

TOWN OF WELLESLEY



MASSACHUSETTS

BOARD OF SELECTMEN

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

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

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BLYTHE C. ROBINSON
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

SELECTMEN'S MEETING

TENTATIVE AGENDA

Town Hall – Juliani Room

7:00 P.M. Monday, November 19, 2018

1. 7:00 Call to Order – Open Session
2. 7:02 Citizen Speak
3. 7:05 Student Discussion – Sprague School 5th Grade Students
4. 7:15 Appointments
 - Police Officers (2)
 - Cultural Council (5)
5. 7:40 Select a Finalist for the Tailby/Railroad Development Project
6. 7:55 Open Warrant for Annual Town Meeting
7. 8:10 Discuss Capital Budget Status
8. 8:25 Discussion – Wellesley Office Park Project
9. 8:50 Executive Director's Report
 - Acceptance of Gifts – John Hancock
 - Set War Memorial Scholarship Amount
 - Accept gifts to the DPW
10. 8:55 New Business and Correspondence

[Please see the Board of Selectmen's Public Comment Policy](#)

Next Meeting Dates: Friday, November 30, 2018 9:00 am – Juliani Room
Monday, December 3, 2018 6:30 pm – Juliani Room

Board of Selectmen Calendar – FY19

| Date | Selectmen Meeting Items | Other Meeting Items |
|--------------------------|---|----------------------------|
| 11/22 <i>Thursday</i> | TOWN HALL CLOSED - Thanksgiving Day | |
| 11/26 <i>Monday</i> | No Meeting | |
| 11/30 <i>Friday</i> | Meeting BOS operating budget meeting – 9a.m. Juliani Room | |
| 12/3 <i>Monday</i> | Meeting – 6:30 PM START <u>Tax Classification Public Hearing: PUBLIC HEARING 6:35</u> <u>40R Zoning Bylaw Proposal Public Hearing: 7:10 pm</u> Discuss BOS Operating Budgets Approve 2019 CV and Alcohol License Renewals Open ATM Warrant Approve Boston Marathon Charity & Bib entries | |
| 12/4 <i>Tuesday</i> | Meeting BOS operating budget meeting – 1p.m. Juliani Room | |
| 12/10 <i>Monday</i> | Meeting Audit Committee Approve: 2019 Renewals – mobile food, class I & II auto, lodging, entertainment, dining halls | |
| 12/15 | 900 Worcester Anticipated Rink Completion | |
| 12/17 <i>Monday</i> | Meeting Approve NYE Extensions & Holiday Beer & Wine Sales Approve new CV application – Rice Burg | |
| 12/20 <i>Thursday</i> | Joint Session with SBC – 5:30pm Great Hall SMMA & Team’s presentation on options for Hunnewell | |
| 12/24 <i>Monday</i> | No Meeting | |
| 12/25 <i>Tuesday</i> | TOWN HALL CLOSED – Christmas Day | |
| 12/28 <i>Friday</i> | Close ATM Warrant | |
| 12/31 <i>Monday</i> | No Meeting | |
| 1/1 <i>Tuesday</i> | TOWN HALL CLOSED – New Year’s Day | |
| 1/7 <i>Monday</i> | No Meeting – Wellesley Club | |
| 1/8 <i>Tuesday</i> | Meeting Discussion: Options for Hunnewell | |
| 1/11 <i>Friday</i> | Mid-year retreat? | |

| <i>Date</i> | <i>Selectmen Meeting Items</i> | <i>Other Meeting Items</i> |
|-------------------------|--|----------------------------|
| <i>1/14 Monday</i> | Review ATM Warrant Diversity Program w/WOW | |
| <i>1/21 Monday</i> | MLK – Town Hall Closed | |
| <i>1/22 Tuesday</i> | Execute ATM Warrant | |
| <i>1/28 Monday</i> | | |
| <i>2/4 Monday</i> | | |
| <i>2/11 Monday</i> | | |
| <i>2/18 Monday</i> | President’s Day – Town Hall Closed | |
| <i>2/9 Tuesday</i> | | |
| <i>2/25 Monday</i> | | |
| <i>3/4 Monday</i> | | |
| <i>3/11 Monday</i> | | |
| <i>3/18 Monday</i> | | |
| <i>3/25 Monday</i> | Start of ATM | |

Notes

Quarterly updates

- *Traffic Committee (Deputy Chief Pilecki)*
- *Facilities Maintenance (Joe McDonough)*
- *Wellesley Club Dates 10/1/18, 11/5/18, 1/7/19, 3/4/19*

NOVEMBER 19, 2018 MOTIONS

4. **MOVE** that the Board vote to appoint Kimberly Elmore and Glen M. Misho effective November 19, 2018 to the position of Police Officer with the Town of Wellesley contingent upon the successful completion of the pre-screening process which includes a physical evaluation, psychological evaluation and physical abilities test as well as the successful completion of the police academy and subsequent one-year probationary period.

4. **MOVE** that the Board appoint the following persons to the Cultural Council for three year terms expiring on June 30, 2021:
 - Nora Tracy Phillips
 - Andrea Kaiser
 - Mary Ann Ulian
 - Laurie Ohlms
 - Joyce Wadlington

5. **MOVE** that the Board ratify the findings of the Tailby/Railroad Working Group, and further that the Board select Trinity Financial as the developer and enter into negotiations for a ground lease on these parcels.

6. **MOVE** to call the 2019 Annual Town Meeting and set the following dates:
 - Open the Warrant – Monday, December 3, 2018
 - Close the Warrant – Friday, December 28, 2018, 5:00pm
 - Motions due to the Selectmen’s Office – Friday, March 1, 2019, 5:00pm
 - Start of Annual Town Meeting – Monday, March 25, 2019, 7:00 pm, at the Wellesley Middle School
 - Date for the 2019 Annual Town Election – Tuesday, March 5, 2019

9. **MOVE** that the Board accept a gift of \$6,000.00 from John Hancock Life Insurance, Co. for the purpose of conducting a peer review of a traffic study for the proposed redevelopment of the Wellesley Office Park.

9. **MOVE** that the Board authorize \$7,000 from Fund 82 to be applied to 2019 War Memorial Scholarships.

9. **MOVE** that the Board accept a gift of \$1,320.00 from Joan Minklei and her neighbors for the purchase and installation of a bench adjacent to Benvenue Street at the entrance to Beebe Meadow.

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With the holiday on Monday night, this meeting will begin on Monday at 7:00 in the Juliani Room.

1. Call to Order – Open Session

- Announcements

2. Citizen Speak

3. Student Discussion – Sprague School 5th Grade Students

Approximately five students from a 5th grade class at Sprague school have asked through their teacher, Kenneth Craig to come to our meeting to give a 5 – 10-minute presentation. The topic of the presentation is the results of their research how to best prevent the spread of Lyme disease. Included in your packet is a short presentation that they will be giving as well as their scripted remarks. I expect that there will be parents on hand for the presentation as well.

NO MOTION

Town hall recommendation

Baron-Good evening Board of Selectmen. We are grateful to be here today. It's an honor to have the chance to speak to you. My name is Baron Weintraub,

Sawyer-Hi I'm Sawyer temple,

Charlotte-I'm Charlotte Lussier,

Sydney-I'm Sydney Haddad,

Arianna-And I'm Arianna O'Neill.

Baron- We have been studying for about 6 weeks on Ticks and Lyme disease. Our driving question was What could we do to reduce the spread of Lyme Disease in Wellesley. We have met with with Brandi Dean (Founder of Dean Center at Spaulding Rehab), Olivia goodreau (founder of Liv Lyme), Lenny Izzo, Sean Mcauliffe (Health Director in Hopkinton), Mary Beth Pfeifer (Investigative Report from New York City), Dr. Richard Ostfeld (Senior Scientist at Cary Institute of Ecosystems). Also we looked at many websites to come up with and learn more

about lyme disease and ticks and help with our recommendations. We are here present our information and what you could do to help us reduce the spread of Lyme disease. Let's get started.

Charlotte-Our first suggestion is that we think that for each elementary school in the district the school nurse should come in to each classroom and talk to the kids all about ticks and Lyme disease, how to prevent it, and especially the proper way to take out a tick if you get bitten. We think This is a good idea because some of the experts we talked to, like we stated earlier told us that kids are the ones who are most likely to get bitten by a tick and eventually most likely to get Lyme disease so if we tell a "Younger" audience they'll know how to prevent it as they grow up. You can help us by telling the board of health that this is a very important topic and that they should talk to the school nurses about this and the students.

Sawyer- we would also like you to consider putting up more tick signs on paths. Here is a picture of the sign located at Longfellow Pond. These signs are free from the CDC website. The Health Department should be familiar with how to get these signs. The signs should be there so people can read

them. So people will always be looking out for ticks. When they get home they should make a tick check on them and their pets. A sign should be placed at least at Fuller Brook Path and the trail at Morse Pond. We could not find any signs in these areas. However, when we spoke with Lenny Izzo at the Health Department and Brandon Schmitt at the Wellesley Natural Resources Commission, no one was sure how many signs there were in the town. We think someone should find out what other places don't have signs and put them there, too. This might help more people check for ticks and be aware.

Sydney- Did you know that there is a lack of education about Lyme disease and ticks. Because of that more and more people are getting lyme disease because they don't know how to avoid it. You can help us educate people by having nurses go into classrooms and educating kids about it. We believe people in Wellesley should be more educated about ticks and Lyme disease. You can all help by listening to our recommendations and hear what we have to

say. Through our research we learned from Lenny Izzo, health director of Wellesley said that there were 47 new cases of Lyme disease in Wellesley in 2015, 51 cases in 2016, and 58 cases in 2017. We have come up with recommendations that we hope will reduce the number of cases per year.

Arianna -One recommendation is to mow public grass frequently and keep it short so ticks don't have a place to live. Another thing is to download the ticketracker app that tracks ticks. Or you could stop having food for animals like bird feeders because bird feeders don't only attract birds but they attract other animals too, and animals that come drop of ticks and that tick could end up on you.

Arianna -In conclusion we would like to say thank you for giving us your time to speak to you and for listening to what we had to say. We hope you can take our ideas and help reduce the spread of ticks and Lyme disease in Wellesley. Now you can ask questions.



Ticked Off!

By : Arianna O'Neill, Charlotte
Lussier , Sydney Haddad, Baron
Weintraub, and Sawyer Temple

Introduction

Driving question: What we can do to reduce the spread of Lyme disease and ticks in Wellesley?

Experts:

Sean McAuliffe - Heath Director of Hopkinton

Lenny Izzo - Heath Director of Wellesley

Olivia Goodreau - founder of LivLyme and has Lyme disease

Brandi Dean - has Lyme disease and founder of Dean Center at Spaulding Rehab.

Mary Beth Pfeifer - Investigative reporter and author of Lyme: The First Epidemic Of Climate Change

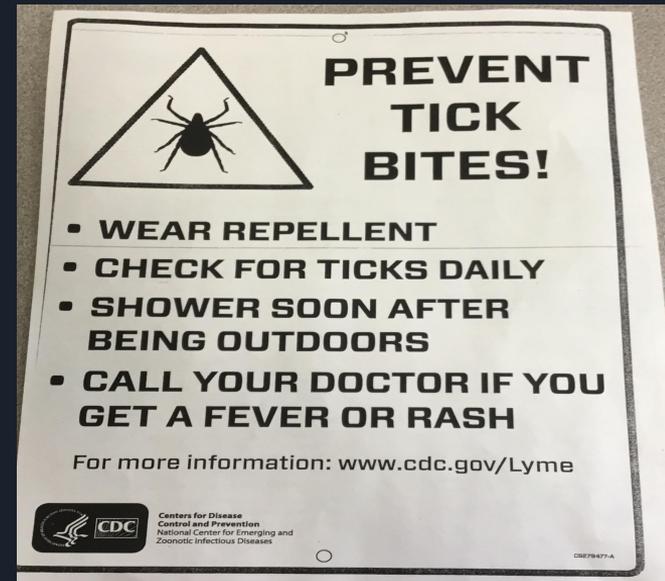
Dr. Richard Ostfeld - Senior Scientist at Carry institute.



