY



MASSACHUSETTS

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BLYTHE C. ROBINSON  
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

March XX, 2018

Katherine Miller  
MassHousing  
One Beacon Street  
Boston, MA 02108

RE: 16 Stearns Road, Wellesley, MA Site Eligibility Response

Dear Ms. Miller:

On behalf of the Town of Wellesley Board of Selectmen and Planning Board, please find the following comments with respect to the Comprehensive Permit Site Approval Application recently resubmitted by 16 Stearns Road, LLC for the construction of a 24-unit residential housing development at 16 Stearns Road within the Town of Wellesley. The Town finds the location of the proposed project unacceptable given the limited access to the site. Additionally, the Town is currently still unaware of the same developer's intention to construct a 40B project at 680 Worcester Street which further constrains this particular neighborhood. The Town finds the project's density, scale, and height incompatible with the neighborhood and finds the project will have a detrimental impact on abutters due to mass, scale, and traffic based on both its independent construction and relationship to the potential 680 Worcester Street Project.

**Site Constraints**

The site has an area of 44,578 square feet. The proposed development has a gross floor area of approximately 44,400 square feet with a Floor Area Ratio of 1.0 and an average height of 51 feet. The west side of the project measures 62 feet in height. The site has approximately 5,000 square feet within a 0.2% Flood Zone, with the remainder of the site being comprised of steep grades and ledge. The elevation change from Stearns Road to the peak of the property is 18 feet. The proposal will regrade the site to be at street grade of 152 feet above sea level. This will require a tremendous removal of site material and the installation of retaining walls varying size from 8.5-5 feet in height. A 7-foot retaining wall is proposed along the abutting properties.

**Density and Proximity to Other Affordable Housing Developments and Projects**

The property is zoned Single Residence District - 10,000 Square Foot Minimum Area District, which has a maximum density under the Zoning Bylaw of 4.36 units per acre. The density for this project is five (5) times the density of the abutting and surrounding neighborhoods. The size and density of the structure is completely out of character with the abutting properties and residential neighborhood.

This project is within close proximity, 1000-1300 feet from affordable units at 9 Highland Road, 174-178 Linden Street and 5/7 Oak Street. The project is also less than a mile from the proposed 40Bs at 148 Weston Road (55 Units), and Delanson Circle (90 Units).

The Town is in favor of affordable housing, but would prefer that its affordable housing developments be better distributed throughout Town and throughout the Town's Elementary School districts as opposed to siting all new projects in this one part of Town and within only one or two Elementary School districts. The Town firmly believes that such a dense cluster of projects is not in the best interest of the current and future residents of the above described developments.

### **Site Access Exacerbates Existing Traffic and Circulation Problems**

The Town continues to find the limit access to and from the site a considerable challenge. The proposal includes direct ingress and egress from Stearns Road, a narrow dead end street located directly off Francis Road, a narrow and dead end street, with direct access from Route 9 eastbound. Stearns Road and Francis Road are heavily traveled pedestrian routes for access to the Sprague School heading south, and Middle School heading southeast. The neighborhood is currently comprised of 17 single family structures (excluding the lot in question) largely 1.5 stories in height. The neighborhood has limited vehicular access, as it can only be accessed from Route 9 eastbound. The limited access to Route 9 is also a concern with traffic backup onto Francis and Stearns Road during peak commuting hours that coincides with pedestrian and school traffic.

The current plans indicate a minor sidewalk at the end of the right of way. It is not clear whether additional sidewalks are proposed within the neighborhood. The additional volume of 24 residential properties on a narrow road with significant pedestrian traffic, and no sidewalks is a concern given the current width and limited access to the property. There currently are no sidewalks on either Francis Road or Stearns Road and both rights of way measure approximately 40 feet in width, with pavement widths of approximately 20 feet. Sidewalk installation should be a consideration given the increased vehicular and construction volume. The proposed project adds over 140% more residences and vehicular activity to the neighborhood at the current pedestrian access point to both the Sprague elementary school and Middle School. Many residents along Worcester Street also use this neighborhood for access. The adjacent project proposed at 680 Worcester Street, previously proposed 20 units. Masshousing did not approve the original proposal, but should another proposal be approved, additional pedestrians will be added to the neighborhood as it is a safer route to the schools and fields than along Route 9 where there is no current sidewalk extending westbound. Residents currently access Sprague School by walking through the end of Stearns Road through to the school property via a stone path. The installation of sidewalks is feasible given the 40-foot right of way, but will have significant impact on the existing streetscape and require the removal of established Town trees located within the right of way.

### **Proposed Setbacks Will Cause Unacceptable Impacts to Abutting Properties**

The setbacks of the proposed project are improved by 5 feet from the previous submittal, but given the height of the building still are inadequate. The proposal now juxtaposes a 51-foot-tall building 20 feet from the abutting property line and 50 feet to a single residence home located at 10 Stearns Road to the east. The Town owns land to the east, south, and west and the structure will be located 22.5 feet from the Sprague School Parking Lot and 23 feet from the Sprague Fields access drive. The minimal setbacks leave inadequate buffer or screening from abutters, particularly given front access will be 160 feet from the rear of a previously proposed 40B project located at 680 Worcester Street with minimal landscaping provided to the rear of the site. The two projects proposed by Jay Derenzo significantly impact the properties located at 11 Stearns Road and 9 Stearns Road, which will have projects to the rear and across the street from their low profile single-family structures. In addition, the proposal creates exterior balconies that will overlook the abutting properties with minimal visual or sound mitigation. The Town reiterates its view that should two projects be proposed simultaneously at 16 Stearns Road and 680 Worcester Street, two projects should be considered as one project as the proposal will eliminate all privacy for 11 Stearns and 9 Stearns Road.

### **The Density of the Proposed Development is Significantly Inconsistent with Adjoining Development**

Twenty-four (24) residential units on a 44,578 square foot lot equates to a density of 24 units per acre. The density of the abutting residential neighborhood, not including the subject property, is 3 units per acre. The single-family structures directly abutting the site will be significantly impacted due to the close proximity and potential shadow effects from the development. The developer previously discussed with the Town the potential to subdivide the lot into 2 or 3 units, which would have been consistent with the existing neighborhood density. The 2017 Annual Town Meeting altered the Town's Large House Review zoning provisions, and as a result, the developer has stated his perceived size limitations on residential construction necessitated the current proposed project.

The 16 Stearns Road application largely references the Alzheimer's Center as neighborhood context. The site, although within close proximity on a map, has no vehicular neighborhood connection to the Alzheimer's Center and contextually is separated from the proposed 24-unit development because of the street patterns.

### **Water and Sewer Service**

The Town has preliminarily reviewed the water and sewer infrastructure in the immediate area. While DPW/Engineering believes sewer can be handled with the existing 8" main, there is significant concern that the existing 6" water main will not provide adequate flow with the necessary sprinkler system, while maintaining appropriate service levels for the neighborhood. Replacement of the line to an 8" or 10" line will be required from Route 9, thus impacting both the Stearns Road and Francis Road water lines and road surfaces. Given the location of the project and required infrastructure upgrades, there is no section of the neighborhood unaffected from the proposed projects.

### **Proposed Stormwater Management Concerns**

Given the dense development of the site and the significant amount of impervious material, stormwater management and groundwater management are significant concerns to the Town. There is likely a presence of ledge where the underground garage is proposed, and the dense site configuration will limit the available locations for subsurface infiltration. Ground water has largely been located in the area at depths of 5 feet below grade. On-site mitigation must be considered, although the Town will be opposed to the location of subsurface infiltration underneath the foundation of the proposed building. The front and rear (directly adjacent to the Sprague School parking lot) of the property are the only location where subsurface infiltration can be located. At this time, there is no information on soil conditions or percolation capabilities of the site. The site is within close proximity to the McCracken Brook culvert that is currently at capacity. Unmanaged stormwater will exacerbate the problems associated with the McCracken Brook culvert and could have significant impact on the small residential neighborhood with potential ground water disturbance. McCracken Brook will be impacted by runoff and stormwater from three projects including 16 Stearns Road, 680 Worcester Street, and Delanson Circle, which also proposes 90 Units along Linden Street through a Comprehensive Permit.

### **Flood Zone and Wetlands**

As noted above, the site is partially located within a Flood Plain. The applicant states that he is seeking a Letter of Map Amendment, but as no LOMA has been issued.

Wetlands are located on the adjacent property at 694 Worcester Street across the right of way from the project site. In December 2015, the Town's Wetlands Protection Committee determined that the isolated wetland on the property is not jurisdictional and the Committee issued a negative Determination of Applicability. As this determination was based upon an inspection in the fall, the Town is of the opinion that an inspection for the presence of a vernal pool should be conducted in the spring, as well as evaluating the role of the wetlands in flood control. The buffer zone for this potential wetland would largely impact the 16 Stearns Road property.

### **Parking Garage and Visitor Parking**

The parking for the site includes 51 parking spaces, configured in 14 surface spaces and a level of underground parking having 37 spaces. The applicant has provided 5 visitor parking spaces. It should be noted Stearns and Francis Roads prohibit on street parking. Overflow visitor parking would likely try to locate at either the private Alzheimer Center or Sprague School/Field. Sprague School/Field already has a shortage of parking during events and does not allow for overnight parking. The trash location from the previous proposal has been improved and located within the underground parking area. Given the height of the parking area, it is unclear how a truck will be able to access the trash area for removal. It is important to note that Wellesley does not have municipal trash removal, but relies on residents or private trash haulers, as licensed by the Board of Health.

### **Construction of the Project Will Have Significant Impacts on Adjacent Properties and Streets**

The Town continues to have significant concerns with respect to the practicality of constructing this project. The size and location of this site will make it difficult to stage cranes or other construction equipment. The significant removal of site material also poses a problem with the number of anticipated trucks needed to haul the soil and blasted ledge material off site with limited access. In addition, the underground parking proposed will require significant concrete work, and staging of trucks will be difficult given the limited access to the site from Route 9 and the small neighborhood streets used to access the project site. Additionally, parking for all construction workers may not be completely accommodated on site given the size of the project, and as previously noted parking is prohibited on Stearns Road and Francis Road, as well as Route 9. Deliveries will need to be expertly coordinated and offsite parking of workers may be required. The developer has not stated in the site application how construction would be staged and coordinated. This construction effort, in concert with the potential construction of the 680 Worcester Street project, will make project logistics impossible. Construction parking shall be accommodated off site for both projects.

### **Historical Soil Concerns**

The project site is located within close proximity to a landfill remediation site located at Sprague Field. Given the proximity to McCracken Brook Culvert, and the amount of fill proposed for removal, the Town believes the site should conduct a 21E to verify the soil at lower levels has no contamination from the historic landfill located adjacent to the property.

### **Wellesley's Progress on Affordable Housing**

As you are more than aware, the Town has recently been inundated with 40B Site Eligibility notices. The Town has not met its 10% threshold, but would like to convey the efforts it has made to increase the Town's affordable housing inventory. The Town of Wellesley has been making steady progress over the last 15 years in increasing the Subsidized Housing Inventory. On November 21, 2017 the Board of Selectmen, Planning Board, and Wellesley Housing Development Corporation approved the hiring of two housing consultants to conduct research, create a needs assessment analysis, and develop a Housing Production Plan to assist the Town in expanding its range of housing, including affordable, suitable for elder residents and those who wish to downsize and remain in Town, accessible to members of the local workforce, and more. We anticipate this plan to be complete September, 2018. The Town has also passed a number of zoning provisions to assist with affordable housing as redevelopment opportunities in Wellesley's commercial districts occur. The Town as of October 18, 2017 is at 6.33% of its 10% goal, with upwards of 36 units in the process of being added to the Subsidized Housing Inventory within the next several months. Below are the Town's actions that have supported development of affordable housing:

- The 2007-2017 Comprehensive Plan was adopted in 2007 with actions for affordable housing.
- The Inclusionary Zoning Bylaw (IZB) was adopted in 2004 which requires residential projects in commercial districts to provide 20% affordable housing, and commercial projects over 10,000 square feet to provide 2% affordable housing (1 unit for every 50,000 square feet constructed).

