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TOWN OF WELLESLEY



MASSACHUSETTS

BOARD OF SELECTMEN

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

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 BLYTHE ROBINSON
 EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

SELECTMEN'S MEETING*TENTATIVE AGENDA*

Juliani Room, Town Hall

7:00 P.M. Monday, February 6, 2017

1. 7:00 Citizen Speak
2. 7:05 Executive Director's Update
 - Minutes
 - Gifts
 - Appointments
 - i. Local Inspector
 - ii. Dog Hearing Officer
3. 7:10 Presentation on Wellesley Square Wayfinding Recommendations
4. 7:25 Fire Department Update
5. 7:45 Public Hearing to Modify Common Victualler Traffic Requirements
6. 7:55 FY18 Budget Update
7. 8:05 Discuss Community Compact
8. 8:15 Old/New Business
9. 8:20 Executive Session
 - To discuss lease negotiations with respect to 900 Worcester Street

Next Meeting Dates: Monday, February 13th
 Monday, February 27th
 Monday, March 6th

2/3/2017

Black regular agenda items

Board of Selectmen Calendar – FY17

Date	Selectmen Meeting Items	Other Meeting Items
2/6 Monday		Public Zoning Hearing Great Hall 6:30 pm
2/8 Wednesday		UP Steering Committee 7 pm- Wakelin Room
2/9 Thursday		HHU-Vote on Upham or Hardy
2/13 Monday	Meeting Fy18 Budget Update 7:00 Takara - Change in Directors (7:35) CK Shanghai - Change in Directors (7:40) Zoning Citizen Petition - Stanley Brooks 7:45	
2/16 Thursday		HHU Public Forum 7-9pm Wakelin Room
2/20 Monday	Town Hall Closed	
2/27 Monday	Meeting Brook/Benvenue – Discuss Financing and Plan Great Plain Ave scope discussion Wellesley Media Corp – Filming Locations Possibly Call STM	
3/6 Monday	Meeting Energy Update – Allan Hebert TPC Update? HHU Update	
3/7 Tuesday	Town Election	
3/13 Monday	No Meeting – Wellesley Club Town Affairs	
3/14 Tuesday	Meeting	
3/20 Monday	Meeting	
3/27 Monday	ANNUAL TOWN MEETING BEGINS	
3/28 Tuesday	Annual Town Meeting	
4/3 Monday	Annual Town Meeting	
4/4 Tuesday	Annual Town Meeting	

2/3/2017

Black regular agenda items

<i>Date</i>	<i>Selectmen Meeting Items</i>	<i>Other Meeting Items</i>
<i>4/12 Wednesday</i>	<i>Annual Town Meeting</i>	
<i>4/17 Monday</i>	<i>Town Hall Closed – Patriots Day</i>	
<i>4/24 Monday</i>	<i>Annual Town Meeting Cochituate Aqueduct Leases?</i>	
<i>4/25 Tuesday</i>	<i>Annual Town Meeting</i>	
<i>5/1 Monday</i>	<i>Possibly ATM Cochituate Aqueduct Leases?</i>	
<i>5/2 Tuesday</i>	<i>Possibly ATM</i>	

Notes*Quarterly updates*

- *Traffic Committee (Deputy Chief Pilecki)*
- *Facilities Maintenance (Joe McDonough)*

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BLYTHE C. ROBINSON
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

MEMORANDUM

DATE: February 3, 2017
TO: Board of Selectmen
FROM: Blythe Robinson, Executive Director
SUBJECT: February 6, 2017 - Agenda Background

The meeting will begin at 7:00 PM tonight, our usual time. We have scheduled an executive session to discuss the 900 Worcester project, assuming that we make good progress on this matter prior to the meeting.



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 EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

MEMORANDUM

DATE: February 3, 2017
 TO: Board of Selectmen
 FROM: Blythe C. Robinson, Executive Director *BCR*
 SUBJECT: Weekly Report

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

- We are in the process of putting up on the Town's website a "tax calculator" for residents to use to gain a perspective of what the HHU project might cost in new taxes for several of the scenarios being discussed. There are a number of caveats to the figures that will be generated, and it can't be considered an absolute fact that people would in fact pay the amount that this tool will provide. But it will provide an order of magnitude based on these assumptions as requested.
- Please keep in mind that if we decide to schedule a special town meeting "inside" the annual meeting on March 28th, we need to open a warrant no later than February 27th in order to meet the deadlines of the local paper.
- Also on the topic of Town Meeting, Terry has confirmed two additional nights of May 1st and 2nd should we need them, which are a Monday and Tuesday.
- We got an update on the Tolles Parson project from Gayle this morning - right now they are working towards a September 30th completion date as the building is enclosed and construction is going well.
- MLP reports that by the end of the month they will have deployed a sample of new LED streetlights on Croton, Weston Road and Donizetti as part of their pilot program to switch from the high pressure sodium fixtures. They'll take feedback after that for any changes they might make. If all goes well, the 3,111 lights could be replaced by the end of the calendar year.
- The Unified Plan group is looking to have an inter-board meeting in March prior to the Annual Town meeting to have a vote on the Town's vision, so we should talk about scheduling of that.
- I was contacted by special counsel for the Town of Upton that a former employee has filed an action in US District Court against the Town of Upton seeking damages from the Town. He is alleging discrimination on the basis of age and disability. The civil action names myself as the Town Manager at the time. The Town of Upton is insured by MIIA, and they will be providing me with Counsel for this matter. If they are not able to dismiss the case,

there may be a requirement that I participate in discovery or depositions at some point. I've advised Tom Harrington of this matter as well, and hopefully it will require little or none of my time while in Wellesley. This former employee had taken his case to the MCAD and they while they had found probable cause to hear it, their decision was in favor of the Town, which was upheld upon appeal.

- The passport parking system is being updated with license plate numbers for 20,000 vehicles registered to residents of Wellesley. Town Counsel has signed off on the release of the information, and it is now up to the contractor to load it and go live. Once that final step is done we will be updating the website with information about the system.
- I had a positive meeting with some of the members of the Sustainable Energy Committee this week. They brought me up to speed on some of the programs they are working on and items that they need assistance with. We strategized on how to develop the energy reduction plan that will be required in order for the Town to apply for Green Community status this fall, and the difficulties they are having with the food diversion program that is going well at Bates and that the Health department is concerned about. I've reached out to my colleagues from Upton on both of these topics for their assistance and input, and I think we can help our committee here meet their goals.
- Meghan and I met with both Tom Frisardi and Peg Metzger this week to discuss the upcoming annual town meeting as he gears up to step into the role of Moderator.
- I attended the Retirement Board's meeting on Tuesday to meet them and learn what is on their agenda. I am very impressed with the work they have done over the years to ensure that the pension fund and OPEB liability are being addressed responsibly. As you know the funding of these two systems are very important to the Town's overall financial health, and Wellesley is far ahead of its peers in managing these matters.
- I had a good meeting this week with Stephen Beach and Don Kelly from the Wellesley Community Center. They wanted to bring me to speed on what they do and what they have to offer. They see the COA moving later this year to its new home as both a loss and an opportunity with things they are working on developing at the center. I think it would be helpful to have them in for a short presentation in the spring to have them talk about their plans and how we can all work together on new opportunities.
- The process to resolve issues with the High School heating system continues. FMD will be doing a test shortly to tape the pipes and perform some testing to see if they are at issue. If so the replacement of those can be accomplished for less than the dollars set aside for the project. We are all anxious to resolve this in a timely fashion given how long ago the building was completed. Excess funds from this project could be applied to the Tolles Parson project.
- A heads up that Wellesley Media will be doing work in the Great Hall the week of February 20th to install new equipment and a screen that will improve their ability to tape meetings in this room. This week will have the least impact on users since it is also school vacation. There will also be some equipment changes in the Juliani room afterwards.
- Now that the warrant has been put to bed we have turned our attention to the motions, which are due in our office by March 3rd. We'll also be gearing up to develop a draft of the TWFP, and assist the Advisory Committee with the production of their report.
- Included in your packet is a mockup of the home page for the new website. Lots of thought has gone into making it easier for users to navigate, making the page "cleaner", and ensuring that items on the home page relate to the things people visit our site most often to obtain.

1. Citizen Speak

2. Executive Director's Report

Included in your packet is a short weekly report for items that may be of interest to you from the past week. Also included are the minutes from the last meeting and a list of Council on Aging donations that require your approval to accept.

- Minutes – the minutes of the January 30th are included for approval.
- There are several donations that have been made to the COA's volunteer driver's program and COA bus fund that require acceptance
- Appoint Local Building Inspector – included in your packet is the State form which needs to be executed to appoint Bernard Ashley to this position effective February 6th. This appointment is recommended by HR and the Building Official.
- Appoint Dog Hearing Officer – With the retirement of Hans, the position of dog hearing officer must be filled. The Board renews this appointment on an annual basis with the Executive Director.

Minutes:

MOVE to approve the minutes of the Board of Selectmen meeting January 30, 2017.

Council on Aging Donations:

MOVE to approve donations to the Council on Aging in the following amounts:

- \$85 to the Volunteers Drivers Program
- \$8 to the COA Bus Fund

Local Building Official Appointment

MOVE to appoint Bernard Ashley to the position of Local Building Official for the Town of Wellesley effective February 6, 2017.

Dog Hearing Officer

MOVE to appoint Blythe Robinson as the dog hearing officer for a term expiring June 30, 2017.



Board of Selectmen Meeting: January 30, 2017
Present: Murphy, Freiman, Gibbs, Searle, Morgan
Also Present: Robinson, Jop

Meeting Called to Order: 6:30pm

1. Swearing in Ceremony of Jack Pilecki as Chief of Police

Deputy Chief Jack Pilecki and Chief Terrence Cunningham joined the Board. Chief Cunningham briefly reviewed his history with Deputy Chief Pilecki over the years. The Board briefly expressed their pleasure regarding Deputy Chief becoming the new Chief of Police.

Upon a motion by Mr. Murphy and seconded by Ms. Gibbs the Board voted (5-0) to ratify the contract between the Town of Wellesley and appoint Police Chief Jack Pilecki for the period beginning February 6, 2017 and ending June 30, 2020.

Chief Pilecki thanked the Board. Town Clerk, Kathleen Nagel performed the swearing in of Chief Pilecki. Chief Pilecki was formally pinned by Chief Cunningham.

2. Citizen Speak

None

3. Executive Director's Update

Ms. Robinson briefly updated the Board on activities during the past week.

Minutes

Upon a motion by Mr. Murphy and seconded by Ms. Gibbs, the Board voted (5-0) to approve the minutes of the Board of Selectmen meeting January 24, 2017.

One Day Special License

Upon a motion by Mr. Murphy and seconded by Ms. Gibbs, the Board voted (5-0) to approve a One Day License for Babson College on March 3, 2017 in the Sorenson Center Upper Lobby for the Babson India Symposium.

4. FY18 Budget Update

Sheryl Strother, Finance Director joined the Board. Ms. Strother briefly updated the Board on the current status of the FY18 Budget. She noted that they had received word on the Governor's budget which was very close to the Town estimate. She briefly reviewed some changes and noted that the current deficit is now \$1.6 million. The Town is waiting to learn the School Committee voted budget, but are hopeful that it would be favorable to the deficit. Staff is continuing to work with departments to bring down the totals for those who are out of guidelines. Ms. Strother noted that she would be back on February 13, 2017 to give the Board a further update on the budget after some additional numbers received.

5. Route 9 Enhancement Study Plan and Presentation

Michael Zehner, Planning Director joined the Board. Mr. Zehner briefly reviewed the Route 9 Enhancement Study and Plan. He discussed the basis for the Planning Board wanting to study the corridor noting that Route 9 is viewed as both an asset and a barrier. He noted that the goal of the plan is for the Town to advocate its interest in terms of functionality and form of the roadway to MassDOT. He reviewed public participation, phases of the plan and reviewed the next steps. The Board asked questions and discussed the plan. Ms. Freiman noted the Board would think about this issue and discuss it further at a future meeting.

6. Discuss Annual Town Meeting Articles

The Board discussed Town Meeting articles including the Demo Delay Bylaw. Grant Brown of the Historical Commission approached the Board. Mr. Brown responded to some of the concerns in regards to the discussion on the Demolition Delay Bylaw. Josh Dorin of the Historical Commission joined the Board to answer questions posed by Board members.

David Himmelberger joined the Board to discuss the citizen petition, Article 42 on the placement of trash receptacles. Mr. Himmelberger briefly reviewed the petition and the reason for the petition. The Board had some questions regarding the extent of this issue.

7. Old/New Business

Lise Olney from NRC, Regina Larocque, Ellen Korpi, and Raina McManus joined the Board. Ms. Olney briefly discussed the possibility of a gas leaks public forum on March 21. She discussed their concerns regarding gas leak in the area and briefly reviewed the details of a gas leak tour she had taken. She noted that another reason for the forum is to give residents a chance to hear from National Grid directly. Ms. Olney questioned whether the Board would want to preside over this forum. The Board agreed to preside over the forum.

8. Executive Session

The Board was polled all aye to go into executive session to discuss strategy with respect to collective bargaining with all unions.

The Board was polled all aye to go into executive session to discuss lease negotiations with respect to 900 Worcester Street.

The Board of Selectmen Meeting went into the first Executive Session at 8:48 pm.

The Board of Selectmen Meeting went into the second Executive Session at 9:05 pm.

The Board of Selectmen Meeting was adjourned at 9:18 pm

Documents Presented

- Gas Leaks Forum Presentation

The following gifts have been made to the Wellesley Council on Aging and must be accepted by the Board of Selectmen:

These donations have been made to the Wellesley Council on Aging specifically for the COA bus service. When the COA bus is used for local day trips, participants are encouraged to make small donations to support the COA Transportation program.

Account # 29054139-483000-COABU

Updated 1/26/17

Elaine Pipes	\$1.00
Helen Turner	\$1.00
Tess Griffin	\$3.00
Jane Breede	\$3.00

Total donations to COA BUS = \$8.00

The following donations were made to the Wellesley Council on Aging and must be accepted by the Board of Selectmen:

Updated 1/26/17

The following donations were specific to the COA Volunteer Drivers Program: (deposited to COA account: 29054139-483000-CADRV)

Catherine Pukatch	\$25.00
Nancy Clancy	\$25.00
Sr. Joanne Kmiec	\$35.00

Total donations for Volunteer Drivers Program = \$85.00



Commonwealth of Massachusetts

The Building Official Certification Committee

New Employee Report Form

s/bbrs/nureport2016(4)

In accordance with 780 CMR R7, the "Rules and Regulations for the Certification of Inspectors of Buildings, Building Commissioners and Local Inspectors", all municipalities are required to report to the Board the name of any individual who is appointed as a building code enforcement official. Once reported, a file is created at the Office of the Board with the individual's name and date of hire. This file serves as the individual's official record for the maintenance of his/her certification, once received. It is the responsibility of the individual seeking certification and the hiring municipality to ensure that all aspects of the certification process are met. 780 CMR R7 defines all requirements of the certification program. *Building Commissioner and Inspector of Buildings shall first be certified as a Local Inspector prior to being appointed by a municipality.*

Return To: Department of Public Safety . Attn: Kimberly Spencer . 50 Maple Street - Suite One . Milford, MA 01757
or email to: Kimberly.spencer@state.ma.us **or fax to:** 508-422-1954 **Questions:** 508-422-1962

Name of new employee <u>Bernard Ashley</u>		Cell Number (optional)
Name of municipality <u>Town of Wellesley</u>		Date of Appointment To current Position
Work Address: No. & Street <u>525 Washington St</u>		
City or Town <u>Wellesley, MA</u> Zip <u>02462</u>		Business Phone Number <u>781-431-1019</u>
E Mail		Business Fax Number <u>781-253-5724</u>
Position - Please check only one: <input type="checkbox"/> Building Commissioner \ Inspector of Buildings* <input checked="" type="checkbox"/> Local Inspector <small>*Must have Local Certification, at the minimum (780 CMR R7.1.7.4)</small>		
Is the new employee certified as a building official in which the appointment is for?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Municipalities new employee is also currently employed with:

The Board of Building Regulations and Standards recognizes the appointing authority as the Mayor in a city and the Chairman of the Board of Selectmen in a town (per MGL c 143 § 3).

I _____ the Appointing Authority,
Name (please print) Title **

hereby confirm that I have read and understand the minimum requirements of MGL c 143 § 3 regarding qualifications for building code enforcement officials. In signing this form, I attest to the fact that the candidate herein identified meets/exceeds such qualifications for the position for which he/she is being appointed.

Signature of Appointing Authority _____ Date _____

**** If the appointing authority is not the Mayor or Chairman a copy of the vote of appointment and the city or town bylaws, charter or ordinance showing that the appointing authority is the chief administrative officer who makes all appointments shall be submitted along with this form.**

Notary Public _____ Date _____

Expiration of Commission _____ Seal _____

TO BE COMPLETED BY NEW EMPLOYEE ~ Conditional Inspector NOT already certified as a building code enforcement official

MA-RMV photo release signature: _____ Date of Birth: ____/____/____ CSL# _____
 Or SS#: _____

AUTHORIZATION FOR RELEASE OF RMV INFORMATION: My signature above, or a photocopy thereof, authorizes the Department of Public Safety to electronically access my photograph from the Massachusetts Registry of Motor Vehicles database for use on this application. Individuals who do not hold a Massachusetts drivers license please submit a color Passport Photo 2 x 2 inches in size taken within the past 6 months showing current appearance.

FOR OFFICE USE ONLY

Date Qualifications Accepted: _____ Date Qualifications Denied and Reason: _____

3. Presentation on Wellesley Square Wayfinding Project Recommendations

Heather Lamplough from the Planning Department will be present to review with the Board the results of the grant funded wayfinding signage project. The Wayfinding Committee was comprised of representatives from the Selectmen, DPW, Merchants, Commercial Property Owners, Design Review Board, Planning Board, Historical Commission, and Police. The recommendation has already been presented to the Design Review Board and they have given their approval, so the next step is review by the Board of Selectmen. The project will be seeking funds for final design and fabrication. Several funding mechanisms exist including traffic and parking fund. An application is being submitted to the Fund for Wellesley for funds as well. A copy of the presentation for this project is included in your packet.





MEMORANDUM
Town of Wellesley – Planning Department

To: Board of Selectmen
From: Heather Lamplough, Senior Planner
Date: February 2, 2017
Re: Wellesley Square Wayfinding & Branding Project

In March, the Town was awarded an FY2016 Massachusetts Downtown Initiative (“MDI”) Technical Assistance grant, which provides up to \$10,000 worth of consultant services to assist with the development of a wayfinding plan for Wellesley Square. This grant has awarded the Town the opportunity to utilize a professional consultant for the development of a professionally designed brand, the establishment of realistic cost estimates, and the creation of a strategic plan for the location and installation of wayfinding signage based on best practices.

The overall goal of this Wayfinding and Branding Project is to “*ensure the continued vibrancy and long-term vitality of Wellesley Square, its tenants, and its property owners for the benefit and enjoyment of the Town, its residents, and visitors.*” The ability to attract more visitors, students, retailers, restaurants, and business opportunities to Wellesley Square will expand sales and create jobs while maintaining the village character. It is believed that development of a unifying brand and comprehensive wayfinding signage program will result in improved placemaking, visitor orientation, and overall economic development benefits.

The Wellesley Square Wayfinding & Branding Project Committee has been meeting monthly since June with our assigned consultant Mark Favermann of Favermann Design. The Project Committee includes representatives from the Design Review Board, the Planning Board, the Board of Selectmen, the Historical Commission, the Trails Committee, the Wellesley Square Merchant’s Association, a property owner in Wellesley Square, and a staff person from the Police Department, the Department of Public Works, and the Board of Selectmen’s Office. The Committee has developed a brand identity, refined the signage design, and has made recommendations for the wayfinding signage locations within Wellesley Square.

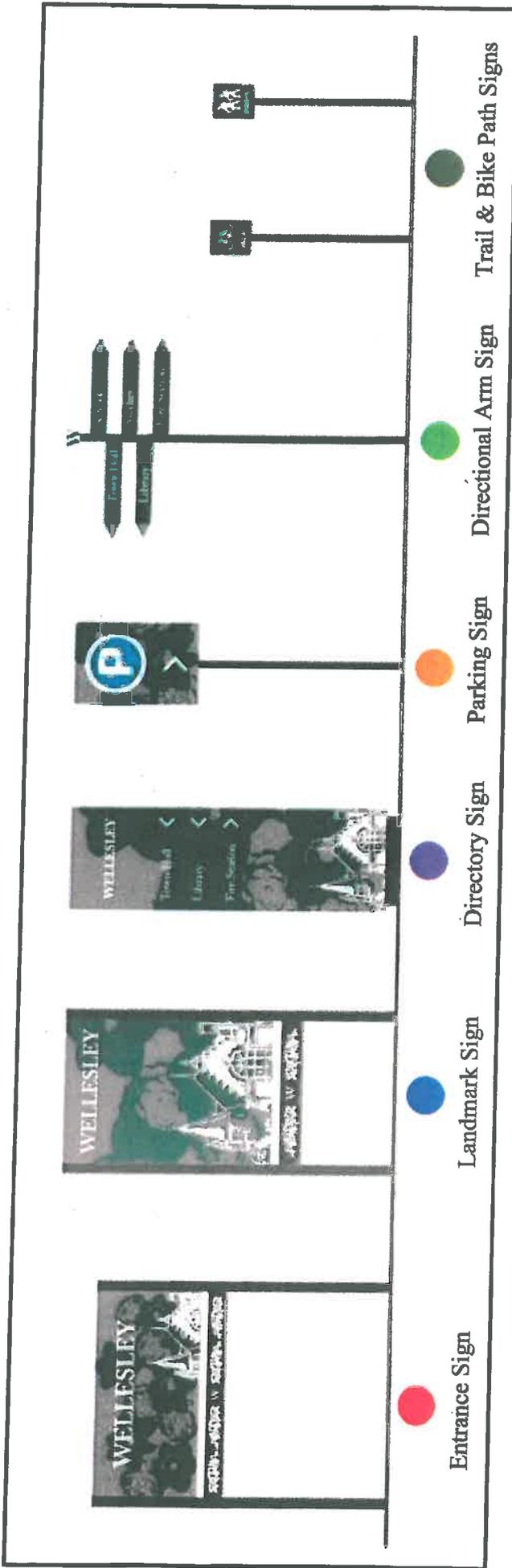
The Design Review Board reviewed the project at a meeting on January 22, 2017 and voted unanimously to recommend approval of the project with the recommendation that the [map] kiosks are moved into Phase I of the project.

Attached Documents:

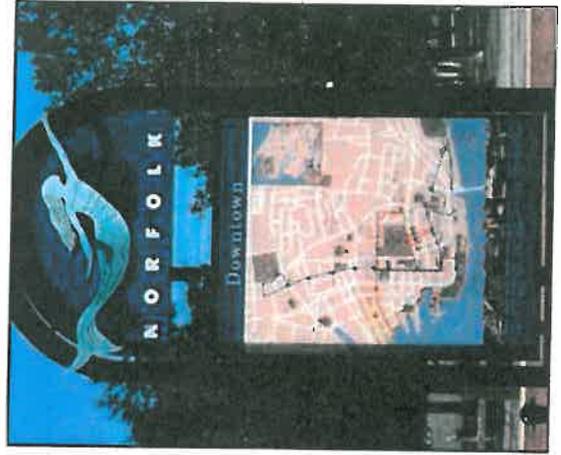
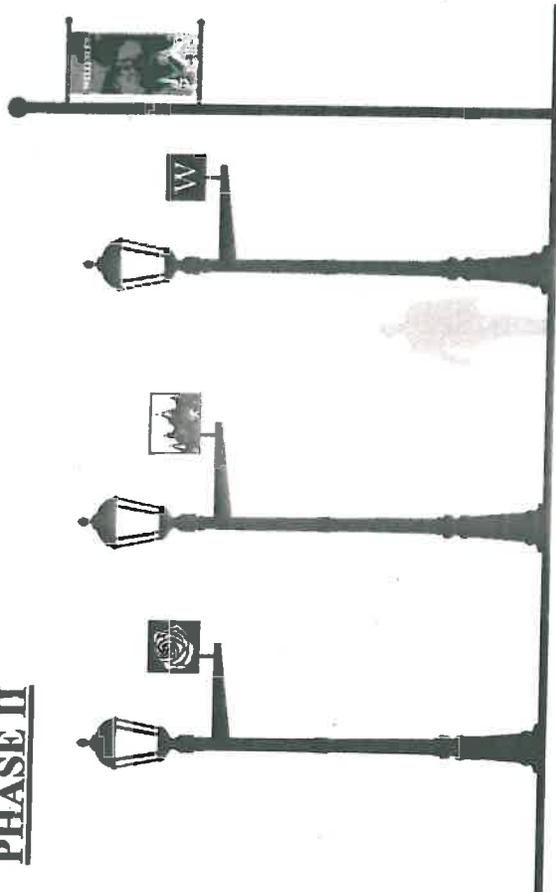
1. Map of Recommended Sign Locations;
2. Illustrated Map Legend;
3. Sign Element Cost Estimates, prepared by Favermann Design, dated 11/03/16;
4. Estimated Cost of Phase I Signage for Wellesley Square



PHASE I



PHASE II



*Examples of custom designed kiosk directory signs



FAVERMANN DESIGN
16 ABERDEEN ST., BOSTON, MA 02215
617 247 1440 FAX 617 247 1945

11/3/16

Town of Wellesley, MA Sign Element Cost Estimates

Notes:

1. All costs stated are only estimates and are subject to vendor variation.
2. All costs are for a single element.
3. Fabricators/installers could have varying estimates based upon sizes and types as well as volume of elements ordered.
4. Certain elements (interpretive signs and kiosks) are as yet not designed. Their designs will effect pricing.
5. All prices are installed pricing.