School nurses

- 1) Get the school nurses to come into all the classrooms one at a time
- 2) Have them talk to the kids all about how to prevent ticks and Lyme disease and the proper way to take out a tick
- 3) Send the students home with these flyers down below

** You can use this picture and print it out and pass it out to The students. This is the flyer our school nurse gave us.



Tick Signs on Trails in Wellesley

- Put up more signs
- These signs are free from the CDC
- The signs go to Morses Pond Trail, Longfellow Pond
- We want someone to check exactly how many there are and put more up as necessary



Recommendations

Did you know that there is a lack of education about ticks and lyme disease?
Because of this, more and more people are getting Lyme disease.

Number of cases in Wellesley

- 2015 #47 new cases
- 2016 #51 new cases
- 2017 #58 new cases



Recommendations #2

- Mow public grass frequently
- Download the tick tracker app because it tracks ticks
- Stop having bird feeders outside of your house because ticks could end up right outside your house





Conclusion

Thanks you for giving us your time to speak to you about Ticks and Lyme disease ,
and thanks for listening to us.

*Thank
you*



Questions



4. Appointments

- Police Officers – included in your packet is a memo and background from Chief Pilecki requesting the appointment of two candidates to the position of Police Officer to fill two vacancies. Candidates Kimberly Elmore and Glen Misho have been selected as a result of the department's screening process. Both will be present at the meeting to answer any questions as the Board considers their appointment.

MOVE that the Board vote to appoint Kimberly Elmore and Glen M. Misho effective November 19, 2018 to the position of Police Officer with the Town of Wellesley contingent upon the successful completion of the pre-screening process which includes a physical evaluation, psychological evaluation and physical abilities test as well as the successful completion of the police academy and subsequent one-year probationary period.



TOWN OF WELLESLEY

WELLESLEY, MA 02482
Telephone 781-235-1212

POLICE DEPARTMENT

JACK PILECKI
Chief of Police

MEMORANDUM

TO: THE HONORABLE BOARD OF SELECTMEN
FROM: JACK PILECKI
CHIEF OF POLICE
SUBJECT: RECOMMENDATION FOR APPOINTMENT
DATE: November 7, 2018

Ladies and gentlemen:

As the Board is aware, the Wellesley Police Department currently has two vacant police officer positions. As a result of the department's screening process, it is my recommendation that the Board of Selectmen, in their capacity as the appointing authority for police officers for the Town of Wellesley, take the following action:

Kimberly D. Elmore

Recommended for Appointment

Ms. Elmore grew up in the towns of Roanoke and Salem, Virginia. She attended Salem Virginia High School where she played varsity soccer. She obtained her Bachelor of Science Degree in Corporate Communications with a minor in Social Work at Belmont University in Nashville, Tennessee. She then obtained her Master of Science Degree in Athletics Administration at Concordia University in Seaward, Nebraska.

Ms. Elmore moved to Massachusetts in 2016 when she began working at Wellesley College as an assistant soccer coach. She always had an interest in the law enforcement field and after coaching at Wellesley College decided that she could make a more positive impact on people's lives as a law enforcement officer and began a transition into the field of law enforcement. She has a strong desire to work in a community setting where she can become involved in programs that positively impact the lives of the members of the community.

Ms. Elmore is currently employed as a dispatcher at Northeastern University where she has worked for the past 8 months. Her supervisor describes her as a professional, level headed individual who gets along well with others. Ms. Elmore had an opportunity to become a U.S.

Navy SEAL. After her initial training was completed she felt that she would not be able to make the personal connections to the community if she served as a Navy SEAL and withdrew from the program. While she knew she would make a positive impact on many lives, she wanted the opportunity to be able to become a part of the fabric of the community she serves.

Kimberly is described as someone who is has a great sense of humor, kind, open minded and fair. She is the type of person who can step back and assess a situation prior to taking action and handles stressful situations well. She is very dedicated, driven and detail oriented. She likes spending time with family and friends. She also enjoys physical activities and being outdoors as well as baking and dancing.

It is without reservation that I recommend Kimberly D. Elmore for appointment to the Wellesley Police Department.

Glen M. Misho

Recommended for Appointment

Mr. Glen Misho grew up in the Quincy, MA and still resides there. He attended Catholic Memorial High School where he played baseball, soccer, basketball and track. He was also involved in the campus ministry program and graduated with a 3.1 GPA. Mr. Misho then attended the University of Massachusetts at Amherst where he graduated with a Bachelor's Degree in Sociology with a minor concentration in Criminal Justice.

After graduating college Glen began working as a baseball coach in Center Valley Pennsylvania and after a year of coaching went on to obtain a Master of Science in Criminal Justice from DeSales University in Center Valley Pennsylvania. While attending DeSales University he also worked as an Assistant Coach for the baseball program.

Upon returning to Massachusetts, Mr. Misho worked as an intern at the Norfolk County Sheriff's Office while also working as a security guard. He also worked as an assistant baseball coach at Catholic Memorial High School and was actively involved with the Quincy Youth Baseball Program. Mr. Misho currently works as a Probation Case Specialist for the Norfolk County Juvenile Court. His current supervisor indicated that Glen treats all people with respect, is a good listener and always conducts himself in a professional manner.

People who know Mr. Misho state his is community oriented, hardworking, and empathetic. They stated he loves to help others and has a strong ability to interact with people of all levels and backgrounds. They also indicated he has a calm demeanor; works well under pressure and can talk through and de-escalate situations.

It is without reservation that I recommend Glen M. Misho for appointment to the Wellesley Police Department.

Please see attached resumes.

The Wellesley Police Department uses an intensive recruitment and screening strategy, and these candidates have been thoroughly investigated and repeatedly interviewed. They are outstanding individuals and I enthusiastically recommend them for appointment.

RESPECTFULLY SUBMITTED,

Chief Jack Pilecki

JACK PILECKI
CHIEF OF POLICE

Kimberly Elmore

73 Pleasant Street Milton, Massachusetts 02186 *(Phone) 540-397-4080* (Email) kimberlyelmore18@gmail.com

EDUCATION

Concordia University - Seward, NE

Masters: Sports Administration - Graduate May 2017

Belmont University - Nashville, TN

Bachelor of Science - Graduate May 2015

Major: Corporate Communications

Minor: Social Work

WORK EXPERIENCE

NORTHEASTERN UNIVERSITY POLICE DEPARTMENT - POLICE OPERATOR

- Maintained high levels of confidentiality and security of sensitive data
- Shift work position that receives and transmits radio traffic to law enforcement and emergency personnel. Scans regional radio traffic for all related activities in the area and dispatches units as necessary
- Retrieval of information from CJIS and NCIC as required or as instructed by officers
- Calmly dispatch police units and provide necessary information during high stress scenarios such as emergency medicals, individuals with weapons, reports of shots fired, foot pursuits, etc.
- Maintain a professional and compassionate demeanor at all times during extremely high profile calls to ensure accurate information is obtained for an adequate response
- Intelligence analysis relevant to geographical data and criminal activity trends

WELLESLEY COLLEGE - ASSISTANT WOMEN'S SOCCER COACH, EVENT MANAGER, AND FITNESS CENTER REPRESENTATIVE

- Coaching responsibilities in scouting opposition, film breakdown, strength and conditioning, planning of practice sessions, team travel, budget management and inventory
- Editing game film and creating videos
- Identify and connect with top prospects for the future recruiting class
- Game event management to include staffing, set up, break down for soccer, lacrosse and softball
- Front desk representative at fitness center with responsibilities to include answering and directing phone calls, assist members with inquiries and set up new memberships

CONCORDIA UNIVERSITY - WOMEN'S SOCCER - GRADUATE ASSISTANT

- Directly responsible for defensive development
- Responsibilities in scouting opposition, film breakdown, strength and conditioning, planning of practice sessions, team travel, budget management and inventory
- Editing game film and creating videos
- Identify and connect with top prospects for the future recruiting class
- Director of youth soccer camp

BELMONT UNIVERSITY - INTERNSHIP

- Creating brochures for recruits on Microsoft Publisher
- Enter recruiting data using Front Rush software and create player profiles using coaching notes and recruiting specifics
- Create weekly newsletters for potential recruits
- Administratively assisted with ID clinics and camps
- Provided coaching at the ID clinics and camps

CERTIFICATIONS

- CPR Certified
- APCO Basic telecommunicator
- First Responder Training
- CJIS

Glen M. Misho
DOB: 8/24/1989
166 Lansdowne Street
Quincy, Massachusetts 02171
Cell: (617) 908-5550
Work: (617)-471-1650 Ext.144
E-mail (Work): Glen.misho@jud.state.ma.us
Personal: gmisho8243@gmail.com

Education:

DeSales University
Center Valley, Pennsylvania
August 2013 to March 2015

- Master of Arts in Criminal Justice

University of Massachusetts
Amherst, Massachusetts
September 2008 to May 2012

- B.A. Degree, Sociology – Criminal Justice Track
- Student-Athlete (Baseball) Atlantic 10 Conference 2008-2012

Catholic Memorial High School
West Roxbury, Massachusetts
September 2004 to May 2008

- Baseball (2005, 2006, 2007, 2008)
- Basketball (2006, 2006)
- Soccer (2005, 2006, 2007)
- Track (2006)
- Campus Ministry

Employment:

Norfolk County Juvenile Court Probation Case Specialist
Quincy/Dedham Massachusetts
March 2016-Present

- Perform all duties relating to cases scheduled in court
- Providing constant customer service to attorney, litigants, law enforcement personnel and the general public
- Performing administrative duties for case maintenance on all probation cases
- Interview defendants to determine eligibility for appointment of counsel
- Supervise and monitor administrative probation cases to ensure compliance with court orders
- Ensure that probationers are following all conditions of probation imposed by the court by maintaining contact with the probationers and/or the supervising Probation Officer
- Bring alleged violations of court orders to the attention of the supervising Probation Officer
- Refer probationers to social resources in the community for assistance in their rehabilitation
- Assisted in coordinating C.H.A.M.P (Clean, Healthy and Motivated Person) Program
- Assisted in coordinating S.M.A.R.T (Shaping Mature And Responsible Teens) Program
- Create and maintain partnerships with local police, schools, and community agencies
- Coordinate and oversee all probation drug screening
- Sufficient in all aspects of Electronic Monitoring Devices (enrollment, installation, supervision, special release, etc.)

Catholic Memorial High School Assistant Varsity Baseball Coach
March 2016 – Present

- Assisting Head Coach Hal Carey with daily practices, lineups, field maintenance, travel, etc.
- Reporting to Catholic Memorial daily for practices/games/meetings
- Organizing Pitcher's daily practice plans

- Daily conversations with player's in regards to college visits, interests and guidance heading into post graduation from Catholic Memorial High School
- Emphasizing importance of classroom and on field etiquette, responsibility, preparation, maturity

Norfolk County Sheriff's Office Intern

Dedham, Massachusetts

December 2015-March 2016

- Reviewing CJIS documents with casework supervision
- Frequent visits to various housing units with case workers
- Observed video conferences
- Observed coordination of class schedules
- Observed Parole hearings
- Understanding internal facility programs such as Thinking For A Change, academic classes, etc.

MSA Security & Pilgrim Security (Enhanced Security Specialist)

Boston, Massachusetts

September 2015-Present

- Systematic search of personnel, vehicles, and buildings
- Effective access and egress control
- Effective command and patrol
- Use of maps and site plans
- Effective use of mobile patrols
- Controlling security incidents
- Use of radios and voice procedure
- Sighting and incident reporting
- Security of property through observation
- Briefing and Planning

Graduate Assistant/Pitching Coach DeSales University

Center Valley, Pennsylvania

August 2013-June 2015

- Improved Organizational, Leadership and Multi-Tasking Skills on a daily basis
- Daily organization of statistics, finances, budget, etc. through Microsoft Excel, Word and PowerPoint
- Assisted in daily coaching decisions under Coach Tim Neiman
- Assisted in all financial aspects regarding to the baseball programs
- Assisted in the hiring process of newly acquired assistant baseball coaches
- Coordinated and Assisted in all recruiting aspects
- Coordination of team practice plans on a daily basis
- Evaluated, assisted, and instructed all pitchers on staff
- Maintained daily communication with the team on academics, travel arrangements, practice and off field activities
- Daily office work from a recruiting standpoint to handling camp information and camp planning
- Assisted with all camp duties including but not limited too: Camp registration, scheduling, and daily planning
- Assisted in online and in person camp registration for all DSU Baseball Camps & Pride of the Diamond Camps/Clinics
- Daily field maintenance

Director of Player Development—Pride of the Diamond

Center Valley, Pennsylvania

September 2013-June 2015

- Assisted with the managing of various camps, head coach's clinics, team evaluations, and tryouts.
- Maintained consistent communication with Pride of the Diamond Iron Colts (AAU program) coaching staff on practice plans, developing player potential, and daily needs.