- 2004: the Town's Community Preservation Committee funded \$65,000 in addition to HUD funds to create a DMR house at 4 Marshall Road (SHI).
- 2005: the IZB was modified to require subdivisions having more than 5 lots to comply with the Bylaw at 20% threshold.
- 2007: the definition of Floor Area Ratio in the Zoning Bylaw was modified to exclude affordable units developed under the IZB from being included in the FAR to increase density and increase opportunities for affordable housing units in commercial districts.
- 2007: the Linden Square project was completed, wherein 7 affordable housing units were created under the IZB (Units have recently been found to be missing from the Town's SHI, but are being added now).
- 2007/2008: permitting began for projects at 978 Washington Street and the former Wellesley Inn site at 576 Washington Street in Wellesley Square; these projects were delayed due to the recession, but both have now been completed, resulting in 7 SHI-eligible units at 978 Worcester and 5 SHI-eligible units at 576 Washington Street. Both projects were developed under the Town's Zoning and subject to the IZB; 978 Worcester St. also resulted in payment in-lieu funds for 1 unit.
- 2009: the permitting of a CVS resulted in the payment of in-lieu funds under the IZB.
- 2011: a 40B project was approved at 65-71 Washington Street resulting in 1 SHI-eligible unit.
- 2012: a project was permitted at 27 Washington Street, resulting in the development of 82 SHI-eligible units, as well as 7 assisted living units not SHI-eligible but permanently deed restricted to be affordable.
- 2012: the Wellesley Housing Development Corporation purchased a two-family dwelling at Peck Ave and a single-family dwelling at 6 Mellon Road, renovating the homes and creating 3 affordable units; at this time the Town also purchased 9 Highland Road, although it is not on SHI, but it is affordable due to deed restriction not complying with DHCD requirements (Must wait to add on resale per DHCD).
- 2013/2014: a 40B project was approved at 139 Linden Street and added two SHI units in October 2017.
- 2013: Wellesley Square Zoning District was amended to create a special permit to increase density; this benefited and allowed the previously stalled Wellesley Inn project to proceed.
- 2016: the Planning Board approved a Definitive Subdivision plan for 135 Great Plain Ave. that included a payment in-lieu for 2.4 units.
- 2016 to present: the Town has developed the first Unified Plan in the Commonwealth that brings together the Town's strategic plan and comprehensive plan. The complete draft is available on [www.wellesleyunifiedplan.com](http://www.wellesleyunifiedplan.com) and the Selectmen and Planning Board will adopt the final plan this month that includes a housing strategy that employs a variety of mechanisms to increase housing type and affordability.
- March 2018: the Board of Selectmen with assistance from the Planning Board will be releasing an RFP to develop the Tailby and Railroad Parking Lots for affordable housing and parking.
- March 2018: the Planning Board is seeking FY19 funds to develop a sub-area study and plan, with additional funds to be provided from the Community Preservation Committee, with a focus on development/redevelopment opportunities in a defined area to support the development of additional affordable housing.
- March 2018: the Wellesley Housing Authority is seeking \$200,000 from the CPC with support of the Board of Selectmen to study the redevelopment potential of the Barton Road site.
- Housing Production Plan: the Town is underway on the Housing Production Plan and has three public workshops scheduled for March 13 (rescheduled due to snow), May 3, and June 12 with an anticipated adoption of September 2018.

For reference, 40B projects currently in Comprehensive Permit Review are:

1. Delanson Circle (90 Units)
2. 148 Weston Road (55 Units)
3. 135 Great Plain Avenue (44 Units) - MassHousing

40B Projects currently in Site Eligibility

1. 16 Stearns Road (24 Units)- MassHousing

Other 40B projects being considered in Wellesley:

1. 136 Worcester Street (44 Units)
2. 680 Worcester Street (Previous proposed 20 Units) – MassHousing

Based on the above, the proposed development is too intense for a site that is approximately 1 acre in size. More affordable housing opportunities are necessary in the Town of Wellesley and the Town is currently working on a Housing Production Plan. The proposed density in a neighborhood with limited access is unreasonable and incongruous with the 1.5 story residential structures on .25 to .5 acre lots. In addition, this second proposed 40B development is within less than 160 feet from a proposed 40B development, by the same developer. This proposal, along with the three other 40B projects currently filed as Comprehensive Permits with the Zoning Board of Appeals are far out of character with the community.

Sincerely,

Sincerely,

---

Ellen F. Gibbs, Chair

---

Jack Morgan, Vice Chair

---

Marjorie R. Freiman

---

Beth Sullivan Woods

---

Thomas Ulfelder

March 13, 2018

Dear Board of Selectmen,

At the last Playing Fields Task Force (PFTF) meeting on March 9, 2018, the topic of the 40b project proposed for 16 Stearns Rd was discussed with a number of members observing that the acquisition of part of that property could help alleviate the bottle-neck driveway that exists at the Sprague Fields.

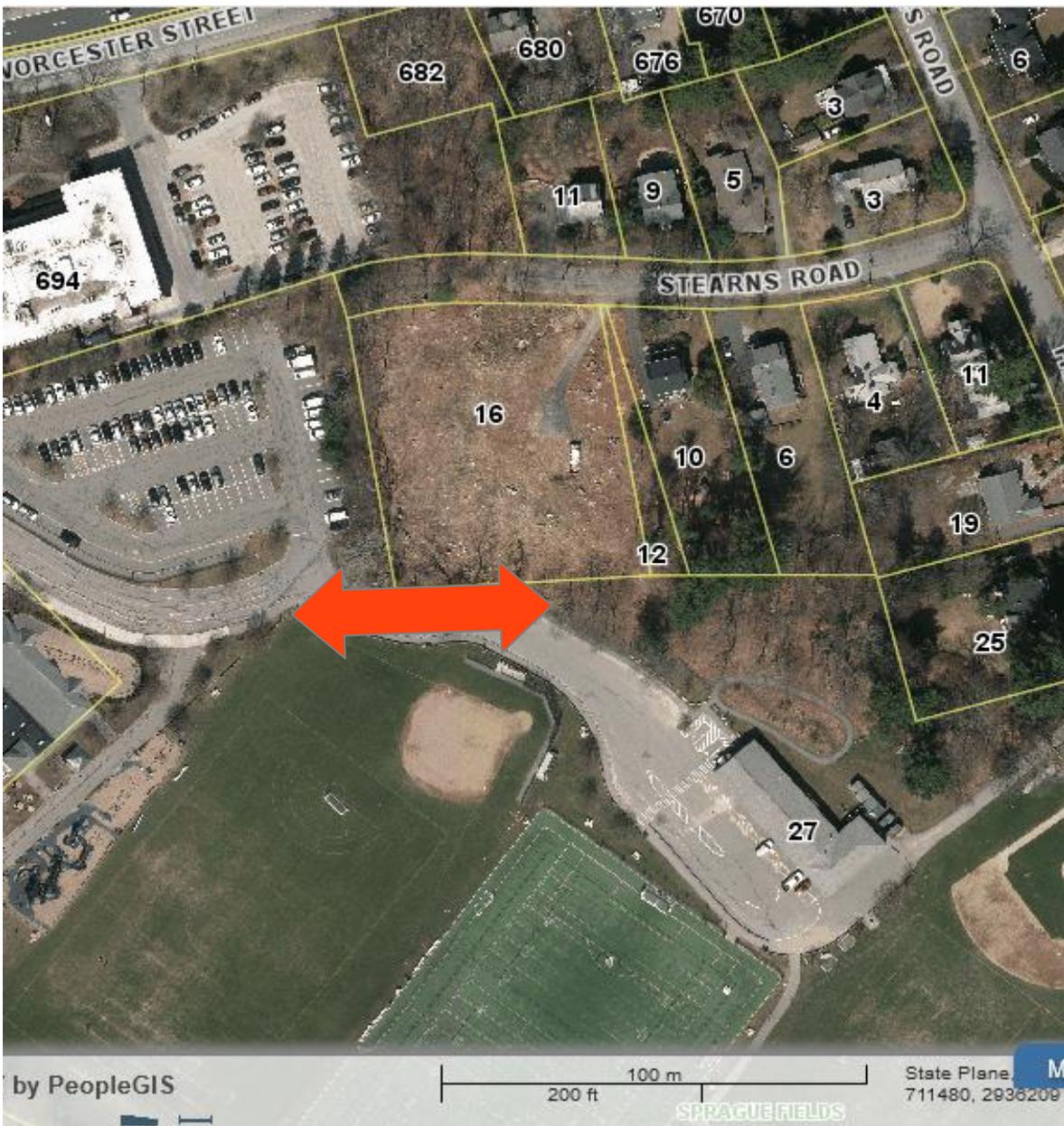
As you may recall, the driveway from the Sprague school parking lot to the DPW garage and Sprague Field parking is a very narrow road. One side of the road is posted No Parking and Wellesley youth sports remind parents not to park there but cars are parked there nonetheless. On any given Saturday or Sunday when the fields are in full use, this road is reduced to a single narrow lane that becomes a source of frustration for drivers entering or leaving the field lot, at least, and poses a potentially dangerous situation should emergency vehicles be required, at its worst. Other efforts to stop the cars from parking there have been tried including notes on vehicles, tickets, etc. without success. (see GIS image on next page)

In light of this issue and with the large lot on 16 Stearns Rd proposed for a hostile 40b development, the PFTF voted unanimously to send this letter requesting that the Board of Selectman attempt to acquire a "sliver of that lot" in the southwest corner to help alleviate this dangerous situation. The town could even conceivably swap its narrow sliver lot to the east at 12 Stearns Rd for an equal sized area of the southwest corner of the 16 Stearns Rd lot. There are likely other constituencies in Town, such as the School Committee as well as the abutters, who may prefer the Town acquire the whole lot to expand the Sprague School parking lot and pick-up line as well as help to maintain the existing character of that neighborhood. We would support them in that request and ask that this improvement be made to improve access to these beautiful, signature, heavily-used fields.

If you have questions, please feel free to contact PFTF through Matt Chin at the Recreation Commission.

Sincerely,

Andy Wrobel  
Chair of PFTF



#### **4. Discuss Board position on Annual Town Meeting Warrant Articles**

There are three remaining articles for the Board to take a position on prior to Town Meeting. The first is the CPC funded schematic design for the replacement of the Girls Softball field, as well as two articles brought by the Library Trustees. The Library articles include design to renovate the interior of the Main Branch and installation of a material handler, also at the Main Branch.

Regarding the Hunnewell multipurpose and Lee Fields Project there is a PowerPoint presentation from Tripp Sheehan and Jill Creevy in your packet for review. Andy Wrobel will also be at the meeting on Monday to participate in the discussion with the Board.

**MOVE** to support a request for \$100,000 in CPC funds to undertake schematic design for the Hunnewell Multipurpose and Lee Fields Rehabilitation Project.

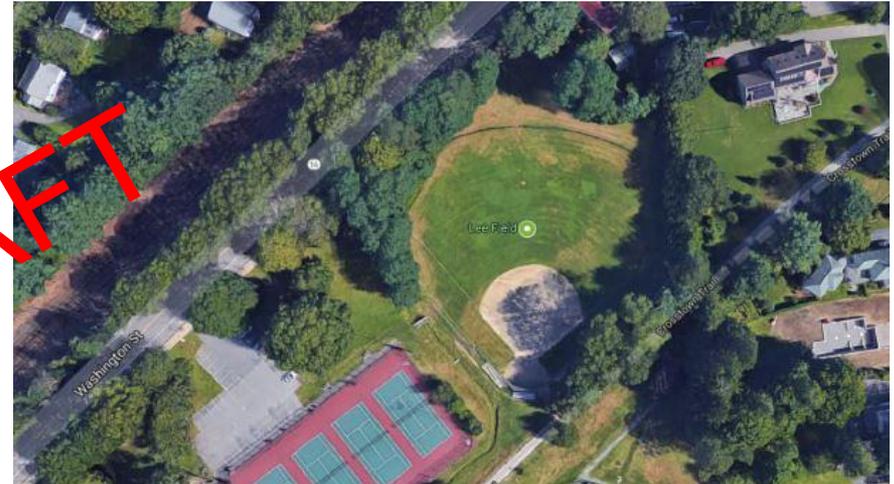




# **HUNNEWELL MULTIPURPOSE AND LEE FIELDS REHABILITATION PROJECT**



**Hunnewell Multipurpose Field**



**Lee Field**

**Presentation to Board of Selectmen  
March 19, 2018**

**Presented by:**

**Eugene “Tripp” Sheehan, Wellesley Playing Fields Task Force  
Jill Creevy, Wellesley Softball Field of Dreams Committee**



# PROJECT GOALS AND BENEFITS



**Lee Field Backstop  
and Bleachers**



**Lee Field Dugout  
and Bench**



**Lee Field  
Outfield Fencing**



**Hunnewell Field Backstop  
and Storage Unit**

- Create a MIAA regulation size softball field for high school softball team to allow for home tournament and playoff games
- Rehabilitate the dilapidated and run down softball and multipurpose fields to improve safety and playability of the fields for multiple user constituencies
- Create ADA access to the fields
- Create equity in field conditions for girls softball programs
- Improve drainage for fields to increase available field use
- Add electricity to improve potential environmental impact from portable generator use
- Add field amenities to create adequate sideline space and improve overall user experience and field aesthetics



# PLAYING FIELDS TASK FORCE

- Playing Fields Task Force (PFTF) is an advisory committee of the Recreation Commission (originally formed in 1997) that is comprised of representatives from:

Recreation Commission  
Board of Selectmen  
Natural Resources Commission  
Board of Public Works  
School Committee  
WHS Athletic Department Staff  
DPW Staff  
Wellesley United Soccer League  
Wellesley Little League  
Wellesley Youth Softball  
Wellesley Adult Softball  
Wellesley Youth Lacrosse  
Wellesley Youth Hockey  
Wellesley Youth Football  
Wellesley Youth Field Hockey