Wayfinding & Sign System Elements:

A. Entrances and Gateways	\$1200 to \$1750/ea.
B. Directional Signs	
(1) Pylon	\$1500 to \$1850
(2) Sign with Pole	\$ 700 to \$950
(3) Directional Arm Sign	\$ 950 to \$1500-dependending on arms
C. Parking Signs	\$ 350 to S 750
D. Site Signs	\$ \$950 to \$1500
E. Secondary Signs	\$ 150 to \$ 650 (depending upon size)
F. Secondary Site Signs	\$ 750 to \$1100
G. Tertiary	
(1) Bike Paths	\$ 100 to \$ 170
(2) Historic Markers	\$ 250 to \$ 450
(3) Trail Markers	\$ 100 to \$ 200
(4) Interpretive Signs	N/A
(5) Kiosks	N/A

ESTIMATED COST OF PHASE I SIGNAGE FOR WELLESLEY SQUARE

Sign ID #	Sign Type	Location	Cost - Low Estimate	Cost - High Estimate
	● Directional Sign	SE corner of Central Street and Cross Street	950	1500
	● Directional Sign	SW corner of Church Street and Abbott Street	950	1500
	● Directional Sign	SE corner of Central Street and Abbott Street	950	1500
	● Directional Sign	SW corner of Church Street and Washington Street	950	1500
	● Directory Sign	NE corner of Central Street and Crest Road	1500	1850
	● Directory Sign	SW corner of Central Street and Washington Street	1500	1850
	● Landmark Locator Sign	NE corner of Grove Street and Railroad Avenue	950	1500
	● Landmark Locator Sign	NW corner of Washington Street and Wellesley Avenue	950	1500
	● Parking Sign	NE corner of Weston Road and Central Street	350	750
	● Parking Sign	SE corner of Weston Road and Central Street	350	750
	● Parking Sign	SE corner of Weston Road and Cross Street	350	750
	● Parking Sign	SE corner of Central Street and Cross Street	350	750
	● Parking Sign	SE corner of Church Street and Waban Street	350	750
	● Parking Sign	NW corner of Central Street and Crest Road	350	750
	● Parking Sign	NE corner of Central Street and Railroad Avenue	350	750
	● Parking Sign	Church Street, midway between Washington Street and Abbott Street	350	750
	● Parking Sign	SE corner of Church Street and Washington Street	350	750
	● Parking Sign	NE corner of Grove Street and Washington Street	350	750
	● Parking Sign	SE corner of Washington Street and Cameron Street	350	750
	● Trail Sign	NE corner of Grove Street and Railroad Avenue	100	200
	● Trail Sign	NW corner of Washington Street and Wellesley Avenue	100	200
	● Trail Sign	SW corner of Weston Road and Central Street	100	200
	● Wellesley Square Entrance Sign	SE corner of Weston Road and Central Street	1200	1750
	● Wellesley Square Entrance Sign	NE corner of Weston Road and Washington Street	1200	1750
	● Wellesley Square Entrance Sign	SW corner of Linden Street and Crest Road	1200	1750
	● Wellesley Square Entrance Sign	NW corner of Washington Street and Cameron Street	1200	1750
TOTAL COST ESTIMATES			17650	28550



4. Fire Department Update

Chief DeLorie will be present to discuss with the Board a variety of issues concerning his department including the status of his budget for this fiscal year.



5. Public Hearing - Modifications to the Town's Common Victualler Traffic Requirements

As you may recall, the owners of Cocobeet approached the Town last year seeking a waiver from the regulations on the Rules and Regulations Governing Common Victualler Licenses, specifically traffic and parking Information in order for their business to be in compliance. It was determined that a modification to the Rules and Regulations Governing the Common Victualler Licenses was necessary as to when a traffic impact study and site parking analysis would be required. Included in your packet is a copy of the proposed regulations as modified for the Board's consideration. Staff has worked with Beta Group to draft the regulations. The version presented to the Board in November is the current version presented for the public hearing. Staff recommends approval of the modification to the regulations.

MOVE to adopt the modifications to the Common Victual Traffic Requirements as presented.



TOWN OF WELLESLEY



MASSACHUSETTS

BOARD OF SELECTMEN

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

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BLYTHE ROBINSON
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

Public Hearing Notice

The Board of Selectmen will be holding a public hearing to discuss modifications to the regulations on the Rules and Regulations Governing Common Victualler Licenses, Traffic and Parking Information, to modify the standards for the conduct of a Traffic Impact Study and Site Parking Analysis on Monday, February 6, 2017, at 7:45 p.m. in the Felix Juliani Meeting Room, Town Hall. The proposed regulations are available for review at the Selectmen's Office or <http://www.wellesleyma.gov>

Public comment is invited. Written comment may be submitted to mjop@wellesleyma.gov or to the Board of Selectmen, or Town Hall, 525 Washington Street, Wellesley, MA 02482.

**TOWN OF WELLESLEY REQUIRED
TRAFFIC & PARKING INFORMATION FOR
COMMON VICTUALLER LICENSE**

No Common Victualler License will be approved until the applicant provides all applicable traffic and parking information listed below; and none will be approved until all issues and concerns have been addressed to the satisfaction of the Board of Selectmen.

INFORMATION REQUIREMENTS

No Change of Use (e.g., restaurant to restaurant with no increase in seating, etc.):

- Explanation on application form stating how much parking is needed, and how it will be provided;
- Letter of permission from owner if arrangements have been made to use a private parking lot (letter should state the conditions of the arrangement, i.e., number of spaces, time of use, length of agreement, and any restrictions).

Partial Change of Use (e.g., addition of alcohol license; increase in seating, etc.)

- Explanation on application form stating how much parking is needed, and how it will be provided;
- Letter of permission from owner if arrangements have been made to use a private parking lot (letter should state the conditions of the arrangement, i.e., number of spaces, time of use, length of agreement, and any restrictions);
- Site diagram showing building, location of parking, vehicular access, and pedestrian access;
- Explanation of how any negative impacts on current levels of traffic and parking will be mitigated.

Full Change of Use or New Use (e.g., clothing store to restaurant, etc.):

- Explanation on application form stating how much parking is needed, and how it will be provided;
- Letter of permission from owner if arrangements have been made to use a private parking lot (letter should state the conditions of the arrangement, i.e., number of spaces, time of use, length of agreement, and any restrictions);
- Site diagram showing building, location of parking, vehicular access, and pedestrian access;
- Traffic Impact Study and Site Parking Analysis, both to be done by a professional transportation engineer (see standards below);
- Comprehensive traffic and parking mitigation plans (3 copies each).

Waiver

The Board of Selectmen, at its discretion, may allow for a waiver of a Traffic Impact Study and Site Parking Analysis for Full Change of Use or New Use if the project meets the following criteria:

- **The New Use Traffic Impact Study and Parking Analysis is provided as part of a Project of Significant Impact Special permit.**
- **The Full Change of Use is under 1200 square feet and is determined by the Town's transportation engineer that the proposed use will generate equal or fewer trips and require less parking than the most recent use being replaced. In granting the waiver, the Board of Selectmen may require the applicant to submit a monitoring report 3 months post opening for review.**

Standards for the Conduct of a Traffic Impact Study and Site Parking Analysis:

- The professional transportation engineer will conduct any and all studies and analyses in accordance with industry standards as set forth by: United States Department of Transportation, Federal Highway Administration; Massachusetts Highway Department; Massachusetts Department of Environmental Protection Agency; and, Institute of Transportation Engineers. In cases where there are varying levels of standards, the transportation engineer will utilize those not commonly used, or mandated by law. Supporting data or documents should also be provided to quantify the use of a particular standard.
- For trip generation purposes where an establishment is not clearly defined in the ITE Trip Generation Manual, the transportation engineer shall collect sample data from at least 3 similar establishments, to calibrate the trip generation projection.

Notwithstanding the foregoing, the Board of Selectmen, at its discretion, may require a Traffic Impact Study or Site Parking Analysis in situations involving **No Change of Use** or **Partial Change of Use**. All studies, analyses, and plans may be evaluated by the Town's contracted transportation engineer.

6. FY18 Budget Update

Included in the packet is the latest version of the budget for FY 2018 which reflects a deficit of \$ 1,604,207. There are no significant updates to the budget from last week's discussion at this point and the School Committee has not voted on any of their reductions. It would be helpful to confirm the Board's position on departments meeting the budget guidelines and that an override will not be requested this year.

We are still awaiting health insurance information which will be ready on February 9th. We have a sense that the increase will be higher than the 9% we are carrying at this point. Sheryl has projected that a 1% increase in the budget equates to \$143,353 which we should keep in mind. Sheryl will be at the meeting to discuss the overall budget with you.



7. Discuss State Community Compact Program

Enclosed with your packet is an overview of the State's Community Compact program. The purpose of this program is to incentive communities to adopt best practices to improve areas of their organization that they believe will be most beneficial. Baker administration started the program two years ago and to date they have signed up 270 communities of the 351 in Massachusetts. The Town can select up to three areas that it wants to work on, and the State will provide either technical assistance or a cash grant to carry out the work. The State has been budgeting \$2 million/year for the program. Once the Town and State have agreed on what will be done, the Lieutenant Governor will come out to Wellesley to have a ceremony to begin the compact work.

I would like to review the options with you and see if there is something you would like to explore over the coming year.





- Residents
- Employment
- Business
- Education
- Visiting & Recreation
- Government



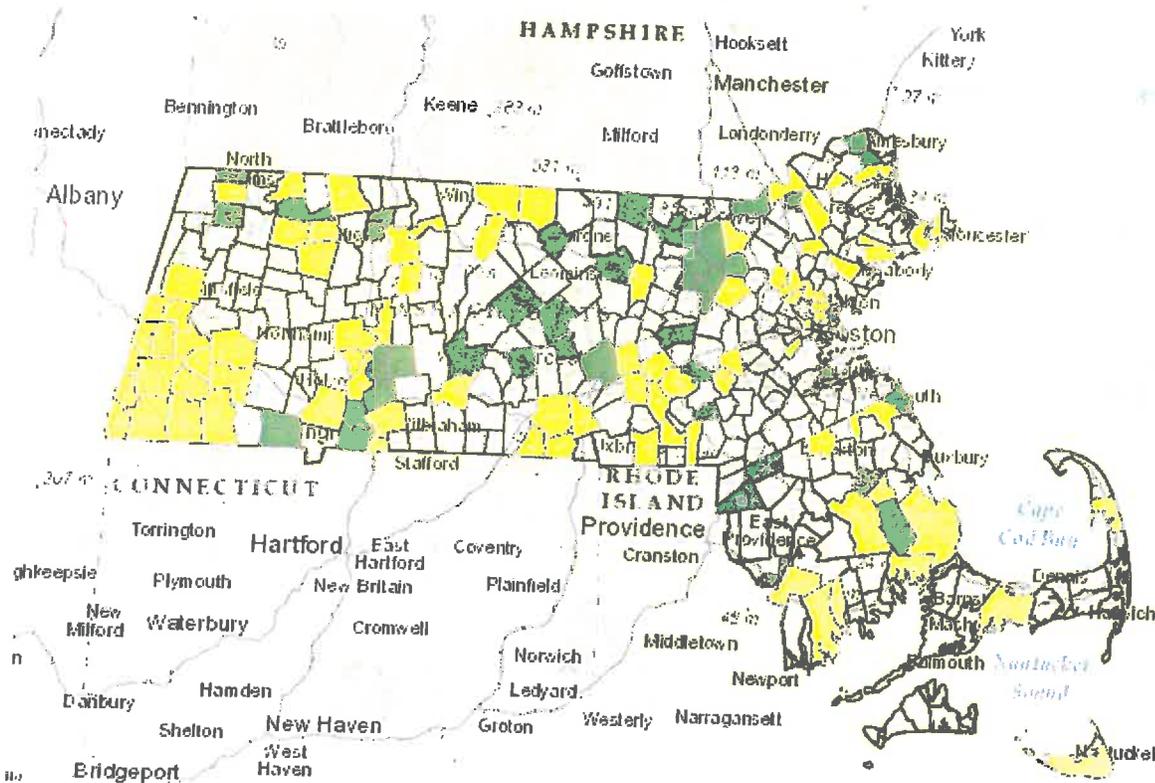
Mass.Gov Blog

The Official Blog of the Website of the Commonwealth of Massachusetts

The Massachusetts Community Compact Initiative

[Home](#) / [Government](#) / The Massachusetts Community Compact Initiative

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In January 2015, Governor Charlie Baker established the [Community Compact Cabinet](#) in order to strengthen partnerships between the administration and municipalities.

Since then, municipalities like Worcester, Acton, West Springfield, Attleboro, Adams, and Newburyport have joined the program, with [more than 40 community compacts signed](#) altogether, to promote improvements throughout Massachusetts. [Lieutenant Governor Karyn Polito](#) has visited more than 120 communities to talk about the program, and more than 125 cities and towns are in the application process. The [Office of the Governor](#) explains how the Community Compact works, what it can do for cities and towns, and how municipalities can apply.

What Is a Community Compact?

The [Community Compact](#) initiative gives Massachusetts cities and towns the chance to make needed improvements through collaboration with and support from the Commonwealth. Each compact is a voluntary, mutual agreement between the Baker-Polito Administration and the local government. The cabinet, headed by the Lieutenant Governor, enables the state to work closely with leaders from these municipalities to support public interests and develop mutual standards for governing effectively.

How Can the Program Benefit Towns and Cities?

The state offers incentives for communities that join the effort, including:

- A grant program for Compact Communities
- Extra points on certain grants
- Technical resources from the Commonwealth to help communities achieve their goals

How Do Towns and Cities Apply?

All cities and towns in Massachusetts are eligible to participate. Municipalities interested in [applying for a Community Compact](#) can submit an application online at any time. All cities and towns have the option of applying with a neighboring community by choosing the regionalization option in the application.

Once a municipality has decided that it wants to implement a Community Compact, local government leaders will need to take the following steps:

- **Choose Best Practices** — The community must choose one or more [best practice areas](#) it wants to implement. The city of Worcester, for example, has pledged to create a public communication and professional development strategy to help improve citizen engagement. Best practice areas fall under the following categories:
 - **Education** — Areas include professional development, higher education, and early education.
 - **Energy and Environment** — Areas include maximizing energy efficiency and renewable options, climate change mitigation and adaptation, and promoting local agriculture.
 - **Financial Management** — Areas include capital planning, reviewing financial management structure, and long-range planning/forecasting.
 - **Housing and Economic Development** — Areas include housing, infrastructure, and job creation and retention.
 - **Information Technology** — Areas include cyber security, citizen engagement, and transparency.
 - **Transportation and Citizens Safety** — Areas include adopting Safe Routes to School programs, adapting streets to accommodate people using all modes of transportation, and promoting safety and mobility for older drivers.
 - **Regionalization/Shared Services** — Includes compacts for municipalities who have submitted jointly with another community.
- **Review Goals** — The Commonwealth and the municipality will review the best practice areas together to make sure that they are focused on areas that need the most improvement.
- **Sign the Compact** — Once the goals have been approved, both parties will sign a [written agreement](#). The compact will include the [Commonwealth's commitments](#) to the city or town.
- **Implement Best Practices** — The community will implement the best practices within two years. The state's [Division of Local Services \(DLS\)](#) will monitor progress.

The Community Compact initiative enables the state to help municipalities make the improvements they need to better serve Massachusetts residents.

Comment below or tweet [@MassGov](#) with any questions about the Community Compact initiative.

 Written By:

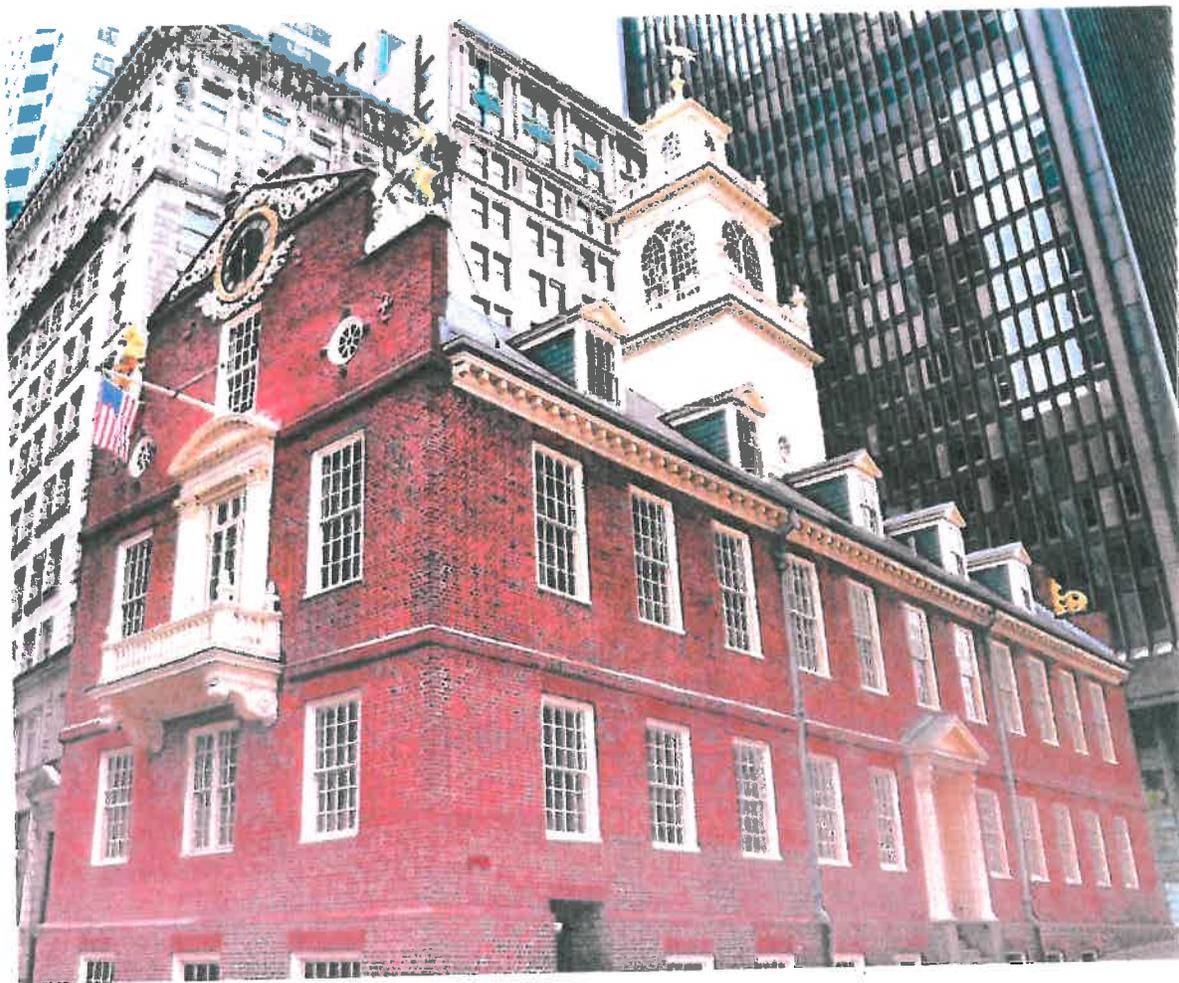
Mass.Gov Staff

Tags: [Charlie Baker](#), [community](#), [community compacts](#), [government](#), [governor baker](#), [Karyn Polito](#), [lieutenant governor polito](#), [positive impact in your community](#)

Recent Posts

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3 Fun Things to Do in Massachusetts over Presidents Day Weekend



George Washington's Birthday is observed on the third Monday in February every year. This year, it falls on Feb. 20. According to the National Archives, Congress declared his birthday a legal holiday in 1879 after years of unofficial celebrations to honor

Education Best Practices

Best Practice: Map community's priorities, funding and assessments for children from birth to age eight in order to better align resources and achieve greater impact.

Best Practice: Focus on college and career planning beginning in middle school and continuing through high school in order to ensure that all students have access to the opportunities that provide both experience and help to foster informed decisions about college and career pathways.

Best Practice: Maximize opportunities for students to access specialized vocational education through collaborations between regional vocational technical schools, comprehensive high schools and community colleges.

Best Practice: Understand projected changes in student enrollment and demographics and the impact of those changes on the school district's budget and operations in order to provide a district with the needed information to develop a strategic plan for its future.

Best Practice: Coordinate and communicate key student- and school-level data in real-time in order to inform decision-making and reporting.