Video Coordinator UC Santa Barbara Baseball

Santa Barbara, California

December 2012 to June 2013

- Daily communication with coaching staff on player development and practice plans

- Evaluating video of hitting/pitching and defensive work
- Responsible for evaluation of opponent video adding to scouting and reports
- Assisting with office duties such as scouting reports, spray charts, offensive and defensive charting, and also daily office work

Pittsfield Suns (Futures Collegiate Baseball league) Assistant/Pitching Coach

Pittsfield, Massachusetts

June 2013 to August 2013

- Managing pitching staff on a daily basis
- Assisting Head Coach on managerial decisions
- Holding pitching staff accountable for on and off the field duties such as bullpens, conditioning, long toss, mental routine, visualization, etc.
- Daily communication with pitching staff on arm care and overall health.

Demarini Top 96 College Baseball Prospect Camps

Peabody, Massachusetts

May 2010 to September 2012

- Assisted in organizing and overseeing baseball prospect camps in California, Texas, Virginia, New York, Iowa, Pennsylvania, Florida, Arkansas and North Carolina. As senior videographer, managed all aspects of on field filming sessions including
 - Managing and training junior videographers
 - Taking onsite video orders and controlling cash and check payments
 - Coordinated shipping and transport of all video equipment
- Assisted college coaches in analyzing player's workout videos including
 - Pitchers
 - Position players (IF, OF, C, 1B)
 - Hitters
- Proficient in video software
 - Dartfish
 - RightView Pro
- Assisted Lead Instructors
 - Managing late player registrations
 - Verifying accuracy of player evaluation forms in coach's packets
 - Printing and distributing paperwork to coaches
 - Used software program to divide players into evaluation groups

Quincy Youth Baseball Coach/Instructor/Umpire

September 2006 to Present

- Assistant Coach, Beacon Sports, Cal Ripken Major Team, players aged 10 to 12
- Umpire, Cal Ripken Major

Private Lesson Instructor – Offensive, Defensive and Pitching

Summer 2012 to Present

Developed intensive one-on-one training programs for individual students ages 6 to 18

Collegiate Level Summer League Affiliations and Teams

Summer 2008 to Summer 2012

- NECBL - North Shore Navigators, Lynn, Massachusetts
- NECBL – Laconia Muskrats, Laconia, New Hampshire
- Inter City League, Boston, Massachusetts – Testa Corp Bombers.

- Cultural Council Appointments – during the June/July period that the Board was taking up its annual appointments, the Cultural Council had not had the opportunity to seek and finalize its list of persons to recommend to this committee. They have since done so, and Vivian Baguer Holland, the Chairman, will be present at the meeting on Monday to review with you the Committee’s recommendation that the following five persons be appointed. They are:

- Nora Tracy Phillips
- Andrea Kaiser
- Mary Ann Ulian
- Laurie Ohlms
- Joyce Wadlington

Ms. Baguer Holland noted for us that two of their ‘new’ members are actually returning WCC members. Both women served as chairs of the Wellesley Cultural Council for several years and after a hiatus are back with us. Several members who served with them in past years were excited to have them return. Their names are Andrea Kaiser and Nora Tracy Phillips. There is background/statements of interest from these candidates for your review. Please note that the information on the three new members is in one email.

MOVE that the Board appoint the following persons to the Cultural Council for three year terms expiring on June 30, 2021:

- Nora Tracy Phillips
- Andrea Kaiser
- Mary Ann Ulian
- Laurie Ohlms
- Joyce Wadlington

Meagher, Cathryn

From: Wellesley Cultural Council <wellesleyculturalcouncil@gmail.com>
Sent: Tuesday, October 30, 2018 2:05 PM
To: Meagher, Cathryn
Subject: Wellesley Cultural Council - Laurie Ohlms, Mary Anne Ulian & Joyce Wadlington

Following are personal statement from the above three newest members of the Wellesley Cultural Council. I will reach out to Andrea Kaiser and Nora Tracy Phillips, former WCC chairs, to request a short statement about their background.

All my best,

Vivian

From: "Ohlms, Laurie A." <Laurie.Ohlms@childrens.harvard.edu>
Date: April 17, 2018 at 8:57:45 PM EDT
To: "murphypage@mac.com" <murphypage@mac.com>
Cc: Karen Griswold <kamgris@aol.com>
Subject: Fw: Wellesley Cultural Council

Hello,

Karen Griswold has kindly invited me to apply to serve on the Wellesley Cultural Council.

I have lived in Wellesley since 1999. I have three children, ages 16, 19 and 21. All of our children attended Wellesley public schools (Bates, WMS, and WHS). I work at Boston Children's Hospital as a pediatric ENT physician. Most of my background has focused on science, and I have always enjoyed sharing the wonders of science with young people.

I am also impressed by the wonderful exposure to the arts available to Wellesley residents. My youngest daughter, Kate, is an aspiring photojournalist. We've enjoyed supporting her photography interests with trips around town for photo shoots. Kate has won Scholastic awards for her photos and for her writing. The exhibits of WPS art work at the Wellesley Free Library confirm the creative talent in our young residents.

Wellesley affords all of its residents amazing opportunities to appreciate the arts and sciences - the WHS musical, the Wellesley Symphony, choral groups, a capella concerts and so much more. I would be honored to serve on this council and assist in encouraging the arts and sciences in Wellesley.

Thank you for your consideration,

Laurie Ohlms

From: MaryAnne Ulian <ulian@me.com>
Date: April 25, 2018 at 11:31:00 PM EDT
To: murphypage@mac.com
Subject: Wellesley Cultural Council

Karen Griswold has put forth my name for the Wellesley Cultural Council and asked that I submit a statement of interest.

My husband Steve and I have moved to Wellesley from Wilmette, Illinois 18 years ago. We have 5 children, 2 sons and a daughter in college, a daughter at Wellesley High School and a son at Wellesley Middle School. We are very invested in the town and feel very fortunate that this is where we landed.

I have not worked since my second child was born in 1997. Prior to that I worked in college admissions and then in high tech, including IBM and Lotus. Since that time, I have volunteered in different capacities in town. I ran the Creative Arts program for my youngest son's class during his 6 years at Fiske. As part of Wellesley Service League I organized the Newton Wellesley Hospital Tours for kindergarteners for 2 years and then led the Men's Group for one year. That was especially rewarding as we would bring in speakers from all walks of life for monthly meetings with seniors. I was on the board of Wellesley Service League in my last year, serving as treasurer. Now I work with the Wellesley High School Track Booster Club and assist with St. John's Christmas Wish Program, which donates new toys and clothing to children in Lowell, Roxbury and Brockton.

My greatest experience with the arts has been in my own childhood and in raising my children. My experience has been that art, literature, music and plays spark imagination and the world becomes much richer.

Best,
MaryAnne Ulian

Joyce S. Wadlington

| | |
|------------------------|--|
| Email Address | joyce.wadlington@gmail.com |
| Address | 263 Weston Road |
| City | Wellesley |
| State | MA |
| Zip Code | 02482 |
| Home Phone Number | 781-235-0888 |
| Work Phone Number | 781-283-0417 |
| Committees of Interest | Historic District Commission, Wellesley Cultural Council |
| Background/Experience | My career has crossed the business, academic and nonprofit environments. Through it I've developed many and varied skills that will support my being an active, contributing committee member. In addition, I have resided in Wellesley for 45 years and have a deep appreciation for the town and all that it offers. After receiving an A.B. in History from Douglass College, and while completing my master's degree I was a member of the Dean of Student's staff at Rutgers University. I moved to Massachusetts when I became Director of Residence Life at Wellesley College. In 1981 I began a 17-year career with Digital Equipment Corporation (later Compaq Computer Corporation), and was progressively promoted with increased scope and complexity of management roles in support of the Field Service Division and the North Americas Sales Division. After leaving Compaq I was Managing Director, Harvard Business School Executive Education, Worldwide Director of Customer Support at Teradyne, Inc, and later, Director of Continuing Education at Lesley University for nine years. I have been the Executive Director of Wellesley Neighbors since |

November, 2011. My interests include genealogy research, travel and cultural pursuits.

Local Government Experience

Raising two children in Wellesley and a career prevented me from being active in town government.

Particular area of interest, if any

I believe that I can make contributions to either the Historic District Commission or the Wellesley Cultural Council.

--

Wellesley Cultural Council

Town of Wellesley | 525 Washington Street | Wellesley, MA | 02482

JOYCE S. WADLINGTON

263 Weston Road • Wellesley, MA 02482 • joyce.wadlington@gmail.com • 781-235-0888

PROFILE

Dynamic manager who utilizes creativity and leadership to design, plan and market high impact events that enhance an organization. Adept at delivering programs and policies that demonstrate cost consciousness, operations excellence, and a focus on exceeding customer expectations. Recognized for ability to contribute to a team and to demonstrate excellent communication skills. Proficient computer skills.

EXPERIENCE

WELLESLEY NEIGHBORS (November, 2011-ongoing)

Executive Director

Manage nonprofit membership organization that enables midlife and older adults to age in their communities by providing social, cultural, and educational activities, health-related assistance, member-vetted service referrals and volunteer support.

FOUNDATION FOR METROWEST, Natick, MA (June-September, 2011)

Lead Consultant

Accountable for developing strategy for organization's environmental program.

WEB OF BENEFIT, Needham, MA (January-June, 2011)

Consultant

Accountable for developing marketing plan to enhance donor and volunteer support.

FOUNDATION FOR METROWEST, Natick, MA (May-November, 2010)

Lead Consultant

Led team in design and development of key metrics package to support increased donor giving and grants allocation process.

LESLEY UNIVERSITY, Cambridge, MA (2003 - June, 2010)

Director of Continuing Education

Reported to Provost, and accountable for budget, staff and faculty, courses, workshops and conferences for adult learners, the Lesley Writers' Conference, and 20 University partnerships, including Facing History, Academic Treks, Shakespeare & Company, among others.

TERADYNE, INC., Boston, MA (2001-2002)

Director, Worldwide Customer Support

Reported to VP/CIO, and responsible for global call center and desktop staff and support.

HARVARD BUSINESS SCHOOL EXECUTIVE EDUCATION, Cambridge, MA

Managing Director

(2000-2001)

Launched multimillion-dollar knowledge management collaboration between Harvard and Tsinghua University, Beijing, China, with sponsorship by Goldman Sachs.

Joyce S. Wadlington, page 2.

DIGITAL AND COMPAQ COMPUTER CORPORATION (1981-1999)

Progressively promoted with increased scope and complexity of work and management responsibility in support of \$2B service and \$13B sales business. Management positions included, among others:

US Business Operations Manager, Sales and Marketing (1997-1999)

Supported \$5.8B North Americas sales geography, and grew sales 10% by integrating call center and direct sales force marketing and selling capabilities.

Sales and Marketing SAP Program Manager (1996-1997)

Member of global executive group managing program; collaborated in design of operating model, managed \$50M budget, and defined implementation strategy. Led 5 international teams and 10 consultants in delivering Sales and Distribution module design and development plan.

Director, US Customer Operations (1995-1996)

Managed \$27M budget, 5 business units, and applications portfolio; directed 10 managers and 500 decentralized staff; processed \$3B annual revenues and \$1.5B cash collections.

EDUCATION

- Nonprofit Training Certificate, SOAR 55 (Service Opportunities After Reaching 55).
- Management of Service Support Operations Certificate; Digital Equipment Corporation 5-year, internal MBA program.
- M.Ed., Social and Philosophical Foundations, Rutgers University, New Brunswick, NJ.
- A.B., History, Douglass College, New Brunswick, NJ.

HONORS AND AWARDS

- Honored with Digital Services Headquarters Award, 1991 (one of 10 employees recognized), and Digital Services Challenge of Excellence Award, 1989.
- Selected as 1 of 3 managers profiled in Peter Drucker/American Management Association video, *Innovation: It's Worth the Risk*.