# OWNER OF THE LAND

- Lee Field and the Hunnewell Multipurpose Field is on Town owned parkland and under the jurisdiction of the Wellesley Natural Resources Commission (NRC)
- Maintenance for the field is done by the Department of Public Works (DPW) and funded through the DPW budget and the PFTF field user fee account
- The NRC does not have a capital budget for projects such as rehabilitation of active recreation space



# USERS OF THE LAND

- Current users of Lee Field

- Wellesley HS Varsity Softball (Practices and Games)

- Wellesley Youth Softball (Practices and Games)

- Wellesley Summer Travel Softball Program (Practices and Games)

- One-off Permittees

- Current users of Hunnewell Multipurpose Field

- Wellesley HS JV Softball (Practices and Games)

- Wellesley Youth Softball (Practices and Games)

- Wellesley Youth Football (Practices)

- Wellesley Adult Softball

- Wellesley Recreation Flag Football

- Wellesley Youth Lacrosse Clinics

- WHS Barefoot Soccer Fundraiser

- One-off Permittees

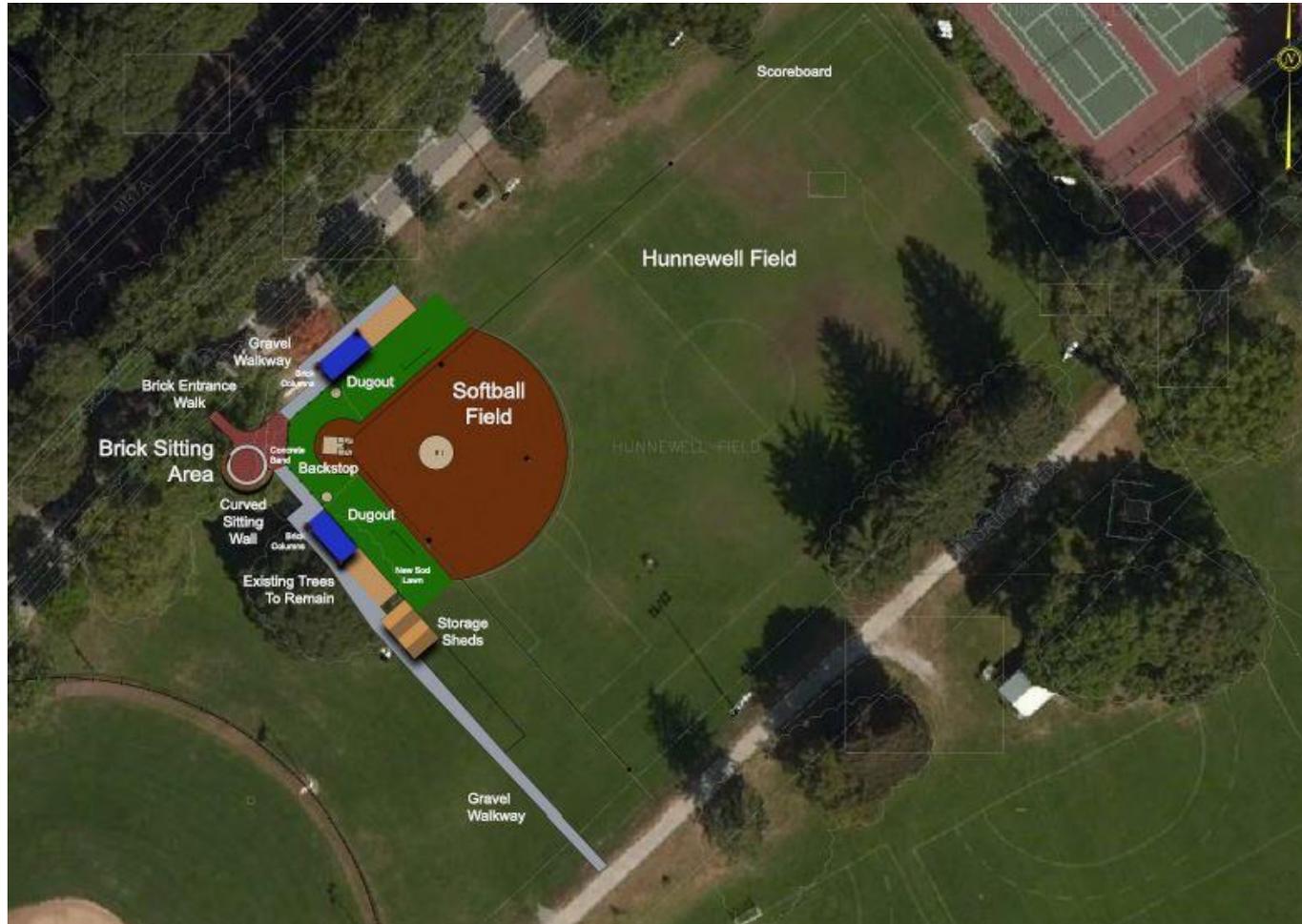


# PROJECT HISTORY

- 2013 – Youth Softball representatives raise concept of Town rehabilitating softball fields
  - Budgetary priorities and constraints limit ability to move forward
- 2016 – Wellesley Softball Field of Dreams Committee formed and \$9,650 in private funds raised to pay Gale Associates for a conceptual study and plan
- 2017 – Wellesley Softball Field of Dreams Committee garners conceptual support from PFTF, NRC, Schools, DPW, BoS, Advisory and CPC
- 2018 – CPC approves \$100,000 for schematic design and permitting phase of project. Awaiting ATM approval for the funds.



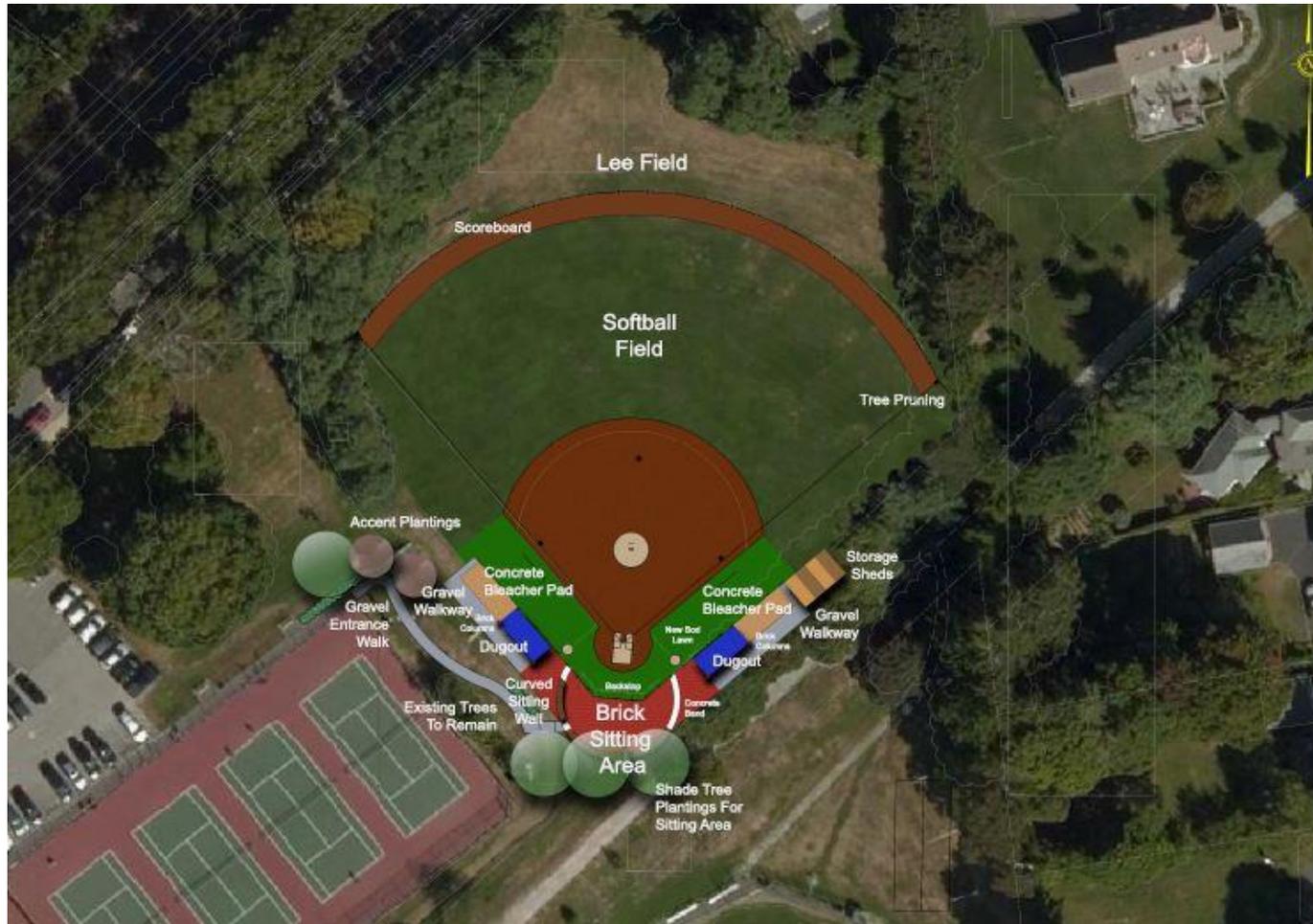
# CONCEPTUAL DESIGN HUNNEWELL MULTIPURPOSE FIELD



Note: This image shows the initial proposed design. The locations of features and plantings will be identified in the final detailed schematic design that will be completed after engagement of a design firm (assuming ATM passes the CPC design funds recommendation).



# CONCEPTUAL DESIGN LEE FIELD



Note: This image shows the initial proposed design. The locations of features and plantings will be identified in the final detailed schematic design that will be completed after engagement of a design firm (assuming ATM passes the CPC design funds recommendation).



# SUMMARY OF PRELIMINARY COST ESTIMATES

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Item	Cost	CPA Eligible
<b>Design and Permitting Cost</b>	<b>\$100,000</b>	<b>\$100,000</b>
<b>Preliminary Estimated Construction Cost</b>	<b>\$900,000</b>	<b>\$majority*</b>

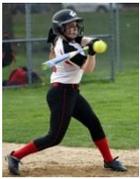
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\*Estimate on CPA cost eligibility based on expected project goals. Numbers will be finalized based on final project plan.

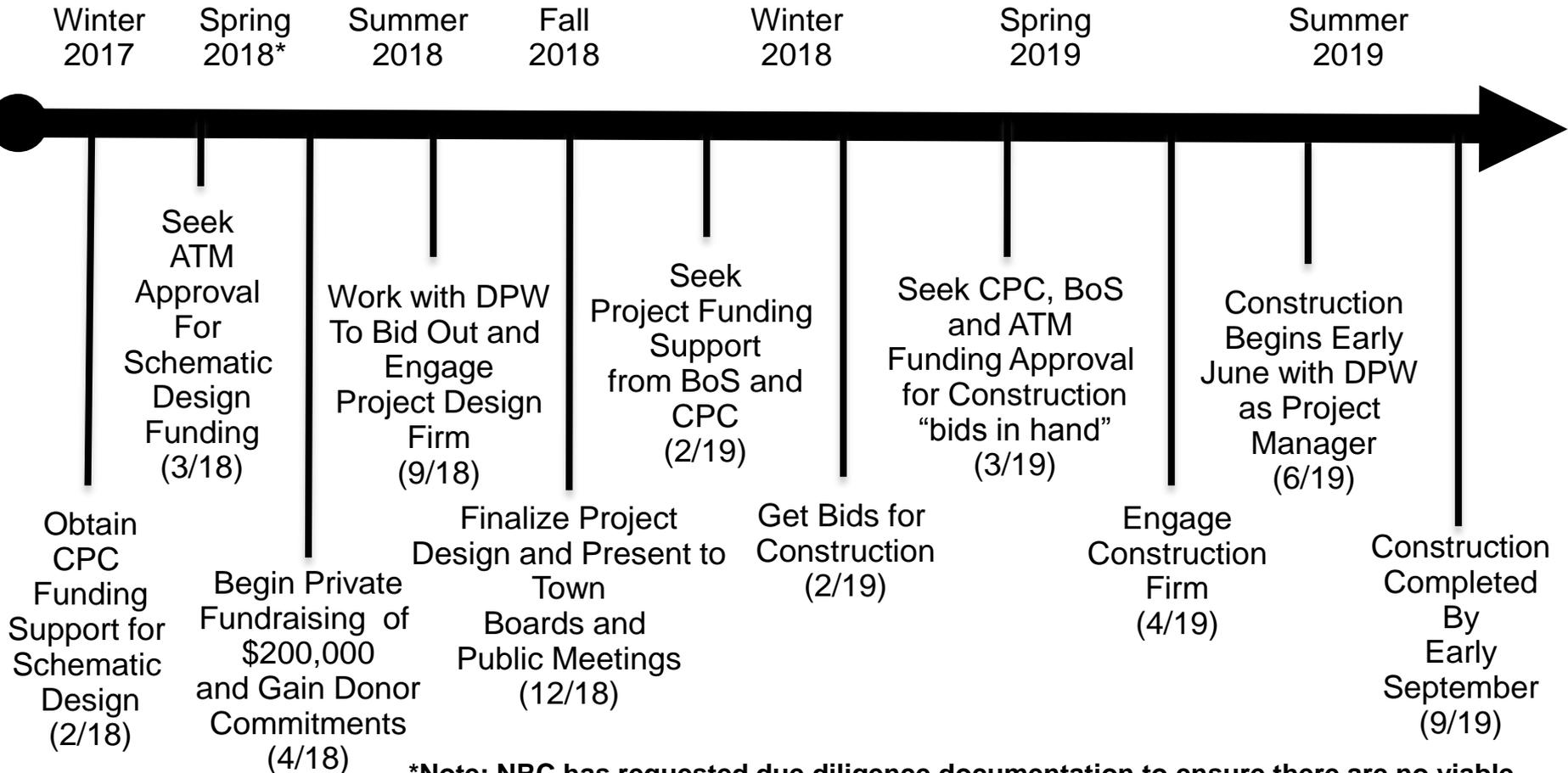


# FUNDING PLAN

<b>FY '19</b>	<b>Schematic Design and Permitting</b>		
	CPA Funds		<b>\$100,000</b>
<b>FY '20</b>	<b>Estimated Construction Cost</b>		<b>\$900,000</b>
	CPC	<b>\$500,000</b>	
	General Funds	<b>\$200,000</b>	
	Private Fundraising	<b>\$200,000</b>	