Energy and Environment Best Practices

Energy Efficiency and Renewable Energy

- Best Practice:** Become a Green Community pursuant to M.G.L. c. 25A §10 to realize the energy & environmental benefits
- Best Practice:** Adopt Zoning for Renewable Energy to reduce GHG emissions and fuel costs
- Best Practice:** Expedite Permitting for Renewable Energy in order to provide clear and predicate approvals
- Best Practice:** Complete an Energy Use Baseline so that the community can set goals and track performance
- Best Practice:** Produce an Energy Use Reduction Plan that lists intended activities and the parties responsible
- Best Practice:** Purchase Fuel-Efficient or Electric Vehicles to increase vehicle efficiency and reduce GHG emissions and fuel costs
- Best Practice:** Encourage or Require Energy Efficient & Sustainable Construction to reduce energy & resource use in homes & businesses
- Best Practice:** Realize or Exceed a Green Community Obligation in order to further reduce emissions & costs
- Best Practice:** Obtain Green Community 2.0 Status in order to establish a municipal GHG reduction target
- Best Practice:** Construct Zero Energy Buildings to eliminate GHG emissions, reduce cost, & enhance resiliency
- Best Practice:** Provide Electric Vehicle Infrastructure to facilitate the purchase & use of electric vehicles
- Best Practice:** Complete a Community Energy Audit & Manage Energy Consumption to use energy effectively and save money
- Best Practice:** Undertake a Behavioral Effort to Reduce Energy Use to educate and inspire people to cut their energy use

Climate Change Mitigation

- Best Practice:** Plan Ahead to mitigate climate change by establishing goals, creating an action plan, assigning responsibility, and tracking progress
- Best Practice:** Use Renewable Energy instead of fossil fuels by generating or purchasing clean power and by zoning for renewable power generation
- Best Practice:** Increase Energy Efficiency in order to reduce power consumption, fuel costs, and GHG emissions
- Best Practice:** Promote Fuel Efficient Transportation to reduce municipal transportation emissions & those from people living/working in the community
- Best Practice:** Encourage Sustainable Development to reduce, through higher density & mixed-use, the number distance of car trips & resulting GHG emissions
- Best Practice:** Protect and Manage Natural Resources to reduce carbon emissions from loss of natural land cover and to encourage carbon sequestration
- Best Practice:** Reduce Municipal Solid Waste and Increase Recycling in order to reduce GHG emissions associated with solid waste disposal

Best Practice: Conserve Water & Increase the Efficiency of Municipal Water/Wastewater Systems as they consume a lot of energy

Climate Change Adaptation & Resilience

- Best Practice:** Protect Vulnerable Populations to decrease risk to people who are more susceptible to climate change effects & less able to adapt
- Best Practice:** Inventory Existing Resources & Assess Vulnerabilities to enable the community to prioritize climate change adaptation strategies
- Best Practice:** Plan for Climate Change Adaptation to assess cost, risk, and potential solutions and produce a plan of action to enhance municipal resiliency
- Best Practice:** Implement Structural Improvements & Nature Based Approaches to protect buildings and infrastructure
- Best Practice:** Encourage Sound Land Use that minimizes risk and costs associated with climate change for new development and redevelopment projects
- Best Practice:** Prepare for Emergencies by completing an Emergency Management Plan or otherwise readying the community for storm events

Sustainable Development and Land Protection

- Best Practice:** Complete a Master or Open Space & Recreation Plan to guide land conservation & development decisions including zoning & land acquisition
- Best Practice:** Zone for Natural Resource Protection, Transfer of Development Rights, Traditional Neighborhood, or Transit Oriented Development
- Best Practice:** Adopt a Tree Retention Bylaw to preserve tree cover when a parcel is subdivided or redeveloped
- Best Practice:** Invest in Land Conservation or Park Creation/Restoration to protect key parcels of land from development & provide recreational opportunities
- Best Practice:** Enhance Consistency with a Land Use Priority Plan to achieve shared local, regional, and state land conservation & development goals

Water Resource Management

- Best Practice:** Require Localized Flood Protection Best Practices to manage water movement & protect lives, public safety, infrastructure, & critical assets
- Best Practice:** Implement Stormwater Management Measures so that land use regulations help promote infiltration, control flooding, and reduce pollution
- Best Practice:** Manage Water System Assets so that the condition of infrastructure is known & a plan for regular maintenance & rehabilitation is implemented
- Best Practice:** Complete Water Audits & Mitigate Leaks to reduce distribution system water losses and associated budgetary & environmental impacts
- Best Practice:** Protect Public Water Sources in order to reduce potential threats to water quality and the public health of system customers
- Best Practice:** Implement Water Conservation Measures to ensure long-term water resource sustainability, enable growth, & avoid new source development

- Best Practice:** Address Infiltration and Inflow to reduce unintended storm and waste water in the system and the cost of treating it
- Best Practice:** Implement Energy Efficiency Measures and Generate Clean Energy to reduce energy bills and GHG emissions
- Best Practice:** Utilize Advanced Financing Tools such as an enterprise fund, stormwater utility, or water bank to finance water/waste/storm water systems
- Best Practice:** Establish Full Cost Pricing so that users pay the true cost for all aspects of water, sewer, or storm water management & service delivery
- Best Practice:** Institute an Inter-Municipal Agreement in order to realize the economic and technical efficiencies of a regional approach to water infrastructure

Waste Management

- Best Practice:** Enhance Waste Ban Compliance so that recyclable and hazardous materials are diverted from the waste stream and reused or recycled
- Best Practice:** Develop Waste Contracts that are fiscally, environmentally, and otherwise beneficial to the community
- Best Practice:** Reduce Municipal Solid Waste and Increase Recycling by following smart waste practices

Site Cleanup

- Best Practice:** Complete a Brownfields Inventory so that the community is aware of all abandoned & underutilized properties & can develop plan of action
- Best Practice:** Conduct Site Assessments to determine the nature and extent of contamination and develop a plan of action
- Best Practice:** Clean Sites to prevent further releases or the spreading of contaminants and to bring sites back into productive use
- Best Practice:** Offer Tax Incentives to help property owners finance sometimes expensive site assessment and remediation
- Best Practice:** Update Regulations to remove barriers to redevelopment and encourage productive reuse of brownfield sites
- Best Practice:** Track Cleaned Sites with Activity and Use Limitations in order to ensure that future property uses don't endanger public health
- Best Practice:** Engage & Educate Property Owners and the Public to enhance citizen safety and understanding of brownfield issues, resources, and reuse plans

Local Agriculture and Silviculture

- Best Practice:** Adopt a Right to Farm By-law/Ordinance to clearly indicate that agriculture is a local priority and to minimize abutter conflicts
- Best Practice:** Establish an Agricultural Commission to advocate for local farms, administer a right to farm bylaw, & otherwise represent agricultural interests
- Best Practice:** Establish a Farmers Market to provide a venue for local farmers to sell and for residents to purchase locally grown farm products
- Best Practice:** Support Sustainable Forestry to help the forest economy in rural areas, improve forest habitats, and assist in the conservation of forest land

- Best Practice:** Increase Agricultural Marketing to enhance awareness and patronage of local agricultural businesses
- Best Practice:** Support Aquaculture to help local businesses that cultivate aquatic plants or animals
- Best Practice:** Promote Urban Agriculture in order to increase access to fresh produce and encourage community revitalization
- Best Practice:** Protect Farm and Commercial Forest Land permanently through zoning and land acquisition
- Best Practice:** Source Locally Grown or Produced Foods for Local Schools to provide healthier and better tasting meals and to benefit local farmers
- Best Practice:** Support Local Horticulture and Floriculture to benefit local businesses & enhance the largest agricultural industry in Massachusetts
- Best Practice:** Plant Trees in order to reduce energy use, fuel costs, GHG emissions & stormwater runoff & increase property values

Financial Management Best Practices

Best Practice: Establish a Budget document that details all revenues and expenditures, provides a narrative describing priorities and challenges, and offers clear and transparent communication of financial policies to residents and businesses.

Best Practice: Develop, document and implement Financial Policies and Practices including reserve levels, capital financing, and use of Free Cash. Such policies should identify the responsible parties and procedural steps necessary to carrying out the directed strategy or action.

Best Practice: Develop and utilize a Long-range Planning/Forecasting Model that assesses both short-term and long-term financial implications of current and proposed policies, programs and assumptions over a multi-year period.

Best Practice: Prepare a Capital Improvement Plan that reflects a community's needs, is reviewed and updated annually, and fits within a financing plan that reflects the community's ability to pay.

Best Practice: Review and evaluate Financial Management Structure to ensure that the structure and reporting relationships of the community's finance offices support accountability and a cohesive financial team process.

Best Practice: Utilize Financial Trend Monitoring, modeled after the ICMA's Financial Trend Monitoring System (FTMS).

Housing and Economic Development Best Practices

Preparing for Success

- Best Practice:** Create an Economic Development Plan that engages diverse stakeholders, leverages local and regional economic strengths and assets, encourages innovation and entrepreneurship, and/or promotes workforce development planning and implementation.
- Best Practice:** Align Land Use Regulations, especially zoning, capital investments, and other municipal actions with Housing Development, Economic Development, Master, Land Use Priority or other plans for future growth. Promote development and reuse of previously developed sites.
- Best Practice:** Create and Distribute an Economic Development Guide/Manual to not only promote development goals and priorities, but also specifically and clearly outlines the community's policies and procedures related to zoning and permitting.
- Best Practice:** Create Opportunities for Engaging Diverse Stakeholders in economic development efforts, such as to assist with identification of priority development projects, improve local permitting processes, and proactively address obstacles to housing/job creation.
- Best Practice:** Create Cross-Sector Partnerships to help carry out community-driven responses to community-defined issues and opportunities for economic development.
- Best Practice:** Create a District Management Entity that engages public/private stakeholders to develop and support downtown revitalization efforts.
- Best Practice:** Adopt as-of-Right Zoning and/or Streamlined Permitting to promote development in priority districts.
- Best Practice:** Adopt Zoning for Mixed-Use Development, including Transit Oriented Development, where appropriate.
- Best Practice:** Adopt Chapter 40R Smart Growth zoning to facilitate the creation of dense residential or mixed-use smart growth zoning districts, including a high percentage of affordable housing units, to be located near transit stations, in areas of concentrated development such as existing city and town centers, and in other highly suitable locations.

Competitiveness

- Best Practice:** Engage in an Economic Development Self-Assessment exercise to identify strengths, weaknesses, and areas of opportunity.
- Best Practice:** Establish and Utilize Performance Data to evaluate the competitiveness of the community, conduct year to year comparisons, and measure performance against comparable communities.
- Best Practice:** Create a Public Dashboard to benchmark, monitor, and communicate to the public regarding various housing and economic development performance measures.

Housing

Best Practice: Create a Housing Production Plan (HPP) that accounts for changing demographics, including young families, changing workforce, and an aging population.

Best Practice: Amend Zoning By-Laws to allow for increased density and housing opportunities in a manner that is consistent with neighborhood character.

Best Practice: Develop Sector Strategies and Plans in collaboration with various providers and stakeholders to address homelessness for specific high need population groups, such as homeless youth, veterans, and/or families.

Best Practice: Complete an Assessment of Fair Housing Report, including strategic goals in alignment with HUD's new rules to affirmatively further fair housing. Using HUD data, local data and knowledge, a significant community participation process, and the assessment tool provided by HUD, the community will prepare, complete, and submit its AFH to HUD.

Urban Renewal Planning

Best Practice: Determine need and appropriateness of establishing an Urban Renewal Entity in accordance with MGL chapter 121B. If prepared to proceed, develop action plan and timeline for the creation of the urban renewal entity.

Best Practice: Prepare an Urban Renewal Plan Application in accordance with MGL chapter 121B in partnership with the urban renewal entity.

Human Resources Best Practices

Best Practice: Cost-Out Collective Bargaining proposals so that the impact of the total package is known. This provides the municipality with a clear understanding of both short-term and long-term budgetary impacts.

Best Practice: Develop a Workplace Safety program so that the risk of on-the-job injuries is minimized.

Best Practice: Develop a formal Wage and Classification Plan that details, at a minimum, job descriptions, employee grades, and salary ranges, thereby providing the municipality with a tool to make pay decisions that are reasonable in comparison to similar work being carried out in all areas of city/town government.

Best Practice: Develop Employee Policies and Procedures for things such as discrimination, sexual harassment, information technology use, drug and alcohol, use of social media, and town-owned vehicles.

Best Practice: Manage employee benefit costs such as health insurance, dental insurance, unemployment insurance, and worker's compensation/111F; includes eligibility review and evaluation of insurance choices.

Best Practice: Prepare a Succession Plan to help address the pending wave of retirements that will challenge a municipality's ability to maintain service levels.

Best Practice: Explore Centralized Human Resources/Personnel Operations to improve service delivery and build efficiencies.

Information Technology Best Practices

Strategic Planning

Best Practice: Develop a Long-Term IT Financial Strategy to include capital and operating expenses.

Best Practice: Develop a Municipal IT Consolidation Strategy that maximizes technology investments across schools, public safety and municipal buildings.

Best Practice: Develop a Regional Shared IT Services Program that leads to productive partnerships across multiple communities and/or school districts to maximize regional technology investments.

Best Practice: Develop a Comprehensive IT Strategy focused on better aligning technology investment with short and long-term organizational priorities.

Best Practice: Implement a Cyber Security Training Program that ensures staff is aware of, know how to prevent and know how to respond to cyber security threats.

Transparency & Data Standards

Best Practice: Develop an Open Data Policy or Ordinance that increases transparency and makes electronic data available in a machine-readable format.

Best Practice: Deploy an Open Checkbook and/or Open Budget Solution that is easily consumed by the public and promotes transparency.

Best Practice: Implement Address and Parcel Data Standards that lead to better quality mapping, facilitate the deployment of NextGen911, create a foundation for system integration and open opportunities for collaboration with peer communities and state government.

Best Practice: Deploy Municipal Data Standards that lead to municipal system integration leading to performance management capabilities.

Best Practice: Deploy a Regional Data Sharing Program that promotes better communication, collaboration or benchmarking with other communities.

Best Practice: Deploy a Public Information Request Solution that improves the public request intake and tracking process.

Business Continuity

Best Practice: Perform an IT Assessment that results in a written evaluation and recommendations, including a review of organizational structure and staffing.

Best Practice: Implement an Offsite Backup Solution that results in municipal data being stored safely offsite, and includes relevant policies and procedures to ensure effective ongoing backup.

- Best Practice:** Implement a Solution to Digitize Paper Records that results in operational efficiencies and improved responsiveness to the public.
- Best Practice:** Develop Resiliency, Recovery and Contingency Plans that are aligned with community realities and position the community to effectively manage unforeseen events.
- Best Practice:** Perform a Cyber Security Assessment to analyze whether there is risk of unauthorized access, implement or improve policies and procedures appropriate for the technology environment and identify steps to remediate any problems identified.

Citizen Engagement

- Best Practice:** Implement a Citizen Engagement Communication Plan that leverages technology to engage the public through basic electronic communication channels and ensures that internal staff is positioned to support these initiatives.
- Best Practice:** Implement a Citizen Engagement Transactional Plan focused on on-demand services and interaction with the public.
- Best Practice:** Implement a Citizen Engagement Co-Creation Plan focused on enhancing residents' ability to participate in and influence decisions made by their local government.

Public Accessibility Best Practice

Best Practice: Undertake an Americans with Disabilities Act (ADA) Self-Evaluation and Develop a Transition Plan to comply with Federal civil rights laws that require public buildings to be accessible to persons with disabilities.

Public Safety Best Practices

- Best Practice:** Conduct Active Shooter Preparedness and Response Training in collaboration with the Massachusetts State Police Tactical Operations (STOP) Team, onsite with local law enforcement.
- Best Practice:** Establish an Emergency Preparedness Plan in partnership with the Massachusetts Emergency Management Agency (MEMA) to develop and enhance a community's disaster and emergency response capabilities.
- Best Practice:** Establish Hazardous Material Response Protocols in conjunction with Regional Hazardous Materials Response Teams under the Department of Fire Services, to enable cities and towns to protect their citizens, the environment, and property during incidents involving a release or potential release of hazardous materials.
- Best Practice:** Hold In-service Training Programs for Municipal Police to better prepare local police officers and first responders for incidents involving domestic violence, mental health disorders, and substance abuse.
- Best Practice:** Convene an opioid task force, consisting of key stakeholders, to identify, implement, coordinate and improve strategies around the prevention, intervention, treatment and recovery of substance use disorders.
- Best Practice:** Adopt Standardized Tools for Domestic Violence Cases by partnering law enforcement with local domestic violence organizations to adopt a best practice policy on training and implementation of standardized, evidence informed danger and strangulation tools. Municipalities are encouraged to apply individually or as a collective.
- Best Practice:** Participate in the State Law Enforcement Bureau (SLEB) initiative, which connects local police with the Department of Transitional Assistance (DTA) to investigate local retailers that are illegally trafficking SNAP benefits. DTA will provide data analysis, investigative supports, and other tools to help law enforcement shut down these criminals in communities across the Commonwealth.

Regionalization/Shared Services

Best Practice: Regionalize services and share resources among municipalities for efficient and effective service delivery to residents and taxpayers in this era of shrinking budgets, loss of seasoned employees to retirement, and increased need for service improvements.

Transportation / Public Works Best Practices

Citizen Safety

Best Practice: Develop a Safe and Mobile Older Drivers plan for the aging of the population by proactively addressing older driver issues, including education for older road users, infrastructure improvements, and transportation options.

Best Practice: Enhance citizen safety by establishing community-based programs to increase pedestrian, automobile and motorcycle safety. The community will demonstrate participation in the Commonwealth's Office of Public Safety and Security's trainings and conferences as well as the dissemination of public safety information to citizens.

Best Practice: Ensure Safe Infrastructure so as to provide a safer environment for all users and modes by implementing traffic engineering enhancements. The municipality will demonstrate regular and routine improvements on locally-funded roads, such as cutting back vegetation at intersections where it is known to interfere with sight distance, clearing brush that obscures traffic signage, renewing or installing pavement markings, conducting nighttime surveys to check visibility and retro reflectivity, implementing traffic calming measures at known high crash locations.

Active Transportation

Best Practice: Implement the Complete Streets Program by becoming certified through MassDOT and demonstrate the regular and routine inclusion of complete streets design elements and infrastructure on locally-funded roads.

Best Practice: Utilize Transit-Oriented Development (TOD) fundamentals to create zoning around transit centers that maximizes bike, pedestrian, and transit use and which allows for lower levels of required parking and mixed use to put needed amenities near population centers.

Best Practice: Develop a Safe Routes to School program that also includes student education on pedestrian safety.

Training

Best Practice: Participate in the Bay State Roads, which provides on-going training and helps municipalities share ideas and information with other communities about state of the art planning, design, and operational information for city and town public works managers.

Asset and Infrastructure Management

Best Practice: Inventory and Geo-Code all public works assets so that a database of every public works asset is created, geocoded and condition rated, which is used to inform capital planning, as well as emergency repair.

Best Practice: Develop a Pavement Condition Index that rates street condition for the municipality.

Best Practice: Develop a Multi-Year Vehicle Maintenance and Replacement Plan for their municipal vehicle fleet.

Best Practice: Develop a Bridge / Culvert Preventative Maintenance plan to help prolong the life of these critical transportation assets.

8. Old/New Business

Other Documents:

The Board will find documents the staff is not seeking action on, but is for informational purposes only. Please find the following:

- *RFI - Lower Falls Parking
- * Brook and Benvenue Intersection Letters Received
- *Copy of Letter sent to Wellesley Police Department
- *Historic Letters from Al Robinson on the Reopening of the branch libraries
- *Draft of proposed website homepage
- *Room assignments for 2017 Annual Town Meeting
- *Police Commendation
- *MMA Legislative Breakfast
- *Town Counsel Letter on Elections



**Town of Wellesley
Board of Selectmen
Request for Information: Lower Falls Parking Garage
February 3, 2017**

1.0 Introduction

The Wellesley Board of Selectmen (“the Board”) is seeking information on potential ideas and creative solutions to construct a parking garage facility or mixed-use parking garage facility at the River Street Municipal Parking Lot (“the Parking Lot”), located off Washington Street and River Street, to enhance the availability of off-street parking for the Wellesley Lower Falls Commercial District. The Town is also interested in additional conceptual designs for parking enhancements and/or parking garage facilities in other locations in Lower Falls and is amenable to creative solutions to parking.

The goal of this RFI is to provide the Board and community the opportunity to envision the potential benefit to entering into a public-private partnership for the development of the Parking Lot site or the development of parking elsewhere in Lower Falls.

All respondents will have an opportunity to meet with the Board and explain the benefits of their recommended physical structure and site plan, operating practices, and programming plans. The Board plans to use the responses to inform their ideas for public parking in Lower Falls at the Parking Lot or other suitable sites and may include certain components in a future RFP(s).

Respondents also may communicate with members of the Board during an open meeting or by email following the procedure discussed in Section 6.0, below.

2.0 Background

The Town of Wellesley Lower Falls Commercial District has developed over time by its history, design, and zoning to encourage the development of a pedestrian-friendly, small-scale commercial center, while protecting the character and quality of life of immediately adjacent residential neighborhoods. The Lower Falls Commercial District has been in transition over the past 10 years and has seen tremendous investment in several commercial properties. Commercial property owners recently approached the Board and asked the Town to consider the construction of a garage to assist with the current parking demand. The Town is interested in finding a balance between parking, traffic, and maintenance of the pedestrian-friendly character of Lower Falls and therefore seeks information on alternatives.

The Board is seeking information from qualified private sector firms on public-private partnership opportunities that meet the demand for parking and which may also address other Town priorities. Past studies, the Comprehensive Plan, and information from the Unified Plan (currently underway) shall be the basis for current priorities. The Town is open to a breadth of solutions and provides guidance in this RFI as to particular areas of interest. The Town may consider possible public-private construction of a parking

garage facility or mixed-use parking garage facility at the River Street Municipal Parking Lot (“the Parking Lot”), located off Washington Street and River Street, to enhance the availability of off-street parking for the Wellesley Lower Falls Commercial District.

3.0 Scope of Services

- A. The scope of services required by the Town in connection with this request for information should include the following:
1. Preparation of conceptual design for the site or sites proposed, including conceptual front and side elevations.
 2. A proposed conceptual parking garage design that shall increase the 64 current parking spaces of the Parking Lot, and include additional parking inventory based on the proposed use of any non-parking elements of a mixed-use facility. Affordable housing is a welcomed component in the design.
 3. Preliminary cost estimates for the construction of the proposed facility and estimated lease back financial terms for the Town.
 4. A cursory financial summary of the parking garage facility in terms of initial cost to construct, timeline, operating costs, and potential revenues, including revenues from possible commercial space.
 5. A cursory traffic impact study to determine net benefits of the parking to the Washington Street corridor, River Street, Mica Lane, and adjoining unsignalized intersections. Consideration of the impact to traffic circulation and flow on both Washington Street and River Street is critical.
 6. The Town encourages the submission of additional conceptual designs for optional parking enhancements not specific to the Parking Lot. Such concepts shall be creative in using other sites within the Lower Falls Commercial District and shall focus on parking solutions not specifically identified in this request. Any optional parking enhancement submission shall have a letter of consent from the property owner with the submittal.
- B. Relevant Studies and Plans
1. Wellesley Zoning Bylaw – Lower Falls Commercial District
www.wellesleyma.gov/Pages/WellesleyMA_Planning/ZoningBylaw
 2. Wellesley Lower Falls – Zoning, Urban Design, & Landscape Guidelines
www.wellesleyma.gov/Pages/WellesleyMA_Planning/reports/Lowerzone.pdf
 3. Wellesley Comprehensive Plan

http://www.wellesleyma.gov/Pages/WellesleyMA_Planning/draftfinal

4. Unified Plan Documents
<http://www.wellesleyunifiedplan.com>
5. Plan of River Street Municipal Parking Lot (Appendix A)
6. Plan of Lower Falls Commercial District (Appendix B)

4.0 General Proposal Requirements

Respondents interested in submitting a proposal shall provide ten (10) hard copies or a digital submission with the following:

1. Introduction – background information of the respondent team including resumes for all project team members and consultants. .
2. Related experience with other public-private partnerships resulting in a parking facility design or mixed use parking facility design including type of project, date of completion, location, size, and design concept. Please list applicable references.
3. Technical Information
 - a) An introduction outlining the approach to completing the project and potential phasing, as well as detailed description of benefits to Lower Fall's residents, commercial owners, and the Town.
 - b) A detailed summary of the problems and challenges that may be expected in completing the project and the approach to solve them, i.e. permitting, flood plain, wetlands, construction management, parking management.

5.0 Responses

Interested parties are requested to respond to this RFI in writing by Friday, April 28, 2017 at 12:00 pm Eastern Time to:

Wellesley Board of Selectmen
525 Washington Street
Wellesley, MA 02482
Attn: Meghan Jop

Or by email to: mjop@wellesleyma.gov

All documents prepared and submitted pursuant to this RFI shall be considered as public documents upon the closing of the RFI. Submissions in their entirety will be made public.

6.0 Informational Meetings

The Board agrees to meet with any Respondent. Meetings will be open to the public.

7.0 Questions

Questions regarding this RFI will be accepted by e-mail to mjop@wellesleyma.gov or during a public meeting. Responses to inquiries and clarification questions are public records and will be provided electronically to all interested parties

8.0 RFI Limitations

THIS IS A REQUEST FOR INFORMATION only. The information provided in the RFI is subject to change and is not binding on the Town. The Town has not made a commitment to procure any of the items discussed, and release of this RFI should not be construed as such a commitment or as authorization to incur cost for which reimbursement would be required or sought. All submissions become Town property and will not be returned.

APPENDIX A

APPENDIX B

Connolly, Terry

From: Anne Marie Cronin <annemariecronin@gmail.com>
Sent: Thursday, February 02, 2017 1:55 PM
To: Connolly, Terry
Subject: Be prepared!!!!

A friend on Radcliffe emailed this to me.....

The opposition letters should be coming your way soon.

Subject: Please send letters to town Board of Selectmen concerning Brook/Benvenue changes.

Dear Neighbors,

The issue of the reconfiguration of the Brook/Benvenue/Radcliffe intersection is not dead. On the contrary, the
 They want to remove the island and fill in spaces, so that it would be a sharply-cornered 4-way intersection. TI

The residents of the Radcliffe/Hobart/Southgate neighborhood should be made aware of pitfalls of the proposed
 affect you and your lifestyle (particularly if you have young children), not to mention your property value.

The main concern is the drivers (including a fair share of commercial vehicles) who use our neighborhood as a
 the proposed change to the intersection, and with the island removed, there is bound to be an increase in speed
 island, but will merely shoot straight across Brook St, on to Radcliffe, then Hobart and then Southgate, to get to
 Also, you can count on more landscaping trucks, with trailers, etc. that, at this point, cannot easily drive around
 on down to Great Plain Ave.

An additional concern is that anyone exiting Radcliffe Rd. will have to contend with Brook St. traffic oncoming
 that. If you find this to be a tricky spot, expect that it will worsen.

The town has already made numerous changes to accommodate the safety issues that the Fuller Brook area re
 \$250K or up (the price tag on the removal of the island). The intersection is being labeled as "dangerous," eve

The town (Board of Selectmen) sel@wellesleyma.gov needs to hear from us ASAP.

Please do it in the next week or two, as it might be put on their agenda by end of this month (I believe they me
 reconfiguration of the intersection, but from our neighborhood there is very little voice.