Meagher, Cathryn

From: Nora Tracy Phillips <noratphil@aol.com>
Sent: Thursday, November 1, 2018 11:40 AM
To: Meagher, Cathryn
Cc: Vivian Baguer Holland
Subject: Wellesley Cultural Council re-appointment

Dear Ms. Meagher—

Vivian Baguer Holland has asked me to write a brief paragraph regarding my qualifications for service on the Wellesley Cultural Council that you can share the highlights of with members of the Board of Selectmen.

Perhaps my primary qualification for service on the Wellesley Cultural Council is that I have served on it almost non-stop since first moving to Wellesley in 1993. The Mass. Cultural Council requires that members of the local cultural councils take breaks between membership stints and I have certainly taken those breaks, but my involvement with the Wellesley Cultural Council has been long and consistent. I chaired the Council for one year in 2015.

Other than that, my interest and activity with “culture” has primarily to do with my background in education. Before moving to Wellesley, I taught high school English at The Madeira School in McLean, Virginia where, among other things, I created a high school Shakespeare acting festival. For 10 years in Wellesley, I served first as a school representative then as town-wide chair of the Wellesley Creative Arts and Sciences Council—the arm of the schools’ PTSOs that provides enrichment education programming for students and teachers.

I am someone who believes that people crave opportunities to learn and to understand and that those experiences come through to them most powerfully in experience rather than in mere contemplation. People’s lives are truly enriched by their exposure to the arts, and the quality of life in a community rises and falls on the opportunities members of communities have to being so enriched. To whatever degree the Massachusetts Cultural Council is willing to support the quality of life in Wellesley by providing money to support cultural programming for Wellesley residents’ enjoyment and edification, I consider it an honor—and a responsibility--to be able to help make that happen.

Thank you very much,
Nora Tracy Phillips

10 Avon Rd.
Wellesley, MA

Robinson, Blythe

From: noreply@civicplus.com
Sent: Friday, May 11, 2018 11:36 AM
To: DL: Board of Selectmen
Subject: Online Form Submittal: Volunteer Form

Volunteer Form

Town of Wellesley Volunteer Form

Wellesley's Town Government relies heavily on volunteers -- those who are recruited, those who are recommended, and those who offer their own services. The appointment of members to various special committees and boards is the responsibility of the Town Moderator and several elected boards. This form will help those making appointments identify individuals who are willing to serve. Besides the committees listed below, there are numerous other opportunities and this form will help in making appointments to those as well.

For information on the activities and responsibilities of various boards and committees look at the Town's website (www.wellesleyma.gov), or contact a member of a board or committee in which you are interested. For additional information look at the Town Report, available at the Town's website, the Town Clerk's office, and the Wellesley Free Library.

| | |
|------------------------|---|
| Name | Andrea Kaiser |
| Email Address | Ccstpg@verizon.net |
| Address | 1 Berkeley Road |
| City | Wellesley |
| State | Massachusetts |
| Zip Code | 02482 |
| Home Phone Number | 7812350555 |
| Work Phone Number | 781u894841 |
| Committees of Interest | Wellesley Cultural Council, Youth Commission |
| Background/Experience | I formerly served for 6 years on, WCC, five years as Chair. Worked with children and teens for 30 years, academics, |

sports, cultural activities, financial literacy, workforce development and mentoring, serving as CEO

Local Government Experience

Served on WCC for six yearx. Served on a number of task forces in Boston, zppointmentz .ace by Mayor Tom Menino.

Particular area of interest, if any

Youth development and culture

Email not displaying correctly? [View it in your browser.](#)

5. Select a Finalist for the Tailby/Railroad Development Project

At this meeting on November 13th the Board had a general discussion about whether or not to proceed to negotiate with a developer towards a ground lease of the Tailby and Railroad commuter lots. And if so, did the Board have a preference to one of the three finalists that were interviewed in late October. The consensus was that a majority of the Board would like to move forward, and that they would like to work with Trinity Financial.

Following the meeting I conferred with Town Counsel as to how this discussion should be formalized. I confirmed that the Board does not need to complete any evaluation forms, that was taken care of by the Working Group. The Board had accepted that recommendation and interviewed three of the firms (a fourth one had withdrawn from the process).

At this point the Board should consider the motion drafted below, which would be to ratify the working group report, select Trinity Financial and enter into negotiations for a ground lease. Following that, I recommend that the Board hold an executive session to determine its priorities and give the negotiating team direction parameters. If a ground lease is negotiated to the Board's satisfaction it can proceed to Town Meeting. If we are not able to reach consensus, the Board could then confer again in open session as to which developer, if any, it would like to negotiate with next, of the two remaining.

MOVE that the Board ratify the findings of the Tailby/Railroad Working Group, and further that the Board select Trinity Financial as the developer and enter into negotiations for a ground lease on these parcels.

6. Open Warrant for Annual Town Meeting

Per our general bylaw, the 2019 Annual Town Meeting is scheduled to begin on March 25th. The next step in preparing for the meeting, is to have the board vote to formally open the warrant for the meeting, as well as set a closing date during which any board or citizen may submit an article for consideration by the legislative body. Included in your packet is the schedule of dates for this process. Once the warrant is closed, it is our plan to consider the various articles before executing the warrant at the end of January.

Also enclosed in your packet is a **very preliminary** listing of articles that are either typical business, ones we have been asked to include as placeholders, projects we believe will be ready for action, or topics we've been tracking. They are not in a final order, and some of them may be removed in the next two months as we work through the process to determine what is ready to be taken up by Town Meeting. Also, we may have citizen petitions some forward once the warrant is opened. There are a couple of spaces for articles to be added that may come up as well.

MOVE to call the 2019 Annual Town Meeting and set the following dates:

- Open the Warrant – Monday, December 3, 2018
- Close the Warrant – Friday, December 28, 2018, 5:00pm
- Motions due to the Selectmen's Office – Friday, March 1, 2019, 5:00pm
- Start of Annual Town Meeting – Monday, March 25, 2019, 7:00 pm, at the Wellesley Middle School
- Date for the 2019 Annual Town Election – Tuesday, March 5, 2019

Date of 2018 Annual Town Meeting - March 26, 2018 7:00pm - Wellesley Middle School

| Day of Week | Date | Action |
|-------------|------------|--|
| Monday | 11/19/2018 | BOS Meeting - Board of Selectmen Call Annual Town Meeting and Election, Open Warrant, Dates for Closing ATM Warrant, Motions Submitted (TBL 19.51) |
| Tuesday | 11/20/2018 | Notice received by all governmental departments of the date the ATM Warrant will be closed and all articles to be included in the Warrant to be filed with the Selectmen's Office (TBL 19.52) |
| Wednesday | 11/28/2018 | Notice to Townsman for Publication on Thursday, December 6, 2018 |
| Thursday | 12/6/2018 | Notice indicating 2019 Annual Town Meeting Date/Location, Warrant Closing Date, and Warrant availability on website printed in the Townsman (TBL 8.10, 8.13, 19.52) |
| Friday | 12/28/2018 | ATM Warrant Closed - Articles to be included in the Warrant for the 2019 Annual Town Meeting to be in the Selectmen's Office (TBL 8.12; 19.52) |
| Friday | 1/4/2019 | Submit Legal Ad to Townsman for publication on 01/10/2019 Said notice shall state the time and place of the meeting and that the full text of the warrant shall be published on the Town's website and be available from the Selectmen's office. |
| Thursday | 1/10/2019 | Townsman legal ad published |
| Monday | 1/14/2019 | Town Hall Closed - Martin Luther King Day |
| Monday | 1/28/2019 | BOS Meeting - Warrant for the 2019 Annual Town Meeting and Election signed by Board of Selectmen |
| Tuesday | 1/29/2019 | Warrant Published on Town's Website (TBL 8.10) |
| Wednesday | 1/30/2019 | Transmit Warrant to Town Meeting Members and Advisory Committee (TBL 19.53) |
| TBD | TBD | Planning Board Public Zoning Hearing (7:30pm Great Hall) |
| Wednesday | 1/30/2019 | Advisory Public Hearing 7:00pm Juliani Room |
| Friday | 3/1/2019 | 4 copies of each motion to be made under the Articles of the Warrant are due to the Selectmen's Office (TBL 8.13) |
| Tuesday | 3/5/2019 | Annual Town Election (TBL 8.2) |
| Friday | 3/15/2019 | Draft Motions available for inspection at the Selectmen's Office and Main Library (TBL 19.54) |
| Monday | 3/25/2019 | 2019 Annual Town Meeting |
| Tuesday | 3/26/2019 | 2019 Annual Town Meeting |
| Monday | 4/1/2019 | 2019 Annual Town Meeting |
| Tuesday | 4/2/2019 | 2019 Annual Town Meeting |
| Monday | 4/8/2019 | 2019 Annual Town Meeting |
| Tuesday | 4/9/2019 | 2019 Annual Town Meeting |
| Monday | 4/15/2019 | No Town Meeting - School Vacation |
| Tuesday | 4/16/2019 | No Town Meeting - School Vacation |
| Monday | 4/22/2019 | 2019 Annual Town Meeting |
| Tuesday | 4/23/2019 | 2019 Annual Town Meeting |
| Monday | 4/29/2019 | 2019 Annual Town Meeting |
| Tuesday | 4/30/2019 | 2019 Annual Town Meeting |

Date of 2018 Annual Town Meeting - March 26, 2018 7:00pm - Wellesley Middle School

| Town Bylaw References | |
|------------------------------|---|
| 8.10 | <p>8.10 Notice of Town Meeting. Notice of each Town Meeting, whether Annual or Special, shall be given by the Selectmen by publishing a copy of the notice in a newspaper generally circulated in the Town at least seven days before the date on which the Annual Town Meeting, and at least 14 days before the date on which the Special Town Meeting, is to commence. Said notice shall state the time and place of the meeting and that the full text of the warrant shall be published on the Town's website and be available from the Selectmen's office. Additionally, the Selectmen shall post attested copies of the warrant for that Meeting in no less than two conspicuous places in the Town including but not limited to the Town Hall and Wellesley Square and shall make the warrant available on the Town's website. <i>(Amended ATM 2008, Approved by Attorney General 7/8/2008, Effective 10/20/2008)</i></p> |
| 8.11 | <p>8.11. Calling Special Meeting. The Selectmen shall call a Special Town Meeting upon request in writing of 200 registered voters. The meeting shall commence not later than 45 days after receipt of such request, in accordance with Chapter 39, Section 10 of the General Laws. The Selectmen may also call a Special Town Meeting on their own initiative.</p> |
| 8.12 | <p>8.12. Warrant Articles. The Selectmen shall insert in the warrant all subjects requested of them in writing by:</p> <ul style="list-style-type: none"> a. any board, b. any official, c. ten or more registered voters, for an Annual Town Meeting, and d. 100 or more registered voters, for a Special Town Meeting. The Selectmen may also insert subjects on their own initiative, and e. those persons or boards authorized by Chapter 40A, Section 5 of the General Laws to initiate adoption of or changes in Zoning Bylaws. |
| 8.13 | <p>8.13. Motions. The Selectmen shall include, in the notice given under Section 8.10. a date by which motions to be offered to the Town Meeting must be submitted to the Selectmen. The Selectmen shall forward copies of motions to the Advisory Committee, Town Counsel, and any other board, officer or official they deem appropriate.</p> |
| 11.13 | <p>11.13. Notice of Request for Other Appropriations. For any appropriation other than those involving collective bargaining or covered by Sections 11.11. and 11.12. the requesting board, official or officer shall file written notice thereof, including the amount to be requested and its purpose, with the Advisory Committee and the Board of Selectmen at least 14 days before the session of the Town Meeting at which such appropriation will be acted upon. In the event of emergency requiring immediate consideration, this provision may be waived by the Town Meeting but only upon the advice of the Advisory Committee that it has duly considered the request.</p> |
| 19.51 | <p>19.51. Town Meeting. The Selectmen are responsible for calling all Town Meetings and shall take such actions as are required by law or by Article 8 of these bylaws relative to Town Meeting.</p> |
| 19.52 | <p>19.52. Closing of Warrant. The Selectmen shall, by notice to each board and by notice in a newspaper generally circulated in the Town, specify the date when the warrant for any Town Meeting shall close.</p> |
| 19.53 | <p>19.53. Copies of Warrant. The Selectmen, after drawing a warrant for a Town Meeting, shall transmit as soon as possible a copy of the same to each member of the Advisory Committee and to each Town Meeting Member.</p> |
| 19.54 | <p>19.54. Copies of Motions. The Selectmen shall distribute copies of all draft motions received by them to the Moderator, Advisory Committee, Town Counsel, and to any board which in its opinion is likely to have an interest in the motion, so that they may communicate with the author of the motion as far in advance of the meeting as possible. Copies of such drafts shall also be available for public inspection at the Selectmen's office and at the Wellesley Free Library.</p> |