# PROPOSED TIMELINE



**\*Note: NRC has requested due diligence documentation to ensure there are no viable alternative locations for the HS Softball field. This will be completed in Spring 2018.**



# **PFTF REQUEST**

- **The Playing Fields Task Force respectfully requests the Board of Selectmen to express its commitment to the Hunnewell Multipurpose and Lee Fields Rehabilitation Project and to include \$200,000 in the Town's 2020 Capital Plan for the project.**

**5. Review Request for Entertainment License – Smith & Wollensky**

Included in your packet is an application from Smith and Wollensky' s for an entertainment license for both weekday (Monday – Saturdays) and Sundays in order to have televisions in the bar area, and recorded/steaming music and amplification in the entire dining room area including the washrooms. Their application specifies the hours that would apply to these licenses.

**MOVE** that the Board approve a yearly weekday and Sunday entertainment license for Smith and Wollensky' s through December 31, 2018.





# Town of Wellesley

## APPLICATION FOR ENTERTAINMENT LICENSE

The undersigned hereby applies for an Entertainment License in accordance with the provisions of M.G.L. Chapter 140, § 183A, and/or Chapter 136, § 4. If the application is approved and the license granted, the undersigned agrees to abide by the applicable statutes, as well as to abide by any rules and regulations or conditions promulgated by the Wellesley Board of Selectmen.

Please check the License(s) you are applying for:

*Yearly Weekday Entertainment License / ( One-Time Entertainment License*  
*(Mondays thru Saturdays) (Includes Sundays)*

*Yearly Sunday Entertainment License*

**Sunday Entertainment Licenses, in addition to Town of Wellesley approval, must be approved by the Massachusetts Department of Public Safety. This process will be completed by the Selectmen's office.**

Name of Establishment: Smith & Wollensky of Wellesley, LLC

Address of Establishment: 583-589 Washington St. Wellesley, MA 02181

Telephone: 781-992-5150 Email address: SWWL@SWRG.COM

Applicant (must be an individual): Cathrine White

Applicant's Residential Address: 76 Kittery Ave Rowley, MA 01969

Applicant's Home Telephone: 781-223-8388 Applicant's DOB: 09-16-1967

Applicant's Email Address: CWhite@SWRG.COM

If Business is a Corporation, name of Corporate Officers: Michael Feighery  
Cathrine White

If Business is not a Corporation, name of Owner: \_\_\_\_\_

Owner's residential address: \_\_\_\_\_

Owner's Home Telephone: \_\_\_\_\_ Owners DOB: \_\_\_\_\_

Owner's Email Address: \_\_\_\_\_

*Continued on next page*  
Describe in full the type of entertainment at your Establishment: Televisions

**ENTERTAINMENT LICENSE APPLICATION (continued)**

Recorded/Streaming Music & Amplification system

Number and type of Automatic Amusement Device(s) (if any) \_\_\_\_\_

State the proposed hours of the entertainment: Mon - Sat: regular hours (11AM - 11PM)  
Sundays: Special hours (12PM - 11PM)

Where on the premises will the entertainment be held: Television - Bar area  
Music - Entire dinning area including bar  
and washrooms.

Name of Manager for the Establishment: Peter Baker

Signature of Applicant: [Signature] Date: 3-6-2018

Application Approved: \_\_\_\_\_ Total Fee \$ \_\_\_\_\_

Application Denied: \_\_\_\_\_ Reason for Denial: \_\_\_\_\_

Conditions set by Board of Selectmen: \_\_\_\_\_

Signature of Authorizing Official: \_\_\_\_\_

**6. Discuss Renewal of License – 254 Washington Street**

For the past ten years, the Town has had a license agreement with Haynes Management for them to utilize a parking lot located at Eaton Court in recognition of the limited on and off street parking in the Wellesley Hills area. Use of this parking lot gives them better access to the businesses located at 254 Washington Street. It is unclear why this arrangement was done as a license and not a lease as well as being at no cost to the licensee. In speaking to Town Counsel he indicates that a license can be authorized by the Board of Selectmen, however a lease must be approved by Town Meeting because it is an interest in land, and it would also be subject to the State Chapter 30B bid laws.

Nevertheless, it was recently brought to my attention that this license is due to expire on April 1<sup>st</sup> and the licensee would like to renew it, ideally for another 10 years. Given that we do not have sufficient time to conduct a 30B bid process and it bring this to Town Meeting, I am recommending that the Board authorize a one-year extension to the license so that we can have sufficient time to take this up with the appropriate process and bring it to the 2019 ATM. A copy of the proposed license including a map is part of your agenda packet.

**MOVE** that the Board authorize a one-year renewal of a license with Haynes Management for the use of the Eaton Court Parking Lot.



## LICENSE AGREEMENT

THIS LICENSE AGREEMENT, dated as of the later of the signature dates below (the “**Effective Date**”), is entered into by and between the Town of Wellesley, a Massachusetts Municipal Corporation (the “**Town**” or the “**Licensor**”) acting by and through its Board of Selectmen and Haynes Management, Inc. and Abbott Estates, Inc., having their principal office at 34 Washington Street, Wellesley Massachusetts 02481 (collectively, the “**Licensee**”).

### BACKGROUND

The Parties recognize the shortage of on-street and off-street parking in the Wellesley Hills Square District. The Town owns certain real property, together with all rights and privileges arising in connection therewith, located at Eaton Court in Wellesley, MA and known as the “Eaton Court Parking Lot”, as shown on Attachment A (the “**Property**”). The Licensee desires to use a portion of the Property for ingress and egress and parking of motor vehicles conjunction with the Licensee’s tenants’ businesses located at 254 Washington Street. The Town desires to grant to the Licensee the right to use a portion of the Property, as shown on Attachment A, in accordance with this License Agreement.

The parties agree as follows:

1. **LICENSE TO USE PROPERTY.** For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and in consideration of the covenants and agreements of the Town and the Licensee hereinafter set forth, and upon the following terms and conditions, the Town hereby grants a revocable license to the Licensee of the Property as described in Appendix A.
2. **TERM.** The term of this License Agreement (the “**Term**”) shall commence on April 1, 2018 and shall continue annually, unless earlier terminated by the Town, in accordance with the terms of this License Agreement.
3. **USE OF THE PROPERTY.** The Licensee shall use the Property for ingress and egress and parking of motor vehicles in conjunction with the Licensee’s tenants’ businesses located at 254 Washington Street, this right to include that of owners, tenants, invitees and others lawfully using the premises and no others, to the extent now and hereafter from time to time permitted under applicable laws, bylaws, ordinances, codes, rules, regulations, orders and other lawful requirements of governmental bodies having jurisdiction, and for no other use or purpose. No further improvements will be made without Town approval.
  - (a) No signage will be permitted unless approved by the Town.
  - (b) Licensee shall neither commit nor permit any nuisance to be committed upon said Property and all the provisions of every law, ordinance, bylaw, rule or

regulation of the Commonwealth of Massachusetts or the Town of Wellesley, which are now in force or which may hereafter become applicable to the use of said Property, shall be observed and obeyed by Licensee at all times.

- (c) Licensee shall not to record this License Agreement in any Registry of Deeds. If Licensee fails to comply with this provision, this License may be terminated by the Licensor.

4. **LICENSEE FEE.** Licensee shall pay to the Town an annual license fee of One Dollar.

5. **INSURANCE.** From the Term commencement date through the expiration or termination of this License Agreement, the Licensee shall, at its own cost and expense, obtain and maintain, with companies qualified to do business in Massachusetts, insurance as specified below and in such form as shall protect the Licensor from all claims and liability for damages for personal injury, including accidental death, and for property damage which may arise from this license. The coverage and amounts shall be as follows:

- (a) Broad form comprehensive general liability insurance naming the Town as additionally insured, written on a “per occurrence” basis and with an aggregate cap no less than three times the required limit: \$1,000,000, Combined Single Limit (C.S.L.). Such insurance shall insure against claims for bodily injury, death or property damage occurring to, upon or about the Property in the amounts listed above for bodily injury or death and property damage occurring to, upon or about the Property. During the Term of this Agreement, the risk of loss to all contents of, and personal property and trade fixtures located in, the Property is upon the Licensee, and the Town shall have no liability with respect thereto.
- (b) Workers Compensation as required by law.
- (c) Umbrella liability insurance following the same form as the underlying general liability and employer’s liability in minimum amount of at \$2,000,000 per occurrence and \$2,000,000 aggregate.
- (d) Property Coverage for materials and supplies being transported over the Property by the Licensee and its tenants, invitees, agents and assigns.

All policies shall provide that the Licensor will be given a minimum of thirty (30) days notice in the event of cancellation, non-renewal, or material change in coverage. Insurance certificates and copies of policies shall be provided before this License Agreement takes effect.

6. **INDEMNIFICATION.** The Licensee shall, to the maximum extent permitted by law, indemnify, defend and save harmless the Town, its officers, agents, volunteers, and employees from and against any and all damages, liabilities, actions,

suits, proceedings, claims, demands, losses, costs and expenses (including reasonable attorneys' fees) that may arise out of or in connection with the Licensee's license or use of the Property for any damage to its real or personal property that occurs in conjunction with the license or use of the Property by the Licensee, its tenants', invitees, agents, and assigns.

7. **UTILITIES.** There shall be no utilities installed in or on the Property.

8. **TERMINATION.**

(a) This License Agreement may be terminated at any time and for any reason by the Town upon fifteen (15) days written notice to the Licensee.

(b) Upon termination this License Agreement for any reason, the Licensee shall immediately, at its own expense, restore the Property to its former condition.

9. **NOTICES.** All notices, requests, approvals, demands and communications hereunder shall be given by first class certified or registered mail, return receipt requested, or by a nationally recognized overnight courier, postage prepaid, to be effective when properly sent and received, refused or returned undelivered. Notices shall be addressed to the parties as follows:

If to Town:                   Blythe Robinson, Executive Director  
                                      Selectmen's Office  
                                      Wellesley Town Hall  
                                      525 Washington Street  
                                      Wellesley, MA 02482

with a copy to:               Thomas J. Harrington, Town Counsel  
                                      Miyares and Harrington LLP  
                                      40 Grove Street • Suite 190  
                                      Wellesley, MA 02481

If to Licensee:               Mary Butler, President  
                                      c/o Haynes Management, Inc.  
                                      34 Washington Street, Suite DEC 7  
                                      Wellesley, MA 02481-1909

Either party hereto may change the place for the giving of notice to it by thirty (30) days prior written notice to the other as provided herein.

10. MISCELLANEOUS.

- a. **Amendment/Waiver.** This License Agreement cannot be amended, modified or revised unless done in writing and signed by an authorized agent of Town and Licensee. No provision may be waived except in a writing signed by both parties.
- b. **Entire Agreement.** This License Agreement and the exhibits hereto, all being a part hereof, constitute the entire agreement of the parties hereto and shall supersede all prior offers, negotiations and agreements with respect to the subject matter of this License Agreement.
- c. **Governing Law.** This License Agreement shall be governed by the laws of the Commonwealth of Massachusetts, without regard to conflicts of law.
- d. **Severability.** If any provision of this License Agreement shall be declared to be invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall be construed as narrowly as possible and the balance of this License Agreement shall be deemed to be amended to the minimum extent necessary to provide to the parties substantially the benefits set forth in this License Agreement.
- e. **Interpretation.** Unless otherwise specified, the following rules of construction and interpretation apply: (i) captions are for convenience and reference only and in no way define or limit the construction of the terms and conditions of this License Agreement; (ii) use of the term “including” shall be interpreted to mean “including but not limited to”; (iii) whenever a party’s consent is required under this License Agreement, except as otherwise stated in this License Agreement or as same may be duplicative, such consent shall not be unreasonably withheld, conditioned or delayed; (iv) exhibits are an integral part of this License Agreement and are incorporated by reference into this License Agreement; and (v) use of the terms “termination” or “expiration” are interchangeable.