I have included a sample letter, composed by Brook St. resident Nancy Kohl, if you need something to work of
 Please send to: sel@wellesleyma.gov

Dear Board of Selectmen,

I am writing to express my strong opposition to the proposed restructuring of the Brook/Benvenue
 very important to me, I do not believe that the proposed plan improves safety; indeed, if the p
 traffic speeds on Brook Street and increased vehicle volume on Radcliff could result. Further
 significantly changing the character of the neighborhood in which I made a significant invest

I hope that you will take into account my strong opposition to the project and make the effort

Sincerely,

Connolly, Terry

From: Williams, Tanyalee
Sent: Thursday, February 02, 2017 2:02 PM
To: Jop, Meghan; Robinson, Blythe; Connolly, Terry
Subject: FW: Brook St./Benvenue St. Proposed Changes

-----Original Message-----

From: Christina McCormick [mailto:chmcc94@gmail.com]
Sent: Thursday, February 02, 2017 1:42 PM
To: DL: Board of Selectmen <sel@wellesleyma.gov>
Subject: Brook St./Benvenue St. Proposed Changes

Dear Board of Selectmen,

I am writing to express my very strong opposition to the proposed restructuring of the Brook/Benvenue/Radcliffe intersection. While pedestrian and traffic safety in my neighborhood is very important to me, I do not believe that the proposed plan improves safety, in fact the proposed changes could potentially create unintended safety issues related to increased traffic speeds on Brook St. and increased vehicle volume on Radcliffe. My husband and I bought our house in this neighborhood 12 years ago specifically for the wonderful neighborhood quality we sensed then and have been so fortunate to experience in the years since. The proposed change to the intersection, I believe, will significantly change this quality because of the likelihood of increased traffic and higher speeds. Our children will not be able to play freely as they have been so lucky to do these last 12 years and the entire character of the neighborhood will change. We made a specific investment here for a reason and would hate to have that threatened due to a decision that hasn't been fully explored.

I hope that you will consider my strong opposition to the project and make a concerted effort to further evaluate alternative solutions to address the safety of the intersection.

Many thanks,
Christina McCormick
14 Southgate Rd.

Connolly, Terry

From: Williams, Tanyalee
Sent: Thursday, February 02, 2017 2:24 PM
To: Robinson, Blythe; Connolly, Terry; Jop, Meghan
Subject: FW: Opposition to proposed Brook/Benvenue/Radcliffe intersection restructuring

From: Margaret Nyweide [mailto:margaret.nyweide@gmail.com]
Sent: Thursday, February 02, 2017 1:56 PM
To: DL: Board of Selectmen <sel@wellesleyma.gov>
Subject: Opposition to proposed Brook/Benvenue/Radcliffe intersection restructuring

Dear Board of Selectmen,

I am writing to express my strong opposition to the proposed restructuring of the Brook/Benvenue/Radcliff intersection. While pedestrian and traffic safety in my neighborhood is very important to me, I do not believe that the proposed plan improves safety; indeed, if the proposed changes are implemented, unintended safety issues related to increased traffic speeds on Brook Street and increased vehicle volume on Radcliff could result.

We live at #47 Radcliffe and have three young children, all under the age of four. We love our house and neighborhood (which is teeming with kids - 9 in houses adjacent to ours alone), but our primary concern / complaint is the number of cars that use Radcliffe as a cut-through and drive way too fast. I am afraid the proposed change to the intersection will only exacerbate the problem, causing more cars (and more importantly, trucks/trailers) to speed down our road. This is scary as a parent, and frustrating as a homeowner who wants to preserve the family-friendly character of our neighborhood.

I hope that you will take into account my strong opposition to the project and make the effort to evaluate alternative solutions to address the safety of the intersection.

Sincerely,

Margaret Nyweide
#47 Radcliffe Road

Connolly, Terry

From: Sarah Smith <sarahkauai@yahoo.com>
Sent: Friday, February 03, 2017 10:16 AM
To: DL: Board of Selectmen
Subject: Benvenue/Radcliffe/Brook intersection

To the Board of Selectmen, Wellesley, Mass.

I would like to express my fervent objection to the proposed changes to the intersection of Brook St., Benvenue St. and Radcliffe Rd. As a person who has lived at that intersection for many years, and still has a proprietary interest in real property there, I think the project is ill advised and unnecessary.

I have attended meetings and am familiar with all aspects of concern.

Yes, there are safety issues that have been brought forth, but the town has already made adjustments and modifications in the name of creating more safety, and the difficulties have mostly been resolved.

People who felt unsafe have been granted options as to where they feel safest in crossing Brook Street. In some cases, it requires pedestrians to walk a few yards out of their way to get where they are going. It's a shame that this inconvenience to them is one of the main driving forces being used to justify an extreme solution — that of revamping an entire intersection that has been well-functioning for many decades.

New England is rife with awkward intersections and it's unrealistic to think that they can all be "fixed."

The intersection has been deemed "unsafe," and yet there is no data showing that to be true. Nary a collision has occurred there in over 20 years.

Worse traffic problems will arise (speeding cars through the Radcliffe/Hobart/Southgate neighborhood) if this intersection is modified, and then the town will have new problems to fix.

It is completely imprudent to move forward with this project. All other options must be explored first.

Thank you for your attention,

Sarah Smith

70 Radcliffe Rd.

Connolly, Terry

From: kps9@comcast.net
Sent: Friday, February 03, 2017 1:34 PM
To: DL: Board of Selectmen
Subject: Brook, Radcliffe and Benvenue Reconstruction

Hello Wellesley Selectmen,

I am writing in favor of the removal of the island at the intersections of Brook, Radcliffe and Benvenue Streets. I travel back and forth to work at Wellesley College Mon.-Thurs. by way of this intersection and am in fear every time I cross from Radcliffe to Benvenue or travel in the reverse direction whether for work or to visit friends. The sight lines are inadequate and one cannot safely negotiate driving around the island without fear of being hit by oncoming traffic. I choose this route rather than going through town because it is quicker and less congested but it is not for the feint of heart.

This has been a concern since moving back here in 1992. I am afraid that removing the island may adversely impact the traffic volume on my street and the speed along Brook Street, but I am more concerned about the dangerousness of the island. I have heard that the accident level is not overly high but that does not take into account near misses of which I have experienced or seen plenty. One shouldn't have to worry about safety as one navigates an intersection.

Thank you for addressing this long overdue need. I am hopeful that once this change is made, that a sidewalk can be added from the intersection of Benvenue and Brook streets, along Benvenue to Lathrop. That would fill in the "missing link" to provide access to town trails, walking routes, and protect pedestrians.

Thank you for your service,

Katherine Schleyer
9 Hobart Road
Wellesley, MA 02482
781-237-0549

To: The Wellesley Police Department

We are a group of close to 40 parents (and counting) concerned about the increasingly harassing behavior of Ms. Celeste Hedequist of 65 Sheridan Road, Wellesley Hills, Massachusetts.

Ms. Hedequist has continued to harass families, schools, teachers, school administrators and businesses both in Wellesley and surrounding towns. While these harassments are currently being treated as isolated events, we believe otherwise and are upset that Ms. Hedequist continues to be allowed to move from victim to victim with no legal repercussions. These incidents *are* connected and, as a whole, represent an overall pattern of harassment and intimidation that has demanded the near constant attention of the Wellesley Police Department (WPD) and school officials. It is our opinion that Ms. Hedequist poses a credible threat to the safety and well-being of our community.

While some of the finer points and sequencing of the following events may be slightly off as a result of compiling this information from multiple sources, we believe the following to be true:

- Several years ago, one of Ms. Hedequist's children attended the park School in Brookline. When a sibling was not offered admission, she behaved such that the school expelled the enrolled child and secured a protective order against Ms. Hedequist.
- Ms. Hedequist threatened a Jewish family in Needham – the language is very strong and directly threatens this family's young children. Screenshots following.
- Ms. Hedequist was the author of an inappropriate and threatening email to the Fiske Elementary School in Wellesley related to a skit in the school's talent show. The email written by Ms. Hedequist led to a *Boston Globe* story. Excerpts below.
- After the *Boston Globe* story, there were multiple protective orders granted against Ms. Hedequist. Fiske as a school has an order, as do several Fiske families. For a few days after Ms. Hedequist was banned from Fiske, there was protective police presence on campus.
- As the Fiske situation was unfolding, there was also an issue at the Fessenden School, where one of Ms. Hedequist's children had received an offer of admission. Several Fiske families reached out to Fessenden but the school stood by its offer. However, Ms. Hedequist and her husband were asked to come in for a conversation about what happened at Fiske. Ms. Hedequist had an outburst during the meeting that required the West Newton police to come and remove her from the campus. She subsequently sent disparaging emails to Fessenden families and "withdrew" her son, who is now at Wellesley Middle School.
- This past fall, two of Ms. Hedequist's children enrolled at the Hardy Elementary School due to her ban from Fiske. About a week before the holiday break, Ms. Hedequist was confronted about her own child making a derogatory comment to a Jewish child in the classroom. Her response was to target and disparage the Jewish family. Together, Dr. & Ms. Hedequist sent multiple harassing emails to the targeted family (including the targeted children's grandparents), the Principal of the Hardy School, and Dr. Lussier, the Superintendent of Wellesley Public Schools.
- Due to both the Hardy incident and the Fiske ban, Dr. Lussier (along with support from the Wellesley Police Department) banned Ms. Hedequist from all Wellesley Public School property. In the aftermath, there was police presence at Hardy and Ms. Hedequist removed

her two children from the school. The police presence raised anxiety among Hardy parents.

- Because the school system and WPD are required by law to protect Ms. Hedequist's privacy, many parents at Fiske and Hardy (and now WMS and WHS) are dropping their children off at school with no knowledge of the threat she poses. In fact, the parents who dropped their children off under police presence at Fiske and Hardy were not informed about the situation in any way. The vast majority of parents and students are unaware that Ms. Hedequist is banned from all WPS property, making it impossible for the community to report violations of these orders.
- Ms. Hedequist then filed "harassment" charges against the Hardy principal and Dr. Lussier. The judge, who is apparently aware of Ms. Hedequist's activities, threw the allegations out, but all involved parties had to spend time in court (and away from the school).
- Ms. Hedequist has harassed Dr. Lussier's family—it is unknown if he received a protective order, but he was encouraged to do so by WPD. Dr. Hedequist posted several disparaging comments on his personal Facebook page (screenshots below).
- William Raveis, who employs one of Ms. Hedequist's targets, has a "no trespassing" order against her as a result of actions Ms. Hedequist took in the company's office. We believe there are other Wellesley businesses with "no trespassing" orders against Ms. Hedequist as well.
- Recently, Ms. Hedequist showed up on the street in front of the homes of two neighboring Wellesley families (with at least one of her own children in the car). She verbally abused these people from the street and the police were called. There are many examples of her doing this to others.
- Ms. Hedequist was recently mentioned in the Wellesley Police blotter for verbally assaulting a customer at the Linden Store after Ms. Hedequist was asked to move her car, which she had parked in front of the store entrance, making it difficult for customers to get in and out. She was referred to as a "Trump Supporter" instead of being referred to by name as most people are in the blotter. Also: none of restraining orders against Ms. Hedequist have been published, as is customary in other similar situations.
- Ms. Hedequist recently sent harassing packages to a few families. This resulted in additional police involvement. The WPD helped secure at least one emergency protective order. These packages contained items clearly marketed as "revenge on your enemies."
- Over the past several weeks, Ms. Hedequist has prank called the WPD, had her children prank call WPD, and called the Fiske School, plus a few other locations, pretending to be one of her victims.

Ms. Hedequist knows the law and takes great care to hover just under the line of criminality.

Here's how we believe she continues to get away with terrorizing and harassing our community:

1. Under the law, she has to send three pieces of threatening communication to the same person in order to be arrested. So, she sends two, then sends the third (and sometimes fourth and fifth) as her husband (or it actually *is* Dr. Hedequist) or even her children. She uses their online identities to intimidate and disparage others. She has also sent threatening notes to the friends of victims knowing that they will forward it to the victim, thereby not counting as one of the "three strikes" against her

since she didn't send it directly to the victim herself. She is exploiting a legal loophole.

2. Her M.O. when on the attack is to disparage the person/family/organization online through social media and email. Then, as a counterattack to the complaints against her, Ms. Hedequist files bogus charges against the people she's harassing, claiming that those victims are harassing her family. To date, not one charge against a victim has stuck, however, these individuals still have to go through the court process. Ms. Hedequist is abusing the WPD and the justice system at the tax payers' expense. She also files bogus reports with the Anti-Defamation League *and* both makes calls and sends disparaging letters to the victims' churches, synagogues, employers, and professional associations. ***These are slanderous and libelous actions that directly damage the victims and prove nearly impossible to clean up.*** It is difficult to locate all the online libel to correct it and build a case against Ms. Hedequist, such is the nature of the internet.
3. Ms. Hedequist claims political persecution, meaning she attacks and then when confronted for her behavior—online or otherwise—she claims that she's being targeted for being a Republican and Trump supporter. There is no evidence—online or otherwise—that she's ever been harassed about her political views by any of her victims.
4. Because of the level of harassment and slander, numerous victims have been too intimidated to file charges or apply for a restraining order, fearful of retaliation against their children or livelihoods.

Of great concern to all is the Hedequist children, who have had to endure unfathomable humiliation and isolation as a result of her behavior. Ms. Hedequist's behavior has, without question, impacted the children's education and, one would assume, their social and emotional well-being. They have been removed from multiple schools, missed multiple weeks of class, and they have been removed from extracurricular activities. For example, their very talented daughter was asked to leave a prominent theater program because Ms. Hedequist disparaged and verbally abused theater staff. Proof of this is below.

The Hedequist children have also witnessed many of their mother's verbally abusive attacks against others. They have had their online identities commandeered by Ms. Hedequist for sinister purposes—either that, or the children are also allowed to harass, which is inconsistent behavior according to those who know them. We are concerned about the damage inflicted on the children's reputations and how that will impact them as they apply to schools, colleges and jobs in a digital world where online searches are commonplace. For example, many of the Facebook posts you'll see in the following pages have long since been deleted. Yet here they are, in this document. We hope that DCF is aware of all of this and working in the children's best interests.

We have had enough. We feel terrorized and concerned about the safety of our children and community. We are tired of being told, "She's never been violent before," and "She hasn't made a direct physical threat against a school or person." Every perpetrator has a "first" act of violence, and in the vast majority of school-related atrocities, the perpetrator never announced his or her plan beforehand. In almost every incidence of school violence, two things are said in the aftermath:

1. *The signs were there but nobody noticed*—in this case, the signs are being served up to all of us on a silver platter.
2. *The community needs to come together and report suspicious activity.* We've done this tenfold. Nothing has been done in response.

We ask that legal action be taken against Ms. Hedequist. Because this behavior is ubiquitous and involves multiple people, organizations, and businesses in a condensed area, we believe it far surpasses the standards of harassment and intimidation and gets close to the definition of targeted domestic terrorism.

We are also aware that the police are permitted to "Section 12" an individual who poses a threat, according to Massachusetts law: "In an emergency situation... a police officer, who believes that failure to hospitalize a person would create a likelihood of serious harm by reason of mental illness may restrain such person and apply for the hospitalization of such person for a 3-day period at a public facility or a private facility authorized for such purpose by the department." (*General Laws, Part I, Title XVII, Chapter 123, Section 12.*)

This group has united to aggressively push on the legal system and the community to respond on a greater scale. Many in this group are also seeking legal counsel for civil actions against Ms. Hedequist. If there is no legal recourse, we intend to use the media to expose this situation as deeply and widely as possible—it is our belief that doing so would disarm Ms. Hedequist and serve as a warning to those unaware of this issue.

You can communicate with our group at citizensagainstharassment1@gmail.com - we will be disseminating this email so that victims of the past, present, and future can send their stories and all harassing materials to once central place for collection.

The following pages contain examples of her hateful, anti-semitic and anti-LGBTQ statements.

Sincerely,

Citizens Against Harassment

Copies of this letter have been sent to [REDACTED] the Wellesley Board of Selectman, and the Wellesley School Committee

Note sent to the Jewish family being harassed by Ms. Hedequist

From: Hedequist <hedequist@comcast.net>
Date: December 14, 2016 at 12:56:37 PM EST
To: XXX
Cc: XXX
Subject: Beckham and Cole

Please instruct your children, XXX and XXX to not speak or interact with my boys at school. I am filing a formal bullying report today and am seeking an harassment order at the police department and through the Dedham district court against your children for bullying. I expect that the teachers will comply with helping your children not to interact with my boys for the remainder of the year.

Daniel Hedequist, M.D.
Celeste Hedequist, J.D., M.P.H

Please pardon any typos, sent from my

Hardy School Response:

----- Forwarded message -----
From: XXX
Date: Fri, Jan 6, 2017 at 3:11 PM
Subject: XXX
To: XX

Dear Hardy Families,

We were deeply troubled to receive the attached email targeting one of our families. Each day we try to live up to the RISE values we so often reference at Hardy and when those values are broken in such an obvious way, it's important that we respond. Please know that the family in question is in no way being accurately described.

While our obligation to privacy precludes us from providing many details, it's important to note that we have been and continue to work very closely with the Wellesley Police Department regarding this matter to both support all involved and to ensure that Hardy is, and remains, a safe learning environment for both students and staff.

We recognize that the attached message has likely created a great deal of conversation among our parents. With this in mind, we ask for your support and discretion in ensuring that conversations related to this matter stay among the adults involved and are not shared with our students.

Thank you in advance for your support of this family and our school community. Please let us know if you have any questions.

Best regards,

Charlene Cook, Principal

David Lussier, Superintendent

Email sent to parents from Dan and Celeste Hedequist, January 6, 2016:

Our boys no longer attend Hardy because our boys were bullied by the XXX family, including XXX (their mother) and XXX's disturbed father XXX. Her father harassed my husband on multiple occasions at Children's hospital and disparaged my boys and me on social media. They have been reported to the police and the Department of Education.

XXX and her daughter's drove our sons out of Hardy as her father indicated they should not be allowed to be in the Wellesley Public schools.

This is what intolerance looks like. You should be aware of this about someone you'll be working with on the auction.

We feel it's our duty to speak up against intolerance. Please pass the word on to those in the community about the XXX who are a politically intolerant family that the school district protects at the expense of our children and family. The World of Wellesley should know about this. All the talk of tolerance in this community and people like XXX and her family still exist and are protected by those in the district.

Good luck with the auction.
Dan, Celeste Cole and Beckham Hedequist

Sent from parent to WPD officer assigned to Hardy:

In light of the email below, and because of the unstable behavior that has continued to ratchet up over the last few weeks, I'd like to formally request that a police officer be reinstated at Hardy.

I know you already know this but: the XXX family is unequivocally the victim in all this. The Hedequist family is retaliating because they were confronted about an incident that victimized the youngest XXX child. There is serious fear within our community - we don't know if she has weapons and the behavior is getting worse.

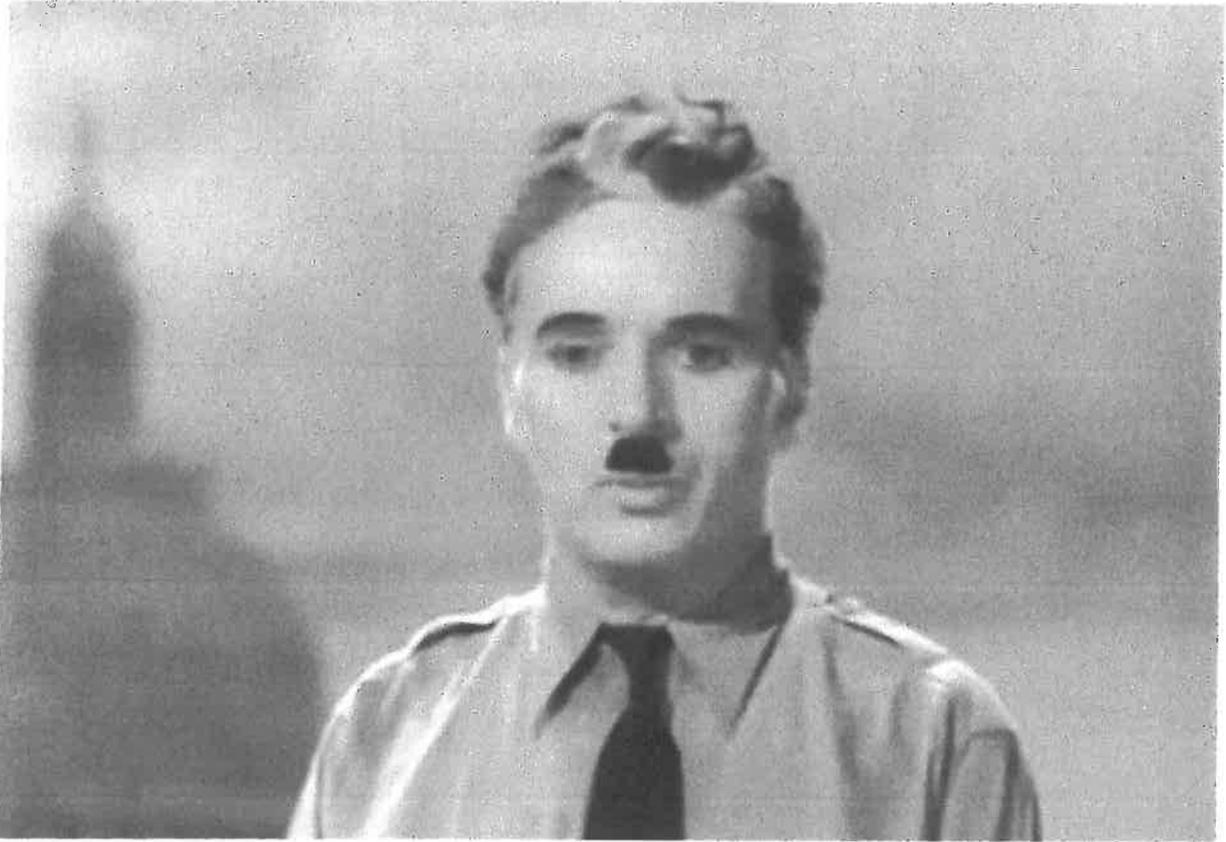
I suspect WPD will be getting a lot of calls/email today as more and more parents are learning of this situation (and past issue involving Ms. Hedequist).

I'd also like to say this, though I know you probably can't comment on it: at what point does the law look at this situation and consider this behavior emotional abuse against her own kids? They've been pulled/banned from multiple schools outside of just Fiske and Hardy. The negative impact of all this on those poor kids - socially, emotionally and in terms of their education is great. Ms. Hedequist uses her kids' online identities to spread hateful commentary online.

In any event: police protection requested.

Sincerely, XX

celeste - don't we wish!!!



FB posts about superintendent, Dr. Lussier by Dr. Hedequist (and Ms. Hedequist):



David Lussier



POSTS

Daniel Hedequist
 What a joke of a man!!!! David Lussier

David Lussier
 Access to a great education is the most important civil rights issue today

1

Michael Anderson
 What is that guys story?

Daniel Hedequist
 He is the Superintendent who beats up on Republican families at our schools. Sicko.

And I'm not really sure why you picked me to attack, I don't think my comment was the least bit offensive.

Celeste Hedequist
 My kids thought you looked the most like Trump.

Some text messages from targeted people:

Exactly

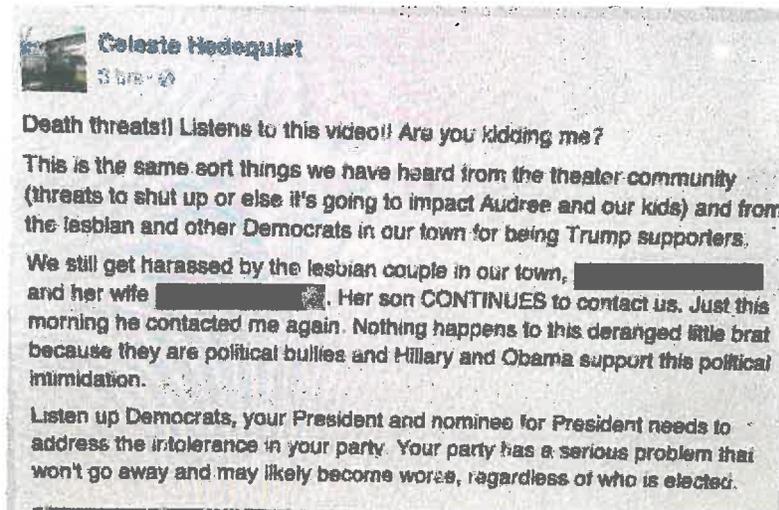
She's not playing with a full deck, I'm steering clear of her



That's a good idea..I will too.