2019 Annual Town Meeting Warrant Articles

| | Description | Sponsor | Advisory Liaison | Present (Respond) | Motions |
|--|--|----------------|-------------------------|--------------------------|----------------|
| 1 | Choose Moderator & Receive Reports | BOS | (N/A) | Jack | |
| 2 | Town-Wide Financial Plan & Five Year Capital Budget Program | BOS | | Jack | |
| Appropriations - Operating and Outlay | | | | | |
| 3 | Consent Agenda - Simple Majority vs 2/3 | BOS | | Jack | |
| 4 | Amend Job Classification Plan | HR | | | |
| 5 | Amend Salary Plan - Pay Schedule (including union contract settlements) | HR | | | |
| 6 | Set Salary of Elected Official | BOS | | | |
| 7 | FY19 Budget Supplemental Appropriations | BOS | | | |
| 8 | Omnibus Budget and Capital (FY20) | BOS | | | |
| 9 | Revise Revolving Funds, set amounts for the year, add Cultural Council funding | BOS | | | |
| 10 | Classification & Compensation Study | HR | | | |
| 11 | Special Education Reserve Fund | BOS | | | |
| 12 | Water Program | BPW | | | |
| 13 | Sewer Program | BPW | | | |
| 14 | Electric Program | WMLP | | | |
| Appropriations - Special Capital Projects | | | | | |
| 15 | Community Preservation Fund Appropriations | CPC | | | |
| 16 | Softball Field Construction | CPC/BOS | | | |
| 17 | Town Hall Exterior - Additional Funding | PBC | | | |
| 18 | Middle School Systems Design | PBC | | | |
| 19 | Middle School Steam Pipe Construction | PBC | | | |
| 20 | Library Interior Renovation Design | BLT | | | |
| Street Acceptance | | | | | |
| 21 | Polaris Circle | BOS | | | |
| Authorizations | | | | | |
| 22 | Authorize Expenditure of State Transp. Infrastructure Funds (Uber/Lyft) | BOS | | | |
| 23 | Fire Engine Acquisition | BOS | | | |
| 24 | Authorize Lease Agreement - 254 Washington Street | BOS | | | |
| 25 | | BOS | | | |
| Amend Zoning Bylaw | | | | | |
| 26 | Zoning Bylaw Recodification (amend 7 sections to clarify/modernize bylaws) | PB | | | |
| 27 | Zoning Map Corrections -Phase 3 | PB | | | |
| 28 | Outdoor Lighting Bylaw | PB | | | |
| 29 | Off Street Parking Bylaw Amendments | PB | | | |
| 30 | Accept MGL 40R - Transit Oriented Housing (Wellesley Office Park) | PB | | | |
| 31 | Tailby/Railroad Commuter Lots - amend/rezone to accommodate redevelopment | PB/BOS | | | |
| 32 | Rezone 999 Worcester Street to resolve a compliance issue | PB | | | |
| 33 | Rezone - Delanson Circle | PB | | | |
| 34 | Rezone 148 Weston Road | PB | | | |
| Amend Town/General Bylaws | | | | | |
| 35 | Various General Bylaw Updates | BOS | | | |
| 36 | Special Legislation - Amend Alcohol Regulations | BOS | | | |
| 37 | | | | | |
| 38 | | | | | |
| Citizen Petitions | | | | | |
| 39 | Dexter Rd/Wellesley Ave Rezoning - General Residence to Single Family | Citizen | | | |
| 40 | | | | | |
| General | | | | | |
| 41 | Rescind or Transfer Debt; Appropriate Premiums | BOS | | | * |
| 42 | Settle Claims | BOS | | | NM |
| 43 | Disposal of Property | BOS | | | NM |
| 44 | Appoint Fire Engineers | BOS | | | * |

7. Discuss Capital Budget Status

Capital budgets were due in October and have been submitted from all departments with the exception of the School Department who typically submits theirs in early December with their draft operating budget. The results of those submissions are included in your packet for your information. At this point the total amount in cash capital projects is \$6,378,732, which is just over \$1M more than FY19. While we haven't received the school request, we have included a number for the purposes of calculating where we stand relative to budget projections. The amount included is what the schools had projected last year as their need for FY20.

With all other things being equal (operating budget guidelines, revenue projections, assumptions about pension, OPEB and insurance), the amount of cash capital that could be funded and achieve a balanced budget is \$5.9M, which equates to approximately 6.5% of anticipated revenues in FY20. You might recall that this is in the middle of the 6.2% - 6.8% we have as our debt policy. With the assumptions about the schools, we are in fairly good shape at this point. There was a significant reduction in requests from the DPW from what was anticipated, and I have included \$80,000 for an HR classification and compensation study in case they would like to go forward with a project. I would also note that some of the NRC projects are likely to be funded from CPC revenues. So all in all, the ability to "balance" this portion of the budget should be on track. We would like to discuss all of this with you on Monday night.

Separately, we have been working on a longer term strategy to plan out the need for financing the \$180M+ in larger capital projects that FMD is tracking on the horizon. The spreadsheet also included in your packet represents all of the known projects, the anticipated dates at which funding is required, and the type of financing needed (inside the levy, debt exclusions). We anticipate that the timing of the projects meets the expectations of the Boards who are in charge of them, and when each project will be "ready" to be financed. I would note that we've included both an "early" and "late" Hunnewell project because at this point the availability of swing space for that project has not been determined, nor has the cost of it if available. Both Joe McDonough and Sheryl Strother have been involved in this project to ensure that there is sufficient ability by PBC/FMD to staff the projects, and the timing of inside the levy debt and debt exclusions is reasonable.

We would like to review this with you as well, and once there is consensus on the framework, it will be helpful to circulate it to other boards and committees so it can be modeled in the Town-wide financial plan, and used to educate taxpayers on the tax impact in the upcoming years.

NO MOTION



Town of Wellesley

Five Year Capital Budget Program FY2020-2024

Summary Schedule

| | FY2019 | FY2020 | FY2021 | FY2022 | FY2023 | FY2024 | FY2020-2024 Total |
|--------------------------|----------------------|----------------------|----------------------|-----------------------|----------------------|----------------------|-----------------------|
| Cash Capital | 5,305,108 | 6,378,732 | 6,641,684 | 7,970,044 | 7,273,933 | 7,115,339 | 35,379,732 |
| Free Cash | - | - | - | - | - | - | - |
| CPC Funding | 617,000 | - | - | - | - | - | - |
| Gift/Fundraising | 175,000 | - | - | - | - | - | - |
| Other | 40,000 | - | - | - | - | - | - |
| Chapter 90 | 820,000 | 790,000 | 790,000 | 790,000 | 790,000 | 790,000 | 3,950,000 |
| Debt Capital Inside Levy | 11,973,814 | 6,650,000 | 9,355,000 | 7,962,500 | 3,541,804 | 5,700,000 | 33,209,304 |
| Debt Capital Exclusion * | - | 6,500,000 | 12,800,000 | 105,000,000 | 2,000,000 | 15,000,000 | 141,300,000 |
| Grand Total | \$ 18,930,922 | \$ 20,318,732 | \$ 29,586,684 | \$ 121,722,544 | \$ 13,605,737 | \$ 28,605,339 | \$ 213,839,036 |

Note: The Board of Selectmen have approved a Debt Policy and are working on a Capital Policy. A new process for evaluating, timing, and prioritizing projects for the Five Year Capital Plan is being discussed.

This document represents Board requests at this time and is for discussion purposes only



Town of Wellesley

Five Year Capital Detail Summary FY2020-2024

| Department | FY19 | FY20 | FY21 | FY22 | FY23 | FY24 | FY20-24 Total |
|--|----------------------|----------------------|----------------------|-----------------------|----------------------|----------------------|-----------------------|
| Cash Capital | | | | | | | |
| Selectmen/Central Admin | 14,400 | 218,000 | - | - | - | - | 218,000 |
| Information Technology | 75,000 | 70,000 | 75,000 | 165,000 | 130,000 | 120,000 | 560,000 |
| Police | 78,279 | 119,089 | 78,234 | 117,760 | 144,583 | 101,539 | 561,205 |
| Fire | 65,000 | 165,000 | 154,000 | 175,000 | 89,000 | 100,000 | 683,000 |
| Council on Aging | 8,000 | 10,000 | 40,000 | 25,000 | 20,000 | 20,000 | 115,000 |
| Library | 76,800 | 124,300 | 169,300 | 171,300 | 171,300 | 183,300 | 819,500 |
| Natural Resources Commission | 99,000 | 198,500 | 204,000 | 196,500 | 219,000 | 160,000 | 978,000 |
| Morses Pond | 40,000 | 50,000 | 39,000 | 325,000 | 35,000 | 95,000 | 544,000 |
| Town Clerk | - | 71,000 | - | - | - | - | 71,000 |
| Assessors | - | - | - | - | 93,000 | - | 93,000 |
| Planning Board | 25,000 | 30,000 | - | - | - | - | 30,000 |
| Department of Public Works | 2,026,000 | 2,276,000 | 2,532,100 | 2,863,000 | 3,036,500 | 2,963,500 | 13,671,100 |
| Schools | 947,629 | 1,196,843 | 1,220,050 | 1,898,484 | 1,131,550 | 1,200,000 | 6,646,927 |
| Facilities Maintenance | 1,850,000 | 1,850,000 | 2,130,000 | 2,033,000 | 2,204,000 | 2,172,000 | 10,389,000 |
| Total Cash Capital | 5,305,108 | 6,378,732 | 6,641,684 | 7,970,044 | 7,273,933 | 7,115,339 | 35,379,732 |
| Other Funding Sources | | | | | | | |
| Tolles (Gift) | - | - | - | - | - | - | - |
| DPW Street Resurfacing (Ch 90) | 820,000 | 790,000 | 790,000 | 790,000 | 790,000 | 790,000 | 3,950,000 |
| DPW Washington St. (Ch 90) | - | - | - | - | - | - | - |
| BOS - LED Lighting Project (Other) | - | - | - | - | - | - | - |
| Planning Projects (CPC) | 25,000 | - | - | - | - | - | - |
| Fells Roof (CPC) | 31,000 | - | - | - | - | - | - |
| NRC Various | 96,000 | - | - | - | - | - | - |
| Reconstruct Tennis courts (CPC) | 150,000 | - | - | - | - | - | - |
| Softball fields (CPC) | 100,000 | - | - | - | - | - | - |
| Stadium Restrooms- Gift/Fundraising | 175,000 | - | - | - | - | - | - |
| Stadium Restrooms (CPC) | 175,000 | - | - | - | - | - | - |
| Recreation - Site-Side Study (Revolving) | 40,000 | - | - | - | - | - | - |
| Recreation - Site-Side Study (CPC) | 40,000 | - | - | - | - | - | - |
| Total Other Sources | 1,652,000 | 790,000 | 790,000 | 790,000 | 790,000 | 790,000 | 3,950,000 |
| Debt Capital Inside Levy | | | | | | | |
| Selectmen - Granite Street Acceptance | 255,000 | - | - | - | - | - | - |
| Police Radio System and Antenna | - | - | - | 312,500 | 116,804 | - | 429,304 |
| Library Material Handler* | 350,000 | - | - | - | - | 1,000,000 | 2,000,000 |
| DPW- Facility Renovations | - | - | - | 1,000,000 | - | - | 1,000,000 |
| DPW - Sprague Turf | - | 1,000,000 | - | - | - | - | 1,000,000 |
| DPW- Street Rehabilitations | 2,000,000 | 150,000 | 1,750,000 | - | 2,000,000 | - | 3,900,000 |
| DPW- Hunnewell Field/Softball field | - | 300,000 | - | - | - | - | 300,000 |
| Stadium Restrooms | 175,000 | - | - | - | - | - | - |
| HHU Feasibility Study: Hardy/Upham | 2,500,000 | - | - | - | - | - | - |
| HHU Feasibility :Hunnewell | 1,000,000 | - | - | - | - | - | - |
| Town Hall Envelope | 5,177,239 | - | - | - | - | - | - |
| Town Hall Annex Project | - | - | 1,500,000 | 6,500,000 | - | - | 8,000,000 |
| Middle School Parking Lot Paving | - | - | 1,700,000 | - | - | - | 1,700,000 |
| MS Steam Pipes | 391,575 | 4,200,000 | - | - | - | - | 4,200,000 |
| Middle School Other Feasibility | 125,000 | - | - | - | - | - | - |
| Warren HVAC Updgrade | - | - | 500,000 | - | - | - | 500,000 |
| Fire Station HQ Roof | - | - | - | - | 525,000 | - | 525,000 |
| Fire Engine | - | 700,000 | - | - | - | - | 700,000 |
| Main Library Space Utilization Reno | - | 300,000 | 3,200,000 | - | - | - | 3,500,000 |
| Main Library (Lighting, Roof, Carpet) | - | - | 705,000 | - | - | - | 705,000 |
| Main Library Roof Replacement | - | - | - | 150,000 | 600,000 | - | 750,000 |
| Veteran's War Memorial | - | - | - | - | 100,000 | 1,200,000 | 1,300,000 |
| DPW RDF Repair Projects | - | - | - | - | 200,000 | 1,500,000 | 1,700,000 |
| DPW Highway & Park Renovation | - | - | - | - | - | 1,350,000 | 1,350,000 |
| Bates School Projects | - | - | - | - | - | 650,000 | 650,000 |
| Sprague School Projects | - | - | - | - | - | - | - |
| Total Borrowed Inside Levy | 11,973,814 | 6,650,000 | 9,355,000 | 7,962,500 | 3,541,804 | 5,700,000 | 33,209,304 |
| Debt Capital Exclusion | | | | | | | |
| Town Hall Renovation | - | - | - | - | 2,000,000 | 15,000,000 | 17,000,000 |
| Middle School Bldg Systems | - | 1,500,000 | 12,800,000 | - | - | - | 14,300,000 |
| Hunnewell School Project | - | 5,000,000 | - | 50,000,000 | - | - | 55,000,000 |
| Hardy/Upham - MSBA | - | - | - | 55,000,000 | - | - | 55,000,000 |
| Total Capital Exclusion | - | 6,500,000 | 12,800,000 | 105,000,000 | 2,000,000 | 15,000,000 | 141,300,000 |
| Grand Total | \$ 18,930,922 | \$ 20,318,732 | \$ 29,586,684 | \$ 121,722,544 | \$ 13,605,737 | \$ 28,605,339 | \$ 213,839,036 |