*[Signatures appear on the following page]*

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in quadruplicate under seal as of the date first written below.

**TOWN**

**Town of Wellesley, Massachusetts**  
A Municipal Corporation  
By its Board of Selectmen

\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

\_\_\_\_\_  
  
\_\_\_\_\_

Date: \_\_\_\_\_

**LICENSEE**

**Haynes Management, Inc.**

\_\_\_\_\_

By its \_\_\_\_\_, duly authorized

\_\_\_\_\_  
Name:

Date: \_\_\_\_\_

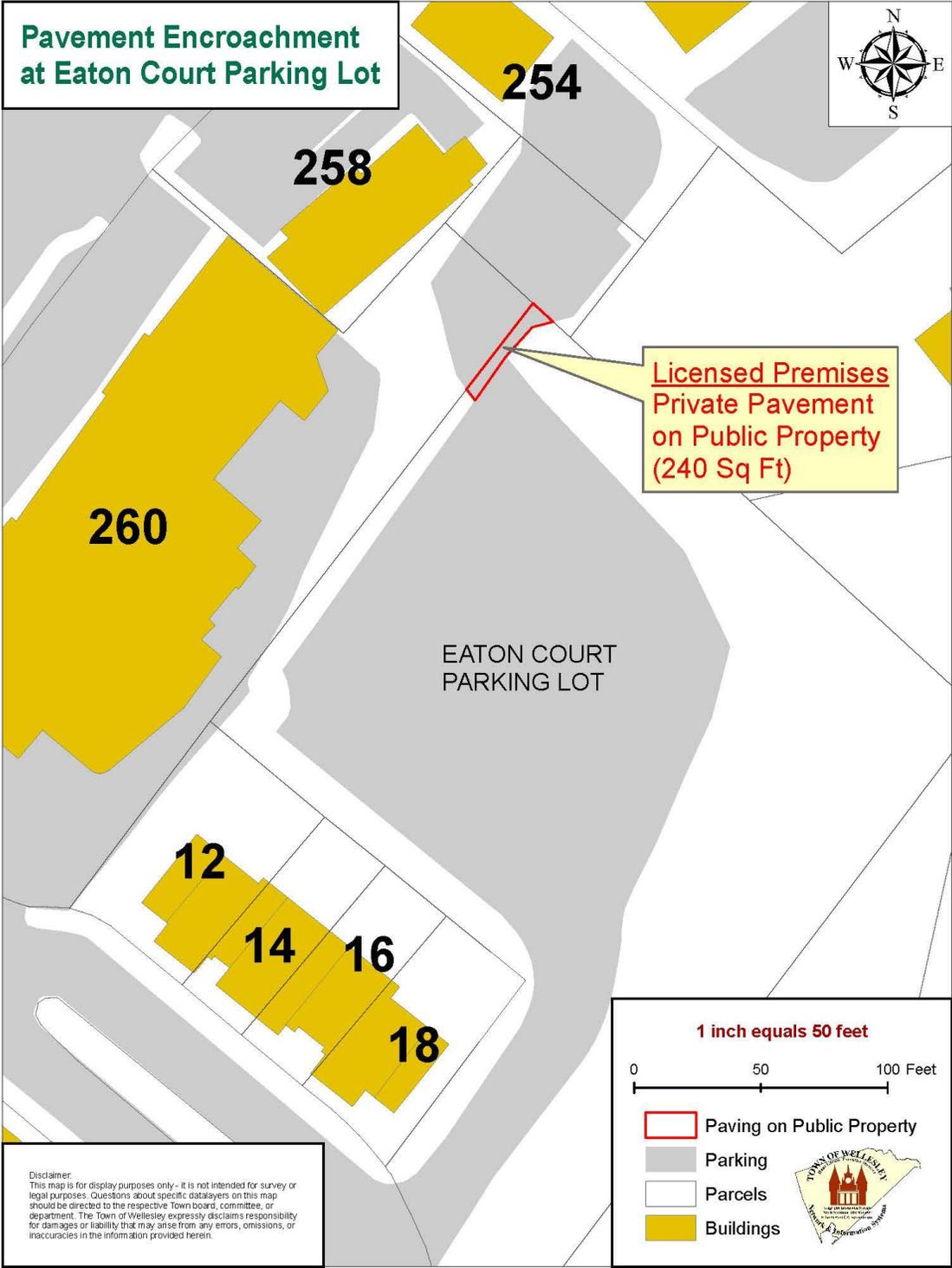
**Abbott Estates, Inc.**

\_\_\_\_\_

By its \_\_\_\_\_, duly authorized

\_\_\_\_\_  
Name:

Date: \_\_\_\_\_



7. **Approve Contract Extension – Pavement Markings - MAPC**

The MAPC puts out a bid for pavement markings on behalf of its member towns, saving each community from needing to bid this work out for street line painting on its own. The most recent contract was bid last year and extended by MAPC until December 31, 2018 with the requirement that each Town vote to extend the contract through this year. I have been in touch with DPW and they are satisfied with the quality of the work and would like to be able to utilize Markings, Inc. for another year. Included in your packet is a letter from MAPC to the vendor on this topic as well as the contract pricing which will not change from 2017. Staff recommends that the Board vote to extend the contract for another year.

**MOVE** to approve an extension of MAPC's Contract with Markings, Inc. for the application of pavement markings in the Town of Wellesley through December 31, 2018.





December 8, 2017

Ms. Monique Souza  
Markings, Inc.  
30 Riverside Drive  
Pembroke, MA 02359

Re: Notice of Contract Extension  
IFB#: MW 2017 PW1

Dear Ms. Souza:

This letter serves as formal notice of the Consortium's decision to extend its Contract with your company for the following goods and/or services: **Item # 6 Pavement Markings**. This extension is valid through the contract extension period ending **December 31, 2018**.

All bid prices shown on the attached Bid Price Form shall remain in effect for the duration of this extension, with the specific exception of price adjustments attributable to changes in fossil fuel costs incurred by the contractor pursuant to Section 8 of the General Information section. Such approval is subject to Consortium action.

Please be reminded that while the Consortium has made the decision to extend the Contract, an individual member municipality's decision to use the contract is discretionary and dependent upon continuing quality of service. Member municipalities choosing to retain your services will contact you directly to schedule work. Such work shall proceed upon your receipt of a copy of the attached Contract Extension form executed by the municipality and your delivery of any and all bonds, insurance certificates and any other certifications required in the IFB or by the municipality. All terms, conditions and requirements of the IFB and the original Contract documents remain in full force and effect.

Thank you for your service under this contract and your continuing interest in serving the members of the Consortium.

Respectfully,

*Lorraine Y. See*

Lorraine Y. See  
Senior Procurement Specialist  
Metropolitan Area Planning Council

Enclosures: Contractor's pertinent Bid Price Form  
Contract Extension Form 2018 to be signed and executed by Municipality



Contract Extension Form  
Extension Year 2018  
MW 2017 PW1  
Markings, Inc.  
Item # 6 Pavement Markings

To the Contractor:

This Contract Extension is made at the sole discretion of the municipality named below as indicated by the signature of its properly authorized contracting authority. It is made subject to the availability of funds appropriated to perform the contracted work and does not constitute a commitment by the municipality to engage the Contractor's services for any minimum amount of work. The municipality reserves all rights exercisable by it under the terms and conditions of the IFB and its accompanying Contract.

For: \_\_\_\_\_  
*Municipality*

By:  \_\_\_\_\_ Name: \_\_\_\_\_  
*Signature*

Title: \_\_\_\_\_ Date: \_\_\_\_\_

# MW 2017 PW1

Bidder Name: Mn-Kings Inc.  
 Bidder Initials: MSS

Bid Item	Estimated Quantity	x	Bid Price / Unit	=	Total
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**Pavement Markings [Contractor provides both Labor & Materials]**

<b>A</b>	<b>Thermoplastic</b>					<b>Bid Total (Subtotals A + B) =</b>	<b>\$ 48,164.87</b>
<b>B</b>	<b>Water-Based</b>						<b>\$ 27,986.-</b>
							<b>\$ 20,878.87</b>

A. Thermoplastic						Subtotal =
1)	4" Yellow Double	10,000	x	.70	/LF	= \$ 7,000.-
	4" Yellow Double (Night)	13,400	x	.70	/LF	= \$ 9,380.-
2)	4" Yellow Single	As Needed	x	.35	/LF	
3)	4" Yellow - Dashed	As Needed	x	.35	/LF	
4)	4" White Double	As Needed	x	.70	/LF	
5)	4" White Single	As Needed	x	.35	/LF	
6)	4" White - Dashed	As Needed	x	.35	/LF	
7)	12" White Stop & Crosswalk	100	x	2.10	/LF	= \$ 210.-
8)	6" White Police Circles	As Needed	x	50.-	/EA	
9)	8" White "SCHOOL" Legend	4	x	205.-	/EA	= \$ 820.-
	8" White "SCHOOL" Legend (Night)	1	x	205.-	/EA	= \$ 205.-
10)	8" White "ONLY" Legend	4	x	175.-	/EA	= \$ 700.-
	8" White "ONLY" Legend (Night)	1	x	175.-	/EA	= \$ 175.-
11)	Arrows (federal size)	6	x	68.-	/EA	= \$ 408.-
	Arrows (federal size) (Night)	1	x	68.-	/EA	= \$ 68.-
12)	4" White Parking T's and L's	As Needed	x	4.50	/EA	
13)	4" White or Yellow Channelization/Median Islands	As Needed	x	.65	/LF	
14)	10' White "SCHOOL"	As Needed	x	235.-	/EA	
15)	White "RXR" (federal size)	As Needed	x	275.-	/EA	
16)	8" White "STOP"	As Needed	x	175.-	/EA	
17)	2' Letters	As Needed	x	N/A	/EA	
18)	3' Letters	As Needed	x	N/A	/EA	
19)	4" Parking Lot stalls (est. 50 if each)	As Needed	x	15.-	/LF	
20)	Bike Lane Symbols - White Directional Arrow	As Needed	x	110.-	/EA	
	Bike Lane Symbols - White Directional Arrow (Night)	24	x	110.-	/EA	= \$ 2,640.-
21)	Bike Lane Symbols - White Bicycle	As Needed	x	210.-	/EA	
	Bike Lane Symbols - White Bicycle (Night)	26	x	210.-	/EA	= \$ 5,460.-
22)	Bike Lane Symbols - White Bicyclist	As Needed	x	210.-	/EA	
23)	Bike Lane Letters - White "BIKE", "LANE"	As Needed	x	120.-	/EA	
24)	Bike Lane Symbols - White Sharrow/Shared Lane	As Needed	x	305.-	/EA	
25)	Bicycle Detector Symbol - White	As Needed	x	110.-	/EA	
	Bicycle Detector Symbol - White (Night)	2	x	110.-	/EA	= \$ 220.-

# MW 2017 PW1

Bidder Name: MARVIN'S Inc.  
 Bidder Initials: MS

Bid Item	Estimated Quantity	x	Bid Price / Unit	=	Total	
<b>B. Water-Based</b>					Subtotal =	\$ 20,878.87
1) 4" Yellow Double	53,412	x	.081 /LF	=	\$ 4,326.37	
2) 4" Yellow Single	As Needed	x	.042 /LF	=		
3) 4" Yellow - Dashed	As Needed	x	.042 /LF	=		
4) 4" White Double	As Needed	x	.081 /LF	=		
5) 4" White Single	338,758	x	.042 /LF	=	\$ 14,236.99	
6) 4" White - Dashed	As Needed	x	.042 /LF	=		
7) 12" White Stop & Crosswalk	200	x	.49 /LF	=	\$ 98.-	
8) 6" White Police Circles	As Needed	x	35.- /EA	=		
9) 8" White "SCHOOL" Legend	20	x	38.50 /EA	=	\$ 770.-	
10) 8" White "ONLY" Legend	As Needed	x	32.50 /EA	=		
11) Arrows (federal size)	As Needed	x	23.50 /EA	=		
12) 4" White Parking I's and L's	40	x	3.50 /EA	=	\$ 140.-	
13) 4" White or Yellow Channelization/Median Islands	As Needed	x	.25 /LF	=		
14) 10" White "SCHOOL"	10	x	44.75 /EA	=	\$ 447.50	
15) White "RXR" (federal size)	4	x	75.- /EA	=	\$ 300.-	
16) 8" White "STOP"	20	x	28.50 /EA	=	\$ 570.-	
17) 2" Letters	As Needed	x	3.75 /EA	=		
18) 3" Letters	As Needed	x	5.75 /EA	=		
19) 4" Parking Lot stalls (est. 50 lf each)	As Needed	x	7.50 /LF	=		
20) Bike Lane Symbols - White Directional Arrow	As Needed	x	25.- /EA	=		
21) Bike Lane Symbols - White Bicycle	As Needed	x	25.- /EA	=		
22) Bike Lane Symbols - White Bicycle	As Needed	x	25.- /EA	=		
23) Bike Lane Letters - White "BIKE", "LANE"	As Needed	x	25.- /EA	=		
24) Bike Lane Symbols - White Sharrow/Chared Lane	As Needed	x	35.- /EA	=		
25) Bicycle Detector Symbol - White	As Needed	x	25.- /EA	=		
26) Grind Existing Lines (95% - 100%)	As Needed	x	1.- /LF	=		

8. **New Business and Correspondence** - Other Documents: The Board will find documents the staff are not seeking action on, but is for informational purposes only. Please find the following:

- ❖ Letter from the BAA – 2018 Contribution from the Marathon
- ❖ Letter of thanks from The League of Women Voters of Wellesley
- ❖ Registry of Motor Vehicles Closure Notice
- ❖ Mass DOT/RMV Press Release: Driver's License, Id Card or Learner's Permit
- ❖ 40B Update Memo
- ❖ Draft of TWFP





# Boston Athletic Association

185 DARTMOUTH STREET, 6<sup>th</sup> FLOOR, BOSTON, MASSACHUSETTS 02116  
617.236.1652 www.baa.org

March 8, 2018

Ms. Marjorie Freiman, Chair  
Board of Selectmen  
Town of Wellesley  
525 Washington Street, 3<sup>rd</sup> Floor  
Wellesley, MA 02482

COPY

Dear Ms. Freiman:

In furtherance of a letter sent on February 19, 2016, enclosed is a check in the amount of \$63,300 representing the Boston Athletic Association's (B.A.A.) contribution to the Town of Wellesley. These funds are in support of your efforts relative to the upcoming 122<sup>nd</sup> Boston Marathon to be held on Monday, April 16<sup>th</sup>.