This is what she said to me:
You are a loser! Donald Trump is awesome! My husband rocks and drive a red corvette hahaha Loser!

She continues to harass a lesbian couple online...





Celeste Hedequist

November 4, 2016 · 🌐

Hags for Hillary. I pray that my boys never encounter these hags for Hillary.



Lena Dunham: Extinction Of White Men Would Prompt



Celeste Hedequist Dear Karen,

I don't take advice from people who have been vile toward my family. I can tolerate the intolerant but everyone has a breaking point. You should note that this is precisely why your candidate lost the election. Nobody wants to listen to vile hypocrites who disparage and and harm people's reputations and seek to harm their children out of envy. You mentioned making fun of people's appearance. Did I not just witness 9 months of making fun of Trump's hair, skin color, and his mouth that your party so kindly pointed out that his children have all inherited. We've known each other for a long time, Karen, so please don't act as if you are randomly commenting on a FB post. I remember exactly how our family treated you and those in the gay community. In fact, we will never forget it. My family, and every single one of my kids knows exactly how you and the gay community have treated us in return. Everyone that I know and care about doesn't view me in a pejorative way. I couldn't care less what you, and those as bigoted as yourself in the LGBT think of us, especially your friends who have been on a crusade to hurt our family and kids. You should know that the single most significant factor that has changed our family's lives for the worse, and for which we have the most regret, is embracing the LGBT community. That's a sad commentary for your kind. I think people wouldn't view you in such a pejorative way if you showed people the same tolerance for their views as you seek for yourself. We did our part, and you and your kind have failed miserably at upholding your end of the deal to treat people how you want to be treated. Have



Kevin Lustig Celeste - I've said something about this before. So I'll say it again, but in a different way.

You said "the single most significant factor that has changed our family's lives for the worse, and for which we have the most regret, is embracing the LGBT community. That's a sad commentary for your kind."

To the 99.9+% of the LGBT community who have never interacted with you or anyone in your family, as well as those of us who have, but never in a disrespectful or pejorative manner, your sentiments are, to be blunt, despicable. Many would say offensive.

Directing your anger or regret or disappointment toward the entire community doesn't help anybody, and it doesn't make you look good either. Be mad at the relatively few who have mistreated you. You have every reason to be mad at them, and you should be mad at them, whatever "kind" they are.

I give you this FYI as a friend much more than as a member of the LGBT community.



Celeste Hedequist shared **World of Wellesley's** post.

January 6 at 2:17pm · 🌐

What a joke!



World of Wellesley

December 14, 2016 · 🌐

👍 Like Page

The Wellesley Board of Selectmen reaffirms its position that Wellesley is a town that highly values diversity, dignity and respect for all individuals. Wellesley strives to be a welcoming town; therefore, the Board opposes expressions of hate, intolerance and discrimination. The Board encourages the entire Wellesley community to continue to exhibit caring and supportive actions in support of our diversity.

Comments to various Fiske families in the Talent Show aftermath...

●●●● AT&T LTE 9:18 PM 69%
 Recent (3) Celeste Hedequist >  
Active now

The talent show
act would have
been a lot
funnier using
your heinous
face blown up.
Get a life you
sad miserable
person. You
look like Trump
only uglier.
Love the
 Hedequists

Type a message
       



6:43 PM

Replies

Done

Celeste Hedequist

The boys who were involved in the skit created a club two years ago to kill a boy in their class after bullying the same boy for many years. They surely aren't the boys who need protection. That story should have gone viral.

43 minutes ago · Edited · Like · Reply



and Celeste + [icons]

05/03/2016 9:12PM

Celeste

I think the talent act would have been a lot funnier if the kids used your faces. That would have been really a hoot.

I think you hate of Trump must come from the fact that you resemble him.
Dan Hedequist

Park School...



Celeste Hedequist with Daniel Hedequist and 4 others.

Feb 3 · Shared to Facebook

Yes! Yes! Justice will be served!! The liberal Park School, preaching tolerance for all is being investigated!

I pray that Merle Jacobs - the self proclaimed fighter for rights but instead is the pusher of agendas that only suit her - gets her just desserts!



Her and her kind? I thought the point was to counter alleged discrimination? The family discredits themselves with this kind of language/belief.

1 like · 1 share · 1 comment



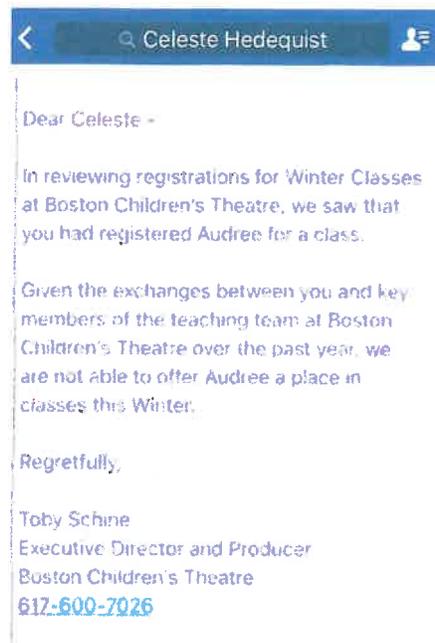
Celeste Hedequist

Merle Jacobs came to serve at Park school for one purpose and that was to serve her own kind, and it eventually caught up to her. She is bigot. Your statement above makes no sense because we know Merle Jacob and she would tell people that Park School isn't for children with "special needs" and that they wouldn't be able to keep up (even though many are cognitively advanced and just need some assistance). She ignored the ADA and its provisions that relate to independent schools. The one group of children with special needs who were allowed admission were those from families like hers (LGBT families, and their children were held to another standard, and those who were big donors to the endowment). I hope that all the children with special needs in the area start their "march" to the admissions offices of every independent school today! I'll march with you!

1 like · 1 share · 1 comment



Letter Ms. Hedequist posted online after being banned from Boston Children's Theater, followed by a Facebook comments at Wheelock Family Theater staff member.



Celeste Hedequist with Audree Hedequist and Daniel Hedequist.

November 19 · The Guardian · 🌐

Once again the theater community embarrasses themselves. How do so many rude, ill mannered and indignant people find each other. So glad my daughter is setting a new precedent for young actresses. Go Audree! We love you and support you and will help you navigate this hostile community until they come to their senses.

< All Inboxes (6)

< Inbox (1127)

with my mental health. I've struggled with some mental health issues and I can sense from experience that you are in crisis. For real I am sending you and your family love. Xo Don't let this spiral to the point where you put your kids in any more danger. xo



Celeste Hedequist

Andrew Barbafo I hope your not making a threat because I'll report you to the police. It's no doubt, you have mental health issues. I heard all about them during The Hobbit and your behavior during that show. Good luck.



Andrew Barbafo



Write a message...



Sound like an 8th grader?



Audree Hedequist

I need to prove it, because they'll always have a plausibly deniable excuse when they discriminate against and oppress those who voice a different opinion.

February 01, 2017 7:41 AM · Like · Reply

Over the last few weeks, the behavior has ratcheted, causing rampant fear in the community...

From: [REDACTED]

Re: Loser

Hide TA



February 01, 2017 12:01 PM

She's gone further than I can say right now with [REDACTED]. The police have told her to get an emergency restraining order which she is doing right now. This is serious for our town. So sad for everyone. Pray for an end and a safe outcome. Xxx

Who is this Celeste woman? I've never met her and here she is unraveling before the world's watching eyes. She scares me and I'm going to try to keep comments to myself because I don't think she's playing with a full deck!



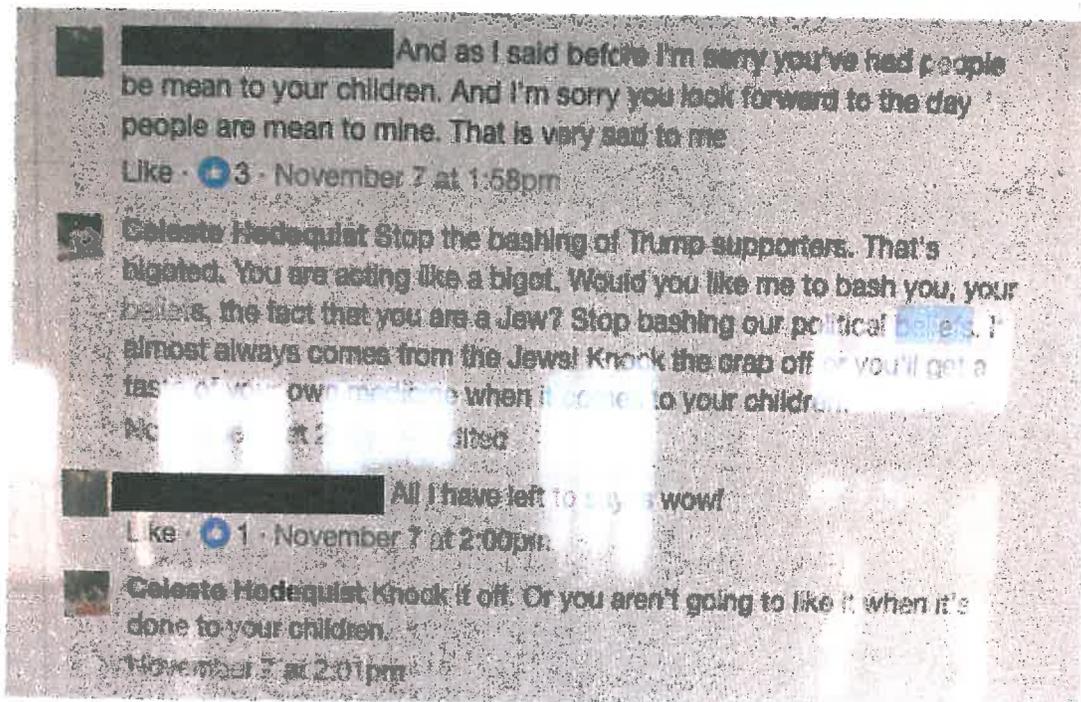
Yeah I am terrified by her too. I don't know her at all..she's sent me personal messages calling me a "loser" among other things..Yeah it's not worth

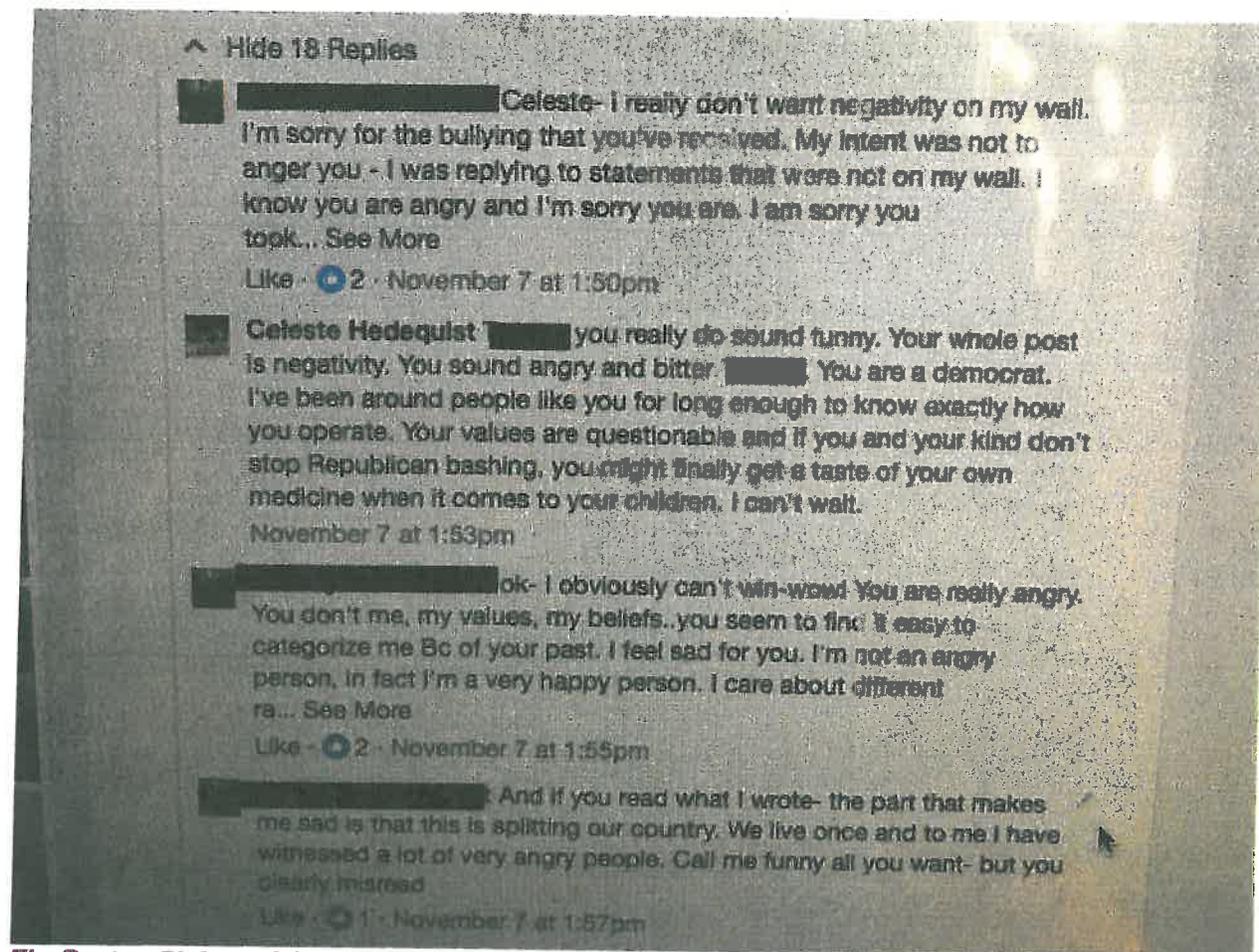
Please note that the "mentally ill" son mentioned below is a wonderful kid with special needs. A version of this same email was sent to over 10 people:

From: Hedequist <hedequist@comcast.net>
Sent: Wednesday, January 18, 2017 5:13 PM
To: XXX
Subject:

Dear XXX,
Are you actually friends with XXX? She is a big time loser. If I had known you were friends with her I would have kept my daughter away from [YOURS]. We clearly don't have the same values, because you must like losers. Have a nice evening! Her son is mentally ill as is XXX and she is polluting the world with her presence.

Threatening another Jewish family and their children:





The Boston Globe article.

Link to full Globe article: <https://www.bostonglobe.com/metro/2016/04/15/wellesley-curtains-for-three-dancing-trumps/59gKxaYkGDHwKZYou90J4K/story.html>

Link to WickedLocal article: <http://wellesley.wickedlocal.com/news/20160503/donald-trump-themed-school-skit-was-cancelled-after-parent-sent-these-emails>

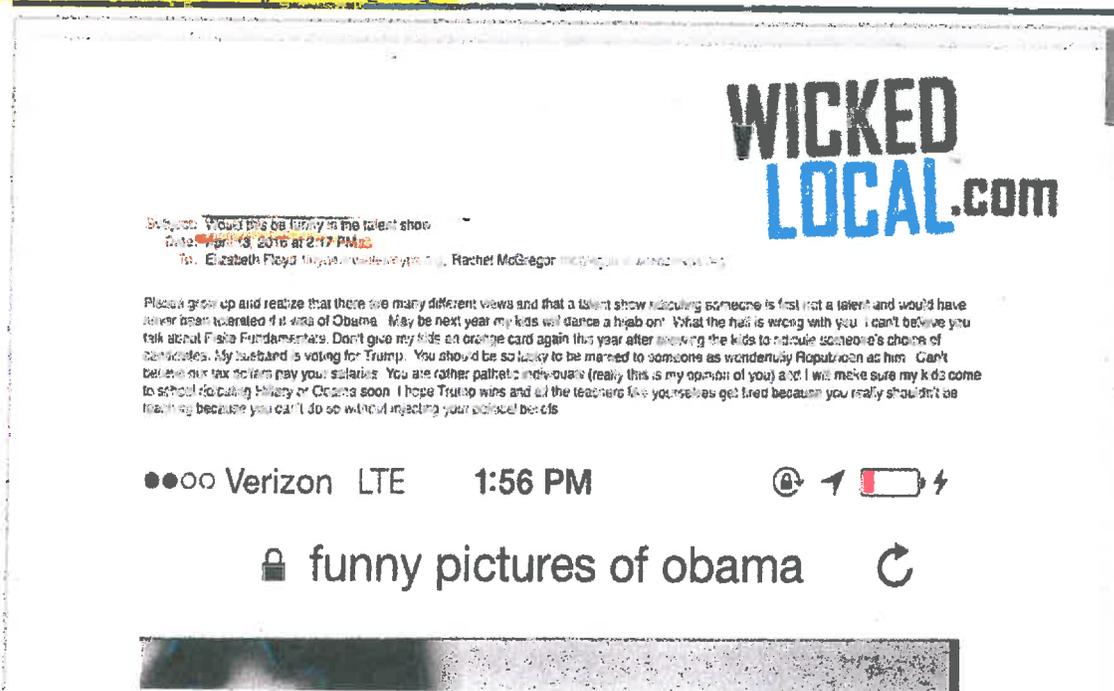
Excerpt of article that includes parts of the email:

In the e-mails, which included a caricature of President Obama and another with a Muslim man holding a severed head, the parent objected to the content of the skits and promised to send their children to school dressed as the Muslim prophet Muhammad.

Depictions of Muhammad are strictly forbidden under Muslim law and have in the past prompted violent attacks like the 2015 assault on the offices of French satirical magazine Charlie Hebdo.

"Please grow up and realize that there are many different views and that a talent show ridiculing someone is first not a talent and would have never been tolerated

if it was of Obama," the parent said in her initial e-mail. "May be next year my kids will dance a hijab on [sic]!"



Fiske Principal Rachel McGregor, in a subsequent e-mail to Lussier, said numerous teachers were feeling unsafe as a result of the e-mails.

TOWN OF WELLESLEY



MASSACHUSETTS

ALBERT S. ROBINSON, TOWN COUNSEL

TELEPHONE (781) 235-3300
TELECOPIER (781) 235-8090

September 15, 2008

40 GROVE STREET
WELLESLEY, MA 02482-7729Janice Coduri, Director
Wellesley Free Library
530 Washington Street
Wellesley, MA 02482

RE: "Reopening" the branches; Town Meeting

Dear Janice:

The question presented

You have asked my opinion on whether the Trustees' plan to reopen the branches with library gift and trust funds requires Town Meeting approval. My opinion is that it does not. However, such action should be supported by the funding of a sound financial plan since the branches' reopening will necessarily precipitate present/future financial municipal liability. My reasons follow.

Library Trustees still have jurisdiction over the branches

Town Meeting voted to place the branches under the jurisdiction of the Library Trustees under Article 12 of the Warrant for the January 7, 1924 Special Town Meeting (Fells) and under Article 14 of the Warrant for the 1927 Annual Town Meeting (Hills) respectively. This followed the proper statutory procedure, G.L. c. 40, §15A, and is something the Town is familiar with. There is no subsequent vote, by Town Meeting, or referendum, or otherwise, removing the branches from the Trustees' jurisdiction, so they retain jurisdiction of the branches to this day. These historical facts were researched by Messrs. Fader and Millett, whose comprehensive report is enclosed for your information and retention as a summary of this part of the Town's recorded history. Generally, the Trustees are authorized to act pursuant to Article 36 of the Town's Bylaws.

Town Meeting, and the voters, have expressed the view that Town funds (which term does not include Library gift/trust funds) should not be further expended to keep the branches open

While the Trustees' jurisdiction over the branches is clear, the authority to spend money on them requires further analysis. Usually, accessing money takes a town meeting appropriation.

There is some recent history over the question of the Town's (not to say Library) finances as applied to the branches' operations. In 2005, Town Meeting appropriated money for the branches which, together with some other departments' operations, were bundled for the purpose of seeking voter approval in the form of a Proposition 2 ½ override vote. That vote failed. In 2006, Town Meeting appropriated funds for the branches alone, but also contingent on an override vote. This also failed. It is reasonable to infer from Town Meeting's contingent appropriation that it would not approve of using Town funds to operate the branches without voter approval; and that the voters have declined to approve. As to the issue of town library funds generally, see G.L. c. 78, § 11.

Town Meeting has picked up that beat by not appropriating Town funds for the branches except to minimally maintain the buildings. Meanwhile the Trustees have advocated their policy of finding ways to reactivate the branches through fund raising, and in the meantime proposed to lease parts of both buildings to non-profit groups to "keep the buildings going" pending a fund drive. Town Meeting approved both leases in 2007. This is the status of where the financial aspect of town funding for the branches' operations stands today.

Library Gift and Trust funds may be expended directly on the branches, provided it is done prudently so as not to jeopardize the town's financial status and risk the buildings' deterioration

The Trustees believe they now have gifted funds on hand sufficient to support financially the reopening of the branches. Given the history recounted above, today's question comes down

to whether the Trustees are authorized to apply gifts, including library trust funds acquired earlier, without Town Meeting appropriation.

I was asked essentially the same question several years ago by Ms. Arnold, the distinguished former Head Librarian, and answered it in the affirmative in my January 8, 1979 letter to her, copy enclosed. Summarized, I pointed out that gifts for library purposes could legally be made to the Town, or, alternatively, directly to the Library Trustees when the gift explicitly so provides, and as to the latter, the Trustees are authorized to accept, control, manage and expend those funds without further authority, in other words, without the necessity of a Town Meeting appropriation. The case of Trustees of Public Library of City of Melrose v. City of Melrose, 316 Mass 84, 56 N.E. 2nd 131 (SJC 1944.) so held. The case remains good law today. This authority is recognized in G.L. c. 78, §19K, regarding gifts for purposes of library construction or renovation or planning, where these gifts also are available "without further appropriation".

Not unexpectedly, whenever a town department asserts the "right" to access funds directly it is viewed with some skepticism. The case of Nelson v. Inhabitants of Georgetown, 190 Mass. 225, 76 N.E. 606 (1906) is an example of when that tension requires judicial intervention to resolve (in that case, the Town prevailed over the Library Trustees' view as to which controlled the funds in question). You are not alone. Almost three decades ago, a town department asserted unilaterally the right to access independent legal representation other than Town Counsel notwithstanding the relevant town bylaw's requirement that to do so would require Selectmen's approval. That issue went to court. The Supreme Judicial Court upheld the bylaw. Board of Public Works of the Town of Wellesley v. Board of Selectmen of the Town of Wellesley, et al., 377 Mass. 621, 387 N.E. 2d 146 (1979). The potential for tension over control of expending funds for library purposes has never gone away, the latest noticeable example on this point being evidenced by the reported conflicts between the Mayor of Boston and the Boston Library Trustees.

This legal authority in the Trustees to directly access Library trust funds is not just a

theory. It has been applied in this Town over many years. I am advised by you, and also Ms. Strother, that the library budget is routinely supplemented by library gifts and trust funds without appropriation amounting in the most recently concluded fiscal year to almost into the six figures. The Trustees' proposal to apply gift/trust funds now is therefore nothing new in the Town's experience, but rather only a matter of degree.

The Trustees will be accountable to the Town as "employers" of staff and stewards of the buildings

The rubber hits the road, though, in ensuring that operating and maintaining the branches is done in a fiscally responsible way. The Trustees are stewards of these buildings under their control, and, as they are aware, they are accountable to the Town for the way in which they manage these Town-owned assets. Hence the importance of a prudent financial plan, covering not just current operations in human resources, building maintenance and preservation, but also the long haul. This "vision thing" is also something that the Town has become used to (viz, Town Bylaw 19.16, requiring a town-wide financial plan) and its application here will require the good faith cooperation of the Trustees, the Town's financial services and the Advisory Committee, all partners in securing the Town's financial future and the long term viability of the Town's buildings including its library buildings. While the Trustees have been accorded jurisdiction over them, the Town owns them, simple as that.

The Town may regain control of the branches should it become necessary or advisable to do so

Should it be needed, the Town's power of the purse over the library budget will be the leverage for ensuring that a sound plan for the branches is funded by gifts and trust funds. Further leverage could come from asking Town Meeting to remove the branches from the Trustees' jurisdiction, which Town meeting has considered doing before (for example, Sprague, formerly under the jurisdiction of the Recreation Commission). The importance of a generally agreed-upon long range financial plan, and existing money on hand to support it, cannot be understated.