Town of Wellesley

FY2020-2024 BOS Capital Request

| Capital Project | FY2019 | FY2020 | FY2021 | FY2022 | FY2023 | FY2024 | FY20-24 Total |
|--|---------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Information Technology | | | | | | | |
| Server Virtualization | 75,000 | - | - | - | - | 120,000 | 120,000 |
| VoIP Maintenance Contract | - | 35,000 | - | - | - | - | 35,000 |
| Telephone Upgrade (VoIP 2.0) | - | - | - | - | 100,000 | - | 100,000 |
| 10GB Network Switches | - | - | 60,000 | - | - | - | 60,000 |
| Windows Server 2019 Licensing | - | 35,000 | - | - | - | - | 35,000 |
| MUNIS Upgrade | - | - | 15,000 | - | - | - | 15,000 |
| Upgrade Office Software | - | - | - | 60,000 | - | - | 60,000 |
| Recovery / Backup Appliance | - | - | - | 85,000 | - | - | 85,000 |
| Aerial Flyover & Orthophotography | - | - | - | 20,000 | - | - | 20,000 |
| Replace Wi-Fi Equipment | - | - | - | - | 30,000 | - | 30,000 |
| | 75,000 | 70,000 | 75,000 | 165,000 | 130,000 | 120,000 | 560,000 |
| Police | | | | | | | |
| Server Replacement | 13,908 | - | 13,833 | - | - | 21,789 | 35,622 |
| Mobile/Portable Radio Replacement | 64,371 | 64,401 | 64,401 | 60,694 | 54,533 | - | 244,029 |
| Zetron IP Fire Station Alerting System | - | - | - | 57,066 | - | - | 57,066 |
| Forensic Crime Scope/Light Source | - | 36,973 | - | - | - | - | 36,973 |
| Kingsbury Room Furniture Replacement | - | 17,715 | - | - | - | - | 17,715 |
| Dispatch Workstation Replacement | - | - | - | - | 90,050 | - | 90,050 |
| Electronic Control Devices | - | - | - | - | - | 79,750 | 79,750 |
| | 78,279 | 119,089 | 78,234 | 117,760 | 144,583 | 101,539 | 561,205 |
| Fire | | | | | | | |
| Fire Hose Equipment | - | - | - | 20,000 | - | - | 20,000 |
| Fire Alarm Master Box Upgrade | 55,000 | - | - | - | - | - | 55,000 |
| Scott Air Bottles | 10,000 | - | 10,000 | - | - | - | 20,000 |
| Replace command vehicle(s) | - | - | 49,000 | - | 49,000 | 50,000 | 148,000 |
| Fire Turnout Gear | - | 150,000 | - | 150,000 | - | - | 300,000 |
| Fire Turnout Gear Lockers | - | - | - | - | - | 50,000 | 50,000 |
| Pulse/Oxygen/CO Meter | - | 10,000 | - | - | - | - | 10,000 |
| Light Tower/Generator Trailer | - | - | - | - | 10,000 | - | 10,000 |
| Town AED Replacement | - | 5,000 | 5,000 | 5,000 | 5,000 | - | 20,000 |
| Radio System/Portables | - | - | 55,000 | - | - | - | 55,000 |
| Air Mask Fit Testing Unit | - | - | 15,000 | - | - | - | 15,000 |
| Security Camera Upgrade | - | - | 20,000 | - | - | - | 20,000 |
| Office Rehab | - | - | - | - | 25,000 | - | 25,000 |
| | 65,000 | 165,000 | 154,000 | 175,000 | 89,000 | 100,000 | 683,000 |



Town of Wellesley

FY2020-2024 BOS Capital Request

| Capital Project | FY2019 | FY2020 | FY2021 | FY2022 | FY2023 | FY2024 | FY20-24 Total |
|---|----------------------|----------------------|----------------------|-----------------------|---------------------|----------------------|-----------------------|
| Selectmen | | | | | | | |
| Konica Minolta BizHub C458- Copier (Cent Admin) | 14,400 | - | - | - | - | - | - |
| Town Hall Ground Floor Copier | - | 13,000 | - | - | - | - | 13,000 |
| North 40 Soil Testing/Master Plan | - | 125,000 | - | - | - | - | 125,000 |
| Classification & Comp. Study | - | 80,000 | - | - | - | - | 80,000 |
| | 14,400 | 218,000 | - | - | - | - | 218,000 |
| Council on Aging | | | | | | | |
| AV components/additions/modifications | - | 10,000 | - | - | - | - | 10,000 |
| TPC Additional Equipment | 8,000 | - | - | - | - | - | - |
| Supplemental Vehicle for Transportation Program | - | - | 20,000 | - | - | - | 20,000 |
| iPads for Class | - | - | - | 15,000 | - | - | 15,000 |
| Exercise Equipment | - | - | 10,000 | - | - | 10,000 | 20,000 |
| Participant tracking software/hardware upgrades | - | - | - | 10,000 | - | - | 10,000 |
| Replacement/Upgrade TPC furniture & fixtures | - | - | - | - | 10,000 | - | 10,000 |
| Replacements/Upgrade kitchen equipment | - | - | - | - | - | 10,000 | 10,000 |
| Replacements/Upgrade Daily Use Equipment | - | - | - | - | 10,000 | - | 10,000 |
| Replacements/Upgrade Photocopier/Printer | - | - | 10,000 | - | - | - | 10,000 |
| | 8,000 | 10,000 | 40,000 | 25,000 | 20,000 | 20,000 | 115,000 |
| BOS Subtotal | 240,679 | 582,089 | 347,234 | 482,760 | 383,583 | 341,539 | 2,137,205 |
| Facilities Maintenance Cash Capital | 1,850,000 | 1,850,000 | 2,130,000 | 2,033,000 | 2,204,000 | 2,172,000 | 10,389,000 |
| Total BOS Cash Capital | 2,090,679 | 2,432,089 | 2,477,234 | 2,515,760 | 2,587,583 | 2,513,539 | 12,526,205 |
| Replace Fire Engine Vehicle(s) | - | 700,000 | - | - | - | - | 700,000 |
| Replace Police Radio System and Antenna | - | - | - | 312,500 | 116,804 | - | 429,304 |
| Granite Street Acceptance | 255,000 | - | - | - | - | - | - |
| Facilities Debt Funded Projects | 9,193,814 | 11,000,000 | 20,405,000 | 111,650,000 | 3,425,000 | 19,700,000 | 166,180,000 |
| Total Borrowed | 9,448,814 | 11,700,000 | 20,405,000 | 111,962,500 | 3,541,804 | 19,700,000 | 167,309,304 |
| Grand Total Selectmen | \$ 11,539,493 | \$ 14,132,089 | \$ 22,882,234 | \$ 114,478,260 | \$ 6,129,387 | \$ 22,213,539 | \$ 179,835,509 |