Additionally, the Boston Athletic Association, through the support of our principal sponsor, John Hancock, continues to underwrite many of the significant expenses of logistical course support to the Marathon communities through planning and cooperation with the Massachusetts Executive office of Public Safety, and other federal, state, and local public safety agencies.

Once again, on behalf of the Boston Athletic Association, we thank you for your valued support and commitment to the B.A.A. and Boston Marathon and wish you every success on Patriots' Day weekend.

Sincerely,

Thomas S. Grilk  
Chief Executive Officer  
Encl: a/s

CC: Mr. Blythe Robinson, Executive Director



The League of Women Voters of Wellesley  
[www.lwwellesley.org](http://www.lwwellesley.org)

**Anne Rippy Turtle**  
President

**Erica (Erry) Johnson**  
Vice-President, Voters  
Service

**Ann-Mara Lanza**  
Vice-President, Program  
Planning and  
Development

**Ellen Hallett**  
Secretary

**Jennifer Zannetos**  
Treasurer

**Catherine Johnson**  
Elected Director,  
Community Affairs

**Irene Flint**  
Elected Director,  
Program Planning

**Ann Rappaport**  
Elected Director  
Newsletter and Website

**Joellen Toussaint**  
Elected Director  
Historical Perspective

**To join or donate:**  
[membership@lwwellesley.org](mailto:membership@lwwellesley.org)

**For information:**  
[league@lwwellesley.org](mailto:league@lwwellesley.org)  
or  
[president@lwwellesley.org](mailto:president@lwwellesley.org)

**LWV of Wellesley**  
[www.lwwellesley.org](http://www.lwwellesley.org)

**LWV of Massachusetts**  
[www.lwwma.org](http://www.lwwma.org)

**LWV of the United  
States** [www.lwv.org](http://www.lwv.org)

March 5, 2018

Ellen F. Gibbs, Chair  
Board of Selectmen  
Wellesley Town Hall  
525 Washington Street  
Wellesley, MA 02482  
Tel: 781-431-1019

Dear Ellen,

The League of Women Voters of Wellesley thanks the Board of Selectmen for honoring the League on the 80<sup>th</sup> anniversary of its founding with a resolution presented during our annual Meet the Candidates Night on March 1<sup>st</sup>. Grateful for your interest and support, we thank you for joining us that evening and making the presentation.

The Wellesley League looks forward to many more years of promoting political responsibility through informed and active participation of citizens in government and influencing public policy through education and advocacy.

Best regards, Anne

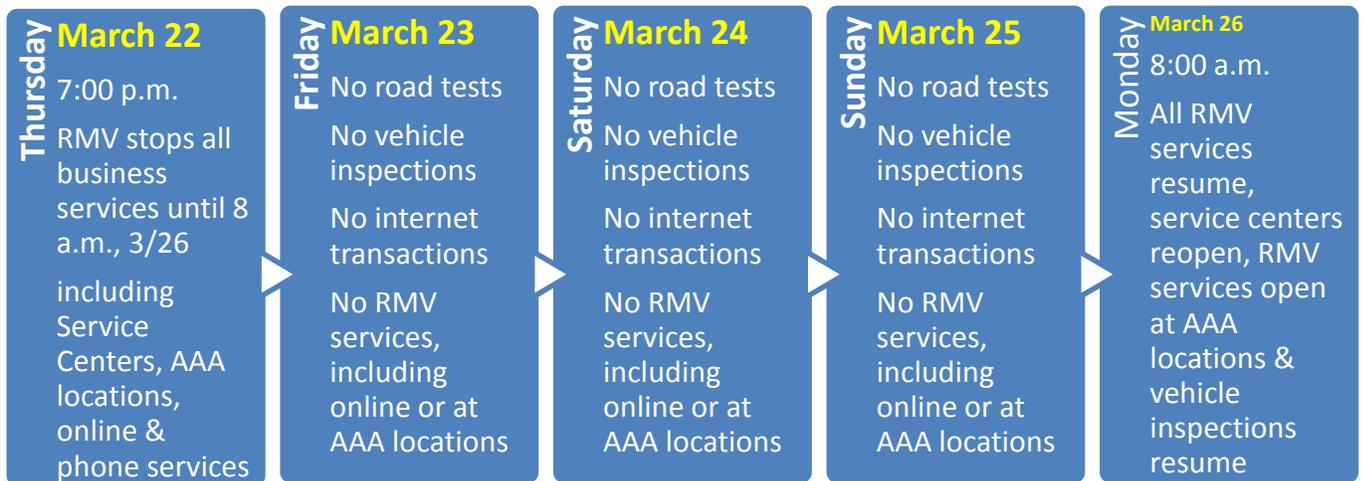
Anne Rippy Turtle  
President  
League of Women Voters of Wellesley

# Massachusetts Registry of Motor Vehicles Temporary Closed For Several Days

Registry services unavailable from  
7 p.m., March 22 until 8 a.m., March 26

The RMV is transforming its business processes and replacing its mainframe computer system with new, modern technology to deliver exceptional customer service for residents and businesses.

Registry services will be unavailable during the following times:







**For Immediate Release**

**March 9, 2018**

**Contact:** MassDOT Press Office: 857-368-8500

## ***Getting or Renewing a Driver's License, ID Card or Learner's Permit?***

### **Massachusetts RMV Announces New Requirements:**

#### **Lawful Presence and REAL ID**

BOSTON - The Massachusetts Registry of Motor Vehicles is reminding the public that on March 26, 2018, to get or renew any driver's license, ID card, or learner's permit, customers will need documentation showing United States citizenship or lawful presence as required by federal and state law.

Lawful presence means that a person is legally living in the United States according to federal immigration laws. All United States citizens and lawfully permanent residents have permanent lawful presence in the U.S. Non-U.S. individuals who are studying, working, or living temporarily in the U.S. may have temporary lawful presence that may vary in length.

On March 26, customers will have the choice between a REAL ID Driver's License or ID Card or a Standard Massachusetts Driver's License or ID Card. REAL ID is a Federal Security Standard for IDs that was created in 2005 as a result of increased federal security measures after the September 11, 2001 terrorist attacks.

REAL ID will be available on March 26, 2018; however, people will not need a REAL ID until October of 2020. And if they have an active passport and don't mind carrying it, they will never need a REAL ID. After October of 2020, citizens will need either a *passport* or *REAL ID* Massachusetts Driver's License to fly in the United States, or to enter restricted areas of federal buildings. The Standard Massachusetts License or ID card will not be valid as a federal ID after October 2020.

"We encourage the public to review information on our website at [mass.gov/id](http://mass.gov/id) to learn what documents they must provide for the credential they seek," said Registrar Erin Deveney. "In most cases, people will have the required documents on hand as these documents are regularly requested when a child starts school, when someone travels outside the country, or in order to get married."

On March 26, 2018, individuals applying for Registry credentials are encouraged to start their applications online at [mass.gov/rmv](http://mass.gov/rmv) and answer a few questions to determine if they should choose a REAL ID driver's license or ID or a Standard Driver's license or ID, and exactly what identification documents are necessary for each. Customers who visit the RMV's website will be able to print online applications or have an application that can be displayed on a mobile phone.

The website tells customers exactly what to bring to complete the transaction and also directs AAA members to the closest AAA offices for renewals. The online application includes a bar code that will be scanned to retrieve the customer's information in the system to save time in line. Renewal customers requesting a standard card may be able to perform their renewal successfully online, without coming in for the transaction in person.

Before March 26, 2018: Customers can process renewals as usual - online or in person at a RMV Service Center or AAA location, (if they are a member of AAA). The Registry encourages the public to renew early.

### **Lawful Presence Documentation**

**For U.S. citizens**, a valid, unexpired U.S. passport is sufficient proof of lawful presence. U.S. citizens may also provide a certified copy of their U.S. birth certificate.

**For permanent residents**, a valid permanent resident card (green card) is sufficient proof of lawful presence.

**For customers who are not U.S. citizens**, valid, verifiable immigration documents as well as proof that they have been granted a legal stay in the U.S. for at least 12 months is required. Their license or ID will expire when their legal stay is over.

\*\*\*

TOWN OF WELLESLEY



MASSACHUSETTS

## BOARD OF SELECTMEN

TOWN HALL • 525 WASHINGTON STREET • WELLESLEY, MA 02482-5992

ELLEN F. GIBBS, CHAIR  
JACK MORGAN, VICE CHAIR  
MARJORIE R. FREIMAN, SECRETARY  
BETH SULLIVAN WOODS  
THOMAS H. ULFELDER

FACSIMILE: (781) 239-1043  
TELEPHONE: (781) 431-1019 x2201  
[WWW.WELLESLEYMA.GOV](http://WWW.WELLESLEYMA.GOV)  
BLYTHE C. ROBINSON  
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

DATE: March 16, 2018  
TO: Board of Selectmen  
FROM: Meghan Jop  
SUBJECT: 40B and SHI Status Update

### **40B Projects**

The Town is currently in Comprehensive Permit Review with the Zoning Board of Appeals for Delanson Circle and 148 Weston Road, and received the Comprehensive Permit Application for 135 Great Plain Avenue on March 12, 2018. The Town continues to keep the residents apprised of any new information through use of the Town's website and email updates. I encourage the Board to review the site to review all current project documents and presentations at:

<http://www.wellesleyma.gov/893/40B-Development-Projects>

### **Delanson Circle**

The 90 unit rental project proposed to be located on Delanson Circle received Site Eligibility from Masshousing on November 8, 2017. On November 21, 2017 the Town received a formal Comprehensive Permit application. The Zoning Board of Appeals opened the public hearing on December 21, 2017 and has conducted public hearings on January 18, February 15, and March 1. Town staff has meeting regularly on this matter. The ZBA required a \$10,000 deposit for peer review. The Town has hired VHB to do the peer review for the ZBA. Beta has been used for advocacy review on behalf of the Selectmen. Parking peer review has been conducted by Walker Consultants and Cliff Bomer of David Square Design has been hired to conduct the architectural peer review.

### **Meeting Recap:**

- December 21, 2017 ZBA Meeting - Public Hearing opened and project presented; Public Hearing continued to January 18, 2018

- January 18, 2018 ZBA Meeting - Public Hearing reopened, civil and stormwater presented and reviewed, Dave Hickey attended and voiced the Town's concerns with stormwater and plans and information submitted; Public Hearing continued to February 15, 2018. Related to the planned discussion for the March 15 meeting, the following documents were considered at this meeting:

Original Application Plans

Town Engineer Stormwater Review Letter:

<http://www.wellesley.ma.gov/DocumentCenter/View/8986>

Neighborhood/Tetra Tech Review Comments:

<http://www.wellesley.ma.gov/DocumentCenter/View/9257>

- February 1, 2018 ZBA Meeting - Peer reviewers selected
- February 15, 2018 ZBA Meeting - Public hearing reopened, traffic presented and reviewed; Public Hearing continued to March 15, 2018
- March 15, 2018 ZBA Meeting - Public hearing reopened and civil and stormwater presented and reviewed, Dave Hickey attended and voiced continued concerns over the stormwater design and infiltration, as well as the sewer line capacity and condition. Mr. Seegel asked for the parking ratios to be increased to 1.5-1.7 spaces per unit, preliminary construction management plan, and for information to be submitted in more of a packaged fashion rather than piecemeal.
  - On March 5, 2018, the applicant submitted the following materials:  
Supplemental Materials Cover  
Letter <http://www.wellesley.ma.gov/DocumentCenter/View/9446>  
Revised Preliminary Hydrologic Analysis  
<http://www.wellesley.ma.gov/DocumentCenter/View/9444>  
Revised Civil Plan Set, 9 sheets  
<http://www.wellesley.ma.gov/DocumentCenter/View/9445>
  - On March 9, 2018, DPW-Engineering Division submitted a memo providing comments on the revised plans. In transmitting the memo, Engineering Division staff indicated that they had "met with the applicants design engineer on March 2, 2018 to discuss revisions to the plans. We received hard copies of the civil plan-set, which did not include the architectural plans, MEP plans and landscape plans. Also, it would be helpful to see the revised layout of the parking lot as the entrance has been relocated to Linden Street."
  - Comments from the neighborhood's engineer (Tetra Tech) are expected to be submitted prior to the meeting, but have not yet been received.