The Trustees have demonstrated their awareness of the issues and a willingness to cooperate with the Town

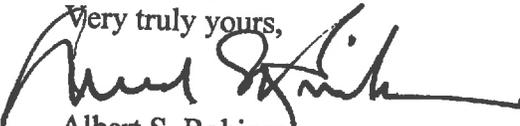
You have informed me of the Trustees' intention to ask Town Meeting to appropriate the branches lease receipts to library operations. In doing this, it seems to me you have found a way to inform Town Meeting of your intention to reopen the branches and seek its blessing (so to speak) and at the same time not waive your authority to spend the gift and trust money without appropriation. If Town Meeting declines to appropriate the lease receipts it would remain to decipher what that message is really all about, but if Town Meeting so votes, the inference could be clear that while the town has not authorized reopening the branches with town funds it does approve reopening based entirely on gifts and trust funds supporting a long ranged fixed plan for them.

Not so incidentally, the Trustees' initiative in finding temporary tenants to keep the branches "lived in", and to advise Town Meeting and seek its authority to enter into leases with them, in my opinion are all good evidence of the Trustees' awareness of their responsibility as good stewards of the buildings. The Town's history with buildings left vacant has not been a happy experience. So is their decision to participate in the Selectmen's policy of consolidating responsibility for most town-owned buildings under the direction and control of the Facilities Maintenance Administrator.

Conclusion

For the foregoing reasons, in my opinion the answer to your question is no, Town Meeting approval for application of Library trust funds is not required. However, such action should be supported by the funding of a sound financial plan since the branches' reopening will necessarily precipitate present/future financial municipal liability.

I will copy those who have expressed interest in this issue. Would any of you please let me know if discussion could be useful.

Very truly yours,

Albert S. Robinson

Enclosures:

- ccs: Hans Larsen, Executive Director
- Sheryl Strother, C.F.O.
- Rusty Kellogg, Chair, Advisory Committee
- Margaret Metzger, Former Chair, Advisory Committee

ASR: jss; File # WL-Gen; Asr\town\library\opinionltrrebranchesfinal

STEPHEN S. FADER, P.E.
TOWN ENGINEER

DOUGLAS R. STEWART, P.E.
ASSISTANT TOWN ENGINEER

TOWN OF WELLESLEY
WELLESLEY, MASSACHUSETTS 02481

P.O. BOX 364
455 WORCESTER STREET
781-235-7600
FAX 781-237-0047



DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

August 25, 2008

Albert S. Robinson
Town Counsel
40 Grove Street
Wellesley, MA 02482

SUBJECT: Ownership History of Branch Libraries

Dear Al:

You have requested the Engineering Division to research the ownership history of the branches of the Wellesley Free Library. In response to this request I directed Bill Millett of this office to perform the necessary research and am pleased to provide you with the summary of the ownership of both the Hills and Fells branch libraries.

Hills Library

In 1927, Isaac Sprague gave a gift of two (2) parcels of land to the inhabitants of the Town of Wellesley. The parcels totaled 14,280 square feet or about 1/3 of an acre. Article 14 of the 1927 Annual Town Meeting voted to accept this gift for the location of a public library building and that the Selectmen be authorized and instructed to take the necessary steps to have said land conveyed to the Town.

In 1941, Isaac Sprague, Jr. conveyed to the Town, 3,800 square feet of land adjoining the branch library in Wellesley Hills for park or library purposes only. Article 46 of the 1944 Annual Town Meeting accepted this gift on behalf of the Town. This action created a total area of 18,080 square feet to be used for what is now the Wellesley Hills Branch Library.

Enclosure (1) provides copies of the documents that created the Hills Branch Library property. They are provided herewith for your reference.

Albert S. Robinson, Town Counsel
August 25, 2008
Page 2

Fells Library

In 1858, the Town of Needham purchased the property, now occupied by the Fells Library, from Saul Seagrave to be used as a one room school house that became known as the "Unionville School House". In 1883, the property was transferred to the inhabitants of the Town of Wellesley, from the inhabitants of the Town of Needham. In 1905, the building became the Fells School and with the creation of the Hardy School in 1923, "the old school building in the Fells district was fitted up for a library room. The school desks were removed and tables, chairs and bookcases were provided from various sources. Books were lent from the Main Library. Mrs. T. C. Carr in charge of the room".

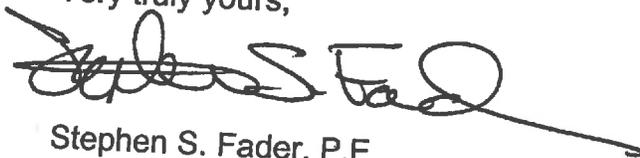
Article 12 of the 1924 Annual Town Meeting "authorized the Trustees of the Wellesley Free Library to maintain a branch library in the Fells section".

In 1932 and 1933, additional takings of pieces and strips of the Fells branch library were taken by the Commonwealth of Massachusetts for the reconstruction of Route 9. Finally, in 1953, another taking was made at the rounding of Fells Road at Weston Road to facilitate the street acceptance of Fells Road as a public way.

A copy of the documents, that implemented these actions are provided herewith as Enclosure (2).

I anticipate this will provide you with the information you requested relative to the branches of the Wellésley Free Library. Should you have any questions or require additional information, please feel free to contact me.

Very truly yours,



Stephen S. Fader, P.E.
Town Engineer

Enclosures

Cc: M. Pakstis
J. Curby

(1927)

TOWN CLERK'S RECORDS

Voted, unanimously, that the town accept with thanks the offer of Mr. Isaac Sprag...

JOHN T. RYAN, Town Clerk

TOWN CLERK'S RECORDS

Adjourned Meeting Held March 21st, 1927

Town Hall, Wellesley, March 21, 1927.

At an adjourned meeting held this date, said meeting having been adjourned from March 14th, 1927, and due notice having been posted in ten conspicuous places...

A request having been made and no objections being offered thereon Article 2 was taken up...

RESOLVED: That the voters of Wellesley in town meeting assembled hereby express their appreciation of the efficient service of the present Police force.

ARTICLE 15. To see what sum of money the town will appropriate for Recreation, namely: Parks and Playgrounds.

ARTICLE 16. To see what sum of money the town will appropriate for Department Building.

ARTICLE 17. To see what sum of money the town will appropriate for Interest.

ARTICLE 18. To see what sum of money the town will appropriate for Memorial Day.

ARTICLE 19. To see what sum of money the town will appropriate for Veterans Department for the extension of...

HILLS LIBRARY

TOWN OF WELLESLEY

A motion that the sum of four thousand (4,000) dollars be appropriated for Grading and Equipping School Playgrounds, to be expended under the direction of the School Committee was lost.

Article 12. To see what action the town will take with reference to making alterations in and providing equipment for use in the Old High School Building and equipping additions to the Alice Phillips School Building...

Voted, unanimously, that the sum of fifty-seven thousand five hundred (57,500) dollars be appropriated for making alterations in and providing equipment for use in the Old High School Building...

ARTICLE 13. To see what sums of money the town will appropriate for Libraries, namely: Wellesley Free Library and the branches thereof.

Voted, unanimously, that the sum of ninety-five hundred (9500) dollars be appropriated for the use of the Wellesley Free Library and Branches, to be spent under the direction of the Library Trustees.

ARTICLE 14. To see what action the town will take with reference to acquiring land and constructing a library building at Wellesley Hills substantially as recommended by the Special Committee on Library Accommodations and appropriating money therefor.

It was voted to consider Article 36 at this time in connection with Article 14. Voted, unanimously, that the sum of fifty thousand (50,000) dollars be appropriated for the construction and original equipment and furnishing of a new building at Wellesley Hills for a public library...

NORTHWESTERLY by the land conveyed to the Town of Wellesley by Isaac Sprague by deed dated August 26, 1927, and recorded with Norfolk Deeds, Book 2761, Page 98, about one hundred nine and 28/100 (109.26) feet;

ADDITIONAL
LAND

Book 2425
Pg. 270

containing about 3800 square feet and being a portion of the premises conveyed to the Magnus Real Estate Trust by deed of Hattie B. Cunningham, et als, dated July 10, 1912 and recorded with Norfolk Deeds, Book 1221, Page 562.

Said premises are hereby conveyed subject to the easement taken by the Commonwealth of Massachusetts in connection with the layout of said Worcester Street.

The consideration for this deed being less than \$100 no stamps are required or affixed.

_____ husband of said grantor,
_____ wife of said grantor,
release to said grantor all rights of tenancy by the curtesy, dower and homestead and other interests therein.

Witness my hand and seal this seventeenth day of October 19 42

Sadie Golden

The Commonwealth of Massachusetts

Suffolk _____
_____ October 20, 19 42

Then personally appeared the above named SADIE GOLDEN

and acknowledged the foregoing instrument to be her free act and deed, before me



Clarence Alfred Bunker
Notary Public - Justice of the Peace

My commission expires Sept. 9 19 49

Rec'd & entered for record Dec. 16, 1942 at 9h.A.M.

I, ISAAC SPRAGUE, Jr.,

of Wellesley _____
_____ Norfolk _____ County, Massachusetts,
being unmarried, for consideration paid, grant to THE INHABITANTS OF THE TOWN OF WELLESLEY

_____ of _____
_____ with quitclaim covenants
the land in _____

(Description and circumstances, if any.)
a certain parcel of land situated in that part of Wellesley, known as Wellesley Hills and bounded and described as follows:

NORTHEASTERLY by Grantland Road about sixty (60) feet;

EASTERLY by the curved intersection of Grantland Road and Worcester Street thirteen and 26/100 (13.26) feet;

SOUTHERLY by Worcester Street about one hundred and thirty-five (135) feet; and

NORTHWESTERLY by the land conveyed to said Town by Isaac Sprague by deed dated August 26, 1927, and recorded with Norfolk Deeds, Book 1761, Page 98, about one hundred nine and 26/100 (109.26) feet;

containing about 3600 square feet, and being the same premises conveyed to me by Sadie Golden by deed of even date to be recorded herewith.

Said premises are hereby conveyed subject to the easement taken by the Commonwealth of Massachusetts in connection with the layout of said Worcester Street.

The consideration for this deed being less than \$100 no stamps are required or affixed.

I, ELIZABETH C. SPRAGUE, ~~husband~~ wife of said grantor,

release to said grantee all rights of ~~tenancy by the courtesy~~ dower and homestead and other interests therein.

Witness OUR hands and seals this seventeenth day of October 19 42

Handwritten signature of witness

Handwritten signature of Elizabeth C. Sprague

The Commonwealth of Massachusetts

Norfolk ss. October 17, 19 42

Then personally appeared the above named ISAAC SPRAGUE, Jr.

and acknowledged the foregoing instrument to be his free act and deed, before me

Handwritten signature of Notary Public

Notary Public - Justice of the Peace

My commission expires July 26 1946

Rec'd & entered for record Dec. 16, 1942 at 9h. A.M.

I, Walter F. Stephens, assignee and

holder of a mortgage

from Carrie C. Holme

to Elona M. Sawyer

dated May 29, 1937

recorded with Norfolk County Registry of Deeds

Book 2146, Page 479, acknowledge satisfaction of the same

39
Articles 40 and 41 were taken up together. The request having been made and no objection being made thereto:

Article 40. To see what action the town will take regarding the selection and acquisition of a possible site for the location of a new school north of Worcester Street, east of Weston Road and west of Cliff Road, and the appropriation of money therefor.

Article 41. To see what action the town will take relative to providing playground facilities for that portion of the town north of Worcester Street, and east of Weston Road.

Voted, unanimously, that the Moderator be instructed to appoint a committee of five citizens one of whom shall be a member of the School Committee and one of whom shall be a member of the Planning Board to study and consider future sites for general school and park purposes in the area north of Worcester Street, east of Weston Road, and west of Cliff Road, and that said committee shall report its recommendations to the voters not later than December 15, 1941, so that the voters may be adequately prepared to act upon these recommendations at the annual Town Meeting in 1942.

At this point the following resolution submitted by Ralph E. McCurdy was adopted:

Resolved, that it is the sense of this Town Meeting that the available space in existing elementary school buildings be used to accommodate the elementary school children of the town until such time as the need for additions to existing plant or new buildings shall become definitely established.

Article 42. To see what action the town will take to acquire additional land for park purposes, adjoining Rockridge Pond, and appropriate money therefor. No action was taken under this article.

Article 43. To see what action the town will take to establish additional parking areas and appropriate money therefor. No action was taken under this article.

Article 44. To see if the town will vote to elect a board of public welfare of three or five members for a term of three years. Voted, unanimously, that a committee of five be appointed by the Moderator to consider, in the light of the experience of representative comparable towns, the amount and character of welfare aid of all kinds distributed in the town, the present methods of administering such aid and the desirability of a Board of Public Welfare distinct from the Board of Selectmen; and that said committee be instructed to report its findings and recommendations to the voters on or before Jan. 1, 1942, in order that the voters and the Advisory Committee of the town may have ample opportunity to consider said findings and recommendations.

Article 45. To see what action the town will take to provide safe means of access for children to the bathing beach at Morses Pond and appropriate money therefor. Voted, Yes 85—No 81, that the sum of two thousand (\$2,000) dollars, be appropriated for the purpose of improving the access to Morses Pond from Weston Road, in such a manner as to make it safe for bicyclists and pedestrians. This appropriation to be expended under the direction of, and at the discretion of, the Board of Selectmen.

Article 46. To see if the town will accept the gift of Isaac Sprague, Jr. of certain land adjoining other town land occupied by the Branch Library at Wellesley Hills to be used for park or library purposes only. Voted, by a unanimous rising vote that the town accept with thanks the deed of Isaac Sprague, Jr., conveying to the town for park or library purposes only, about 3800 square feet of land adjoining the branch library at Wellesley Hills.

Article 47. To see if the town will accept the gift of Isaac Sprague, Jr. of certain land adjoining other town land occupied by the Branch Library at Wellesley Hills to be used for park or library purposes only. Voted, by a unanimous rising vote that the town accept with thanks the deed of Isaac Sprague, Jr., conveying to the town for park or library purposes only, about 3800 square feet of land adjoining the branch library at Wellesley Hills.

Article 48. To see if the town will accept the gift of Isaac Sprague, Jr. of certain land adjoining other town land occupied by the Branch Library at Wellesley Hills to be used for park or library purposes only. Voted, by a unanimous rising vote that the town accept with thanks the deed of Isaac Sprague, Jr., conveying to the town for park or library purposes only, about 3800 square feet of land adjoining the branch library at Wellesley Hills.

Article 49. To see if the town will accept the gift of Isaac Sprague, Jr. of certain land adjoining other town land occupied by the Branch Library at Wellesley Hills to be used for park or library purposes only. Voted, by a unanimous rising vote that the town accept with thanks the deed of Isaac Sprague, Jr., conveying to the town for park or library purposes only, about 3800 square feet of land adjoining the branch library at Wellesley Hills.

Article 50. To see if the town will accept the gift of Isaac Sprague, Jr. of certain land adjoining other town land occupied by the Branch Library at Wellesley Hills to be used for park or library purposes only. Voted, by a unanimous rising vote that the town accept with thanks the deed of Isaac Sprague, Jr., conveying to the town for park or library purposes only, about 3800 square feet of land adjoining the branch library at Wellesley Hills.

Article 51. To see if the town will accept the gift of Isaac Sprague, Jr. of certain land adjoining other town land occupied by the Branch Library at Wellesley Hills to be used for park or library purposes only. Voted, by a unanimous rising vote that the town accept with thanks the deed of Isaac Sprague, Jr., conveying to the town for park or library purposes only, about 3800 square feet of land adjoining the branch library at Wellesley Hills.

1941 HILLS LIBRARY

16. To see what sum of money the town will appropriate for the improvement of Hunnewell Field as a skating area between the aqueduct ball field, to be expended under the direction of the Park Commission. That a portion of Hunnewell Field between the aqueduct and the foot-improved for use as a skating area and that the sum of two thousand (\$2,500.00) dollars be appropriated for such purpose to be expended action of the Park Commission.

17. To see what sum of money the town will appropriate for the maintenance of the skating area, referred to in Article 36, to be expended under the direction of the Park Commission. No action was taken under this article.

adjourned at 10:56 P.M.

JOHN T. RYAN,
Town Clerk.

TOWN CLERK'S RECORD
OF
HOLDN TOWN MEETING HELD MARCH 11, 1941

Gamaliel Bradford Senior High School
Rice Street
March 11, 1941

urned session of the Town Meeting was held this date, with Moderator in the chair. The meeting opened at 7:55 p.m. and the following were taken by the Town Meeting members present.

ere 188 Town Meeting Members present, as determined by the Check which constituted a quorum for the transaction of business.

ly elected Town Meeting Members in the seating arrangement in the vregated from the other voters by occupying the front section of the hall, securely roped off and in charge of a detail of police. Entrance to the as through one door and each Town Meeting Member was checked from list of members before being admitted to the enclosure. Between the closure reserved for the Town Meeting Members and the other voters here was a wide space established for the convenience of the Moderator ing the votes.

eting opened with consideration of:

38. To see if the town will authorize the Selectmen to sell a triangular nd on Paine Street extension, so called, containing 1,999 square feet, and of Helen E. Diehl, as recommended by the School Committee, or er action relating to said land. No action was taken under this article.

39. To see if the town will authorize the Selectmen to sell certain ng the brook at the northerly side of the Brown School playground, as id by the School Committee, or take any other action relating to said n was taken under this article.

40. To see what action the town will take regarding the selection and acquisition of a possible site for the location of a new school north of Worcester Street, east of Weston Road and west of Cliff Road, and the appropriation of money therefor.

41. To see what action the town will take relative to providing playground facilities for that portion of the town north of Worcester Street, and east of Weston Road.

Voted, unanimously, that the Moderator be instructed to appoint a committee of five citizens one of whom shall be a member of the School Committee and one of whom shall be a member of the Planning Board to study and consider future sites for general school and park purposes in the area north of Worcester Street, east of Weston Road, and west of Cliff Road, and that said committee shall report its recommendations to the voters not later than December 15, 1941, so that the voters may be adequately prepared to act upon these recommendations at the annual Town Meeting in 1942.

At this point the following resolution submitted by Ralph E. McCurdy was adopted:

Resolved, that it is the sense of this Town Meeting that the available space in existing elementary school buildings be used to accommodate the elementary school children of the town until such time as the need for additions to existing plant or new buildings shall become definitely established.

1232
HOUSE SITE

Know all men by these Presents that the Inhabitants of the Town of Needham, in the County of Norfolk and Commonwealth of Massachusetts, in consideration of One Dollar and other good and valuable considerations to them paid by the Inhabitants of the Town of Wellesley, in said County and Commonwealth, the receipt whereof is hereby acknowledged, do hereby assign, release and forever quit claim unto the said Inhabitants of the Town of Wellesley, all the right, title and interest which the said Inhabitants of the Town of Needham have in and to the following described parcels of land with all the Buildings standing thereon, all situated in said Town of Wellesley, and thus bounded and described, viz:

The first parcel contains by estimation one and one half acre more or less, lying in the form of a triangle, on which stand the North Schoolhouse, so called, and is bounded Northwesterly on Freshington Street, Northeastly on Allen Street, and Southerly on Walnut Street.

The second parcel contains one half of an acre more or less, on which stand the Unionville Schoolhouse (so called) and is bounded beginning at the Northeast corner at land formerly of S. S. Seagrave and Blossom Street, and running South sixty three degrees West along said Seagrave land one hundred forty seven and one half feet to a corner, thence South twenty seven degrees West along same land one hundred forty seven and one half feet to a corner, thence North sixty three degrees West along same land one hundred forty seven and one half feet to Blossom Street aforesaid, thence North twenty seven degrees West along said Blossom Street one hundred forty seven and one half feet to point of beginning.

The third parcel contains one half of an acre more or less, and is the lot on which stood the old Schoolhouse in Wellesley, and is bounded Northerly on Central Street, Southwesterly on Blossom Street, and South Easterly on the fourth and fifth parcels hereinafter described.

The fourth parcel is part of the lot on which stand the Hummewell Schoolhouse, and is bounded beginning on

Book 556

PS 168

TRANSFER OF
PROPERTY FROM
"INHABITANTS OF
TOWN OF NEEDHAM"
TO
"INHABITANTS OF
TOWN OF WELLESLEY"

SCHOOL is 2nd
parcel

9/19/1883

Inhabitants of the Town of W...
Quit claim done dated 1/21/1883
NO. 111

Southerly side of Central Street at land formerly of H. T. Guild, now occupied by Mary Field, and running South forty degrees West, seventy-nine feet more or less, along said Field land to what used to be the old road, but which is now owned by grantee, and is the fifth parcel hereinafter described, thence running Westerly two hundred and seventy feet more or less along said old road to the point of junction between said old road and Central Street; thence turning and running Easterly along said Central Street three hundred feet more or less to point of beginning, together with all the rights belonging to said Town in said old road.

The fifth parcel contains by estimation about eighty five thousand square feet, and is also a part of the lot on which stand the "Hunnewell" School house, and is bounded beginning at the North-west corner by land of grantee, being the third parcel just described, and the old road mentioned in the fourth parcel, which it seems was called Common Street, and running East-Southeasterly along said Common Street two hundred ninety one feet to a bound by land formerly of A. F. Harris, thence South-Southwesterly in nearly a straight line along said Harris land three hundred eighty nine feet to a bound on Blossom Street, thence Northwesterly along said Blossom Street two hundred ninety seven feet to said third parcel, before described, thence North-Northeasterly along said third parcel one hundred ninety one feet to point of beginning.

The sixth parcel is the lot on which stand the Shaw School house, containing three fourths of an acre more or less, and is bounded beginning at a point on the Easterly side of Forest Street, fifty feet distant in a Northerly direction on said Street from the Northwesterly corner of lands recently conveyed by the City of Boston to Shaw and Stone, thence running at right angle with said Street Easterly about sixty six feet, thence Northeasterly in a line parallel with the Central Turnpike (now Washington Street) about two hundred twenty six feet to Laurel Avenue, at a point two hundred twenty five feet Southerly from said Washington Street; thence Southerly on said Laurel Avenue ninety seven feet, thence

about two hundred and ninety feet. thence in a line parallel with the line first aforesaid about seventy six feet to said Forest Street, thence on said Forest Street northerly one hundred and three feet to point of beginning.

The seventh parcel contains twelve thousand nine hundred five square feet more or less, and is bounded beginning at the southwesterly corner thereof on Forest Street, thence on said Forest Street seventy five feet, thence easterly by a line making a right angle with the easterly line of said Forest Street, eighty feet, thence north easterly one hundred thirteen and three tenths feet, thence northerly eighty feet to the southerly line of Laurel Avenue, said last line making a right angle with the southerly line of said Avenue, thence southeasterly on said Avenue thirty feet, thence southwesterly two hundred twenty seven and two tenths feet, on land of grantee being the sixth parcel just described, thence easterly on same land eighty eight feet to point of beginning, reference being had to a plan of said lots dated April 1874, signed by F. H. Fuller, and recorded with Norfolk Deeds, or however otherwise either of said parcels may be measured, bounded or described.

Reserving or excepting out of said premises however, such portions of the fourth and fifth parcels, if any, as may have been taken to build Cross Street.

For grantors title to said premises, see the following deeds, viz: One from Amos Allen dated January 24, 1844, recorded with Norfolk Deeds in lib 150, fol 45; One from S. S. Seagraves dated May 28, 1858, recorded in lib 266, fol 135; One from William Hagg dated October 2, 1844, recorded in lib 150, fol 44; One from Henry J. Durant dated June 24, 1869, recorded in lib 382, fol 53; One from Anna F. Harris dated May 29, 1869, recorded in lib 380, fol 199; One from Shaw & Stone dated Feb 23, 1855, recorded in lib 498, fol 165; One from Boston & Albany Railroad Company dated May 1, 1874, recorded in lib 457, fol 186.

To have and to hold the granted premises with all the privileges and appurtenances thereto belonging to the said inhabitants of the Town of Hellsley and their successors.

Dedham, Sept. 19, 1883. Received & entered
with Norfolk Deed. Lib. 550 fol. 168
J. H. Burdakin, Regt.

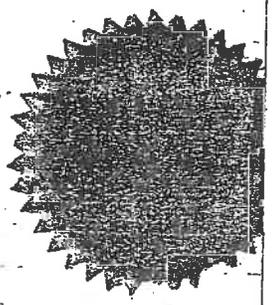
And the said Inhabitants of the Town of Dedham, do here
for themselves and their successors and assigns, covenant with
the said Inhabitants of the Town of Wellesley and their successors
and assigns, that the granted Premises are free from all incum
brances made or suffered by them, and that they will and th
successors and assigns shall warrant and defend the same to
the said grantee and their successors and assigns forever
against the lawful claims and demands of all persons claim
ing by through or under them but against none other.

In witness whereof the said Inhabitants of the Town of
Dedham, by Levi Ladd their Treasurer, and Mark Lee, Enos
H. Tucker and James Mackintosh their Selectmen have here
unto set their hands, and caused the seal of the Town of Dedham
to be affixed hereto this twenty first day of January in the
year one thousand eight hundred eighty two.