Town of Wellesley FY2020-2024 Facilities Capital Request

| Building Description | FY19 | FY20 | FY21 | FY22 | FY23 | FY24 | FY20-24 Total |
|---|-------------------|-------------------|-------------------|--------------------|------------------|-------------------|--------------------|
| Town Cash Capital | | | | | | | |
| Townwide (Municipal) | 24,000 | 71,000 | 20,000 | 70,000 | 26,000 | 21,000 | 208,000 |
| Town Hall | 8,000 | 75,000 | 35,000 | 75,000 | - | 10,000 | 195,000 |
| Police | 25,000 | 251,000 | 20,000 | 252,500 | 12,000 | 140,000 | 675,500 |
| Fire Department Main (Headquarters) | - | 110,000 | 30,000 | - | 300,000 | - | 440,000 |
| Fire Department Central (Station 1) | 8,000 | 83,000 | - | - | 57,000 | - | 140,000 |
| Warren (Recreation and Health) | 5,000 | - | 500,000 | 180,000 | - | - | 680,000 |
| Morses Pond | 4,000 | - | - | 10,000 | - | - | 10,000 |
| Main Library | 42,500 | 50,000 | - | - | 65,000 | 570,000 | 685,000 |
| Hills Library | - | 95,000 | - | - | 145,000 | - | 240,000 |
| Fells Library | 39,500 | 28,000 | - | - | - | 15,000 | 43,000 |
| DPW Operations | 165,000 | - | - | - | - | - | - |
| DPW Water & Sewer | 40,000 | - | - | - | 75,000 | 45,000 | 120,000 |
| DPW Highway & Park | 210,000 | 75,000 | - | - | 200,000 | 65,000 | 340,000 |
| DPW RDF (Sprinkler and Fabric shed) | 120,000 | 75,000 | 280,000 | - | 100,000 | - | 455,000 |
| Subtotal Cash Capital - Municipal | 691,000 | 913,000 | 885,000 | 587,500 | 980,000 | 866,000 | 4,231,500 |
| School Cash Capital | | | | | | | |
| Districtwide (Schools) | 124,000 | 209,000 | 125,000 | 129,000 | 184,000 | 140,000 | 787,000 |
| Preschool at Wellesley (PAWS) | - | - | 5,000 | - | 45,000 | - | 50,000 |
| Bates Elementary | 118,000 | 180,000 | 60,000 | 200,000 | - | - | 440,000 |
| Field House | 62,000 | 75,000 | - | - | - | - | 75,000 |
| Fiske Elementary | - | - | - | 10,000 | - | 55,000 | 65,000 |
| Hardy Elementary | 50,000 | 35,000 | - | - | - | 50,000 | 85,000 |
| Hunnewell Elementary | 44,000 | 35,000 | - | - | - | 44,000 | 79,000 |
| Sprague Elementary | 100,000 | 173,000 | - | 230,000 | - | - | 403,000 |
| Upham Elementary | 31,000 | 35,000 | - | - | - | 75,000 | 110,000 |
| Middle School | 630,000 | 160,000 | - | - | - | 32,000 | 132,000 |
| Middle School - Parking Lots | - | - | - | - | 495,000 | 400,000 | 895,000 |
| High School | - | 95,000 | 500,000 | 625,000 | 500,000 | 510,000 | 2,230,000 |
| Subtotal Cash Capital - Districtwide | 1,159,000 | 937,000 | 690,000 | 1,194,000 | 1,224,000 | 1,306,000 | 5,351,000 |
| Other Unidentified Cash Capital | - | - | 555,000 | 251,500 | - | - | 806,500 |
| Total Cash Capital Requests | 1,850,000 | 1,850,000 | 2,130,000 | 2,033,000 | 2,204,000 | 2,172,000 | 10,389,000 |
| Other funding sources | | | | | | | |
| Fells Branch Roof replacement (CPC) | 31,000 | - | - | - | - | - | - |
| Total other funding sources | 31,000 | - | - | - | - | - | - |
| Borrowed Inside | | | | | | | |
| Town Hall Envelope Restoration | 5,177,239 | - | - | - | - | - | - |
| Town Hall Annex Project | - | - | 1,500,000 | 6,500,000 | - | - | 8,000,000 |
| Fire Central (Station 1) Roof Replacement | - | - | - | - | 525,000 | - | 525,000 |
| Warren Heat Pumps Replacement | - | - | 500,000 | - | - | - | 500,000 |
| Main Library (Lighting, Roof, Carpet) | - | - | 705,000 | - | - | - | 705,000 |
| Main Library Space Utilization Reno Project | - | 300,000 | 3,200,000 | - | - | - | 3,500,000 |
| MS Parking Lot Paving | - | - | 1,700,000 | - | - | - | 1,700,000 |
| MS Steam Pipes | 391,575 | 4,200,000 | - | - | - | - | 4,200,000 |
| MS other feasibility | 125,000 | - | - | - | - | - | - |
| Sprague School Projects | - | - | - | - | - | 650,000 | 650,000 |
| Bates School Projects | - | - | - | - | - | 1,350,000 | 1,350,000 |
| HHU Feasibility Study: Hardy/Upham | 2,500,000 | - | - | - | - | - | - |
| HHU Feasibility: Hunnewell | 1,000,000 | - | - | - | - | - | - |
| HHU : Swingspace | - | - | - | - | - | - | - |
| PAWS | - | - | - | - | - | - | - |
| Veteran's War Memorial | - | - | - | 150,000 | 600,000 | - | 750,000 |
| DPW RDF Repair Projects | - | - | - | - | 100,000 | 1,200,000 | 1,300,000 |
| DPW Highway & Park Renovation | - | - | - | - | 200,000 | 1,500,000 | 1,700,000 |
| Total Borrowed Inside | 9,193,814 | 4,500,000 | 7,605,000 | 6,650,000 | 1,425,000 | 4,700,000 | 24,880,000 |
| Borrowed Outside | | | | | | | |
| Town Hall Interior Renovation | - | - | - | - | 2,000,000 | 15,000,000 | 17,000,000 |
| Middle School Bldg Systems | - | 1,500,000 | 12,800,000 | - | - | - | 14,300,000 |
| Hunnewell School Project | - | 5,000,000 | - | 50,000,000 | - | - | 55,000,000 |
| Hardy/Upham Renov. | - | - | - | 55,000,000 | - | - | 55,000,000 |
| Total Borrowed Outside | - | 6,500,000 | 12,800,000 | 105,000,000 | 2,000,000 | 15,000,000 | 141,300,000 |
| Total FMD Capital Requests | 11,074,814 | 12,850,000 | 22,535,000 | 113,683,000 | 5,629,000 | 21,872,000 | 178,589,000 |



Town of Wellesley

FY2020-2024 Non-BOS Departments Capital Request

| Capital Project | FY19 | FY20 | FY21 | FY22 | FY23 | FY24 | FY20-24 Total |
|--|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Natural Resources Commission | | | | | | | |
| Encroachment Boundary Markers | 2,500 | - | 2,500 | - | 2,500 | - | 5,000 |
| Park Sidewalk/Paths Emergency Repairs | 15,000 | - | 15,000 | - | 15,000 | - | 30,000 |
| Fuller Brook Invasive Management | 20,000 | 20,000 | 20,000 | - | - | - | 40,000 |
| Tree Management Program | 50,000 | 40,000 | 40,000 | 40,000 | 40,000 | - | 160,000 |
| Hunnewell Field Pervious Pavement Maint. | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | - | 6,000 |
| Trail System Improvements | 10,000 | 10,000 | 5,000 | 5,000 | 5,000 | - | 25,000 |
| IPM Turf Plan Implementation | - | 10,000 | - | 10,000 | - | 10,000 | 30,000 |
| Church Park Restoration | - | 30,000 | - | - | - | - | 30,000 |
| Duck Pond Bridge Restoration* | - | 87,000 | - | - | - | - | 87,000 |
| Comprehensive Pond Improvements | - | - | 100,000 | 100,000 | - | - | 200,000 |
| Tree Mapping Application | - | - | 5,000 | - | - | - | 5,000 |
| Open Space and Recreation Plan Update | - | - | 10,000 | - | - | - | 10,000 |
| Playground Improvement/ADA Access | - | - | - | 20,000 | 150,000 | 150,000 | 320,000 |
| Pollinator Corridor Development | - | - | 5,000 | - | 5,000 | - | 10,000 |
| Town Forest Improvements | - | - | - | 20,000 | - | - | 20,000 |
| Subtotal Cash Capital | 99,000 | 198,500 | 204,000 | 196,500 | 219,000 | 160,000 | 978,000 |
| Weston Rd Vernal Pool Design (CPC) | - | - | - | - | - | - | - |
| Weston Rd Vernal Pool Construction (CPC) | 50,000 | - | - | - | - | - | - |
| Duck Pond Bridge Restoration (CPC) | 38,500 | - | - | - | - | - | - |
| Fish Ladder at Fuller Brook (CPC) | 5,000 | - | - | - | - | - | - |
| Tree Mapping Application (CPC) | - | - | - | - | - | - | - |
| Gas Leak Detection Device (CPC) | 2,500 | - | - | - | - | - | - |
| Comprehensive Pond Improvements (CPC) | - | - | - | - | - | - | - |
| Total NRC Capital | 195,000 | 198,500 | 204,000 | 196,500 | 219,000 | 160,000 | 978,000 |
| Morses Pond | | | | | | | |
| Regional Education Development & Survey | 5,000 | - | - | - | - | - | - |
| Morses Pond Shoreline and Pond Improvements | 35,000 | 50,000 | - | 50,000 | - | 50,000 | 150,000 |
| Stormwater Construction & Monitoring | - | - | 10,000 | - | - | - | 10,000 |
| Bylaw/Regulatory Review/Development | - | - | 25,000 | 25,000 | - | - | 50,000 |
| Watershed Education Website | - | - | 4,000 | - | - | - | 4,000 |
| Harvester | - | - | - | 250,000 | - | - | 250,000 |
| Selective Planting | - | - | - | - | 35,000 | 35,000 | 70,000 |
| Plant Monitoring | - | - | - | - | - | 10,000 | 10,000 |
| Selective Planting Design, Permitting, Support | - | - | - | - | - | - | - |
| Subtotal Cash Capital | 40,000 | 50,000 | 39,000 | 325,000 | 35,000 | 95,000 | 544,000 |
| Library | | | | | | | |
| Repair/Replace Furniture | 15,000 | 30,000 | - | - | 5,000 | - | 35,000 |
| Servers | 8,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 75,000 |
| RFID Tags | 5,300 | - | - | - | - | - | - |
| Computer/Peripheral Replacement | 45,000 | 52,300 | 52,300 | 55,300 | 57,300 | 57,300 | 274,500 |



Town of *Wellesley*

FY2020-2024 Non-BOS Departments Capital Request

| Capital Project | FY19 | FY20 | FY21 | FY22 | FY23 | FY24 | FY20-24 Total |
|---|----------------|------------------|------------------|------------------|------------------|----------|------------------|
| Borrowed in the levy | | | | | | | |
| Library | | | | | | | |
| Material Handler | 350,000 | - | - | - | - | - | - |
| Total borrowed | 350,000 | - | - | - | - | - | \$ - |
| Capital Project | FY19 | FY20 | FY21 | FY22 | FY23 | FY24 | FY20-24 Total |
| School Department (non-Facilities) | | | | | | | |
| Instructional Equipment | 13,575 | 50,000 | 30,000 | 30,000 | 30,000 | - | 140,000 |
| Photocopiers | 68,800 | 70,000 | 70,000 | 80,000 | 80,000 | - | 300,000 |
| General Equipment | 2,939 | 2,500 | 2,500 | 2,500 | 2,500 | - | 10,000 |
| Infrastructure | 4,185 | 5,000 | 5,000 | 5,000 | 5,000 | - | 20,000 |
| Furniture/Furnishings | 10,500 | 150,000 | 150,000 | 150,000 | 25,000 | - | 475,000 |
| Technology | 847,630 | 919,343 | 962,550 | 1,630,984 | 989,050 | - | 4,501,927 |
| Total School Capital | 947,629 | 1,196,843 | 1,220,050 | 1,898,484 | 1,131,550 | - | 5,446,927 |

Draft



Town of Wellesley

FY2020-2024 Public Works Capital Request

| Capital Project | FY19 | FY20 | FY21 | FY22 | FY23 | FY24 | FY20-24 Total |
|---|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|
| Cash Capital | | | | | | | |
| Street Improvement | 415,000 | 385,000 | 560,500 | 580,500 | 605,500 | 605,500 | 2,737,000 |
| Design Street (Cliff/Grove/Walnut/TBD) | - | - | - | - | - | - | - |
| Sidewalk Restoration | 100,000 | 50,000 | 160,000 | 160,000 | 160,000 | 160,000 | 690,000 |
| Private Ways | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 100,000 |
| Drainage System Rehabilitation | 125,000 | 200,000 | 230,000 | 230,000 | 230,000 | 230,000 | 1,120,000 |
| RDF Container Replacement | 25,000 | - | - | - | - | - | - |
| Other Improvements | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 100,000 |
| Vehicle/Equipment Procurement | 943,000 | 1,136,000 | 1,054,100 | 1,260,000 | 1,433,500 | 1,323,000 | 6,206,600 |
| RDF Resurface Paved Areas | 10,000 | - | - | - | - | - | - |
| DPW Facilities | - | 85,000 | 122,500 | 87,500 | 122,500 | 90,000 | 507,500 |
| Park/Highway Building Improvements | 30,000 | - | - | - | - | - | - |
| Street Rehabilitation-Weston Road | - | - | - | 150,000 | - | - | 150,000 |
| Street Rehabilitation-TBD | - | - | - | - | - | 160,000 | 160,000 |
| Town Hall Roadway Bridge Drainage Culvert | 18,000 | - | - | - | - | - | - |
| Athletic/Playground Improvements | 260,000 | 380,000 | 365,000 | 355,000 | 445,000 | 355,000 | 1,900,000 |
| Playground Construction | 60,000 | - | - | - | - | - | - |
| Total Cash Capital | 2,026,000 | 2,276,000 | 2,532,100 | 2,863,000 | 3,036,500 | 2,963,500 | 13,671,100 |
| Other Funding Sources: | | | | | | | |
| DPW Street Resurfacing (Ch 90) | 820,000 | 790,000 | 790,000 | 790,000 | 790,000 | 790,000 | 3,950,000 |
| Reconstruct Tennis courts (CPC) | 150,000 | - | - | - | - | - | - |
| Softball fields (CPC) | 100,000 | - | - | - | - | - | - |
| Total Other Funding Sources: | 1,070,000 | 790,000 | 790,000 | 790,000 | 790,000 | 790,000 | 3,950,000 |
| Borrowed Inside | | | | | | | |
| DPW Fuel Depot Rehabilitation | - | - | - | 1,000,000 | - | - | 1,000,000 |
| Street Rehabilitation-Grove Street | 2,000,000 | - | - | - | - | - | - |
| Street Rehabilitation-Walnut Street | - | 150,000 | 1,750,000 | - | - | - | 1,900,000 |
| Street Rehabilitation-Weston Road | - | - | - | - | 2,000,000 | - | 2,000,000 |
| Hunnewell Field SoftballField | - | 300,000 | - | - | - | - | 300,000 |
| Replacement/Renovation DPW Yard | - | - | - | - | - | 1,000,000 | 1,000,000 |
| Sprague Field Artificial Turf | - | 1,000,000 | - | - | - | - | 1,000,000 |
| Total Borrowed | 2,000,000 | 1,450,000 | 1,750,000 | 1,000,000 | 2,000,000 | 1,000,000 | 7,200,000 |
| Grand Total DPW | 5,096,000 | 4,516,000 | 5,072,100 | 4,653,000 | 5,826,500 | 4,753,500 | 24,821,100 |