#### Upcoming Meetings:

March 29, 2018 ZBA Meeting - the Board continued the public hearing to March 29. It is anticipated that architecture, landscaping, and hardscaping (and related features) will be discussed at this meeting. The applicant has submitted revised architectural and landscape plans, consistent with the revised civil plans; these plans are available here: <http://www.wellesley.ma.gov/DocumentCenter/View/9470> Staff, boards, and the peer reviewer (Cliff Boehmer, Davis Square Architects, Inc.) have been asked to submit comments by March 22. A conference call between the applicant, their architect, the peer reviewer, and Michael Zehner was held on March 13.

April 12, 2018 ZBA Meeting - additional review and discussion of traffic and parking is expected for this meeting. Related responses and additional materials from the applicant are pending.

### **148 Weston Road**

The 55 unit rental project proposed to be located at 148 Weston Road submitted for Project Eligibility on October 5, 2017. The applicants submitted a Comprehensive Permit on February 21<sup>st</sup> and a public hearing was opened on March 15<sup>th</sup>. After the opening of the public hearing, it was immediately continued to March 20<sup>th</sup>.

At the March 20<sup>th</sup> meeting, the Town anticipates a complete review of the proposed project and the ZBA approving peer review firms. The Town has received proposals from the same consultants working on the Delanson Circle project which include VHB for traffic, Walker Consultants for parking, Davis Square Architecture for Architecture.

Submitted plans can be viewed at:

<http://www.wellesleyma.gov/1013/6107/148-Weston-Road-Comprehensive-Permit-App>

### **135 Great Plain Avenue**

The 44 unit condominium project proposed to be located at 135 Great Plain Avenue submitted for Project Eligibility on September 18, 2017. The Town received a Comprehensive Permit application on March 12<sup>th</sup>. In order to meet the 30 day statute for opening the public hearing, the ZBA intends to open the hearing on April 5<sup>th</sup> and continue that to another date. At this time, the following date is unknown.

Submitted plans can be viewed at:

<http://www.wellesleyma.gov/1041/135-Great-Plain-Avenue>

## **Site Eligibility Projects**

### **16 Stearns Road**

The Town has received revisions on the previously proposed 36 unit condominium project proposed to be located at the end of Stearns Road. As you recall the initial project submittal was denied Project Eligibility by Masshousing on November 13, 2017. The current proposal is for a 24 Unit condominium project. The proposal has improved access, reduced the height, increased setbacks, and improved open space. Given the location of the proposed development, impact on the abutting neighborhood is still quite significant. Staff finds the project still largely out of context with the neighborhood and continues to find the construction management for this location a challenge. The Town's comments on the revised site eligibility proposal is due on April 9<sup>th</sup>. The Board will review an initial draft of the letter at the meeting of March 19<sup>th</sup>.

### **818-822 Worcester Street**

As you are aware, the Town is proposing to acquire at a Special Town Meeting on April 9, 2018, two parcels of land at 818-822 Worcester Street. Jay Derenzo, the owner of 680 Worcester and 16 Stearns Road, has control of these two parcels of land fronting Worcester Street and abutting the Hardy School land. Should the Town not be successful at the STM to acquire these parcels, the 40B would move forward. The Town's response to comments on the Site Eligibility application are due March 21<sup>st</sup>.

### **680 Worcester Street**

The 20 unit rental project proposed to be located at 680 Worcester Street was denied Project Eligibility by Masshousing on November 13, 2017. Michael Zehner invited the applicant, Jay Derenzo to discuss alterations to the project, but the Town has received no word on revisions.

### **Other Projects**

The Town has met with other prospective 40B developers on additional sites in Wellesley.

#### 136 Worcester Street

The Town met at the end of September with Dean Behrend who was considering 44 units at 136 Worcester Street. The Town initially anticipated a submittal in the October/November timeframe. There has been no further communication on this project.

### **Subsidized Housing Inventory**

Efforts continue to try and increase the Town's Subsidized Housing Inventory with existing housing stock. Updates of ongoing efforts are below.

#### 978 Worcester Street- Wellesley Place

The Selectmen and Wellesley Housing Development Corporation have successfully negotiated a deal with the property owners to add 2 affordable units to the existing 36 unit rental project. This would bring the affordability up to 25% and would qualify all 36 units on the SHI. The Town is finalizing the acquisition documents and working with DHCD and the property owners on modification of Regulatory Agreement.

#### Linden Square Units

With the success of the 978 Worcester Street addition of units, Staff can now turn to the Linden Square Units. The Town negotiated a Development Agreement with Eastern Development to provide 7 affordable housing units as part of the Linden Square Development. Of the 7 units, 4 were constructed on-site (between Roche Bros. and the gas station) and 3 units located on Oak Street were converted. These units have been used as affordable units for the past 7-8 years, but are not been listed on the SHI. DHCD has reviewed all of the documents and has agreed that an updated marketing plan and regulatory agreement should be completed and the units can be added. The Town must return to Federal Realty to complete the required work. Given the opportunity to relook at these units, Federal Realty is considering whether they would convert the 7 rental units into 7 affordable condominium units. The total number of units on the SHI would not change.

#### 139 Linden Street

139 Linden Street was a mixed use 40B Comprehensive Permit that created 2 rental units, 1 of which would be affordable, above the existing commercial space. These 2 units were added to the SHI on October 18, 2017.

# Town of Wellesley

TOWN WIDE FINANCIAL PLAN

– ANNUAL TOWN MEETING

MARCH 26, 2018





# Summary

- Continued strong financial position
  - Pension & OPEB – fully funded by 2030 & 2037
  - Healthy reserves
  - Reasonable debt burden & conservative amortization
- Operating Budget
  - Balanced with modest use of reserves
  - Cash capital spending reduced significantly this year
  - Health insurance plans renegotiated for next 3 years
- Capital Budget
  - Selectmen adopted a debt policy
  - Capital policy being drafted to prioritize future spending
- Looking forward
  - Continuing budget challenges
  - Cost and timing of major capital projects requiring debt exclusions



# TWFP - Guiding principles

- Pay full cost of current operations/services
- Proactively address emerging issues
- Protect the Town against material risks
- Preserve the Town's assets
- Plan for the long-term



# Pay full cost of current operations/services

- Pension & OPEB

- Funding normal cost and amortizing past service liability

- Budget funding for:

- School and Town operations – modest increases
- Continued facilities maintenance
- Road resurfacing/reconstruction
- Utilize budget savings for targeted initiatives

*(Need to continue to assess priorities & benchmark in the future where appropriate)*



# Collective Bargaining

- School contracts settled through FY19
- Town contracts settled through FY20
- Health insurance recently settled through FY21



# Health Insurance

- Major transition to deductible plans this year
- Employees will pay a greater share of their health insurance premiums over the next three years
- Incentives Year 1 & 2 for employees to choose the most cost effective high deductible plan
- FY19 budget – Some savings used to implement ancillary plans to offset plan changes
- Continue to project 7% increase in future plan costs



# Pension & OPEB

- Full funding
  - Pension: 2030
  - OPEB: 2037
- Conservative assumptions
  - Pension & OPEB – 6.625% & 6.75%
- FY19 – OPEB Annual Required Contribution (ARC) level funded 100% inside the levy



# Pension & OPEB funding

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
Pension				
Tax Impact	6,390,114	6,621,863	6,861,373	7,108,887
Enterprise/Other	1,172,159	1,213,912	1,257,819	1,303,997
	<u>7,562,273</u>	<u>7,835,775</u>	<u>8,119,192</u>	<u>8,412,884</u>
OPEB (Tax Impact Only)				
Projected Budget Payments	4,245,516	4,654,006	5,151,098	5,512,530
Inside the Levy	2,400,000	-	-	-
	600,000	3,432,000	3,432,000	3,432,000
Exclusion	<u>7,245,516</u>	<u>8,086,006</u>	<u>8,583,098</u>	<u>8,944,530</u>



# Steps Taken to Manage Budgets

- Fully funding the Town's pension obligations
- Proactively funding OPEB obligations
- Set annual guidelines for operating budgets
- Health insurance changes
- Debt & Capital Policies



# Capital Planning

- Major changes in the works:
  - Set a guideline to reduce cash capital spending this year to FY17 levels - \$5.3M
  - Debt Policy - sets a range of spending for future inside-the-levy costs – 6.2%-6.8% of operating revenues
  - Capital policy in process – to better define eligible capital expenditures and utilize objective criteria to prioritize all town projects in an consistent manner
  - Clarify eligible capital expenditures to avoid budget creep and properly fund within operating budgets



## Major Capital Projects – FY19\*

- Town Hall Exterior Renovation: \$6.6M
- Grove Street reconstruction: \$2.0M
- Middle School Steampipe Design \$391K
- Middle School Feasibility \$125K
- *Library Interior Renov. Design* \$xxxK
- Library Material Handler \$350K
- Granite Street Construction \$255K

\*debt funded within the Town's levy limit

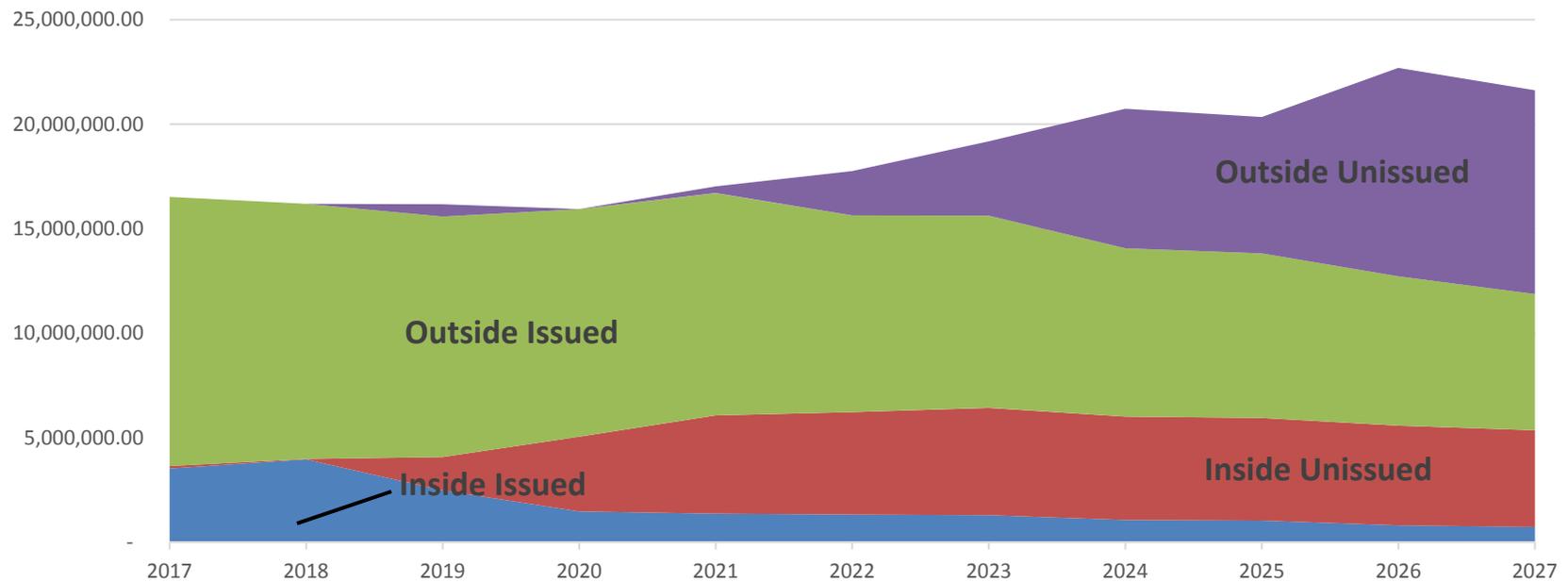


# Projected Debt Exclusions

- Town Hall Interior Renovation      FY20/21
- Middle School Renovations      FY21
- Hardy/Hunnewell/Upham –      FY21-24
- Other items unable to fit within the levy?