Signed Sealed and delivered in presence of

Albert Jennings
to att the
signature

Levi Ladd Treasurer
Mark Lee
James Mackintosh
Enos H. Tucker
Selectmen



Commonwealth of Massachusetts.
Norfolk Co. January 25, 1882.

Then personally appeared the above named Levi Ladd
Treasurer, and Mark Lee, Enos H. Tucker and James Mackintosh
Selectmen, and acknowledged the foregoing instrument to be the
free act and deed of the Inhabitants of the Town of Dedham.

before me

Albert Jennings,
Justice of the Peace.

TOWN OF WELLESLEY

TOWN CLERK'S RECORDS

monusly, that the sum of one hundred (100) dollars be appropriated for Law, under the direction of the Selectmen.

monusly, that the sum of one hundred eight and eighty-one one-hundredths be appropriated for Law Deficit, to be expended under the direction of the

monusly, that the sum of two hundred fifty (250) dollars be appropriated for instruction, to be expended under the direction of the Selectmen.

monusly, that the sum of four hundred eighty (480) dollars be appropriated for expended under the direction of the Selectmen.

monusly, that the sum of one hundred ten and seventy-five one-hundredths be appropriated for Town Hall Deficit, to be expended under the direction of

monusly, that the sum of fifty (50) dollars be appropriated for the Special Use Fund, to be expended under the joint direction of the Advisory Committee and Selectmen.

monusly, that the sum of two thousand (2,000) dollars be appropriated for the Annual Town Report for 1923, to be expended under the direction of the

To see what sums of money the Town will appropriate for Protection Building Department, Moths, and Shade Trees.

monusly, that the sum of thirty-eight hundred (3,800) dollars be appropriated for the Department, to be expended under the direction of the Selectmen.

monusly, that the sum of one hundred (100) dollars be appropriated for the Department, to be expended under the direction of the Selectmen.

monusly, that the sum of forty-four hundred seventy (4,470) dollars be appropriated for the Department, to be expended under the direction of the Selectmen.

monusly, that the sum of three hundred seventy-five (375) dollars be appropriated for the Department, to be expended under the direction of the Selectmen, of which twenty-five (25) dollars is for the installation of a new fire alarm box near the

monusly, that the sum of fifty (50) dollars be appropriated for Sealer of Weights and Measures, to be expended under the direction of the Selectmen.

monusly, that the sum of two hundred (200) dollars be appropriated for the Department, to be expended under the direction of the Selectmen.

monusly, that the sum of seventeen hundred eighty-nine and fifty one-hundredths be appropriated for the suppression of Gypsy and Brown Tail Moths, to be expended under the direction of the Selectmen.

monusly, that the sum of fifteen hundred forty-six (1,546) dollars be appropriated for the Department, to be expended under the direction of the Selectmen.

To see what sums of money the town will appropriate for Health Department, Board of Health, Contagious and Tuberculous Cases, Sanitary, and Nutrition Clinic.

monusly, that the sum of five hundred (500) dollars be appropriated for the Department, to be expended under the direction of the Selectmen.

monusly, that the sum of three hundred (300) dollars be appropriated for the Department, to be expended under the direction of the Selectmen.

monusly, that the sum of three hundred (300) dollars be appropriated for the Department, to be expended under the direction of the Selectmen.

monusly, that the sum of fifty (50) dollars be appropriated for the Department, to be expended under the direction of the Selectmen.

To see what sums of money the Town will appropriate for the Nutrition Department, Highways, Snow, and Fences.

monusly, that the sum of eighty-five hundred fifteen (8,515) dollars be appropriated for the Department, to be expended under the direction of the Selectmen.

monusly, that the sum of five thousand (5,000) dollars be appropriated for the Department, to be expended under the direction of the Selectmen.

monusly, that the sum of one hundred (100) dollars be appropriated for Fences, to be expended under the direction of the Selectmen.

To see what sum of money the Town will appropriate for Charities,

FELLS LIBRARY

Voted, unanimously, that the sum of two thousand (2,000) dollars be appropriated for the care of the Poor, to be expended under the direction of the Overseers of the Poor.

Voted, unanimously, that the sum of eight hundred ninety-two and seventy-eight one-hundredths (892.78) dollars be appropriated for Poor Deficit, to be expended under the direction of the Overseers of the Poor.

ARTICLE 9. To see what sums of money the Town will appropriate for Soldiers' Benefits, namely: State Aid, Soldiers' Relief and Military Aid.

Voted, unanimously, that the sum of twenty-four (24) dollars be appropriated for State Aid, to be expended under the direction of the Selectmen.

Voted, unanimously, that the sum of one hundred (100) dollars be appropriated for Soldiers' Relief, to be expended under the direction of the Selectmen.

Voted, unanimously, that the sum of fifty (50) dollars be appropriated for Military Aid, to be expended under the direction of the Selectmen.

ARTICLE 10. To see what sums of money the Town will appropriate for Education, namely: Schools, Evening Schools, Transportation of Pupils, Vocational Schools, and Physical Education.

Voted, unanimously, that the sum of forty-four thousand four hundred (44,400) dollars be appropriated for the School Department, to be expended under the direction of the School Committee.

Voted, unanimously, that the sum of four hundred (400) dollars be appropriated for Evening Schools, to be expended under the direction of the School Committee.

Voted, unanimously, that the sum of fifteen hundred (1,500) dollars be appropriated for Transportation of Pupils, to be expended under the direction of the School Committee.

Voted, unanimously, that the sum of six hundred (600) dollars be appropriated for Vocational Education, to be expended under the direction of the School Committee.

Voted, unanimously, that the sum of four hundred (400) dollars be appropriated for Physical Education, to be expended under the direction of the School Committee.

ARTICLE 11. To see what sums of money the Town will appropriate for Libraries, namely: Wellesley Free Library, Branch Library at Wellesley Hills, and Branch at Cedar Street.

Voted, unanimously, that the sum of twenty-five hundred (2,500) dollars be appropriated for the Library Department purposes for the Main Library and Branches, to be expended under the direction of the Trustees of Wellesley Free Library.

ARTICLE 12. To see if the Town will authorize the Trustees of the Wellesley Free Library to maintain a Branch Library in the Fells section and appropriate money therefor.

Voted, unanimously, that the Trustees of the Wellesley Free Library be authorized to maintain a Branch Library in the Fells section.

ARTICLE 13. To see what sum of money the town will appropriate for Recreation, namely: Parks and Playgrounds.

Voted, unanimously, that the sum of fifteen hundred (1,500) dollars be appropriated for Recreation, namely, Parks and Playgrounds.

ARTICLE 14. To see what action the Town will take regarding increased playground facilities.

Voted, unanimously, that the Moderator appoint a committee of five citizens to investigate the present playground facilities—and that this committee be, and hereby is, instructed to report a plan for the enlargement of playground facilities to the Town, at its annual meeting, in March, 1924. The Moderator appointed George L. Abell, Frank W. Burton, John W. Decrow, John C. Morse and William Howard White.

ARTICLE 15. To see what sum of money the Town will appropriate for Incidentals, namely: Dentists, to be expended under the direction of the Selectmen.

Voted, unanimously, that the sum of two hundred (200) dollars be appropriated for Incidentals, to be expended under the direction of the Selectmen.

ARTICLE 16. To see what sum of money the Town will appropriate for Department Building.

Voted, unanimously, that the sum of three hundred (300) dollars be appropriated for the Department Building, to be expended under the direction of the Selectmen.

ARTICLE 17. To see what sum of money the Town will appropriate for Interest.

Voted, unanimously, that the sum of twelve thousand (12,000) dollars be appropriated for Interest.

Special Town meeting Jan 1, 1924

78

TOWN OF WELLESLEY

The Wellesley Hills Branch has shown a very prosperous year. The circulation increases in both the adult and juvenile departments are very pleasing. To offset the crowded conditions there a third room has been made accessible which has been thoroughly renovated and finished to correspond with the other part of the library and will be furnished for a reference room. Extra facilities for reading have been added in the front reading room to provide for the increased number of people using the library.

On July 18th due to the activities of the Fells Improvement Society and the hearty co-operation of the School Board the old school building in the Fells district was fitted up for a library room. The school desks were removed and tables, chairs and bookcases were provided from various sources. Books were lent from the Main Library and Mrs. T. C. Carr took charge of the room.

At the Cedar Street Branch there has been another substantial gain in circulation. In May Mrs. John Cronan, story-teller for the Boston Public Library, held three story hours at this branch on Saturday mornings. These were well attended but sickness in the neighborhood at the time prevented a

The following yearly figures are submitted:—

MAIN LIBRARY

	1922	1923	1922	1923
Non-Fiction.....	Adult 7,379	Juvenile 1,587	Adult 8,450	Juvenile 1,764
Fiction.....	22,977	5,583	23,429	5,568
Magazines.....	1,337		1,740	
Totals.....	31,693	7,170	33,719	7,332
Increase.....	39,868	7,170	41,051	7,332
Total number of volumes December 31, 1922.....			2,188	
Additions by gift.....			66	23,468
Additions by purchase.....			689	
Additions from Pay Collection.....			138	
Books lost in circulation.....			883	
Books withdrawn.....			16	
Books lost and paid for.....			402	
Total number of volumes December 31, 1923.....			478	23,873
Books lost and paid for.....			7	

1923 TRANSFER of SCHOOL BOOKS TO LIBRARY

LIBRARY DEPARTMENT WELLESLEY HILLS BRANCH

	1922	1923
Non-Fiction.....	Adult 1,390	Juvenile 768
Fiction.....	10,377	4,315
Magazines.....	650	16
Totals.....	12,417	5,099
Increase.....		17,516
Books added by gift.....		
Books added by purchase.....		
Books lost in circulation.....		
Books withdrawn.....		
Books lost and paid for.....		
Total number of volumes December 31, 1923.....		

CEDAR STREET BRANCH

	1922	1923
Non-Fiction.....	Adult 177	Juvenile 457
Fiction.....	4,691	5,160
Magazines.....		
Totals.....	4,868	5,617
Increase.....		10,485
Books added by purchase.....		
Books added by gifts.....		
Books withdrawn.....		
Total number of volumes December 31, 1923.....		

FELLS BRANCH

	July to December 1923
Non-Fiction.....	
Fiction.....	
Total.....	
Grand Total.....	
Total circulation for year ending December 31, 1923.....	
Total circulation for year ending December 31, 1922.....	
Total Increase.....	

Respectfully submitted,
KATHLEEN A. ICI

1923

PARCEL 42
LORA A. MACDONALD
Ac. obt. 3140 Sq. Ft.

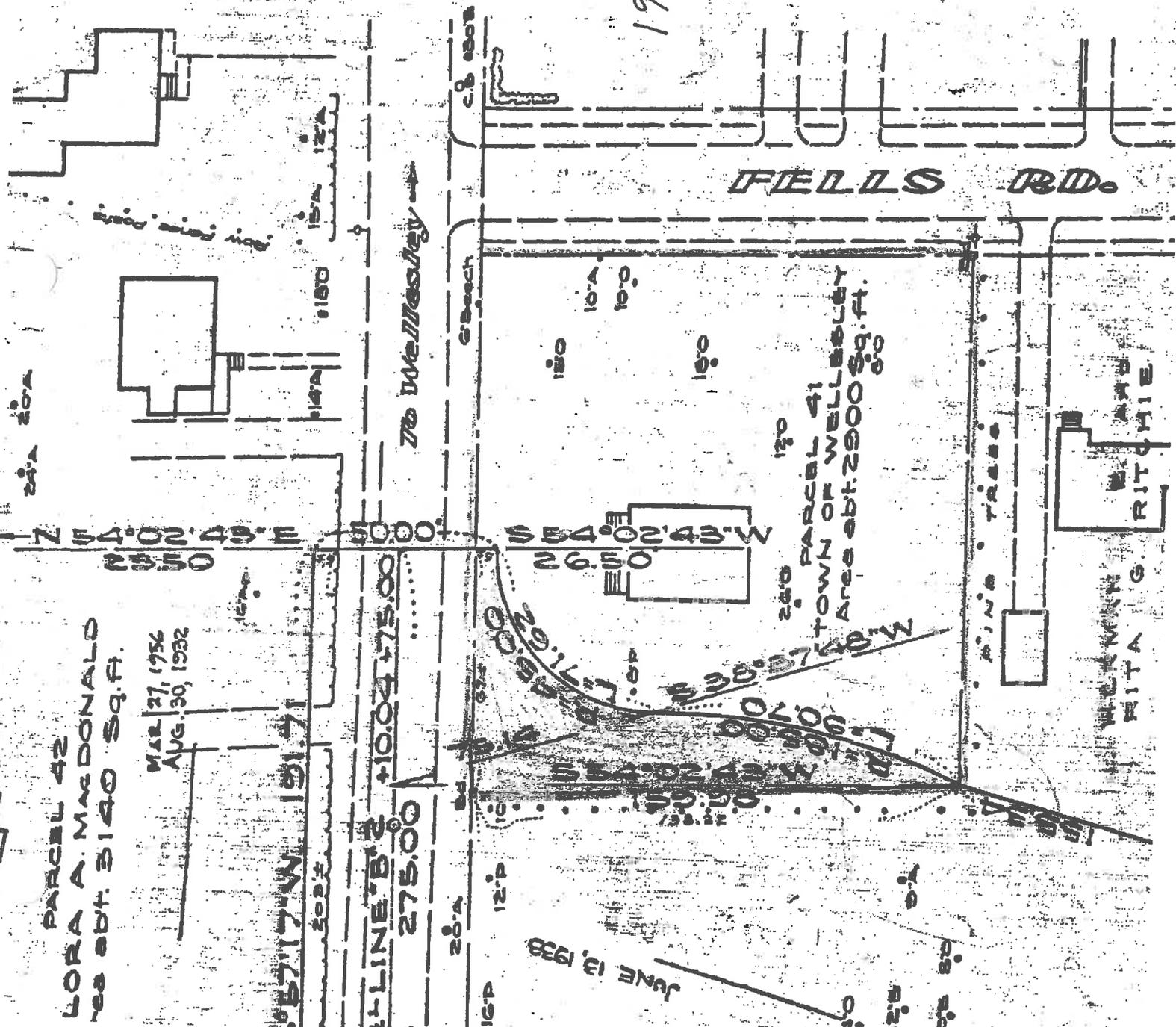
MAR 27, 1956
AUG. 30, 1952

LINE B. 2
275.00

LINE B. 2
+10.04 +75.00

THIS SECTION ALTERED AUGU
SEE TRACING IN THIS FOLI
OF THAT DATE.

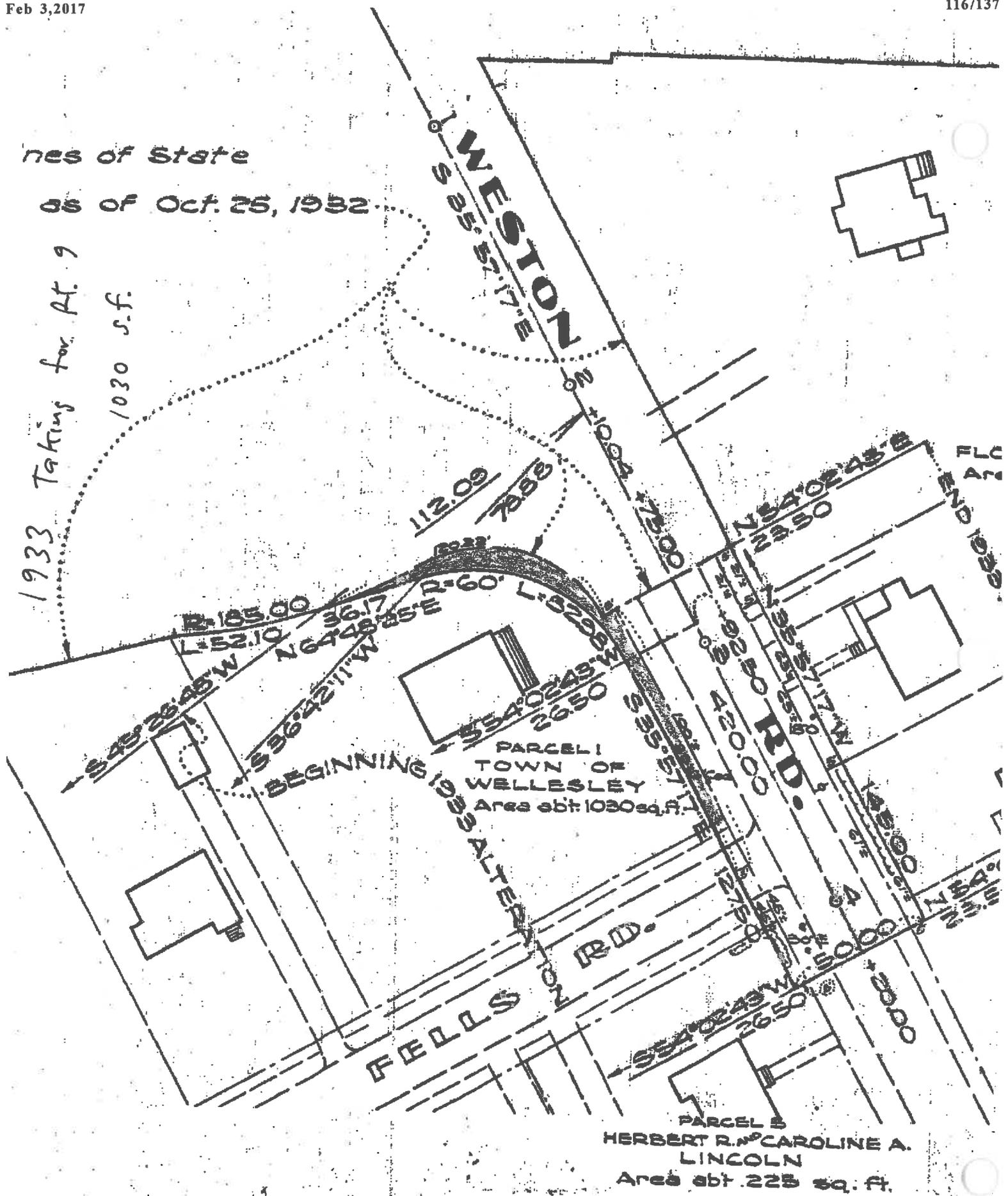
1932 taking for RT. 9
2900 s.f.



nes of State

as of Oct. 25, 1932

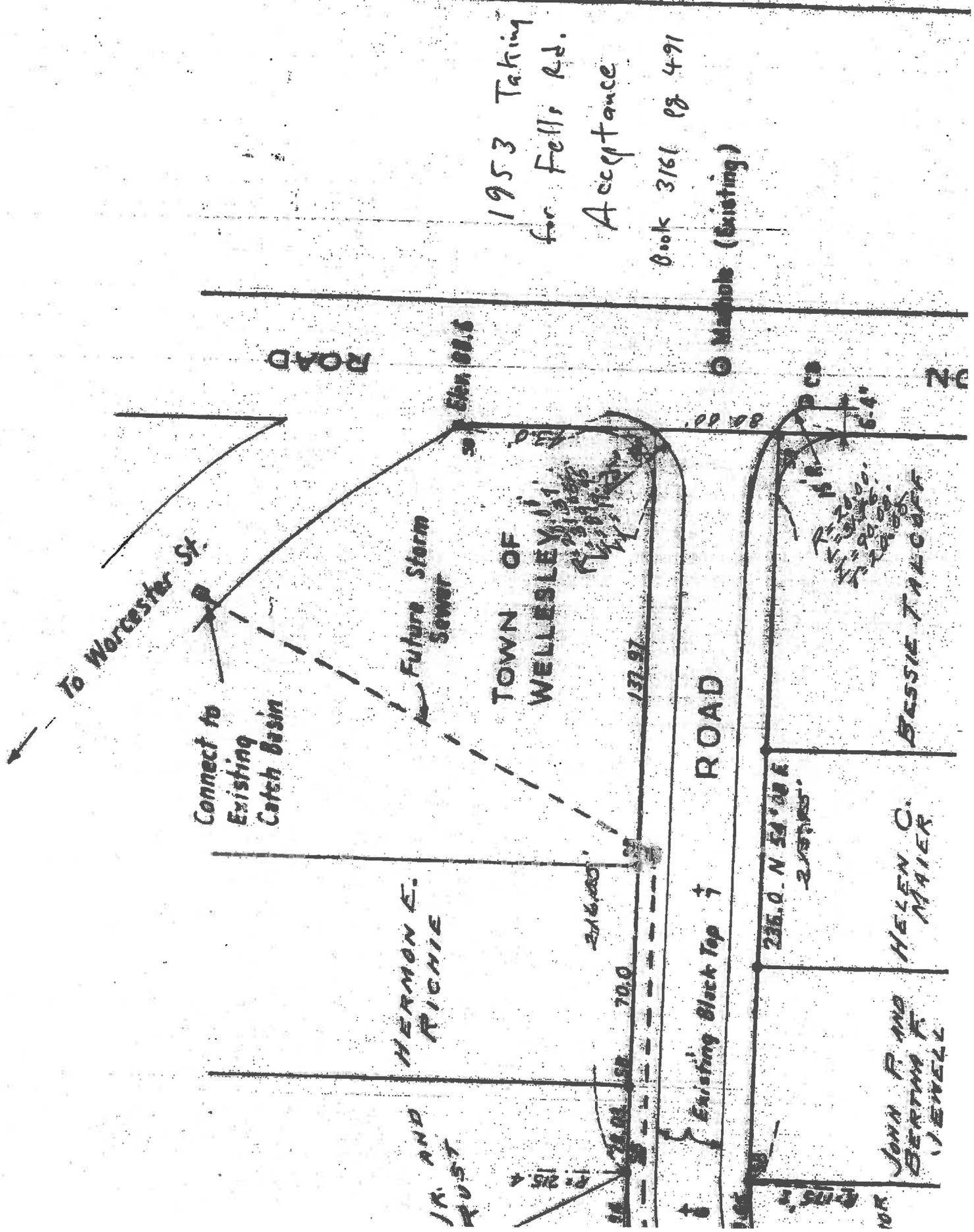
1933 Taking for Pt. 9
1030 s.f.



BEGINNING 1933 ALTERED

PARCEL 1
TOWN OF WELLESLEY
Area abt. 1030sq. ft.

PARCEL 2
HERBERT R. & CAROLINE A.
LINCOLN
Area abt. 225 sq. ft.



1953 Taking
for Falls Rd.
Acceptance
Book 3161 pg 491

Mansions (Existing)

To Worcester St.

Connect to
Existing
Catch Basin

HERMON E.
RICHIE

HERMAN E.
RICHIE

TOWN OF
WELLESLEY

ROAD

Existing Black Top Road

HELEN C.
MAIER

JOHN P. AND
BERTHA F.
WENELL

BESSIE TALCOTT

ROAD

Sta 00.0

Station

ON

137.97

70.0

216.00

235.0

N 54° 08' E

2.35' 10"

6.4'

RESERVED
BY
TOWN OF
WELLESLEY

FELLS LIBRARY

266

ORIGINAL
PURCHASE BY
TOWN OF NEEDHAM
FOR SCHOOLHOUSE
6/2/1858

Book 266-18-135

by Saul S. Seagraves of said Needham county and commonwealth
aforesaid the receipt whereof is hereby acknowledged do hereby
renewe release and forever quit-claim unto the said Saul S.
Seagraves his heirs and assigns the premises described in a certain
deed bearing even date with these presents from said Saul S.
Seagraves to the inhabitants of the town of Needham under and
by virtue of said Saul S. Seagraves mortgage so one dated the first
day of January A. D. 1857 and recorded with the Norfolk Deeds
Book 253 fol 119 but without prejudice to my interest in the
residue of the premises described in said mortgage.
To have & to hold the above released premises to the said Saul S.
Seagraves - heirs and assigns to his and their use and behoof
forever.

In witness whereof I the said Gilbert H. Seagraves have hereunto set my hand and seal this twenty eighth
day of May in the year of our lord one thousand eight hundred
and fifty eight. Gilbert H. Seagraves (said signed sealed & delivered
in presence of me William Stagg, Commissioner of Massachusetts
Norfolk ss. May 29, 1858. Then personally appeared the above named
Gilbert H. Seagraves and acknowledged the above instrument to
be his free act and deed before me William Stagg Justice of the Peace.
June 2, 1858 Recd. entered & returned by E. W. F. [unclear]

135.
Seagraves
to
Seagraves
- Release -
See Lib. 253 fol. 119.

Know all men by these presents
that I Saul S. Seagraves of Needham in the county of Norfolk and
commonwealth of Massachusetts of men and in consideration of one
hundred dollars paid by the inhabitants of the town of Needham
in the county and commonwealth aforesaid the receipt whereof
is hereby acknowledged do hereby give grant bargain sell and
convey unto the said inhabitants a certain tract or parcel of
land situated in the northeast part of said Needham contain-
ing one half an acre and bounded as following: beginning at
the northeast corner by my new road and by the county road
then running south sixty three degrees west on my new road one
hundred and forty seven and one half feet to a corner, then south
twenty seven degrees east on my new road one hundred and forty
seven and a half feet to a corner, then north sixty three degrees
east on my new road one hundred and forty seven and a half
feet to the aforesaid county road, then north twenty seven degrees
west on said county road one hundred and forty seven and a half
feet to the place of beginning.