Major Project Financing Schedule - November 2018

| Project | | Estimated Cost | Spring 2019 | Fall 2019 | Spring 2020 | Fall 2020 | Spring 2021 | Fall 2021 | Spring 2022 | Fall 2022 | Spring 2023 | Fall 2023 | Spring 2024 | Fall 2024 | Spring 2025 |
|---------------------------|---------------------|----------------|-----------------|---------------|----------------|---------------|-----------------|---------------|---------------|-----------|----------------|-----------|---------------|-----------|----------------|
| Middle School Steam Pipes | Construction | \$4.2M | X - ITL | | | | | | | | | | | | |
| Middle School Systems | Design | \$1.5M | X - ITL | | | | | | | | | | | | |
| Middle School | Construction | \$12.8M | | | X - DE | | | | | | | | | | |
| | Paving | \$1.7M | | | | X - ITL | | | | | | | | | |
| "Early" Hunnewell School | Design | \$5.0M | | X - ITL | | | | | | | | | | | |
| | Swing Space | ????? | | | | | | | | | | | | | |
| | Construction | \$50.0M | | | | | X - DE | | | | | | | | |
| OR | | | | | | | | | | | | | | | |
| "Late" Hunnewell School | Design | \$5.0M | | | | | | X - ITL | | | | | | | |
| | Construction | \$56.0M | | | | | | | | X - DE | | | | | |
| MSBA Project | Design/Construction | \$55.0M | | | | | X - DE | | | | | | | | |
| Town Hall Annex | Feasibility | \$75,000 | Cash | | | | | | | | | | | | |
| | Design | \$1.5M | | | X - ITL | | | | | | | | | | |
| | Construction | \$6.5M | | | | | X - ITL | | | | | | | | |
| Town Hall Interior | Design | \$2.0M | | | | | X - ITL | | | | | | | | |
| | Construction | \$17.0M | | | | | | | | X - DE | | | | | |
| Library Renovation* | Design | \$300K | X - ITL | | | | | | | | | | | | |
| | Construction | \$3.2M | | | | X - ITL | | | | | | | | | |
| DPW Renovation | Design | \$300K | | | | | | | X - ITL | | | | | | |
| | Construction | \$2.7M | | | | | | | | X - ITL | | | | | |
| PAWS | Design | \$2.0M | | | | | | | | | | | X - ITL | | |
| | Construction | \$18.0M | | | | | | | | | | | | | X - DE |
| TOTALS | | | \$6.075M | \$5.0M | \$14.3M | \$4.9M | \$113.5M | \$5.0M | \$300K | | \$75.7M | | \$2.0M | | \$18.0M |

DRAFT

DE = Debt Exclusion

ITL - Inside The Levy

* - Confirm the amount of fundraising

11/15/2018

8. Discussion – Wellesley Office Park Project

This item is included on the agenda so that the Board can have an update on the status of this project and discuss preparations for a public hearing on the proposed 40R zoning bylaw that is scheduled for December 3rd. This week two separate TDRT meetings were held, the first being an internal meeting with Board chairs and department heads to discuss their concerns and feedback about the project, and a second with staff and the developer on Friday to go over that information.

NO MOTION

9. Executive Director's Report

a. Acceptance of Gifts – John Hancock

As we embark on a process to consider a rezoning of the Wellesley Office Park into a mixed use development, we have identified the impact of additional traffic in and out of this site (served by one entrance from Route 9) as an issue that needs further study. John Hancock, owner of this development, has agreed to provide the Town with a gift of \$6,000.00 with which the Town may retain BETA Group, Inc. to conduct a peer review of the area for this proposed redevelopment. A copy of a letter from John Hancock's legal counsel and a proposal from BETA Group are included in your packet for review.

MOVE that the Board accept a gift of \$6,000.00 from John Hancock Life Insurance, Co. for the purpose of conducting a peer review of a traffic study for the proposed redevelopment of the Wellesley Office Park.



VIA email

November 14, 2018

Michael D. Zehner
Planning Director
Town of Wellesley - Planning Department
525 Washington Street, Wellesley, MA 02482

RE: Wellesley Office Park – 40R Rezoning – Traffic Study Peer Review

Dear Michael:

Our client, John Hancock Life Insurance Co. (U.S.A.), or their designee, will make a gift to the Town of Wellesley in the amount of \$6,000 for the purpose of conducting a peer review of a traffic study for the proposed redevelopment of the Wellesley Office Park, as proposed by Beta Group Inc. in their letter to you dated October 31, 2016, as attached.

Please let me know if you have any questions. Thank you for your help in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "G Cole", is positioned above the printed name and title.

George Cole
Senior Vice President

Cc Robert Mauldin, Managing Director, JHRE



October 31, 2018

Michael Zehner, Planning Director
Planning Board
Town of Wellesley
525 Washington Street
Wellesley, MA 02482

**Re: Wellesley Office Park Preliminary Concept Redevelopment Plan:
William Street and Route 9 Intersection Preliminary Traffic Peer Review**

Dear Mr. Zehner:

BETA Group Inc. is pleased to submit this proposal to provide professional transportation engineering services to the Town of Wellesley for conducting a review of the preliminary Traffic Impact Assessment for the proposed conceptual Phase 1 of the Wellesley Office Park located at 65 William Street in the Town of Wellesley.

Described below is a scope of work with a description of the services to be performed. The peer review will focus on the traffic impacts on within the project study area. We have included a total of two (2) meetings for this assignment.

SCOPE OF WORK

Tasks to be performed by BETA Group Inc. to conduct a review of the preliminary concept Phase 1 and full build master plan that include the following:

1. Conduct a Field Reconnaissance/Visit of the Area
2. Review Traffic Analysis including data used for the analysis and Level of Service
3. Review Trip Generation and Trip Distribution/Assignment used for the analysis
4. Assess Adequacy of Concept Plans
 - Review and assess appropriateness of proposed concept plans. Plans will be assessed based on providing safe vehicular and pedestrian travel to and from the site and through the study area.
5. Meetings
 - Attend two (2) meetings with Town staff, or the proponent.

The fee for the scope of services identified above is \$6,000.00

Mr. Michael Zehner
October 31, 2018
Page 2 of 2

Any additional meetings, review, response to comments or items not included under this scope of services (described above) will be billed based on BETA's standard billing rate (time and material) and shall be approved by the Town of Wellesley.

If we can be of any further assistance regarding this matter, please contact us at our office.

Very truly yours,
BETA Group, Inc.



Kien Ho, P.E., PTOE
Vice President

cc: Blythe Robinson, Executive Director
Board of Selectmen

Job No: 5475-10

b. Set War Memorial Scholarship Amount

Each year the Board votes to set an amount of money to fund scholarships to deserving Wellesley students from this fund. Included in your packet is an analysis by the Treasurer on the status of the fund for consideration. In past years a decision on how much to make available for annual awards was based solely on the income earnings which had been small. In recent years the Board has dedicated the proceeds from two Boston Marathon bibs to this trust, enabling the trust to grow modestly, and for the Town to give slightly larger awards. With a minimum fundraising threshold of \$4,000 for each entry, at least \$8,000 is going into the fund annually. In the past two years the awards were for \$5,000 in 2017, and \$7,000 in 2018. It would be staff's recommendation to award \$7,000 again in 2019, thereby allowing at least \$1,000 to go the trust fund balance.

MOVE that the Board authorize \$7,000 from Fund 82 to be applied to 2019 War Memorial Scholarships.

TOWN OF WELLESLEY

MARC V. WALDMAN
Treasurer & Collector



Tel (781) 431-1019 Ext. 2266
Fax (781) 237-5037

OFFICE OF THE TREASURER/COLLECTOR

525 Washington Street
Wellesley, MA 02482

To: Board of Selectmen
From: Marc V. Waldman, Treasurer/Collector
Date: 11/16/2018
Re: War Memorial Scholarship Fund

In FY1996, the Town adopted a method for determining the annual War Memorial Scholarship amount. The process was to calculate the three year average market value of the Fund and apply an assumed interest rate to determine the earnings available for award. The value calculation is as follows:

| | |
|------------|------------------|
| • 12/31/16 | \$207,902 |
| • 12/31/17 | \$267,794 |
| • 10/31/18 | <u>\$269,517</u> |
| Average | \$248,404 |

The estimated annual rate of return on this fund is projected at about 1.5%. Therefore, the amount available for scholarships, based on earnings alone is **\$3,726**.

In recent years, the Board of Selectmen has been receiving contributions from residents as a condition of receiving a Boston Marathon number. The BOS determined that those contributions would be deposited into the War Memorial Scholarship Fund with the dual purpose of increasing the amounts available for scholarship awards and increasing the balance in the fund. Recently, the fund has received contributions of \$14,670 in FY17 and \$8,208 in FY18, largely from the

Marathon. Correspondingly, the awards from the War Memorial were increased to \$5,000 in FY17, \$7,000 in FY18 and \$7,000 awarded earlier this fiscal year.

If it is anticipated that Marathon funds will continue to be applied to the War Memorial Scholarship Fund at levels similar to last year, the Selectmen should be able to annually award in the \$7,000 range and still have some funds going towards continued growth of the fund. Of course, the BOS has the discretion to award any amounts it deems appropriate, up to the \$50,858 that is maintained as the non-expendable portion of the fund. If there are any questions or if the BOS has further instructions, call me at 781-489-7511.

c. Acceptance of Gifts - DPW

Enclosed please find an email from Cricket Vlass noting several donations to the Town for spring bulbs and a bench. The bulbs will be planted in various locations, and the bench will be installed adjacent to Benvenue Street at the entrance to Beebe Meadow.

MOVE that the Board accept a gift of \$1,320.00 from Joan Minklei and her neighbors for the purchase and installation of a bench adjacent to Benvenue Street at the entrance to Beebe Meadow.

Robinson, Blythe

From: Vlass, Cricket
Sent: Tuesday, November 13, 2018 2:36 PM
To: Robinson, Blythe
Cc: Monta, Justin
Subject: Donations

Hello Blythe,

The Park Division has received a donation of daffodil bulbs from Joan Minklei (and neighbors). Joan purchased them for \$400.00 and the DPW planted them in Beebe Meadow. In addition, Joan and her neighbors have donated \$1,320.00 for the purchase and installation of a bench. The DPW will install the bench adjacent to Benvenue St at the entrance of Beebe meadow.

Carole Epstein has donated \$225.00 for daffodil and tulip bulbs that she and I planted on the traffic island on Weston Rd at Cleveland Rd. I believe this is Carole's 19th year of donating flowers in memory of her mother.

Let me know if you would like me to direct donation notifications to anyone else in your office.

Take care,
Cricket

Cricket Vlass, Landscape Planner
Town of Wellesley
Department of Public Works
Park & Highway Division
30 Municipal Way
Wellesley Hills, MA 02481
Tel: (781) 235-7600 X3332
Fax: (781) 431-7569
E-mail: cvlass@wellesleyma.gov
Town Website: <http://www.wellesleyma.gov/>

I am in the office on Mondays, Tuesdays and Thursdays.

When responding please be advised that the Town of Wellesley and the office of the Secretary of State has determined that email could be considered a public record.

10. 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:

- ❖ There are no items of correspondence in your packet for review this week!!