# Debt service





# FY19 Budget

	<u>FY18</u> <u>Budget</u>	<u>FY19</u> <u>Request</u>	<u>\$</u> <u>Inc/(Dec)</u>	<u>%</u> <u>Inc/(Dec)</u>
<b>Sources of Funds</b>				
Taxes	\$ 123,758,516	\$ 128,652,479	\$ 4,893,963	4.0%
State Aid	9,759,649	9,869,649	110,000	1.1%
Local Revenue	11,631,728	12,087,586	455,858	3.9%
Free Cash to balance	4,083,737	2,500,000	(1,583,737)	-38.8%
Other free cash items	241,010	-	(241,010)	-100.0%
Other Sources	1,720,573	1,210,169	(510,404)	-29.7%
CPA Funds	460,900	918,000	457,100	99.2%
CPA to offset debt	553,244	550,244	(3,000)	-0.5%
Exempt Debt	12,203,082	12,001,855	(201,227)	-1.6%
<b>Total Sources</b>	<b>\$ 164,412,439</b>	<b>\$ 167,789,982</b>	<b>\$ 3,377,543</b>	<b>2.1%</b>
<b>Uses of Funds</b>				
School	\$ 71,950,648	\$ 74,428,918	\$ 2,478,270	3.4%
Other Town Departments	36,538,645	37,574,663	1,036,018	2.8%
Employee Benefits	28,406,725	30,029,712	1,622,987	5.7%
Cash Capital	6,703,374	5,305,108	(1,398,266)	-20.9%
Debt Service (inside Levy)	3,984,283	4,002,083	17,800	0.4%
Other Uses	4,072,439	3,897,409	(175,030)	-4.3%
Exempt Debt	12,756,325	12,552,089	(204,236)	-1.6%
<b>Total Uses</b>	<b>\$ 164,412,439</b>	<b>\$ 167,789,982</b>	<b>\$ 3,377,544</b>	<b>2.1%</b>
<b>Surplus/(Deficit)</b>	<u><u>\$ 0</u></u> <u><u>\$ (0)</u></u>			



# FY19 budget

<b>(\$ in millions)</b>	<b><u>Deficit</u></b>
As projected @ 2016 ATM	\$ (4.1)
Local Revenue (incl new growth)	1.5
One time Free Cash	1.5
Schools @ 3.5%	1.0
Cash Capital	(1.1)
Employee Benefits	0.8
Other	0.4
Balanced Budget	<u>\$ 0.0</u>



# Reserves

- Will remain above 9% of revenue
  - Despite uses of Free Cash planned for this Town Meeting
  - Future amounts dependent upon year end turn backs, limited use and revenue growth



# Median tax bill

	FY18	FY19	FY20	FY21	FY 22	FY23	FY24	FY25
Levy Prior	\$ 11,283	\$ 11,580	\$ 11,884	\$ 12,194	\$ 12,513	\$ 12,839	\$ 13,176	
Levy growth	\$ 446	\$ 452	\$ 457	\$ 463	\$ 469	\$ 476	\$ 482	
Existing Debt Exclusions	\$ 1,049	\$ 980	\$ 946	\$ 827	\$ 798	\$ 692	\$ 669	
HHU & Feasibility	\$ -	\$ -	\$ -	\$ 144	\$ 139	\$ 408	\$ 395	
Middle School	\$ -	\$ -	\$ 28	\$ 87	\$ 84	\$ 81	\$ 78	
Town Hall Interior	\$ -	\$ -	\$ -	\$ -	\$ 28	\$ 155	\$ 150	
Median tax bill	\$ 12,599	\$ 12,778	\$ 13,012	\$ 13,315	\$ 13,716	\$ 14,031	\$ 14,651	\$ 14,950



## Wellesley vs. top 25 Massachusetts communities

- 5<sup>th</sup> highest average residential tax bill
- 4<sup>th</sup> lowest tax rate



# Preserve the Town's assets

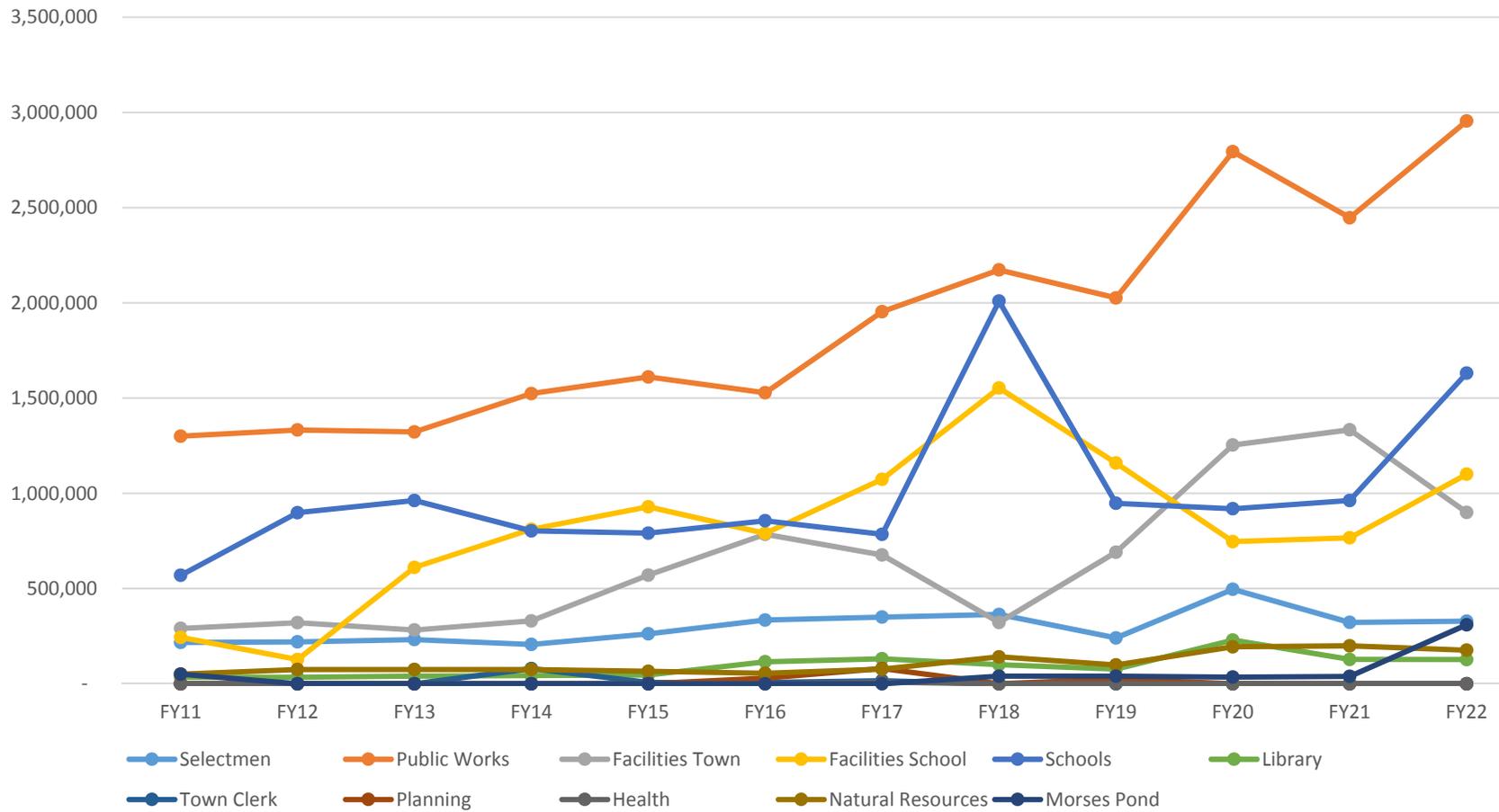
- Maintain level spending on:
  - Facilities maintenance of all buildings
  - Roads (Grove St FY19/Walnut Street FY\_\_)
  
- Future major projects:
  - Elementary School Replacements
  - Middle School Renovation & Maintenance
  - Town Hall Interior Renovation & ADA Compliance
  - Library Renovations



# Plan for the long-term

- Five Year Capital Budget Program
- Projected Sources & Uses of Funds

# Cash Capital History



# Ongoing challenge

## Revenue

	2.5% Levy Growth
+	1.3% New Growth
+	(4.9%) Other*
=	2.4%

## Spending

	3.5% Schools
+	7.0% Health Ins.
+	2.5% Other Depts.
=	3.7%



\*State, Local, and \$1.5 million less free cash



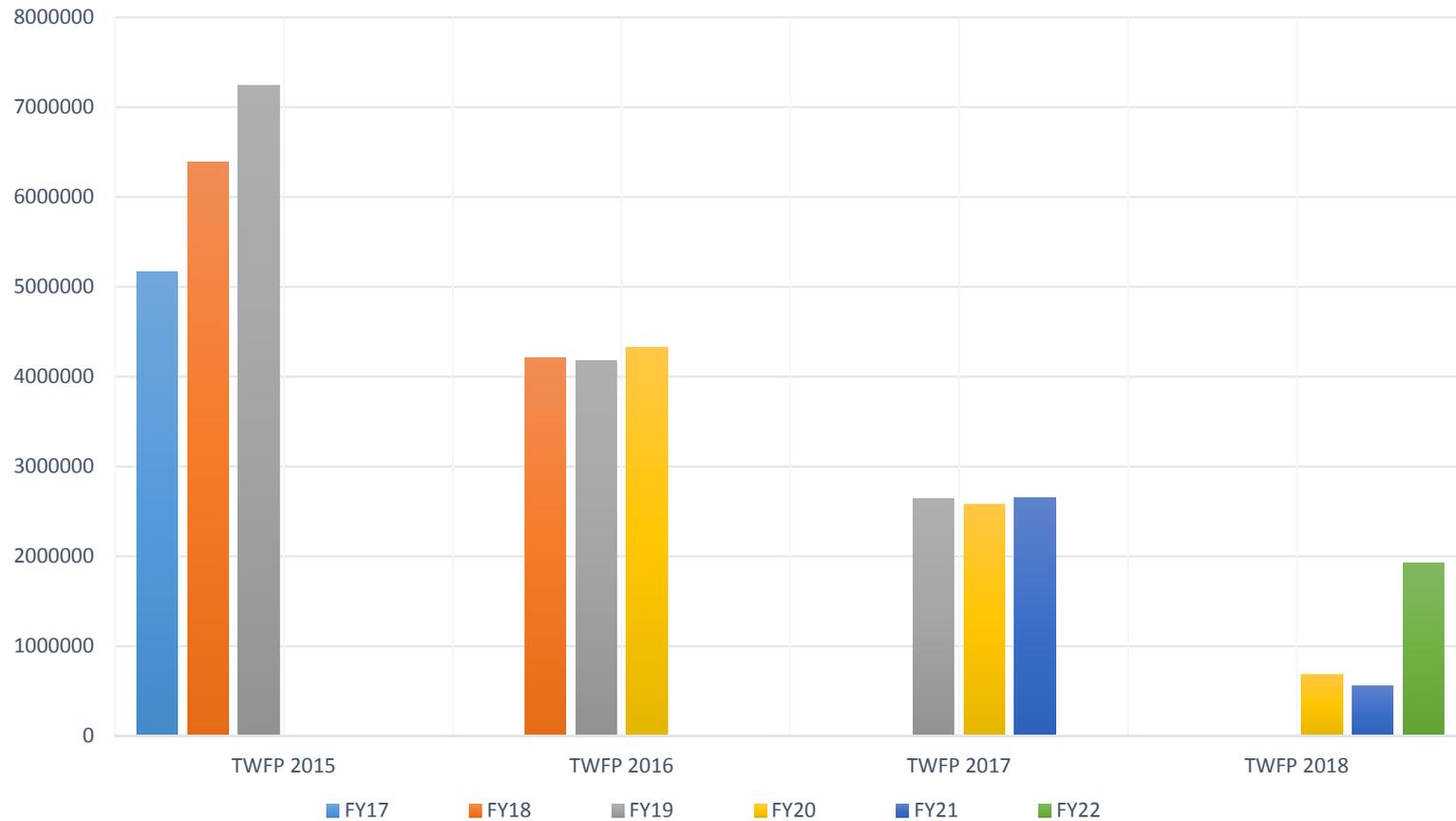
# FY20-22 Outlook

- Projected deficits have been mitigated (Assumes 2.5% Town; 3.5% Schools)
- Key variables
  - School operating budget needs
  - Special education costs
  - Health insurance
  - Capital projects, especially School technology and Public works

	<u>2020</u>	<u>2021</u>	<u>2022</u>
Projected deficit	\$ (690,313)	\$ (557,062)	\$ (1,921,934)



# Deficits Over Time





# In closing

- FY19 budget
  - Consistent with TWFP & Guidelines
  - Incremental in nature vs. reflective of town-wide strategic plan
- Biggest questions
  - School budget growth - enrollment & strategic plan
  - Long term health care plan design & costs
  - Major capital projects – timing and cost
    - **Elementary Schools**
    - **Middle School**
    - **Town Hall**