To have & to hold the above
granted premises with the privileges and appurtenances thereto
belonging to the said inhabitants their successors and assigns to
them and their heirs and behoof forever. And I the said Saul S.
Seagraves for myself and any heirs executors and administrators
do covenant with the said inhabitants their successors & assigns
that I am lawfully seized in fee of the aforesaid premises, that
they are free from all incumbrances, that I have a good right to

Seagraves
to
Town of Needham.

all and convey the same to the said inhabitants their successors as
 aforesaid, and that I will and my heirs executors and administrators
 shall warrant and defend the same to the said inhabitants their
 successors and assigns forever against the lawful claims and demands
 of all persons. In witness whereof I the said Saul S. Seagraves
 together with my wife Mary S. Seagraves executing this deed to her all
 her rights of a homestead under any of the laws of this commonwealth
 also relinquish all right of dower in the above granted premises,
 have hereto set our hands and seals this twenty eighth day of May
 in the year of our Lord eight hundred and fifty eight. Saul S.
 Seagrave (and) Mary S. Seagrave (and) signed sealed and delivered in
 presence of us William Stagg, Justice of the Peace, Commonwealth
 of Massachusetts Norfolk. May 31, 1858. Then personally appeared the
 above named Saul S. Seagrave and acknowledged the above instrument
 to be his free act and deed before me William Stagg Justice of the Peace.
 June 2, 1858. Re-entered & returned by *Erno Fromm Esq*

Dedham Savings
 to
 Woodbury.

Know all men by these presents
 that the Dedham Institution for Savings a corporation duly established by
 law in Dedham in the county of Norfolk & Commonwealth of Massachu-
 setts in consideration of one dollar paid by Joseph J. Woodbury of West Roxbury
 in said county gentleman the receipt whereof is hereby acknowledged do
 hereby remise release and forever quit-claim unto the said Joseph J.
 Woodbury all their interest in & to a certain lot of land situated in said
 West Roxbury containing thirty eight thousand six hundred and forty five
 square feet being the lot designated as lot No. twelve on a plan of
 Bellevue made by Amos Hastings and recorded with Norfolk Deeds at
 the end of lib. 1st. It being the object of this deed to release said lot from
 certain mortgages covering said lot and other lands without in any way
 affecting the claim of said Institution to any other lands included in said
 mortgages. To have & to hold the above released premises with all the
 privileges and appurtenances to the same belonging to the said Joseph
 Woodbury his heirs and assigns to him and their use and behoof forever.
 In witness whereof the said Dedham Institution for Savings
 have caused their corporate name to be hereto subscribed, and their
 corporate seal to be hereunto affixed by Calvin Guild their Treasurer for
 that purpose duly authorized this second day of June in the year of our
 Lord as thousand eight hundred and fifty eight. Dedham ss. for Savings
 by Calvin Guild Treas. (and) signed sealed and delivered in presence of Walter
 Colburn. Norfolk ss. June 2, 1858. Then personally appeared the above named
 Calvin Guild, Treasurer and acknowledged the above instrument to be the
 free acknowledgment of the Dedham Institution for Savings before me Walter
 Colburn Justice of the Peace. We the subscribers Committee on Securities
 of the Dedham Institution for Savings hereby consent to and approve the
 above release. Thomas Barrows, Charles B. Shaw.
 June 2, 1858. Re-entered & returned by *Erno Fromm Esq*

TOWN OF WELLESLEY



MASSACHUSETTS

ALBERT S. ROBINSON, TOWN COUNSEL

P. O. BOX 375
47 CHURCH STREET
WELLESLEY, MASS. 02181
(617) 235-1020

January 8, 1979

Ms. Margaret J. Arnold, Librarian
Wellesley Free Library
Post Office Box 308
Wellesley, Massachusetts 02181

Re: Gifts for Library Purposes

Dear Ms. Arnold:

Your December 8, 1978 letter asks several questions on the general subject of gifts for library purposes.

Your first question is whether Town Meeting action is required in order to accept the gift. I would differentiate between gifts being made to the Town, on the one hand, and gifts being made directly to the Trustees of the library, on the other hand, although in each case, the answer to the basic question is no. In the case of gifts to the Town for library purposes, the Library Trustees have the statutory authority to accept gifts of funds, although expenditures thereof cannot be made except with the approval of the Board of Selectmen and, in any case, the funds must be deposited with the Town treasurer and maintained as a separate account. G.L. c. 44, §53A. (As you know, the Town is statutorily authorized to receive gifts, bequests or devises specifically for library purposes, and the Trustees are statutorily required to administer those monies or property in accordance with the terms of the gift or bequest. G.L. c. 78, §87. 11. This statutory obligation is incorporated by reference into the new by-laws. Wellesley By-laws, Article 36.3).

There are circumstances in which a gift, devise or bequest is tendered directly to the Board of Trustees and in that case, where there is a clear and direct intent of the grantor to place the funds within the sole and exclusive authority of the Trustees, the Trustees are authorized to accept, control, manage and expend those funds without further authority. Trustees of Public Library of City of Melrose v. City of Melrose, 316 Mass. 584, 56 N.E. 2d 131 (1944). In that case, two bequests were found by the Court to have been clearly and directly made to the Trustees directly, and not to the city itself. A dispute arose as to whether the

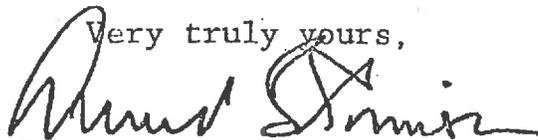
Ms. Margaret J. Arnold, Librarian
Wellesley Free Library
January 8, 1979
Page Three

purpose (resulting in being turned over to the Town treasurer) or to the library Trustees directly (where the funds would be maintained by the library Trustees). Secondly, the purpose of the gift must correspond directly with the purpose of the gifts previously deposited into the fund. Some examples might be helpful. A check gifted to the Town should never be comingled with a check gifted to the Trustees directly. Nor should a check for the purchase of a book be comingled with a check gifted for the purpose of purchasing magazine subscriptions. However, a check gifted for general purposes might be determined by the Trustees to be best used in the purchase of a book; and in that case, the check could, after that determination has been made, be comingled with previous gifts whose purposes was to finance the acquisition of books.

Your final question is whether gifted funds may be used to furnish the library when the terms of the gift do not specify any particular use. In other words, you are asking whether funds donated either explicitly or implicitly for general purposes can be applied to furnishings. The answer is yes in my opinion. In Eastman v. Allard, 149 Mass. 154, 21 N.E. 235 (1889), a gift was made for the purpose of, among other things, taking care of a specific library in town. The library Trustees wanted to expend a portion of this money for the printing of a catalogue. The expenditure was approved by the Court on the basis that it seemed reasonably within the generalized intent as specified by the terms of the gift. The same basic rationale should apply to any proposed use of generalized gifts, so long as the Trustees determine that the proposed specific use is the best use of the generalized gift.

Please call me if you have any further questions. I will of course be available to assist in any future questions which may arise in identifying the recipient of any proffered gift, or in determining the import of any special terms associated with it.

Very truly yours,



Albert S. Robinson

ASR/ss

File no.

bcc: Mr. Thomas E. Lee

Town of Wellesley

Services Govt. Community Directory

Predictive Search

Narrow image that fades...
(see Gardner, MA)

Pay a Bill

Subscribe to News

Maps and Property Info

Jobs

Minutes + Agendas

Public Records

News	Calendar	Projects	Town Meeting
•	~~~~~	~~~~~	~~~~~
•	~~~~~	~~~~~	~~~~~
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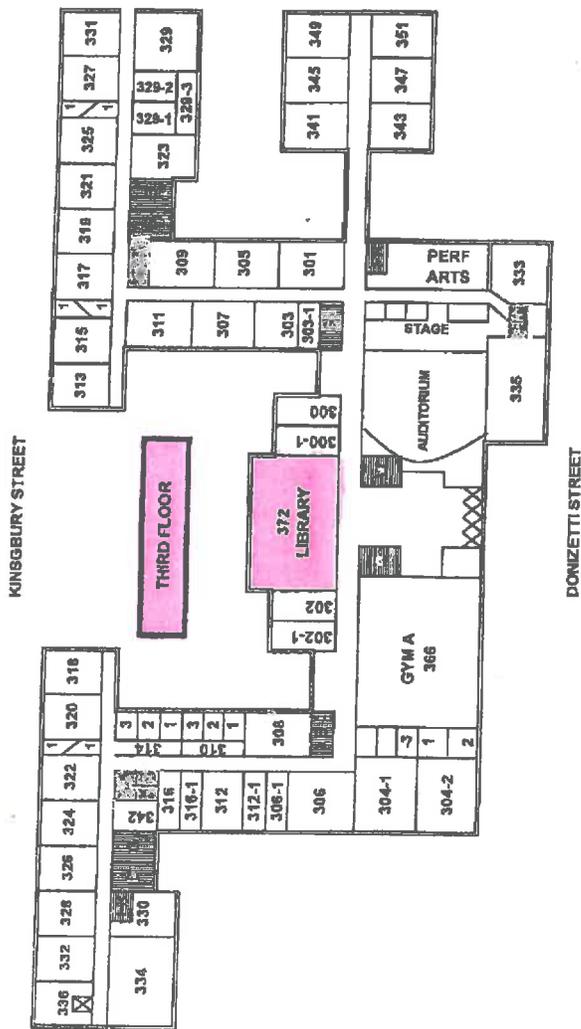
Policies

Contact

Website by CivicPlus

ROOM ASSIGNMENTS FOR 2017 ATM
AT THE MIDDLE SCHOOL ON MARCH 27, 2017

<u>Room</u>	<u>Committee/Board</u>
Library	BOS
Faculty Dining Room (bottom of stairs near cafeteria)	Advisory Board
(see attached third floor classroom plan)	
Room 301	Board of Public Works
Room 303	MLP Board
Room 305	Planning Bd.
Room 349	School Committee
Room 307	Historical Commission
Room 311	CPC
Room 319	NRC
Room 341	HR Board
Room 343	PBC
Room 315	Council on Aging
Room 309	Library Trustees
Room 329	SEC
 Rooms 317, 345, 347, 351	 Spares



**TOWN OF WELLESLEY | POLICE DEPARTMENT****WELLESLEY, MA 02482
Telephone 781-235-1212****TERRENCE M. CUNNINGHAM
Chief of Police****MEMORANDUM**

TO: OFFICER TRAVIS DIXON

FROM: TERRENCE M. CUNNINGHAM
CHIEF OF POLICE

SUBJECT: COMMENDATION FROM HENRY & JACQUELINE
DELLICKER

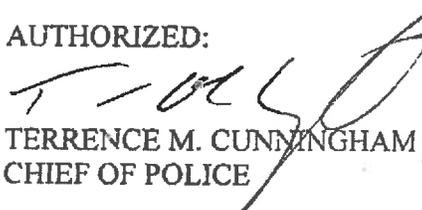
DATE: JANUARY 30, 2017

I was pleased to see a copy of an email which was sent to me by Henry and Jacqueline Dellicker. They wanted to thank you for the assistance you provided to them when they were involved in a car accident on January 10, 2017. They stated your calm and professional manner made the situation go very quickly and smoothly. They also appreciated that you offered to deliver some envelopes to Paparazzi Restaurant for them.

The comments of Mr. & Mrs. Dellicker are indicative of the level of professional services provided by the Wellesley Police Department and it is a reflection of your personal commitment.

A copy of this correspondence will be maintained in your department personnel file.

AUTHORIZED:



TERRENCE M. CUNNINGHAM
CHIEF OF POLICE

cc: Board of Selectmen
Bulletin Board
Personnel File

Dear Chief Cunningham 11/1/17

My husband and I were involved in an accident in your town last night on Rte 16 about 6 PM.

We want to compliment you and your department. The responding officer was Travis Dixon. He was calm, professional and reassuring. He took time to be sure no one was hurt and then handle everything quickly and smoothly.

We were on our way to Paga Rossia and I had bonus envelopes for the staff of Holliston Cattle Access TV (HCAT) and was concerned as to how to get them there.

Officer Dixon drove us to the station to meet our son to get back to Holliston and I had to take the envelopes and deliver them for us. That was above & beyond and very much appreciated.

Officer Dixon is a fine example of outstanding Law Enforcement

Officer,

most sincerely

Henry & Jacqueline Dillicker





**MASSACHUSETTS
MUNICIPAL
ASSOCIATION**

ONE WINTHROP SQUARE, BOSTON, MA 02110
617-426-7272 • 800-882-1498 • fax 617-695-1314 • www.mma.org

MMA's Spring Legislative Breakfast Meetings Begin on February 24th

January 27, 2017

Dear Local Official,

The Massachusetts Municipal Association's Annual Spring Legislative Breakfast meetings have been scheduled to take place in 6 cities and towns across the Commonwealth. Please be sure to register for the meeting closest to you. The meetings will take place on three successive Friday mornings: February 24th, March 3rd and March 10th.

We hope you can join us at the meeting nearest to you, and be part of a lively discussion with your legislators and MMA staff about state and local government in Massachusetts and important legislative and budget priorities for the year.

These meetings will take place right after Gov. Baker files his fiscal 2018 state budget recommendation, which will include his proposals for municipal and school aid next year. Spring 2017 will also mark the start of public hearings by legislative committees on nearly 6,000 bills that have been filed for the new two-year session, including many that affect cities and towns, ranging from planning and zoning, solid waste and recycling to local taxation and finance and public-sector human resources. These six breakfast meetings will also be an excellent opportunity to talk with your legislators about ongoing municipal priorities, such as funding for Chapter 90 and other local capital programs, and the impact of new statutes such as the 2016 public records and commercial marijuana laws.

These meetings will be a great time to talk with Representatives and Senators, fellow municipal officials and MMA staff about new ideas for local government and key legislative initiatives. Spring 2017 is going to be incredibly busy and exciting. Please pick a meeting near you to attend and bring your good questions and best advice.

PLEASE SIGN UP TODAY! You can register through www.mma.org or by contacting Vanessa Calaban at vcalaban@mma.org or 617-426-7272, ext. 121.

Thank you very much.

Sincerely,

A handwritten signature in black ink, appearing to read "Geoff Beckwith".

Geoff Beckwith
Executive Director & CEO

Enclosure



**MASSACHUSETTS
MUNICIPAL
ASSOCIATION**

ONE WINTHROP SQUARE, BOSTON, MA 02110
617-426-7272 • 800-882-1498 • fax 617-695-1314 • www.mma.org

**2017 Spring Legislative Breakfast Meetings
Please Register Now!**

**Please register online at www.mma.org or complete this registration form and send it to:
Vanessa Calaban, Massachusetts Municipal Association, One Winthrop Square, Boston, MA
02110, or by fax to: 617-695-1314, or by e-mail to vcalaban@mma.org**

Registrant's Name: _____

Municipality: _____

Job Title: _____

Phone Number: _____

Email Address: _____

Breakfast Location (Please check the meeting you will attend):

February 24th

- Ipswich, Town Hall, 25 Green Street
- New Bedford, Fort Taber Park, 1000 S. Rodney French Boulevard

March 3rd

- Greenfield, Greenfield Community College, 1 College Drive
- Leominster, Emergency Management Agency Office, 37 Carter Street

March 10th

- Brookline, Vine Ripe Grill, 1281 W. Roxbury Parkway
- Lenox, Town Hall, 6 Walker Street

While the meetings are free, attendees are asked to pre-register so the planners can have an accurate count. All legislative breakfast meetings will begin at **8:00 a.m.** and end by **10:00 a.m.**

THANK YOU FOR REGISTERING – WE LOOK FORWARD TO SEEING YOU THERE!

February 2, 2017

Board of Selectmen
Town of Wellesley
525 Washington Street
3rd Floor
Wellesley, MA 02482

Re: Political Activities and Municipal Employees

Dear Selectmen:

I have been asked to provide an overview of the extent to which municipal employees¹ may engage in political activities. Different rules apply depending on whether the activities in question are election-related or non-election-related, whether the activities are conducted privately or by a municipal employee in the employee's public role, and whether the employee is a policy-making or non-policy-making employee.² Due to the numerous factual variations that may arise, this overview cannot address every situation. As such, I encourage any municipal employee with a specific question regarding political activities to contact the office of Town Counsel for a confidential opinion.

In the broadest of terms, the basic principles are as follows:

- With limited exceptions, municipal employees may not engage in political activity on public time or use public resources for political activities;
- Municipal employees, with the exception of elected policy-making employees, may not use their public positions to engage in political activity;
- Municipal employees are generally free to engage in private political activity, such as serving on a campaign committee or donating to a candidate, on their own time and with their own resources, subject to the fundraising restrictions imposed by *M.G.L. c.55* (the *Campaign Finance Law*); and,
- With limited exceptions, municipal employees may not solicit or accept any contribution or anything of value for a political purpose.

¹ For purposes of the *Conflict of Interest Law*, a "municipal employee" includes members of appointed and elected boards and committees as well as Town employees, regardless of whether such members are appointed or elected, compensated or uncompensated, or full-time or part-time. Town Meeting members, however, are specifically excluded from this definition. *M.G.L. c.268A, §1*.

² See Advisory 11-1; Public Employee Political Activity.

Below are some broad guidelines to assist in understanding how the basic principles are applied and a chart of political activities intended to act as a quick reference guide for Town employees.

I. Prohibited Political Activities

A. Use of Public Resources

Municipal employees generally may not engage in political activities on public work time, while acting in an official capacity, in a public building, or with the use of other public resources, such as staff time, public office space, office equipment or office supplies.

Examples of prohibited activities include:

1. Working on campaign activities during work hours;
2. Sending campaign-related emails using publically owned computers or email addresses;
3. Using public letterhead or a public seal, logo or insignia on campaign materials;
4. Using publically owned equipment to create, copy or distribute campaign materials; and,
5. Using public staff to prepare campaign materials.

There are two exceptions to this rule:

1. Elected employees and appointed policy-making employees may take a position on a ballot question relating to their particular area of responsibility. They may also use other public resources to provide information to the public, but may not use such resources for advocacy purposes.
2. Elected employees are not required to work any particular hours and, as such, are not prohibited from engaging in political activities during the time in which such employees normally perform public duties.

B. Use of Public Position

The *Conflict of Interest Law* prohibits most public employees from using a public title to engage in campaign activities.³ Appointed employees, for example, may not use a public title when campaigning or to endorse a candidate or ballot question. This prohibition, however, does not apply to elected employees. As such, elected employees may use their official titles in campaigning for reelection or for election to a new office whether for themselves or for others. Elected employees may also identify themselves by their official title in endorsing other candidates or in supporting or opposing ballot questions.

³ *M.G.L. c.268A, §23(b)(2)(ii)*.

C. Fundraising by Public Employees

The *Campaign Finance Law*, prohibits paid municipal employees, other than elected officials, from directly or indirectly soliciting or receiving any contributions or anything of value for any political purpose.⁴ "Political purposes" include fundraising on behalf of any candidate, political committee or ballot committee. This prohibition generally does not apply to elected employees.⁵

Examples of prohibited activities include:

1. Selling tickets to a fundraising event to benefit a candidate or committee;
2. Soliciting contributions in support of a candidate or committee;
3. Accepting contributions in support of a candidate or committee;
4. Hosting a fundraiser;
5. Signing a fundraising letter; or,
6. Permitting the use of an employee's name on campaign letterhead that is used for soliciting contributions; and,
7. Serving as the treasurer of a political committee or in any other capacity that involves fundraising.

II. Permissible Political Activities

Subject to the restrictions set forth above and any restrictions imposed by the *Campaign Finance Law*, municipal employees are generally free to engage privately in political activities. Examples of permissible political activities include:

1. Joining a political organization or campaign committee;
2. Making a contribution to a campaign committee (note that such contributions must be given to a committee, not another municipal employee, and must be within limits established by law);
3. Volunteering time to a political campaign outside of work hours; and,
4. Meeting with anyone, including other public employees, for political purposes.

⁴ *M.G.L. c.55, §13.*

⁵ If an elected employee is also an appointed employee, however, the employee is prohibited from engaging in fundraising activities.

Additional information regarding how the *Campaign Finance Law* regulates political activity may be found in the Campaign Finance Guide published by the Office of Campaign and Political Finance, available at http://files.ocpf.us/pdf/guides/guide_pub_emp.pdf. Additional information regarding how the *Conflict of Interest Law* regulates political activity may be obtained by calling the State Ethics Commission at (617) 371-9500 and may also found in Advisory Opinion 11-1, available at <http://www.mass.gov/ethics/education-and-training-resources/educational-materials/advisories/advisory-11-1.html>. As stated above, I encourage public employees with questions regarding whether they may or may not engage in specific political activities to contact my office.

Please contact me if you have any questions.

Sincerely,

Thomas J. Harrington

Public Employee Political Activity

	Appointed Non Policy-Making	Appointed Policy-Making	Elected
Serve on a private ballot question committee or on a campaign committee.	Outside of work hours only.	Outside of work hours only.	Yes.
Contribute to a political committee or expend personal funds to support or oppose a ballot question or political candidate	Yes.	Yes.	Yes.
Advocate or engage in political activities during work hours	No.	With respect to ballot questions, only if the ballot question is related to the official's responsibilities. Otherwise, no.	Yes.
Advocate or engage in political activities while acting in an official capacity or wearing an official uniform	No.	With respect to ballot questions, only if the ballot question is related to the official's responsibilities. Otherwise, no.	Yes.
Discuss a ballot question at public or private meetings	Outside of work hours only.	Outside of work hours only unless the ballot question is related to the official's responsibilities.	Yes.
Take a position on a warrant article	Outside of work hours, provided that staff may engage in related activities concerning matters within the purview of their agency at the direction of a superior.	Outside of work hours only unless the matter is related to the official's responsibilities.	Yes, provided that elected officials with set work-hours may only engage in activities related to their official responsibilities during work hours.

	Appointed Non Policy-Making	Appointed Policy-Making	Elected
Take a position on a ballot question	Yes.	Yes.	Yes.
Analyze the impact of a ballot question	Yes.	Yes.	Yes.
Provide copies of an analysis or position statement related to a ballot question	Yes.	Yes.	Yes.
Hold an informational forum related to a ballot question	Outside of work hours only.	Outside of work hours only unless the ballot question is related to the official's responsibilities.	Yes.
Speak to the press about a ballot question	Outside of work hours only, except that staff may respond to inquiries from the press if directed to do so.	Outside of work hours only unless the ballot question is related to the official's responsibilities.	Yes.
Appear on cable television	Outside of work hours only.	Outside of work hours only unless the ballot question is related to the official's responsibilities.	Yes.
Use an official title in endorsing or opposing ballot question	No.	Only if the ballot question is related to the official's responsibilities.	Only if the ballot question is related to the official's responsibilities.
Use an official title in endorsing or opposing a political candidate	No.	No.	Yes.

	Appointed Non Policy-Making	Appointed Policy-Making	Elected
Use a public building for advocacy	Only outside of work hours; must be a building to which equal access is provided.	With respect to ballot questions, only outside of work hours unless the ballot question is related to the official's responsibilities; must be a building to which equal access is provided. Otherwise, no.	Must be a building to which equal access is provided.
Attend a political committee's campaign function	Outside of work hours only.	Outside of work hours only.	Yes.
Host a political committee's campaign function.	Outside of work hours only, provided that no fundraising may be done.	Outside of work hours only, provided that no fundraising may be done.	Yes, unless the official is also an appointed official.
Post information on a government bulletin board or website	Only if the information is prepared as part of the official's responsibilities.	Yes.	Yes.
Distribute information or advocacy to voters using public resources (email, computers, printers or anything paid for with public money)	No.	No.	No.
Distribute information or advocacy to voters using private resources	Outside of work hours only.	Outside of work hours only.	Yes.
Accept donations or payments for fundraising purposes	No.	No.	Yes, unless the official is also an appointed official.
Sign a fundraising letter on behalf of a candidate	No.	No.	Yes, unless the official is also an appointed official.

